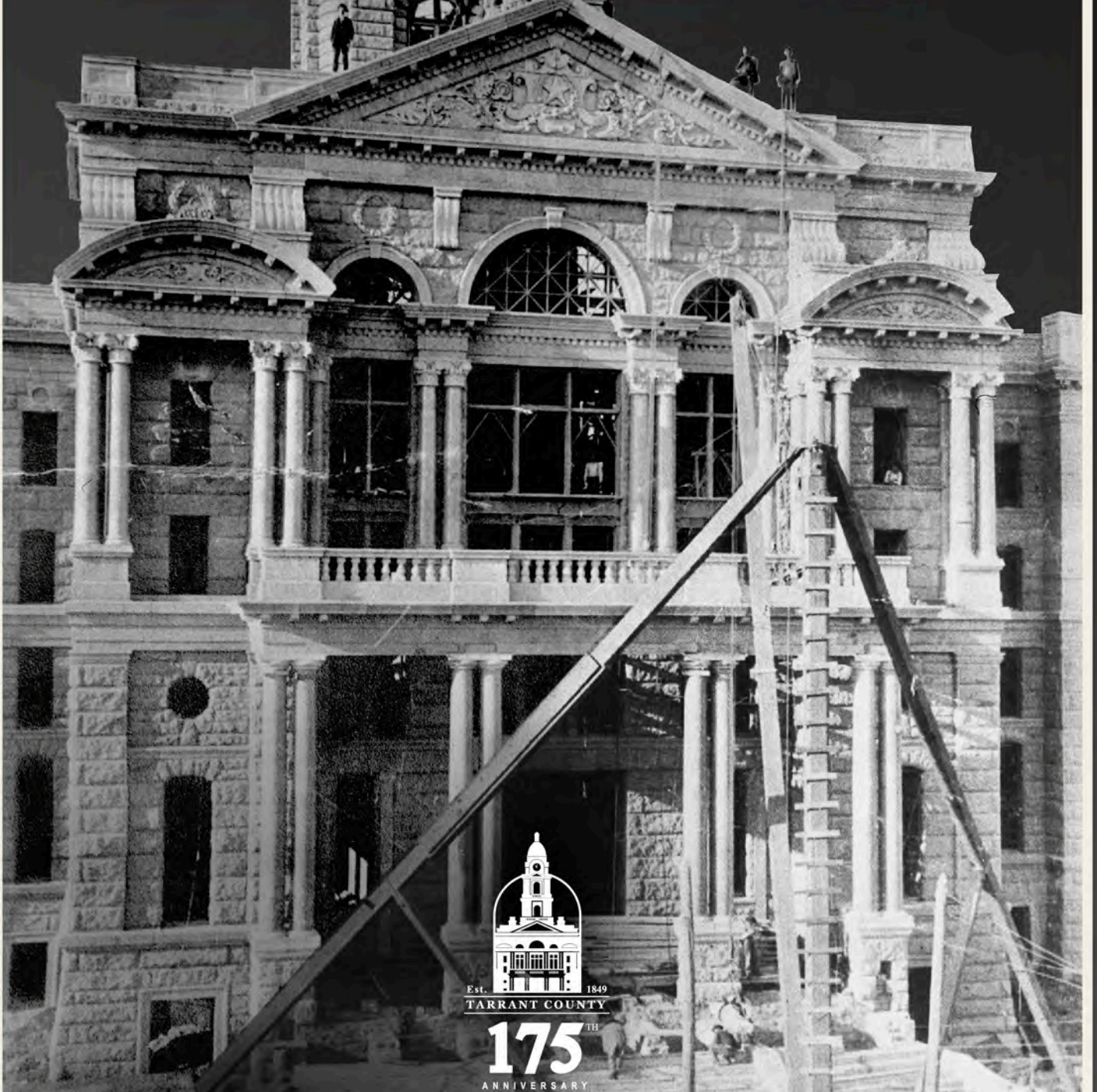


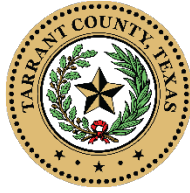
# 2025 TARRANT COUNTY BUDGET



## Approved Budget - Narrative Detail

September 17, 2024

Prepared by Tarrant County Budget and Risk Management Department



# FY 2025 BUDGET

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Pursuant to §140.0045 Texas Local Government Code and §2252.908 Texas Government Code, as amended by the Regular Session of the 86<sup>th</sup> Texas Legislature,<sup>1</sup> Tarrant County estimates the following, to as practicable extent possible,<sup>2</sup> to disclose anticipated expenditures and budgeted expenditures:

	FY 2024	Budgeted FY 2025
Direct expenditures to contract with or reimburse persons required to register as a lobbyist under Chapter 305 of the Texas Government Code	\$0.00	\$0.00
Anticipated <sup>3</sup> expenditures <sup>4</sup> that may be subject to disclosure according to §140.0045 Texas Local Government Code	\$105,549	\$162,956

<sup>1</sup> SB 65 and HB 1495

<sup>2</sup> A good-faith effort was made to compile these expenditures in accordance with §140.0045 Texas Local Government Code and §2252.908 Texas Government Code. However, due to the ambiguity of the plain text of HB 1495 and SB 65 as well as the lack of guidance from the legislature or legal authority interpreting these statutes, a political subdivision is left to its good-faith effort to comply with these statutes. Until the legislature or the courts provide necessary clarification for these statutes, Tarrant County seeks to be forthright with its disclosure

<sup>3</sup> FY 2024 ends on September 30, 2024. "Actual" expenditures are not available. Please see Tarrant County comprehensive annual financial report (CAFR) for previous years' information. <https://www.tarrantcounty.com/en/auditor/financial-accounting/annual-financial-reports/cafr.html>

<sup>4</sup> Expenditures include relevant portions of county employee salaries; travel, lodging and per diem; and certain membership dues.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Tarrant County  
Texas**

For the Fiscal Year Beginning

**October 01, 2023**

*Christopher P. Morill*

Executive Director



# **BUDGET INTRODUCTION**





**TARRANT COUNTY**  
**BUDGET AND RISK MANAGEMENT**

HELEN H. GIESE  
DIRECTOR

Greetings –

For the second consecutive year, Tarrant County’s budget process has produced a budget below the no-new-revenue rate and provides historic tax relief without compromising service continuity.

**Highlights**

- Maximum homestead exemption of 20.0 percent for the first time in Tarrant County history
- Property tax rate reduction of 3.6 percent to a rate below the No-New-Revenue tax rate
- Structure and merit pay raises for all eligible law enforcement and non-law enforcement employees

**Principal Issues**

***Property Taxes***

Similar to FY 2024, one of the major issues faced during the FY 2025 budget process was the burden of property taxes on our residents. Tarrant County, like other urban Texas counties, has experienced a massive increase in property value appraisals issued by Central Appraisal Districts (CADs) in recent years. To combat these rising property values and tax bills, the FY 2025 budget builds upon the historic tax relief passed in the FY 2024 budget.

First, the Commissioners Court approved an additional 10.0 percent homestead exemption for all Tarrant County homesteaded properties. Building upon the initial 10.0 percent homestead exemption passed in FY 2024, Tarrant County now provides a 20.0 percent homestead exemption – the maximum allowed under state law. Second, the Commissioners Court approved a property tax rate below the No-New-Revenue tax rate for the second year in a row, which means Tarrant County will collect a lower amount of taxes on the same properties from the preceding year – notwithstanding revenue generated by new construction.

The FY 2025 budget provides significant tax relief without compromising the quality of services that Tarrant County residents have come to expect. In addition to the buy-in and collaboration with departments to identify cost savings, Tarrant County reduced its employer contribution rate to the retirement system which will be discussed in further detail below.

***Declining Workforce***

***Law Enforcement***

To promote the recruitment and retention of law enforcement officers, the Commissioners Court approved a substantial compensation plan. In addition to the 3.0 percent step pay increase that law enforcement employees receive on an annual basis, confinement employees received a 4.0 percent pay grade structure

increase and all other law enforcement employees, such as Sheriff Patrol and Constables, received a 7.0 percent pay grade structure increase.

This significant investment in law enforcement salaries will allow Tarrant County to remain competitive in the labor market and will aid ongoing recruitment and retention efforts being employed by the Employee Resources division of the Sheriff's Office.

#### *Non-Law Enforcement Compensation*

All non-law enforcement positions, dependent upon incumbent eligibility, were provided with a 3.0 percent merit pay increase. All non-law enforcement pay grades were provided with a pay grade structure increase ranging from 0.0 to 5.0 percent.

#### ***Benefits for Current and Retired Employees***

The County contribution to the Group Health Insurance Fund is set at \$950 per month per employee, or \$11,400 annually, for FY 2025 which is the same as the FY 2024 budget. The annual County contribution for retirees that are under 65 will be \$16,008 annually; for retirees that are 65 and over the County's contribution will be \$3,408 annually. This remains unchanged from FY 2024.

The FY 2025 budget reduced the County's contribution rate to the Texas County and District Retirement System (TCDRS) from 19.5 percent to the required contribution rate of 11.88 percent, which represents a 7.62 percent decrease. Despite the significant shift in the contribution rate, the adopted rate maintains the County's funded liability at 90.0 percent. This action was undertaken to achieve the second year of historic tax relief and amounted to tens of millions of dollars in savings. The FY 2025 budget, similar to previous budgets, will facilitate a 1.0 percent COLA for retirees.

