

LUBBOCK COUNTY COMMISSIONERS COURT

Monday, September 15, 2025

COUNTY AUDITOR:

A. Budget Adjustments: Transfers & Amendments

<u>BA#</u>	<u>0657</u>	<u>Budget Transfers</u>	
162		011-044 Constable Pct #4	575.00
163		011-081 General Fund Xfer	2,726.00
164		020-190 Consonlidated R&B	143,436.00
165		031-191 Precinct #1 Park	4,923.00
166		033-193 Idalou/New Deal Park	419.00
167		075-075 Dispute Resolution Office	2,705.00
168		083-077 Election Services	32,215.00
169		090-023 District Clerk Records Mgt & Pres	24.00
170		092-001 County Records Mgt & Pres	16.00
171		093-046 Courthouse Security	18,207.00
172		095-001 Local Truancy Prevent & Divers	14.00
173		108-001 JP1 Justive Court Technology	10.00
174		145-047 Sheriff Commissary Salary	35,086.00
Line Item Transfers TOTAL \$			240,356.00

Budget Amendments:

175	077-075 Domestic Relations Office	6,000.00
176	081-081 Law Library	2,726.00
Budget Amendments TOTAL \$		8,726.00

BUDGET ADJUSTMENT AUTHORIZATION

Commissioners' Court Action: Approved Denied Other

The Commissioners' Court of Lubbock County does hereby order the FY 2025 budget adjusted as presented and authorized by Local Government Code §111.010(d).

Passed this 15th day of September 2025, on a motion by _____

and seconded by _____.

Curtis Parrish, County Judge

LUBBOCK COUNTY

REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Fund Name/Dept: 044 CONSTABLE 4

Contact: JOE PINSON

Date: 9/3/2025

It is requested that a Budget Amendment	Line Item Transfer	xxxxx
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be approved for the purpose of: TRANSFER FUNDS FROM COMMUNICATIONS TO SUPPLIES / OTHER OPER EXP FOR A RIFLE RACK

Move funds from:			Move funds to:		
Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
01104430-540100	Communications	\$575.00	01104430-520100	SUPPLIES	\$575.00
		\$ 575.00			\$ 575.00

LUBBOCK COUNTY

REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Department: 011-007 Non-Dept

Contact: Kathy Williams

Date: 9/5/2025

It is requested that a Budget Amendment

Line Item Transfer **XXX**

be approved for the purpose of: Xfer to Law Library Salary/Fringe Adjustment

Move funds from:

Move funds to:

Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
01100710-599501	CONTINGENCY-PAYROLL	2,726.00	011-908100	XFER TO LAW LIBRARY	2,726.00
		\$ 2,726.00			\$ 2,726.00

LUBBOCK COUNTY

REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Department: 020-Consolidated R&B

Contact: Rodshadi Moore

Date: 9/4/2025

It is requested that a Budget Amendment

Line Item Transfer

XXX

be approved for the purpose of: Salary/Fringe Adjustment

Move funds from:

Move funds to:

Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
02019090-500600	STAFF EMPLOYEES	143,436.00	02019090-510900	WORKER'S COMPENSATION	115,386.00
			02019090-510400	GROUP HEALTH INSURANCE	28,050.00
		\$ 143,436.00			\$ 143,436.00

LUBBOCK COUNTY

Department: 031-Precinct #1 Park

Contact: Mike Dalby

Date: 9/4/2025

It is requested that a Budget Amendment _____ Line Item Transfer _____ **XXX**
be approved for the purpose of: Salary/Fringe Adjustments

Move funds from:

Move funds to:

[illegible]

\$ 4,923.00

\$ 4,923.00

LUBBOCK COUNTY
REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Department: 033-Idalou/New Deal Park **Contact:** Cary Shaw **Date:** 9/4/2025

It is requested that a Budget Amendment _____ **Line Item Transfer** XXX
be approved for the purpose of: Salary/Fringe Adjustment

Move funds from:			Move funds to:		
Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
03319380-500800	TEMPORARY	419.00	03319380-510500	GROUP DENTAL INSURANCE	291.00
			03319380-510400	GROUP HEALTH INSURANCE	128.00
		\$ <u>419.00</u>			\$ <u>419.00</u>

LUBBOCK COUNTY

Department: 075-DRC

Contact: Gene Valentini

Date: 9/4/2025

It is requested that a Budget Amendment _____ Line Item Transfer _____ XXX
be approved for the purpose of: True Up Fringe Lines

