

**THE STATE OF TEXAS  
COUNTY OF FANNIN**

**IN COMMISSIONERS COURT  
FANNIN COUNTY, TEXAS**

On this 22nd day of August, 2013 the Fannin County Commissioners Court met in a Special Meeting after public notice was posted on the 15th day of August 2013 at 3:59 p.m. with the following members being present:

	<b>Creta L. Carter II</b>	<b>County Judge</b>
	<b>Gary Whitlock</b>	<b>Commissioner, Precinct 1</b>
	<b>Stan Barker</b>	<b>Commissioner, Precinct 2</b>
	<b>Jerry Magness</b>	<b>Commissioner, Precinct 3</b>
<b>[Absent]</b>	<b>Dean Lackey</b>	<b>Commissioner, Precinct 4</b>

The following business was transacted to-wit:

**CALL TO ORDER**

Judge Carter called the meeting to order at 1:31 p.m.

**ITEM 2. ESTABLISH A QUORUM**

Judge Carter declared a quorum has been established; Commissioner Lackey is absent.

**ITEM 3. DISCUSSION REGARDING 2013/2014 FISCAL YEAR BUDGET**

Judge Carter stated the County budget may need to be reduced in the future if income does not increase; after the next fiscal year and final payment on the jail on CR 4200 the County will be debt free.

**JUVENILE PROBATION – 575 [Item as presented originally]**

<i>Line item</i>	<i>Last Budget</i>	<i>Requested</i>	<i>Recommended</i>
<i>408 Detention Operating Cost</i>	<i>\$127,720.00</i>	<i>\$127,720.00</i>	<i>\$100,000</i>

Laurie Blake, 336th District Judge stated the most recently proposed budget shows \$102,000 for services [408 Detention Operating Cost] the Juvenile Department has historically returned funds not used to pay for the Grayson County juvenile detention facility; this coming year the funds from the County will be retained as permitted by law, State funds must be returned to the State part of which is funneled back to the County to pay for detention costs; the State funds the department in part through grants which have dwindled leaving the department approximately \$8,000 in reserves for the coming year.

Brandon Caffee, Chief Juvenile Probation Officer stated one of the heaviest burdens on the budget are the juvenile sex offenders which are not covered by the Liberty grant and are currently 36% of

the case load, in April that figure was as high as 78%; those offenders must be housed at a cost \$96.17 per day.

Charles Butler, County Court at Law Judge stated the funds used go directly for detention and not for non essentials; juvenile offenders are every bit as dangerous as ever and effort is put into programs to prevent offenses as well as probation.

**COUNTY CLERK – 403 [Item as presented originally]**

<i>Line item</i>	<i>Last Budget</i>	<i>Requested</i>	<i>Recommended</i>
<i>Clerk Rec Mgmt Presv Fund</i>		<i>\$3300</i>	<i>None</i>

Tammy Biggar, County Clerk stated funding of \$7,500 is sought for the Commissioner Court Agenda Management System; the Agenda.Net program is requested; 50% of the funding to come from the County Clerk's Record Management and Preservation Fund and the balance to be paid for by the County.

Commissioner Barker stated the Contingency Fund is already low before the budget is even approved, it is recommended the commissioners share the cost of 50% of the program from their budget. Scott Dyer, Auditor stated the cost to each precinct would be \$912.50 each. Commissioners Magness and Whitlock stated agreement.

Mr. Dyer stated the original proposed cost was too high, the current pricing is reasonable; to summarize, Mr. Morrow stated the program is supportable and cost effective; Jill Holmes, Purchasing Agent stated the program will work for the need presented; there are funds available.

Judge Carter stated the original concern was funding a program that would not meet the need.

**DISTRICT CLERK – 450 [Item as presented originally]**

<i>Line item</i>	<i>Last Budget</i>	<i>Requested</i>	<i>Recommended</i>
<i>RMP &amp; Preservation</i>		<i>F/T Temp Clerk</i>	

*The position would be for 6 months; duties to include scanning old records and shredding files to work toward going paperless.*

Nancy Young, District Clerk stated a temporary position was requested from the Record Management and Preservation (RMP) Fund for digitizing of records and was not recommended by the Court; storage is an issue, therefore an increase in RMP funds is requested to be used for shelving in the amount of \$5,000-\$6,000 for use in the Windom [Storage] building.

Judge Carter asked about the quote of \$4,190.15. Ms. Young stated the cost is without shipping and screws. Judge Carter asked if the total asked was for \$5,000. Ms. Young answered in the affirmative.

Scott Dyer, Auditor stated the Fund 19 currently has \$11,267 in cash; \$3,000 from this year can be carried over into next year and \$2,000 more be allotted to meet the request.

Commissioner Whitlock stated if the screws do not come with the shelving, the County can supply them [using current inventory].