#### ***Department Changes***

There were several changes in relation to the structuring of departments. Two new departments were created as a result of the FY 2025 budget process: Communications and Emergency Management. These functions were previously housed as divisions of the County Administrator's Office. Additionally, there were several interfund transfers of departments and functions.

First, the Resource Connection, which is a centralized hub for the provision of social services, was moved from its own Enterprise Fund to the General Fund due to the lack of profitability. Second, each of the County Commissioners' General Administration divisions were moved from the Road and Bridge Fund to the General Fund. The Maintenance divisions of the County Commissioners' offices, which are responsible for road and bridge maintenance, remained in the Road and Bridge Fund. This action was completed to functionally align revenues with expenditures. Furthermore, it enabled the County to decrease its operating transfer from the General Fund to the Road and Bridge Fund.

#### **Financial Overview**

With the action taken related to property taxes in the FY 2025 budget, there are significant changes in the County's revenue structure and budgeted expenditures. In the section below, you will find several tables providing a high-level overview of financial data from the FY 2025 budget.

### ***Tax Rate***

The FY 2025 budget, which is supported by revenue generated by the tax rate adopted in Tax Year (TY) 2024, reflects a 3.6 percent reduction in the combined tax rate from TY 2023 and a 29.0 percent reduction over the past decade.

<b>Tarrant County Adopted Property Tax Rate (TY 2015 – 2024)</b>			
<b>Tax Year</b>	<b>Maintenance &amp; Operations (M&amp;O)</b>	<b>Debt Service (I&amp;S)</b>	<b>Combined Tax Rate</b>
2015	0.237300	0.026700	0.264000
2016	0.229538	0.024462	0.254000
2017	0.221856	0.022144	0.244000
2018	0.214135	0.019865	0.234000
2019	0.217264	0.016736	0.234000
2020	0.217448	0.016552	0.234000
2021	0.213553	0.015447	0.229000
2022	0.206873	0.017127	0.224000
2023	0.178836	0.015664	0.194500
2024	0.171707	0.015793	0.187500

### ***Revenue***

The table below compares the revenue budgeted by source in the FY 2024 and FY 2025 adopted budgets. There are significant decreases in taxes, cash fines, and cash carryforward. Conversely, there are significant increases in intergovernmental revenues and other revenue. The \$20M decrease in budgeted tax revenue is the result of the tax relief measures passed within this budget as well as the estimated impact of the 65 and over freeze. The decrease in investment income is due to a combination of decreases in investments and interest rates. The decrease in interfund transfers is the result of decreased transfers from the General Fund to the Road and Bridge Fund and Capital Funds. Overall total budgeted revenues and cash carryforward for FY 2025 decreased by over \$50M compared to the preceding year.

<b>Revenue by Source (FY 2024 v FY 2025)</b>			
<b>Revenue Source</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>	<b>Variance</b>
Taxes	532,143,753	511,960,940	(20,182,813)
Licenses	1,305,000	1,400,000	95,000
Fees of Office	89,754,070	89,691,950	(62,120)
Cash Fines	2,371,400	2,266,000	(105,400)
Intergovernmental Revenues	33,086,885	35,016,977	1,930,092
Investment Income	25,552,914	18,353,000	(7,199,914)

Other Revenue	11,928,593	14,843,079	2,914,486
Interfund Transfers	20,236,587	7,966,114	(12,270,473)
<b>Total Revenues</b>	<b>716,379,202</b>	<b>681,498,060</b>	<b>(34,881,142)</b>
Cash Carryforward	180,221,046	164,881,852	(15,339,194)
<b>Total Revenues + Cash Carryforward</b>	<b>896,600,248</b>	<b>846,379,912</b>	<b>(50,220,336)</b>

Property tax revenue constitutes 75.1 percent of Tarrant County’s budgeted revenues, excluding cash carryforward from previous fiscal years. With cash carryforward funding included, property tax revenue constitutes 60.4 percent of budgeted revenues. The table below provides a historical overview of property tax revenue budgeted and collected over the past 5 fiscal years.

<b>Historical Property Tax Revenue (FY 2020 – 2025)</b>		
<b>Fiscal Year</b>	<b>Budget</b>	<b>Actual</b>
2021	471,186,897	482,537,523
2022	493,918,433	497,813,215
2023	545,015,916	542,081,535
2024	527,858,753	521,345,207
2025	509,027,727	-

Tarrant County has a strong and healthy economy that has experienced explosive growth over the past decade. This growth has included a significant increase in new construction as well as a sharp increase in property values for existing properties. To provide some context to the extent of the growth that Tarrant County has experienced, the net taxable value has increased 104 percent over the past decade from \$132,397,275,566 in 2015 to \$270,340,317,137 in 2024. The table below provides an overview of the growth in net taxable value over the past 10 years.

<b>Tarrant County Property Value (TY 2015 – 2024)</b>	
<b>Tax Year</b>	<b>Net Taxable Value</b>
2015	132,397,275,566
2016	143,208,841,539
2017	162,541,252,147
2018	180,110,821,859
2019	199,739,794,935
2020	198,672,830,349

2021	217,644,837,270
2022	247,655,062,749
2023	271,974,303,666
2024	270,340,317,137

***Capital Outlay***

The table below provides an overview of the newly approved capital by category.

<b>Tarrant County FY 2025 Approved Non-Debt Capital by Category</b>	
<b>Category</b>	<b>Amount</b>
Office Equipment	573,444
Furniture	514,555
Computer Equipment/Software	5,916,380
Vehicles	4,978,851
Heavy Equipment	6,686,398
Other Equipment	3,401,413
Construction/Renovations	31,535,537
<b>TOTAL</b>	<b>53,606,578</b>

In addition to a Non-Debt Capital Fund, which finances regular capital needs, Tarrant County maintains a Capital Improvement and Replacement Fund. The FY 2025 budget contains an investment of \$26,832,728 from the General Fund into the Capital Improvement and Replacement Fund to meet the County’s long-term capital needs.

***Positions***

The FY 2025 budget provides for 25 new positions in the General Fund totaling \$2,076,272. These positions are partially offset by a reduction-in-force of 14 positions and temporary/part-time salary savings totaling \$1,831,550. Twenty-four (24) positions are related to workload increases; one (1) is due to a new program. In total there are 3,831 full-time positions authorized in the General Fund. With the addition of seven (7) new full-time positions, there are 242 authorized positions in the Road and Bridge Fund. The new positions are related to workload increases and will cost \$523,346. The total number of authorized positions in the operating funds is 4,073.



### **Budget Excellence**

As the FY 2025 budget process kicked off in the Spring, the Government Finance Officers Association (GFOA) notified Tarrant County that we had received the Distinguished Budget Presentation Award for the second time in organizational history. The GFOA Distinguished Budget Presentation Award represents a significant achievement by governing body and staff to implementing the best practices and principles of governmental budgeting and communication. We believe that this budget document continues to comply with the guidelines and standards of the GFOA Distinguished Budget Award program.



## **TARRANT COUNTY ELECTED OFFICIALS**

### **COUNTY JUDGE**

Hon. Tim O'Hare

### **COUNTY COMMISSIONER, PCT 1**

Hon. Roy Brooks

### **COUNTY COMMISSIONER, PCT 2**

Hon. Alisa Simmons

### **COUNTY COMMISSIONER, PCT 3**

Hon. Gary Fickes

### **COUNTY COMMISSIONER, PCT 4**

Hon. Manny Ramirez

### **COUNTY TAX ASSESSOR-COLLECTOR**

Hon. Wendy Burgess

### **COUNTY SHERIFF**

Hon. Bill Waybourn

### **CONSTABLE, PCT 1**

Hon. Dale Clark

### **CONSTABLE, PCT 2**

Hon. Robert McGinty

### **CONSTABLE, PCT 3**

Hon. Darrell Huffman

### **CONSTABLE, PCT 4**

Hon. Scott Bedford

### **CONSTABLE, PCT 5**

Hon. Pedro Munoz

### **CONSTABLE, PCT 6**

Hon. Jon Siegel

### **CONSTABLE, PCT 8**

Hon. Michael Campbell

### **17<sup>th</sup> DISTRICT JUDGE**

Hon. Melody Wilkinson

### **48<sup>th</sup> DISTRICT JUDGE**

Hon. Chris Taylor

### **67<sup>th</sup> DISTRICT JUDGE**

Hon. Don Cosby

### **96<sup>th</sup> DISTRICT JUDGE**

Hon. J.P. Gallagher

### **141<sup>st</sup> DISTRICT JUDGE**

Hon. John Chupp

### **153<sup>rd</sup> DISTRICT JUDGE**

Hon. Susan McCoy

### **236<sup>th</sup> DISTRICT JUDGE**

Hon. Thomas Lowe

### **342<sup>nd</sup> DISTRICT JUDGE**

Hon. Kimberly Fitzpatrick

### **348<sup>th</sup> DISTRICT JUDGE**

Hon. Megan Fahey

### **352<sup>nd</sup> DISTRICT JUDGE**

Hon. Joshua Burgess

### **CRIMINAL DISTRICT COURT NO. 1**

Hon. Elizabeth Beach

### **CRIMINAL DISTRICT COURT NO. 2**

Hon. Wayne Salvant

**CONSTABLE, PCT 7**

Hon. Sandra Lee

**CRIMINAL DISTRICT COURT NO. 4**

Hon. Andy Porter

**213<sup>th</sup> DISTRICT JUDGE**

Hon. Chris Wolfe

**297<sup>th</sup> DISTRICT JUDGE**

Hon. David Hagerman

**371<sup>st</sup> DISTRICT JUDGE**

Hon. Ryan Hill

**372<sup>nd</sup> DISTRICT JUDGE**

Hon. Julie Lugo

**396<sup>th</sup> DISTRICT JUDGE**

Hon. George Gallagher

**432<sup>nd</sup> DISTRICT JUDGE**

Hon. Ruben Gonzalez Jr.