Move funds from:

Move funds to:

[illegible]

\$ 2,705.00

\$ 2,705.00

LUBBOCK COUNTY
REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Department: 083-Election Services

Contact: Roxzine Stinson
rs

Date: 9/4/2025

It is requested that a Budget Amendment _____ **Line Item Transfer** XXX
be approved for the purpose of: Salary/Fringe Adjustment

Move funds from:			Move funds to:		
Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
08307770-500600	STAFF EMPLOYEES	12,215.00	08307770-500700	OVERTIME COMPENSATION	17,293.00
08307770-500800	TEMPORARY	20,000.00	08307770-510400	GROUP HEALTH INSURANCE	10,726.00
			08307770-510900	WORKER'S COMPENSATION	3,240.00
			08307770-510500	GROUP DENTAL INSURANCE	547.00
			08307770-510300	RETIREMENT	364.00
			08307770-510600	LIFE INSURANCE	45.00
		\$ <u>32,215.00</u>			\$ <u>32,215.00</u>

LUBBOCK COUNTY
REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Department: 090-Dist Clrk Records Mgt & Fees **Contact:** Sara Smith **Date:** 9/4/2025

It is requested that a Budget Amendment _____ ^{rs} Line Item Transfer XXX
be approved for the purpose of: Salary/Fringe Adjustment

Move funds from:			Move funds to:		
Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
09002320-500800	TEMPORARY	24.00	09002320-510900	WORKER'S COMPENSATION	24.00
		\$ <u>24.00</u>			\$ <u>24.00</u>

LUBBOCK COUNTY

REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Department: 092-Co records Mgt & Pres

Contact:

Date: 9/4/2025

It is requested that a Budget Amendment

Line Item Transfer

XXX

be approved for the purpose of: Salary/Fringe Adjustment

rs

Move funds from:

Move funds to:

[illegible]

LUBBOCK COUNTY

Department: 093-Courthouse Security

Contact: _____ Dan Corbin
rs

Date: 9/4/2025

It is requested that a Budget Amendment	Line Item Transfer	XXX
be approved for the purpose of: True Up Fringe Lines		

Move funds from:

Move funds to:

Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
09304630-500600	STAFF EMPLOYEES	18,207.00	09304630-510300	RETIREMENT	7,551.00
			09304630-510100	FICA	3,828.00
			09304630-510900	WORKER'S COMPENSATION	2,956.00
			09304630-510400	GROUP HEALTH INSURANCE	2,915.00
			09304630-510200	MEDICARE	895.00
			09304630-510700	UNEMPLOYMENT INSURANCE	62.00
		\$ 18,207.00	\$ 18,207.00		

LUBBOCK COUNTY

Department: 095- Local Truancy

Contact: _____ KW

Date: 9/4/2025

It is requested that a Budget Amendment _____ Line Item Transfer _____ **XXX**
be approved for the purpose of: True Up Salary/Fringe Lines _____

Move funds from:

Move funds to:

Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
09500110-500800	TEMPORARY	14.00	09500110-510700	UNEMPLOYMENT INSURANCE	14.00
		\$ 14.00			\$ 14.00

LUBBOCK COUNTY

Department: 108-JP#1 JusticeCourtTech

Contact: _____ KW

Date: 9/4/2025

It is requested that a Budget Amendment _____ Line Item Transfer _____ **XXX**
be approved for the purpose of: True Up Fringe Lines

Move funds from:

Move funds to:

[illegible]

\$ 10.00

\$ 10.00

LUBBOCK COUNTY

Contact: _____ Dan Corbin
rs

rs

It is requested that a Budget Amendment _____

Line Item Transfer

XXX

be approved for the purpose of: True Up Fringe Lines

Move funds to:

Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
14504730-500600	STAFF EMPLOYEES	15,443.00	14504730-500700	OVERTIME COMPENSATION	22,538.00
14504730-510400	GROUP HEALTH INSURANCE	19,643.00	14504730-501400	INCENTIVE PAY	4,544.00
			14504730-510300	RETIREMENT	4,041.00
			14504730-510900	WORKER'S COMPENSATION	3,087.00
			14504730-501300	LONGEVITY	876.00
		\$ 35,086.00			\$ 35,086.00

BUDGET AMENDMENT AUTHORIZATION

Commissioners' Court Action: Approved Denied Other

The Commissioners' Court of Lubbock County does hereby authorize an emergency expenditure as an amendment to the original budget and order the FY 2025 budget amended as presented and authorized by Local Government Code §111.010(c).