**DISTRICT AND COUNTY ATTORNEY – 475 [Item as presented originally]**

<i>Line item</i>	<i>Last Budget</i>	<i>Requested</i>	<i>Recommended</i>
<i>F/T Discovery Clerk</i>	<i>-0-</i>	<i>\$24,500 + benefits</i>	
<i>421 Internet</i>	<i>\$5,980.92</i>	<i>Same</i>	<i>\$3,468</i>

*It is recommended the additional \$216 monthly fee come from the DA Hot Check/Seizure Funds*

<i>572 Office Equipment</i>	<i>-0-</i>	<i>\$21,500</i>	<i>\$2,000</i>
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Richard Glaser, Criminal District Attorney stated a Discovery Clerk and scanners were requested and denied; a network drop for \$90 is requested for use with the existing copier and scanner to be networked in, Dustin Morrow, IT advises this procedure would not be the most efficient; the copier lease expires in 3 months, a comparable copier will be needed; the process is time consuming to bate stamp the discovery in a capital case. Mr. Morrow stated 5-6 hours has been expended so far in the first case.

Mr. Glaser stated the carpets will need cleaning and it is requested the item come from the County Repair and Maintenance fund.

Mr. Glaser stated the proposed budget is \$2,744.91 less than the last year's amended budget; the Clear Program funding is requested; it was recommended by the Court to use the Forfeiture fund; the collection of Hot Checks is projected to be down since it has shown decline due to the influx of credit card fraud rather than hot checks; to fund the Clear program an increase of the \$2,744.91 [shortfall over last year's budget] would pay for the program.

Judge Carter asked the cost of the program. Mr. Dyer stated the annual cost would be \$2,640.20 which includes a 5% increase. Mr. Glaser stated the \$2,640.20 is requested.



Judge Carter stated there are 4 issues to review; Juvenile Probation, County Clerk, District Clerk and Criminal District Attorney.

Judge Carter stated the District Clerk's item does not come from the General Fund, the money is available. Judge Carter asked for any disagreement; there was none.

Mr. Dyer stated the County Clerk's item will require a line item to be created for half the cost; commissioners will need to advise what line item to use to pay for the other half with – the split being \$912.50; Commissioners Barker, Magness and Whitlock stated approval.

Judge Carter asked for clarification on the usage of the Clear program. Mr. Glaser stated the use is for hot checks, locating witnesses, people who have moved and gets used about 40 times per day. Judge Carter stated the use goes beyond hot checks and therefore it is appropriate to have funding supplemented; Commissioners Barker, Whitlock and Magness stated agreement. Judge Carter stated \$2,640.20 will be contributed; Mr. Dyer stated the line item will reflect \$6,108.20.

Judge Carter asked what the current projected status is of the Contingency Fund. Mr. Dyer stated \$165,909.80. Judge Carter stated the figure given is what will be looked at to decide whether or not to put more money into Juvenile Probation.

Commissioner Barker asked for last year's starting Contingency Fund balance; Mr. Dyer stated the prior year was nearly \$200,000; the current balance is \$9,705.85. Judge Carter asked what the current Contingency Fund began at, Mr. Dyer stated \$150,000 [the previous year was \$200,000].

Judge Carter reminded the Court Judge Blake asked for \$430,000 for Indigent Defense and the Court budgeted \$330,000. Commissioner Barker expressed concern over starting the year with less than \$165,000 in Contingency.

Mr. Dyer stated Income is stretched as far as is possible; expenses have been reduced very low; the Sheriff and Jail budget are less than last year, the FCC may be dropping commissions which could impact as much as \$150,000 that has been used in the past to purchase cars and used for operating funds; the options are to reduce Contingency or increase beginning cash and reduce reserves.

Commissioner Barker stated the budget should remain as it is; Commissioners Whitlock and Magness agreed; Judge Carter agreed.

Mr. Dyer stated Road and Bridge has \$3,277,937 for this coming year which is less than last year's due to an income loss from a code change in the collections for the Tax Assessor/Collector and the percentage shifted by code moves funds into the General Fund from the Road and Bridge; several years ago the Road and Bridge Budget was at 90% and now the percentage received is at 20-30% [of the County budget].

**ITEM 4. ADJOURN**

Commissioner Barker moved to adjourn.


Motion By: Commissioner Stan Barker  
Second By: Commissioner Gary Whitlock  
Vote: 3-0 Passed

**Adjourned at 2:55 p.m.**

**The above and foregoing represents true and correct minutes of the Fannin County Commissioner's Court meeting in Special Session the 22nd day of August, 2013.**

(LGC 81.003)

**ATTEST:**

  
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**Tammy Biggar**  
**Fannin County Clerk**

\*Out of County [Travel]

\*\* Discrepancy