**485<sup>th</sup> DISTRICT JUDGE**

Hon. Steven Jumes

**231<sup>st</sup> DISTRICT JUDGE**

Hon. Jesus Nevarez, Jr.

**233<sup>rd</sup> DISTRICT JUDGE**

Hon. Kenneth Newell

**322<sup>nd</sup> DISTRICT JUDGE**

Hon. James Munford

**323<sup>rd</sup> DISTRICT JUDGE**

Hon. Alex Kim

**324<sup>th</sup> DISTRICT JUDGE**

Hon. Beth Poulos

**325<sup>th</sup> DISTRICT JUDGE**

Hon. Cynthia Terry

**COUNTY COURT AT LAW NO. 1**

Hon. Don Pierson

**COUNTY COURT AT LAW NO. 2**

Hon. Jennifer Rymell

**COUNTY COURT AT LAW NO. 3**

Hon. Mike Hrabal

**CRIMINAL DISTRICT COURT NO. 3**

Hon. Douglas Allen

**COUNTY CRIMINAL COURT NO. 1**

Hon. David Cook

**COUNTY CRIMINAL COURT NO. 2**

Hon. Carey Walker

**COUNTY CRIMINAL COURT NO. 3**

Hon. Robert McCoy

**COUNTY CRIMINAL COURT NO. 4**

Hon. Deborah Nekhom

**COUNTY CRIMINAL COURT NO. 5**

Hon. Brad Clark

**COUNTY CRIMINAL COURT NO. 6**

Hon. Randi Hartin

**COUNTY CRIMINAL COURT NO. 7**

Hon. Eric Starnes

**COUNTY CRIMINAL COURT NO. 8**

Hon. Charles Vanover

**COUNTY CRIMINAL COURT NO. 9**

Hon. Brian Bolton

**COUNTY CRIMINAL COURT NO. 10**

Hon. Trent Loftin

**PROBATE COURT NO. 1 JUDGE**

Hon. Chris Ponder

**PROBATE COURT NO. 2 JUDGE**

Hon. Brooke Allen

**CRIMINAL DISTRICT ATTORNEY**

Hon. Phil Sorrells

**DISTRICT CLERK**

Hon. Tom Wilder

**COUNTY CLERK**

Hon. Mary L. Nicholson

**360<sup>th</sup> DISTRICT COURT**

Hon. Patricia Baca Bennett

**JUSTICE OF THE PEACE, PCT 1**

Hon. Ralph Swearingin Jr.

**JUSTICE OF THE PEACE, PCT 2**

Hon. Mary Tom Curnutt

**JUSTICE OF THE PEACE, PCT 3**

Hon. Bill Brandt

**JUSTICE OF THE PEACE, PCT 4**

Hon. Chris Gregory

**JUSTICE OF THE PEACE, PCT 5**

Hon. Sergio DeLeon

**JUSTICE OF THE PEACE, PCT 6**

Hon. Jason Charbonnet

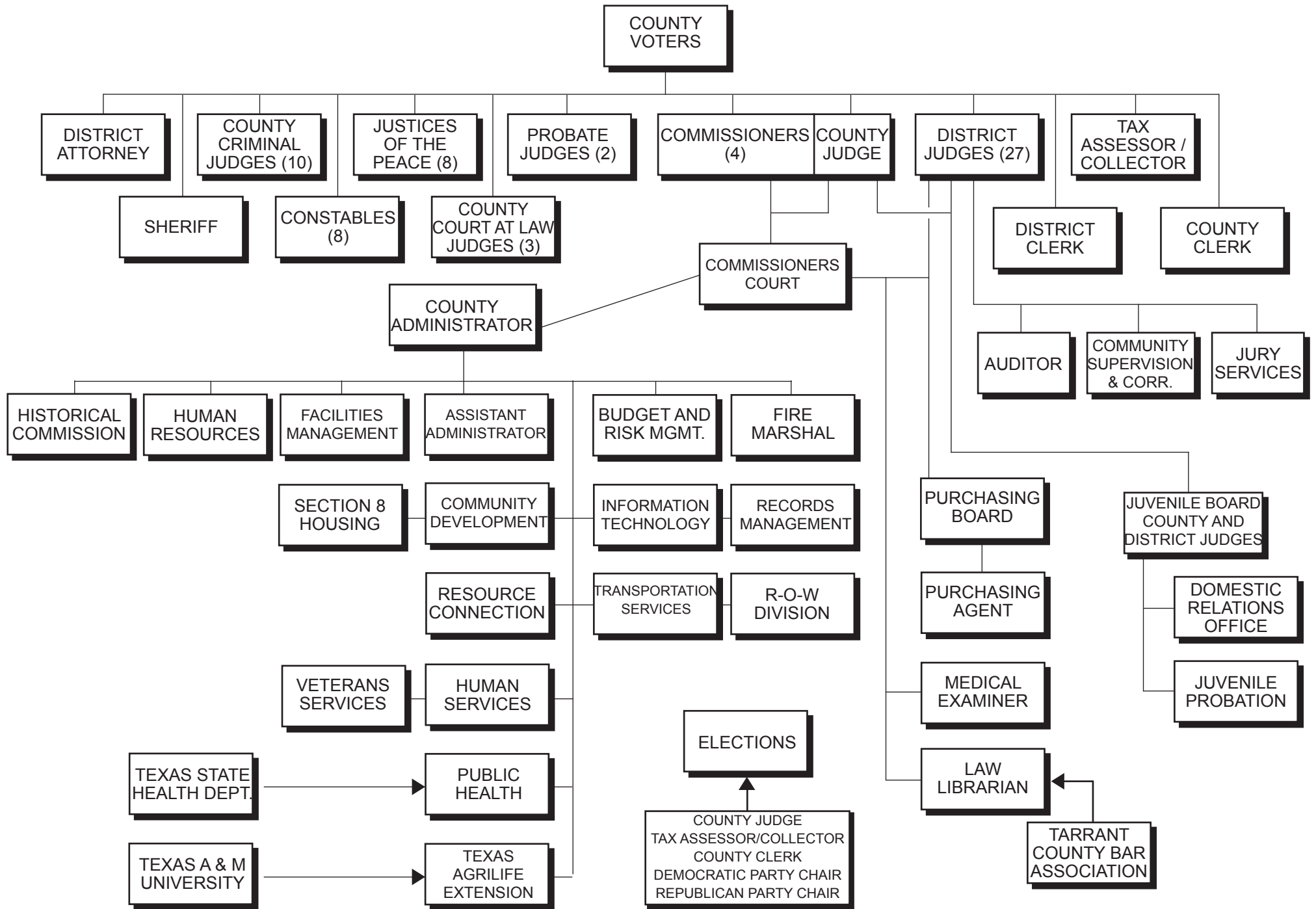
**JUSTICE OF THE PEACE, PCT 7**

Hon. Kenneth Sanders

**JUSTICE OF THE PEACE, PCT 8**

Hon. Lisa Woodard

# TARRANT COUNTY ORGANIZATION







# **BUDGET OVERVIEW**



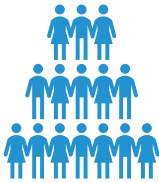
# TARRANT COUNTY BUDGET-IN-BRIEF



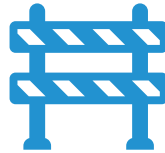
VISIT THE TARRANT  
COUNTY BUDGET  
WEBSITE



## ALL FUNDS BUDGETARY HIGHLIGHTS



**4,073 FULL-TIME  
EMPLOYEES**



**\$190,744,700 IN  
CAPITAL INVESTMENTS**



**SIGNIFICANT PAY RAISE  
FOR LAW ENFORCEMENT**



**3.6% TAX RATE  
DECREASE**

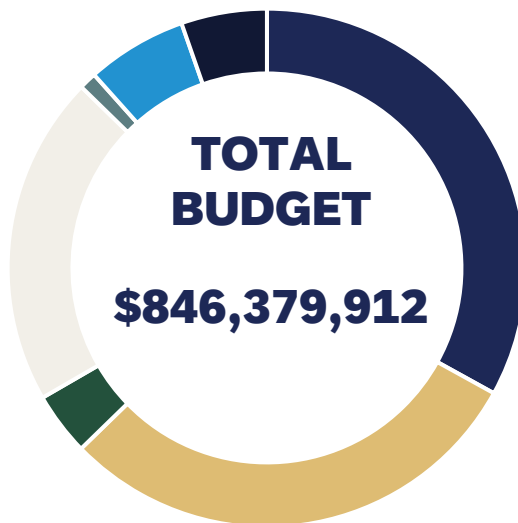


**MAX TWENTY PERCENT  
HOMESTEAD EXEMPTION**



**MERIT PAY RAISES FOR  
ELIGIBLE COUNTY EMPLOYEES**

## BUDGETED OPERATING FUND EXPENDITURES



- General Administration: \$279.6M - 33.03%
- Public Safety: \$251.31M - 29.69%
- Public Buildings: \$33.31M - 3.94%
- Judicial: \$174.71M - 20.64%
- Community Services: \$9.20M - 1.09%
- Transportation: \$53.05M - 6.27%
- Transfers/Reserves/Debt: \$45.2M - 5.35%