Passed this 15th day of September 2025, on a motion by _____

and seconded by _____.

Curtis Parrish, County Judge

LUBBOCK COUNTY

REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Fund Name/Dept: 075 / Dispute Resolution

Contact: Kristi Thompson

Date: 8/25/2025

It is requested that a Budget Amendment	X	Line Item Transfer
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be approved for the purpose of: correcting budget due to underestimate of revenue and corresponding contract service

expenses.

Move funds from:

Move funds to:

Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
			077-438200	Service Fees	6,000.00
			07707525-562200	Contract Services	6,000.00
		\$ -			\$ 12,000.00

1. Must be on the County's approved form, found on the N Drive, in Excel format.
2. Must be typed.
3. Use whole dollars, NO cents
4. Include adequate description for the adjustment or it will not be submitted;
 - a. Phrases such as –"unanticipated expenses, to complete year or complete budget year"-do not provide sufficient information and should be avoided.
5. Funding in personnel line items cannot be transferred into operating line items and vice versa without prior consent from Commissioners' Court.
6. Line-item transfers/budget amendments must be approved prior to securing a purchase order that will place the expenditure line item into a deficit balance.
7. Budget adjustments-Line item transfers/Amendments will need to be entered in Munis, the LIT form along with any backup documentation must be attached in PDF format to your entry in Munis.

Scott, Rhonda

From: Thompson, Kristi
Sent: Thursday, September 4, 2025 4:59 PM
To: Scott, Rhonda
Subject: Fund 077
Attachments: 2025.09.08 Budget v. Projected.pdf; 0-2025.09.04 Estimated Year End 077 ONLY.pdf; 2025.09.04 Financial 077 ONLY.pdf

Rhonda-

I have attached the documents I use to estimate (guesstimate?) my year end figures. I anticipate that we will end the year with a surplus of \$40,744.75, which includes the ARPA funds. The prior fund balance is (\$12,615.65), so after that is cleared, we will have \$28,129.10 left to go into the fund balance. Obviously, my numbers are not solid, because they are just estimates and I include the full amount for the last payroll of the year rather than doing the percentage split.

My concern is Contract Services. Based on the financial I ran today (attached), we only have \$5,710.61 remaining. Although we average \$3,000-\$4,000 each Court, my concern is indicated by the amount we are paying out on 09/08/25, which is \$5,067.50. Since we are required to pay based on when the service was provided, then I have used the average of \$3,749.61 per Court for the next three courts (09/22, 10/13, and 10/27). I don't think the 10/27 will be nearly as high, but I don't want to have a problem if it does go up. With the earlier deadlines, it is possible it will be higher than it has been in the past. As I mentioned on the phone, I was correlating the service fees to the contract services, but the amount coming in on that line item directly effects the amount going out of contract services.

If there is another way I should be doing this, then I'm very happy to learn. The way I do the estimates isn't very sophisticated, but they have been fairly accurate – including last year when we had deficits.

I hope this makes any kind of sense. Please let me know if any questions.

Kristi Thompson
Assistant Director

Texas Dispute Resolution System
Office of Dispute Resolution for Lubbock County
916 Main Street, Ste 800
P.O. Box 10536
Lubbock, Texas 79408
806-775-1720 | 866-329-3522