## OPERATING FUND REVENUES



- Taxes: \$511.9M - 60.49%
- Licenses: \$1.4M - 0.17%
- Fees of Office: \$89.7M - 10.60%
- Cash Fines: \$2.3M - 0.27%
- Intergovt Revenues: \$35.02M - 4.14%
- Investment Income: \$18.40M - 2.17%
- Other Revenue: \$14.84M - 1.75%
- Interfund Transfers: \$7.97M - 0.94%

# 60 PERCENT

OF FY 2025 COUNTY REVENUES ARE COMPRISED OF PROPERTY TAXES

# \$164,881,852

IN CASH CARRYFORWARD FUNDING FROM FISCAL YEAR 2024



# \$0.1875

TAX RATE PER \$100 OF TAXABLE VALUE

# \$846,379,912

TOTAL OPERATING REVENUES + CASH CARRYFORWARD FUNDING

**AVG. MARKET VALUE:** \$ 371,325

**AVG. TAXABLE VALUE:** \$ 276,658

**AVG. TAX BILL:** \$ 519

## PROPOSED VS. ADOPTED BUDGETS

Major changes between the proposed and adopted budgets.

- The only major change between the proposed and the adopted budgets was the elimination of several project positions in the Sheriff's Office in exchange for the approval of six (6) full-time Bond Condition Clerk positions.



# TARRANT COUNTY

## STRATEGIC GOALS AND PLANNING



### STRATEGIC PLANNING

The County's strategic plan established the County's mission statement, vision, and goals as well as Key Performance Indicators to track the County's progress in achieving those goals. To aid in drafting the strategic plan and guiding work sessions, the County engaged a third-party consultant.

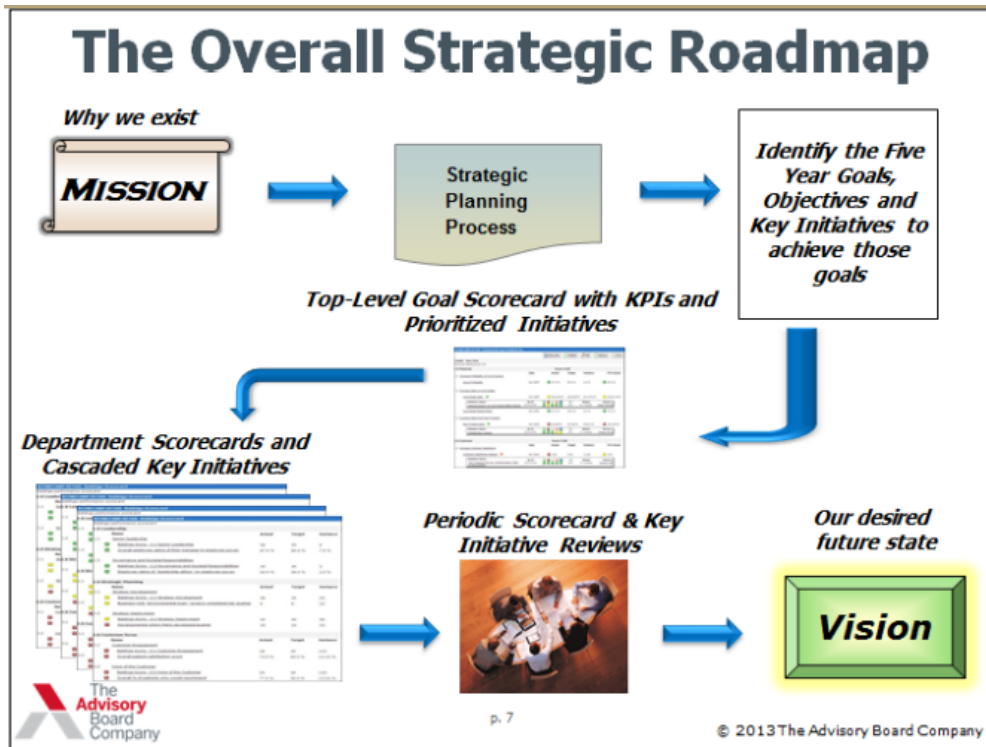
During the FY 2025 budget process, the Budget and Risk Management department launched a new S.M.A.R.T. goals pilot program at the direction of the County Administrator. The following section provides an overview of the County's strategic planning process.



### STRATEGIC FRAMEWORK

The diagram located on the next page represents the strategic framework employed by the County to drive improved performance in relation to its goals and objectives. Key terms include:

- **Mission:** The purpose or reason for the existence of Tarrant County
- **Vision:** The desired future state of Tarrant County
- **Goals:** The focal points for the County to improve
- **Objectives:** More granular and shorter term focal points within the goals
- **Initiatives:** The Priority Improvement Projects that will contribute to the achievement of the goals and objectives
- **KPIs:** Key Performance Indicators, which consist of output and outcome-related metrics, that the County will use to measure achievement of the goals and objectives
- **Scorecards:** A methodology to track the progress on the goals, objectives, initiatives, and KPIs



## MISSION STATEMENT

Our mission is to work collaboratively with our external and internal stakeholders to improve the satisfaction of the residents and businesses of Tarrant County through the effective and efficient provision of services.



## VISION

Our vision is to be financially responsible with County resources and efficient in service delivery. We commit to a culture of innovation, excellence, and transparency, while providing the highest level of customer service to Tarrant County residents and businesses.



## STRATEGIC GOALS

The graphic below outlines Tarrant County's adopted strategic goals:

Improve Tarrant County's financial strength and effectiveness by proactively exercising fiscal disciplines and performance or evidence-based budget allocation.

1

Maximize Tarrant County's operational efficiency and productivity through streamlined policies and processes, enhanced communication and targeted application of technologies.

2

Continue to cultivate an organizational culture in which people are nurtured, innovation is encouraged and excellence is rewarded.

3

Enhance the satisfaction level for the residents and businesses of Tarrant County through the effective delivery and equitable administration of justice, public safety, health, transportation and human and other services.

4

Strategically engage the public and private stakeholders to improve the mobility of people and goods in Tarrant County and the North Texas Region.

5

Proactively collaborate with Tarrant County cities and other stakeholders to grow and diversify the local economy through the enhancement of human and capital infrastructures.

6

## **SUCCESSFUL EXECUTION**



To track implementation and adherence to the adopted strategic plan, the Commissioners Court approved the utilization of departmental scorecards. An example of a scorecard for the Elections Administration department is included below. Additionally, you will find an overview of several successes the County has achieved in relation to the adopted strategic goals.

### **SUCCESSFUL INITIATIVES**

**Goal #1: Improve Tarrant County’s financial strength and effectiveness by proactively exercising fiscal disciplines and performance or evidence-based budget allocation.**

- ❖ **Objective:** Develop financial policies and practices to enhance the County’s financial system.
- ❖ **Achievement:** Policies for financial reserves and cash balances were formally adopted by the Commissioners Court.

**Goal #2: Maximize Tarrant County’s operational efficiency and productivity through streamlined policies and processes, enhanced communication and targeted application of technologies.**

- ❖ **Objective:** Identify and eliminate redundancies and waste, using improvement methodologies and utilizing well-integrated technology as an enabler to drive efficiencies.
- ❖ **Achievement:** The County established departmental Key Performance Indicators through the Strategic Initiatives Manager position and routed tracking of these indicators through the budget system.

**Goal #3: Continue to cultivate an organizational culture in which people are nurtured, innovation is encouraged, and excellence is rewarded**

- ❖ **Objective:** Improve employee communication and satisfaction, including deploying ways to encourage innovation and reward excellence.
- ❖ **Achievement:** The Learning Management System (LMS) has been deployed by Human Resources and Information Technology for use by County departments. Annual HR training and budget entry training has been conducted through this system.

**Goal #4: Enhance the satisfaction level for the residents and businesses of Tarrant County through the effective delivery and equitable administration of justice, public safety, health, transportation, and human and other services.**

- ❖ **Objective:** Ensure that there is internal collaboration across departments, as well as external collaboration, to better serve residents and businesses.
- ❖ **Achievement:** During the COVID-19 pandemic, the County conducted a community-wide needs assessment to align the County's response with public needs. This process consisted of a wide variety of community engagement strategies ranging from citizen satisfaction surveys to community roundtables and stakeholder interviews.

**Goal #5: Strategically engage the public and private stakeholders to improve the mobility of people and goods in Tarrant County and the North Texas Region.**

- ❖ **Objective:** Develop, prioritize, and deploy an intermodal strategic transportation plan for Tarrant County.
- ❖ **Achievement:** The County is in the process of engaging a transportation planning consultant to develop a Tarrant County Transportation Plan that improves and benefits both Tarrant County and the region.

**Goal #6: Proactively collaborate with Tarrant County cities and other stakeholders to grow and diversify the local economy through the enhancement of human and capital infrastructures.**

- ❖ **Objective:** Develop, prioritize, and deploy an intermodal strategic transportation plan for Tarrant County.
- ❖ **Achievement:** The County is in the process of engaging a transportation planning consultant to develop a Tarrant County Transportation Plan that improves and benefits both Tarrant County and the region.



## SCORECARD

The image below provides an example of the scorecards employed to track implementation of the strategic plan. Scorecards provide an overview of the department mission statement, Key Performance Indicators, and related data in the context of adopted strategic goals. These scorecards are utilized in the recommendation phase of the budget process.

### Elections

Year	Budget	FTEs
FY 2015	\$ 5,739,745	36
FY 2016	\$6,108,449	36

**MISSION STATEMENT:** Establish and increase public confidence in the electoral process by conducting voter registration and elections with the highest level of professional election standards, integrity, security, accuracy, and fairness.

County Goal	Department Goals	KPI	Fiscal Year	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr. or YTD	Trend
4	Voter Registration Ensure the integrity of the electoral process by registering voters and maintaining accurate voter registration records.	Number of registered voters*	FY 2015	967,920	975,642	987,438	1,001,885	↑
			FY 2016	1,012,052	1,025,616	1,049,792		
		Number of new registered voters	FY 2015	24,073	14,231	17,206	20,212	↑
			FY 2016	19,855	29,460	23,354		
		Number of early day voters	FY 2015	58,341		46,638		↑
			FY 2016	44,529	141,825	56,027		
Number of voter registration changes processed (including cancellations)	FY 2015	86,689	21,456	25,324	24,367	↓		
	FY 2016	16,930	59,091	20,973				
4	Elections Administer all federal, state, county and other elections in a fair and efficient manner.	Number of elections	FY 2015	17		37		↓
			FY 2016	2	1	3		
		Number of precincts supported	FY 2015	694		187		↑
			FY 2016	694	694	694		
		Accuracy of ballot devices	FY 2015	100.0%		100.0%		→
			FY 2016	100.0%		100.0%		

## NEW S.M.A.R.T. GOALS PILOT PROGRAM

The County Administrator directed the Budget and Risk Management department to explore the adoption of S.M.A.R.T. goals to ensure that departmental goals and objectives provide substantive value. S.M.A.R.T. stands for:

Specific

Measurable

Actionable

Relevant

Timebound

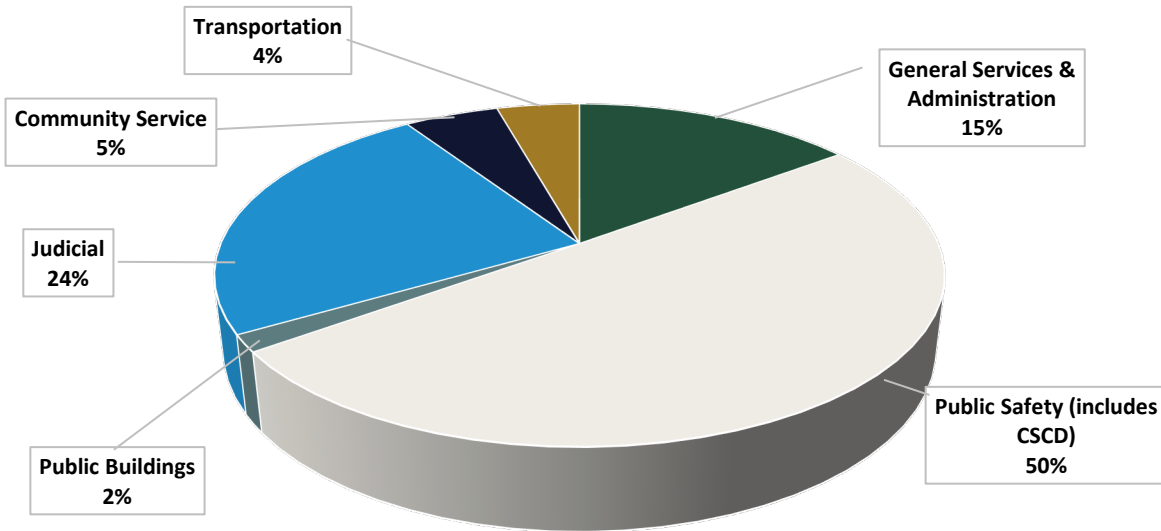
There are several administrative departments and a few elected officials who participated in the S.M.A.R.T. goals pilot program, and you will find their newly developed goals in the individual department overview pages. Currently, Budget and Risk Management is working with these pilot departments and elected officials to enhance existing and develop new Key Performance Indicators (KPIs) which align with their adopted S.M.A.R.T. goals.



# TARRANT COUNTY AUTHORIZED POSITIONS

In the section below, you will find visual aids related to the authorized positions for all adopted funds.

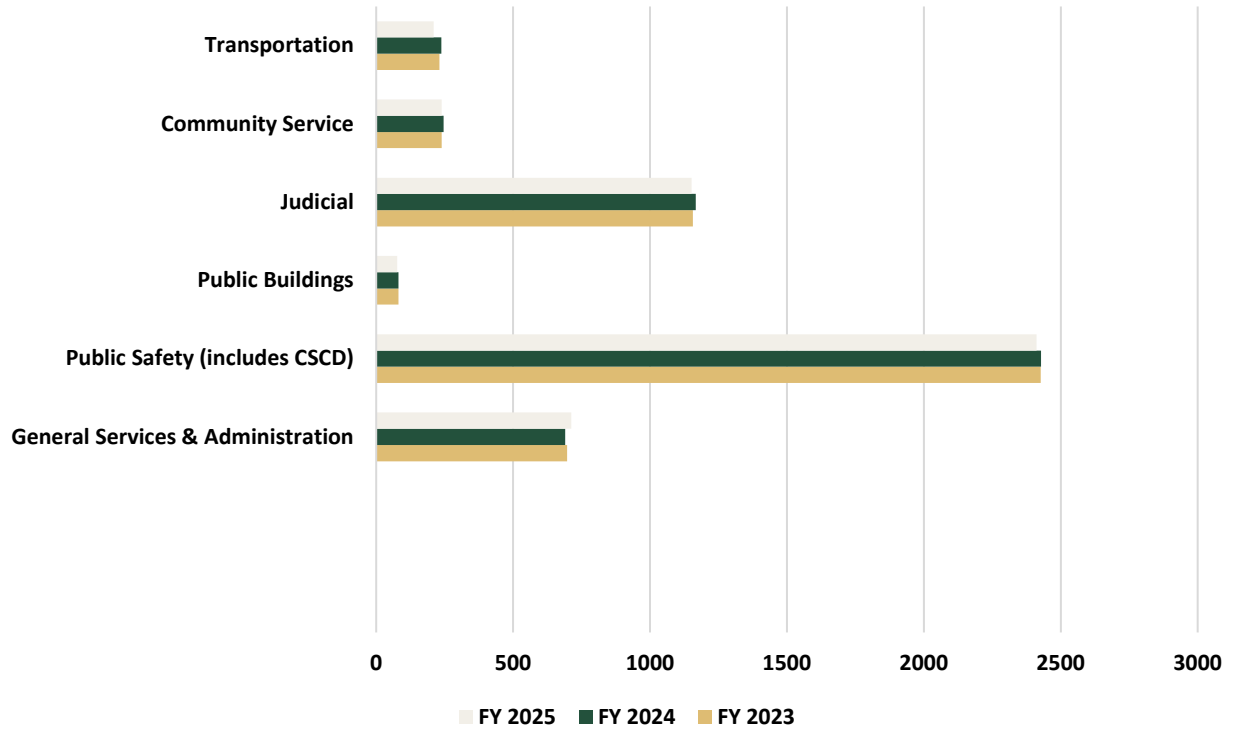
**FY 25 Authorized Positions by Functional Area**



Fiscal Year 2025 Authorized Positions				
Functional Area	General Fund	Road & Bridge Fund	Special Purpose Funds	TOTAL
General Services & Administration	688	-	21	<b>709</b>
Public Safety (includes CSCD)	1,959	-	462	<b>2,421</b>
Public Buildings	77	-	-	<b>77</b>
Judicial	1,090	-	60	<b>1,150</b>
Community Services	48	-	191	<b>239</b>
Transportation	0	212*	-	<b>212</b>
<b>TOTAL</b>	<b>3,862</b>	<b>212</b>	<b>734</b>	<b>4,808</b>

*\*The positions within the General Administration divisions of the County Commissioners' Precincts were moved to the General Fund (32 positions).*

### Tarrant County Historical Authorized Positions (FY 2023 - 2025)



Authorized Position History (Fiscal Year 2023 to Fiscal Year 2025)			
Functional Area	FY 2023	FY 2024	FY 2025
General Services & Administration	697	690	709
Public Safety (includes CSCD)	2,427	2,428	2,421
Public Buildings	81	81	77
Judicial	1,156	1,167	1,150
Community Services	240	246	239
Transportation	231	238	212
<b>TOTAL</b>	<b>4,831</b>	<b>4,850</b>	<b>4,808</b>



## EXPLANATION OF STAFFING DECISIONS AND STATISTICS

### NEW POSITIONS AND REDUCTIONS-IN-FORCE

Within the General Fund and Road and Bridge Fund, there were **ninety-four (94) new positions requested** by departments. Of the total request, **thirty-two (32) new positions were approved** during the FY 2025 budget process. The cost of the thirty-two (32) new positions is projected to be \$2,599,618. However, the Budget Office was able to identify \$1,831,550 in offsetting costs, including the elimination of temporary and part-time positions whose duties could be absorbed by the new full-time positions. Additionally, thirteen (13) positions were identified to be eliminated through a reduction-in-force.