Financials as of 09.04.2025

Line Item #	Line Item	Budgeted	Actual	Projected	Projected TOTAL	Difference
REVENUE						
077-438010	DRO Fees	\$ 16,320.00	\$ 13,186.23	\$ 2,637.24	\$ 15,823.47	\$ 496.53
077-438100	Admin Fees	\$ -	\$ 70.00	\$ -	\$ 70.00	
077-438200	Service Fees	\$ 36,000.00	\$ 40,531.25	\$ 7,195.75	\$ 47,727.00	\$ (11,727.00)
077-438510	Super Visitation	\$ 21,600.00	\$ 18,728.25	\$ 3,019.66	\$ 21,747.91	\$ (147.91)
077-438700	Comm Supervision	\$ 60,000.00	\$ 52,751.10	\$ 9,000.00	\$ 61,751.10	\$ (1,751.10)
077-470000	Interest Income	\$ -	\$ 330.92	\$ -	\$ 330.92	\$ (330.92)
077-810600	ARPA	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -
EXPENSES						
077-075-5002000-25	Appointed Officials	\$ -	\$ -	\$ -	\$ -	\$ -
077-075-5006000-25	Staff Employees	\$ 1,116.00	\$ 1,115.19	\$ -	\$ 1,115.19	\$ 0.81
077-075-5008000-25	Seasonal/Temp	\$ 109,250.00	\$ 66,328.77	\$ 11,632.00	\$ 77,960.77	\$ 31,289.23
077-075-5101000-25	FICA	\$ 4,348.00	\$ 4,176.05		\$ 4,176.05	\$ 171.95
077-075-5102000-25	Medicare	\$ 1,017.00	\$ 976.85		\$ 976.85	\$ 40.15
077-075-5103000-25	Retirement	\$ 124.00	\$ 123.89		\$ 123.89	\$ 0.11
077-075-5104000-25	Group Health	\$ 330.00	\$ 329.28		\$ 329.28	\$ 0.72
077-075-5105000-25	Group Dental	\$ 19.00	\$ 18.71		\$ 18.71	\$ 0.29
077-075-5106000-25	Life Insurance	\$ 60.00	\$ 2.68		\$ 2.68	\$ 57.32
077-075-5107000-25	Unemployment Ins	\$ 91.00	\$ 62.69		\$ 62.69	\$ 28.31
077-075-5109000-25	Worker's Comp	\$ 189.00	\$ 182.10		\$ 182.10	\$ 6.90
	Benefits	\$ 6,178.00	\$ 5,872.25	\$ 957.25	\$ 6,829.50	\$ (651.50)
077-075-5201000-25	Supplies	\$ 2,896.00	\$ 1,537.76	\$ 100.00	\$ 1,637.76	\$ 1,258.24
077-075-5228000-25	Law Books	\$ 200.00	\$ -	\$ 221.00	\$ 221.00	\$ (21.00)
077-075-5503000-25	Travel & Training	\$ 2,100.00	\$ 1,273.20	\$ 100.00	\$ 1,373.20	\$ 726.80
077-075-5505000-25	Association Dues	\$ 680.00	\$ 530.00	\$ -	\$ 530.00	\$ 150.00
077-075-5622000-25	Contract Services	\$ 86,500.00	\$ 80,789.39	\$ 11,248.84	\$ 92,038.23	\$ (5,538.23)

					Notes
Balance as of 09.04.25				\$ 43,151.19	
Expected Revenue					
DRO Fees	\$ 2,637.24	\$ 2,637.24			Oct - July avg \$1318.62
Service Fees - Pending CC	\$ -				
Service Fees	\$ 7,195.75	\$ 7,195.75			Oct - July average: \$3,977.25; \$758.75 posted Aug
Supervised Visitation - Pending CC	\$ -				
Supervised Visitation	\$ 3,019.66	\$ 3,019.66			Oct - July average: \$1,812.33; \$605 posted Aug
Community Supervision Fees	\$ 9,000.00	\$ 9,000.00			\$4,500 per month
Total Expected Revenue				\$ 21,852.65	
Expected Expenses					
Appointed Officials	\$ -	\$ -			
Staff Employees	\$ -	\$ -			
Temp/Seasonal	\$ (11,632.00)	\$ (11,632.00)			
Benefits	\$ (957.25)	\$ (957.25)			
Supplies - Officewise	\$ (30.00)				average \$15 per month
Supplies - Background checks	\$ (10.00)				average \$5 per month
Supplies - Other	\$ (60.00)	\$ (100.00)			average \$30 per month
Law Books	\$ (221.00)	\$ (221.00)			Texas Family Code
Travel and Training - Field Visits	\$ (100.00)				mileage for field visits avg. \$50 per month
Travel and Training - Other		\$ (100.00)			
pmts to Mediators/SW/Officers	\$ (11,248.84)	\$ (11,248.84)			
Total Expected Expenses				\$ (24,259.09)	

Estimated Balance end of FY25	\$ 40,744.75
Prior Fund Balance	\$ (12,615.65)
Estimated remaining fund balance end of FY25	\$ 28,129.10