### COST EFFICIENCY

**\$1,831,550 in existing budgeted costs were identified to be cut to offset the costs of over 70 percent of new positions**

Of the thirty-two (32) approved new positions, thirty-one (31) positions are related to workload increases and one (1) position is related to a new program.

For the Special Purpose Funds, seven (7) new positions were approved:

- ❖ Records Preservation and Automation Fund – County Clerk
  - Two (2) Business Analyst positions
- ❖ District Court Records Management and Preservation Fund – District Clerk
  - Three (3) Micro-Imaging Scanning Operator positions
- ❖ Law Library Fund
  - One (1) Law Librarian position
- ❖ Public Health Fund
  - One (1) HR Supervisor position

There is a significant decrease in positions from FY 2024 to FY 2025 being driven by the elimination of positions which were funded through the American Rescue Plan Act (ARPA) due to exhaustion of the County's allocation of these one-time federal funds.

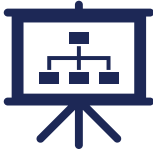
## **DEPARTMENTAL TRANSFERS**

Within the General Fund, six (6) positions were transferred to enhance efficiency of provided services. As a part of this movement, the Communications and Emergency Management divisions of the County Administrator's Office were designated as standalone departments. Three (3) positions were moved to the newly created Communications department and two (2) positions were moved to the Emergency Management department.

The General Administration divisions of each County Commissioners' Precinct were moved to the General Fund due to a decrease in Road and Bridge Fund revenue. This movement constituted a transfer of thirty-two (32) positions from the Road and Bridge Fund to the General Fund.

During the FY 2025 budget process, the Commissioners Court eliminated the County's sole enterprise fund, the Resource Connection Fund, as it was not a self-sustaining fund. Resource Connection is a central campus which provides office space for several federal, state, and local social services, including veteran and housing services. As a result of this decision, fourteen (14) administrative and facility maintenance positions were moved from the Resource Connection Enterprise Fund to the General Fund.

Finally, nine (9) grant-funded positions were transferred to the Public Health Fund.



## **WHAT FORM OF GOVERNMENT DOES TARRANT COUNTY OPERATE UNDER?**

Tarrant County operates under a type of council-manager form of government with a governing body, known as the Commissioners Court, consisting of four (4) County Commissioners elected from single-member districts and one (1) County Judge elected at-large. The Commissioners Court is responsible for hiring a professionally educated and trained County Administrator who oversees the daily operations of Tarrant County.

One of the unique features of county government compared to city governments is the large number of elected officials who are responsible for overseeing the delivery of public services. Tarrant County has sixty-nine (69) elected officials which include the Sheriff, Tax Assessor-Collector, County Clerk, District Clerk, judges, and more. The County Clerk, for instance, is responsible for a wide range of recordkeeping duties, spanning from the retention of marriage licenses to death certificates. Additionally, the County Clerk provides passport application services as authorized by the United States Postal Service.

While elected officials report to the public, not the County Administrator, there are twenty-one (21) departments which fall under the purview of the County Administrator. These departments include:

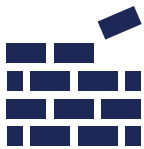
- ❖ Budget and Risk Management
- ❖ Communications
- ❖ Community Development
- ❖ County Archives
- ❖ Dispute Resolution
- ❖ Domestic Relations Office
- ❖ Economic Development
- ❖ Emergency Management
- ❖ Facilities Management
- ❖ Fire Marshal
- ❖ Fleet Management
- ❖ Housing
- ❖ Human Resources
- ❖ Human Services
- ❖ Information Technology
- ❖ Law Library
- ❖ Public Health
- ❖ Resource Connection
- ❖ Texas AgriLife Extension Services (Agents Only)
- ❖ Transportation Services
- ❖ Veteran Services

In addition to elected officials and the professional County Administrator, there are a few unique positions which are appointed by boards including the Chief Juvenile Probation Officer, County Auditor, and Purchasing Agent. The Chief Juvenile Probation Officer is appointed by the Juvenile Board which is comprised of several district judges. The County Auditor is also appointed by a board of district judges. The Purchasing Agent, however, is appointed by a board comprised of three (3) district judges and two (2) members of the Commissioners Court.



# TARRANT COUNTY

## BACKGROUND & HISTORY



### FOUNDING

In 2001, Probate Court No. 1 Judge Steve M. King wrote a descriptive history of Tarrant County. While Tarrant County's population has grown significantly and much has changed in the 22 years since Judge King's writings, there is perhaps no more accurate and intriguing account than his words below.

"Tarrant County, one of 26 counties created out of the Peters Colony, was established in 1849. It was named for General Edward H. Tarrant, commander of militia forces of the Republic of Texas at the Battle of Village Creek in 1841. The village of Grapevine; the Texas Ranger outpost of Johnson's Station (in what is now south Arlington); and Bird's Fort, a short-lived private fort just south of present-day Euless, were early areas of western civilization in the region.

On the bluff where the Tarrant County Courthouse now stands, a military post was established in 1849 by a company of the 2nd U.S. Dragoons under the command of Major Ripley A. Arnold. The fort was named in honor of General William Jenkins Worth, a hero of the Mexican War and commander of United States forces in this region.

The first county seat election was held in 1851 and the location receiving the most votes, a few miles to the northeast, became Tarrant County's first county seat, designated Birdville as required by the statute creating the county. After the military post closed in 1853 and the little towns of Fort Worth and Birdville grew, a fierce competition sprang up between them to be the seat of county government. A second special county seat election was held in 1856, when Fort Worth edged out Birdville by only a handful of votes. Fights and fatal duels ensued over the next four years by supporters of both locations. Finally, in 1860, another special election was held. This time, Fort Worth, by now the larger town, received 548 votes. The geographical center of the county, a compromise location, garnered 301 votes. Birdville tallied only four.

From as early as 1856, regular stagecoach service passed through Tarrant County, carrying mail and passengers from the east on to the frontier forts and the West Coast. By the 1870's, mail stagecoaches arrived and departed from downtown Fort Worth six days a week. After the Texas & Pacific Railroad reached Tarrant County and Fort Worth in 1876, Fort Worth became the largest stagecoach terminus in the Southwest - a hub for rail passengers to continue their journeys west by stagecoach.



From the close of the Civil War and through the late 1870's, millions of cattle were driven up the trail through Tarrant County (roughly following Interstate 35 West) to the railheads in Kansas.



*Pictured Above:* Tarrant County Courthouse

The Tarrant County Courthouse, completed in 1895, is fashioned of pink granite from central Texas and took over two years to build. Upon completion, even though the project had come in almost 20% under budget, the citizens of the county were so outraged by the perceived extravagance that, at the next election, the County Judge and the entire Commissioners Court were voted out of office.

Today, Tarrant County has a population of over 1.5 million, some 212 times larger than in 1850, when its inhabitants numbered only 664.”

- **Judge Steve M. King, February 2001**





## DEMOGRAPHICS

According to the 2020 U.S. Census, Tarrant County has a total population of 2,110,640 which makes it the 15<sup>th</sup> largest county in the United States. Of that population, 12.7% is aged 65 years and over and 25.1% is under 18 years of age. In terms of education, 87.1% of the population has graduated from high school and 34.5% has obtained a bachelor's degree or higher, outpacing the state averages.

# \$81,905

IS THE MEDIAN HOUSEHOLD  
INCOME IN TARRANT COUNTY

# 865.3

IS TARRANT COUNTY'S  
LAND AREA IN SQUARE MILES

## MAJOR INDUSTRIES INCLUDE:



## DEFENSE



## AVIATION



## MANUFACTURING



## RETAIL



## HEALTHCARE



## GOVERNMENT

**MAJOR EMPLOYERS INCLUDE:**



In the Appendix, you can find more detailed statistical information related to the top taxpayers and comparative analyses of economy, education, geography, housing, and transportation statistics in the top 5 largest counties in Texas.



## **WHAT SERVICES DOES TARRANT COUNTY GOVERNMENT PROVIDE?**

It is not uncommon for individuals to ask what exactly county government does and what services are provided. With the web of different governments providing services from trash pickup to road construction, it can be difficult to determine who is responsible for providing what service. Tarrant County government provides a wide variety of services that impact residents daily including, but not limited to:

- **Courts and Judiciary**
  - Civil matters
  - Criminal matters
  - Family matters
  - Juvenile matters
- **County and District Clerks**
  - Preservation of judicial records
  - Preservation of real estate records
  - Preservation of vital records
  - Passport services
- **Criminal District Attorney**
  - Investigations
  - Prosecution of cases
- **Elections**
  - Administration of elections
- **Fire Marshal**
  - Administration of the Fire Code
  - Inspection services
  - Outdoor burning regulation
- **Law Enforcement**
  - Detention services
  - Judicial support services
  - Criminal investigations
  - Patrol services
- **Medical Examiner**
  - Laboratory and forensic sciences for a Medical Examiner District which covers several North Texas counties.
- **Public Health**
  - Clinical services
  - Disease control and prevention
  - Family health services
  - Health protection and response
- **Tax Assessor-Collector**
  - Collection of property taxes
  - Motor vehicle registration



# TARRANT COUNTY

## BASES OF ACCOUNTING AND BUDGETING



### BASES OF ACCOUNTING AND BUDGETING

Bases of accounting and budgeting provide the framework for how an entity organizes, tracks, and reports its financial information. In Tarrant County, the bases of accounting and budgeting differ from one another.

The basis of accounting employed by the County for governmental, proprietary, and fiduciary funds is the **accrual basis of accounting**. Conversely, the basis of budgeting is the **modified cash basis**.

The accrual basis of accounting recognizes revenues in the fiscal year for which the County satisfies an obligation by transferring goods or services to an end-user or client, regardless of receipt of the goods or services. Expenses are recognized in the fiscal year in which the resources are consumed or utilized.

The modified cash basis recognizes regular or routine revenues and expenditures on a cash basis, meaning capture occurs at the time that cash is received or spent with some exceptions. Encumbrances are employed under the budgetary basis. Whenever a purchase order is issued, encumbrances consume budget as an actual expense. In this basis of budgeting, beginning fund balance is budgeted as revenue – which is also a requirement under state law. Any unencumbered appropriations lapse at year-end for all funds.

The key differentiation between the cash basis and accrual basis is that the cash basis excludes information about the long-term fiscal impact of policy decisions and focuses on the current year's operations. The accrual method provides more information on the longer-term implications of policy decisions by showing costs that are incurred today but are not payable for years to come. Both serve different purposes but combine to provide a comprehensive picture of the fiscal condition today and over time.

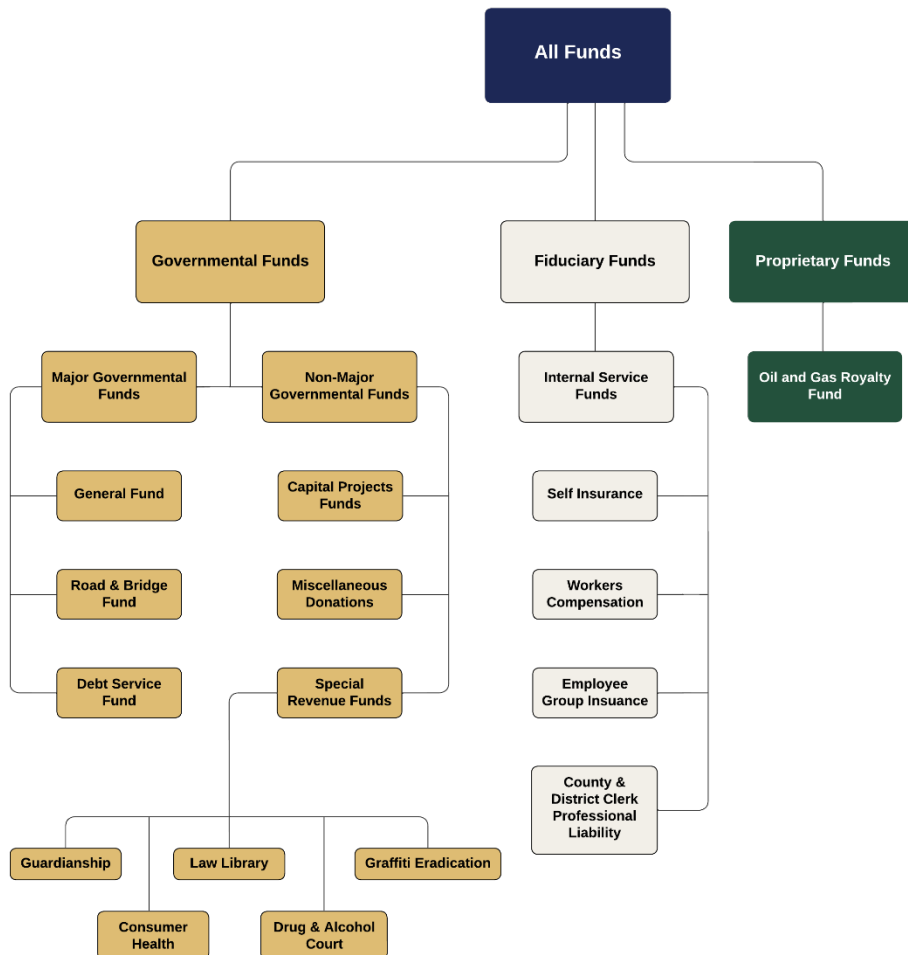


# TARRANT COUNTY FUNDS DESCRIPTIONS AND STRUCTURE

## FUNDS SUBJECT TO APPROPRIATION



In the sections below, you will find a graphic and narrative overview of the fund structure for all governmental, proprietary, and fiduciary funds which are subject to appropriation. This section does not contain information related to non-appropriated funds, which include the Tarrant County Housing Finance Corporation (TCHFC), Tarrant County Industrial Development Corporation (TCIDC), or Grants Fund. This section also provides a narrative overview of department-fund relationships.





## FUND DESCRIPTIONS

To provide insight on the purpose and uses of the eighty-six (86) different funds, the department-fund relationship, and the structure of how funds are organized, narrative descriptions for each fund are included below.

### Major Governmental Funds

#### Operating Funds

The three operating funds, which are the only three major governmental funds, account for the majority of the combined budget. These are the only funds supported by County property taxes. In FY 2025, the combined operating budget amounted to \$846,379,912.

#### General Fund

**Department(s):** Most County departments

The General Fund is supported by the Maintenance & Operations (M&O) portion of the ad valorem (property) tax rate. This fund serves as the chief operating fund for the county.

#### Road & Bridge Fund

**Department(s):** County Commissioner Precincts and Transportation Services

The Road and Bridge Fund is largely supported by various collected fees as well as an operating transfer from the General Fund. This fund captures the operations related to Commissioners Precincts and the Transportation department. Commissioners Precincts house road construction and maintenance crews who perform work on roads and bridges in the unincorporated area of the county. These crews are also responsible for road work within cities which have interlocal agreements with the county government.

#### Debt Service Fund

**Department(s):** Non-departmental

The Debt Service Fund is supported by the Interest & Sinking portion of the ad valorem (property) tax rate. The purpose of this fund is to service county debt obligations. For more information on the Tarrant County's debt obligations, please **click here** or locate the section labeled Debt in the Table of Contents.

## **Non-Major Governmental Funds**

### **Special Revenue Funds**

Special revenue funds are one of several different types of non-major governmental funds. The revenue budgeted within these funds are primarily received through revenue sources other than taxes. Additionally, there are typically statutory restrictions, whether state or federal, on the allowable expenditures that the County can utilize funds for.

#### **Records Preservation/Automation Fund (County Clerk)**

**Department(s):** County Clerk

This fund receives a portion of revenue from the consolidated filing fees as established by Senate Bill 41 in the 87<sup>th</sup> regular session of the state legislature. These funds may only be used to provide funds for specific records management and preservation, including automation purposes.

#### **Records Preservation/Automation Fund (County)**

**Department(s):** Information Technology

Before the implementation of consolidated filing fees through Senate Bill 41, this fund received revenue from a specific Records Management and Preservation fee. This fee was repealed through Senate Bill 41. Remaining revenue in this fund can be utilized for records management, preservation, and automation purposes.

#### **Records Preservation/Restoration Fund (County Clerk)**

**Department(s):** County Clerk

State law allows Commissioners Courts to issue a fee to support the maintenance of a “Records Archive” for the County Clerk. These funds can be utilized for preservation and restoration services performed by the County Clerk in connection with maintaining the County Clerk’s records archive. The Tarrant County Commissioners Court set the fee amount to \$6, effective October 1, 2020.

#### **Court Record Preservation Fund**

**Department(s):** District Clerk

Before the implementation of consolidated filing fees through Senate Bill 41, this fund received revenue from a civil case filing fee authorized by state law. This fee was repealed through Senate Bill 41. Remaining revenue in this fund can be utilized to digitize court records and preserve the records from natural disaster.

### District Court Record Preservation Fund

**Department(s):** District Clerk

State law allows Commissioners Courts to issue a fee to support the maintenance of a “Records Archive” for the District Clerk. This fee was repealed by Senate Bill 41. Remaining funds can be utilized for preservation and restoration services performed by the District Clerk in connection with maintaining the District Clerk’s records archive.

### District Clerk Records Management/Preservation Fund

**Department(s):** District Clerk

This fund receives a portion of revenue from the consolidated filing fees as established by Senate Bill 41 in the 87<sup>th</sup> regular session of the state legislature. These funds may only be used to provide funds for specific records management and preservation, including automation purposes.

### Courthouse Security Fund

**Department(s):** Non-Departmental

This fund receives a portion of revenue collected from the consolidated filing fees. Revenue is intended to assist counties with courthouse security. Once the fee is collected, the revenue is transferred to the General Fund to pay for salaries for security guards at various court locations.

### Consumer Health Fund

**Department(s):** Public Health

State law authorizes counties to require permits for a variety of establishments and payment of a fee for issuing or renewing a permit. Revenue collected through this fee may be spent only for conduction of inspections and issuing permits.