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
077 DOMESTIC RELATIONS OFFICE	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
077 DOMESTIC RELATIONS OFFICE							
077 438010 DRO FEES LUBBOCK COU	-16,320	0	-16,320	-13,186.23	.00	-3,133.77	80.8%*
077 438100 ADMIN FEES	0	0	0	-70.00	.00	70.00	100.0%
077 438200 SERVICE FEES	-36,000	0	-36,000	-40,531.25	.00	4,531.25	112.6%
077 438510 SUPERVISED VISITATIO	-21,600	0	-21,600	-18,728.25	.00	-2,871.75	86.7%*
077 438700 COMMUNITY SUPERVISIO	-60,000	0	-60,000	-52,751.10	.00	-7,248.90	87.9%*
077 470000 INTEREST INCOME	0	0	0	-330.92	.00	330.92	100.0%
077 810600 XFER FROM ARPA	-75,000	0	-75,000	-75,000.00	.00	.00	100.0%
TOTAL DOMESTIC RELATIONS OFFICE	-208,920	0	-208,920	-200,597.75	.00	-8,322.25	96.0%
07707525 Domestic Relations Office							
07707525 500600 STAFF EMPLOYEES	76,232	-75,116	1,116	1,115.19	.00	.81	99.9%
07707525 500800 TEMPORARY	20,440	88,810	109,250	66,328.77	.00	42,921.23	60.7%
07707525 510100 FICA	4,348	0	4,348	4,176.05	.00	171.95	96.0%
07707525 510200 MEDICARE	1,017	0	1,017	976.85	.00	40.15	96.1%
07707525 510300 RETIREMENT	5,520	-5,396	124	123.89	.00	.11	99.9%
07707525 510400 GROUP HEALTH IN	8,232	-7,902	330	329.28	.00	.72	99.8%
07707525 510500 GROUP DENTAL IN	415	-396	19	18.71	.00	.29	98.5%
07707525 510600 LIFE INSURANCE	60	0	60	2.68	.00	57.32	4.5%
07707525 510700 UNEMPLOYMENT IN	91	0	91	62.69	.00	28.31	68.9%
07707525 510900 WORKER'S COMPEN	189	0	189	182.10	.00	6.90	96.3%
07707525 520100 SUPPLIES/OTH OP	2,896	0	2,896	1,537.76	499.51	858.73	70.3%
07707525 522800 LAW BOOKS	200	0	200	.00	200.00	.00	100.0%
07707525 550300 TRAVEL AND TRAI	4,600	-2,500	2,100	1,273.20	.00	826.80	60.6%
07707525 550500 ASSOCIATION DUE	680	0	680	530.00	.00	150.00	77.9%
07707525 562200 CONTRACT SERVIC	84,000	2,500	86,500	80,789.39	.00	5,710.61	93.4%
TOTAL Domestic Relations Office	208,920	0	208,920	157,446.56	699.51	50,773.93	75.7%
TOTAL DOMESTIC RELATIONS OFFICE	0	0	0	-43,151.19	699.51	42,451.68	100.0%
TOTAL REVENUES	-208,920	0	-208,920	-200,597.75	.00	-8,322.25	
TOTAL EXPENSES	208,920	0	208,920	157,446.56	699.51	50,773.93	
PRIOR FUND BALANCE				-12,615.65			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				43,151.19			
REVISED FUND BALANCE				30,535.54			

LUBBOCK COUNTY
REQUEST FOR BUDGET AMENDMENT/LINE ITEM TRANSFER

Department: 081-Law Library

Contact: Michele Campbell
rs

Date: 9/5/2025

It is requested that a Budget Amendment XXX Line Item Transfer _____
be approved for the purpose of: Salary/Fringe Adjustment

Move funds from:			Move funds to:		
Fund/Account No.	Account Name	Amount	Fund/Account No.	Account Name	Amount
			081-801100	XFER FROM GENERAL FUND	2,726.00
			08108125-500600	STAFF EMPLOYEES	1,735.00
			08108125-510300	RETIREMENT	546.00
			08108125-510100	FICA	378.00
			08108125-510900	WORKER'S COMPENSATION	32.00
			08108125-510400	GROUP HEALTH INSURANCE	18.00
			08108125-510600	LIFE INSURANCE	10.00
			08108125-510700	UNEMPLOYMENT INSURANCE	7.00
		\$ <u>-</u>			\$ <u>5,452.00</u>

5,452.00