### Graffiti Eradication Fund (Juvenile Delinquency Prevention)

**Department(s):** Juvenile Services

State law requires a defendant who is convicted of a graffiti-related crime to pay a \$50 fine which is deposited into a Graffiti Eradication Fund. Funds may be utilized to: (1) repair damage caused by the commission of graffiti-related offenses, (2) provide educational and intervention programs, (3) provide public rewards, (4) provide teen recognition/recreation programs, (5) provide funding for local teen court programs, (6) provide funding for a juvenile probation department, or (7) provide educational and intervention programs designed to prevent juveniles from engaging in delinquent conduct. This fee was repealed by Senate Bill 41 in the 87<sup>th</sup> regular session of the state legislature.



### Dispute Resolution Fund

**Department(s):** County Administrator's Office

Before the implementation of consolidated filing fees through Senate Bill 41, state law allowed Commissioners Courts to set a court fee, not to exceed \$15, in certain district, county, and probate cases to fund an alternative dispute resolution program. Senate Bill 41 repealed the authority to issue this fee and directed a portion of revenue collected from the consolidated filing fee to this fund.

### Probate Contributions Fund

**Department(s):** Probate Courts No. 1 and 2

This fund receives revenue from a \$40 fee for probate, guardianship, mental health, and civil cases filed in statutory probate courts. These funds may only be used for court-related purposes in support of the statutory probate courts. State law establishes a minimum \$40,000 contribution for each statutory probate court and defines the allocation for any excess contributions that the State Comptroller collects.

### Justice Court Technology Fund

**Department(s):** Information Technology

This fund receives a portion of revenue from the consolidated filing fees as established by Senate Bill 41 in the 87<sup>th</sup> regular session of the state legislature. The funds are intended to finance the cost of continuing education and training for justice court judges and clerks regarding technological enhancements for justice courts. Additionally, funds may be used for the purchase and maintenance of technological enhancements for a justice court, including computer systems, computer networks, computer hardware, computer software, imaging systems, electronic kiosks, electronic ticket writers, and docket management systems.

### Justice Court Building Security Fund

**Department(s):** Non-Departmental

This fund receives a portion of revenue collected from the consolidated filing fees. Revenue is intended to assist counties with courthouse security. Once the fee is collected, the revenue is transferred to the General Fund to pay for salaries for security guards at various court locations.

### Child Abuse Prevention Fund

**Department(s):** 233<sup>rd</sup> District Court

This fund receives revenue through a \$100 fine issued upon conviction of certain child sexual assault and related offenses. Funds may only be used to finance child abuse

prevention programs in the county and shall be administered by or under the direction of the Commissioners Court. Funds are currently budgeted to support the Court-Appointed Special Advocates (CASA) of Tarrant County.

### Guardianship Fund

**Department(s):** Non-Departmental

Before the implementation of consolidated filing fees through Senate Bill 41, state law allowed the issuance of a \$20 Supplemental Court-Initiated Guardianship Fee. Senate Bill 41 repealed this fee. However, \$20 of the Local Civil Fee for Probate, Guardianship, and Mental Health cases on initial and subsequent filings continues to be deposited into this fund through Section 135.102 of the Local Government Code. Funds may only be used to supplement other county funds used to pay compensation of a guardian ad litem, attorney ad litem, and fund local guardianship programs for indigent incapacitated persons.

### Drug & Alcohol Court Fund

**Department(s):** Criminal Court Administration

State law previously authorized the issuance of a \$60 court fee upon conviction of an offense punishable by a Class B Misdemeanor. These funds were required to be used to fund a drug court in counties with a population exceeding 200,000. This fee was repealed effective January 1, 2020. All funds remaining are cash carryforward from previous years.

### County & District Clerk Technology Fund

**Department(s):** Information Technology

State law directs \$4 from the Local Consolidated Fee on Conviction of Felony or Class A/B Misdemeanors to be deposited in this fund. Funds may only be used to finance the cost of continuing education and training for County Court, Statutory County Court, or District Court judges and clerks regarding technological enhancements for those courts. Additionally, funds may be used for the purchase and maintenance of technological enhancements for a County Court, Statutory County Court, or District Court including computer systems, networks, hardware/software, imaging systems, electronic kiosks, and docket management systems.

### Specialty Court Fund

**Department(s):** Criminal Court Administration

State law directs a portion of the Local Consolidated Fee on Conviction of Felony or Class A/B Misdemeanors to this fund. Funds may only be used by a county to fund specialty court programs established under Subtitle K, Title 2 of the Texas Government Code.

### Truancy Prevention/Diversion Fund

**Department(s):** 233<sup>rd</sup> District Court

State law directs a portion of the Local Consolidated Fee on Convictions of Class C Misdemeanors to this fund. Funds may be used to finance the salary, benefits, training, travel expenses, office supplies, and other necessary expenses relating to the position of a juvenile case manager employed under Article 45.056 of the Texas Code of Criminal Procedure. If there are remaining funds after those costs are paid, and with the approval of the Commissioners Court, a juvenile case manager may direct the remaining money to be used to implement programs directly related to the duties of the juvenile case manager, including juvenile alcohol and substance abuse programs, educational and leadership programs, and any other projects designed to prevent or reduce the number of juvenile referrals to the court.

### Language Access Fund

**Department(s):** Non-Departmental

Senate Bill 41 established this fund and directed a portion of the revenue from the Local Consolidated Civil Fee to be deposited in this fund. Funds may only be used to provide language access services for individuals appearing before the court or receiving court services.

### Law Library Fund

**Department(s):** Law Library

Before the implementation of consolidated civil filing fees through Senate Bill 41, state law allowed Commissioners Courts to set a fee, not to exceed \$35, when civil court cases were filed in a County or District court, except suits for delinquent taxes. Senate Bill 41 repealed the authority to set this fee and directed \$35 of the revenue from consolidated civil fees to this fund. Funds may only be used for:

- Establishing a law library after the entry of the order creating it
- Purchasing or leasing library materials, maintaining the library, or acquiring furniture, shelving, or equipment for the library
- Purchasing or leasing library materials or acquiring library equipment, including computers, software, and subscriptions to obtain access to electronic research networks for use by judges in the county (up to \$175,000 each year).

### Continuing Education Fund

**Department(s):** Sheriff's Office; Constables; Fire Marshal; Probate Courts

Senate Bill 41 directs a portion of the local consolidated civil fees to a continuing education fund for judges and their staff. Additionally, state law provides for an allocation formula for the continuing education and training of law enforcement.

Revenue from these sources is deposited in this fund. Revenue from the civil fees may only be used for the continuing education of judges and their staff, including travel and related expenses to attend any of the continuing judicial education activities of any of the organizations accredited by the Supreme Court of Texas. Revenue received from the Comptroller may only be used for the continuing education and training of law enforcement.

### **Appellate Judicial System Fund**

**Department(s):** Second Court of Appeals

Senate Bill 41 directs a portion of the local consolidated civil fees to this fund. Funds shall be used and disbursed only for the purpose of assisting the Second Court of Appeals. After all payments of all expenses incurred by Tarrant County (salary supplements, postage, etc.) on behalf of the Court of Appeals, the net balance of the fees in excess of \$25,000 shall be paid directly to the Court of Appeals on a monthly basis.

### **Vehicle Inventory Tax Fund**

**Department(s):** Tax Office

State law established a monthly method for vehicle dealers to pre-pay property tax on vehicle inventories. The Tax Assessor-Collector is required to maintain the escrow account for each owner in the county depository. The Collector shall retain any interest generated by the escrow accounts to defray the cost of administration of the pre-payment procedure.

### **Criminal District Attorney – Restitution Collection Fee Fund**

**Department(s):** Criminal District Attorney

This fund was authorized by the 1979 Texas legislature allowing the Criminal District Attorney to assess fees against hot check writers without a conviction. The Criminal District Attorney has discretion in the amount of the fee to be charged to each writer. The fees are deposited in the County's treasury and can only be used according to the instruction of the Criminal District Attorney, except no funds may be used for their own personal salary supplement.

### **Criminal District Attorney – Law Enforcement Fund**

**Department(s):** Criminal District Attorney

This fund was established pursuant to Chapter 59 of the Texas Code of Criminal Procedures allowing the attorney representing the State to collect a portion of the proceeds of forfeited property. The fees deposited in the County treasury are subject to audit and can only be used according to the instruction of the Criminal District Attorney. The funds must be used for official purposes of the Criminal District Attorney's office,

that relates to the preservation, enforcement, or administration of the laws of this state, per Code of Criminal Procedure Article 59.06. Revenue is budgeted as received.

### **Criminal District Attorney – Federal Forfeitures (Justice) Fund**

**Department(s):** Criminal District Attorney

This fund was established in 2018 by United States Code Title 21, Section 881, which authorizes law enforcement agencies to receive and dispose of subject property that has been forfeited under any of the provisions of this subchapter. This fund accounts for forfeitures that are the result of agreements with the United States Department of Justice.

### **Eighth Administrative Judicial District Fund**

**Department(s):** Eighth Administrative Judicial Region

This fund was established in 2014, pursuant to Government Code, Section 74.050, to account for the salary expenses and supplies for the administrative assistant. The Presiding Judge of the Eighth Administrative Judicial Region may employ, directly or through a contract with another governmental entity, a full-time or part-time administrative assistant. Tarrant County is reimbursed by the Eighth Administrative Judicial Region for these expenses.

### **Sheriff Inmate Commissary Fund**

**Department(s):** Sheriff's Office

This fund was established pursuant to Section 351.0415 of the Local Government Code. Commissary proceeds are only to be used to:

- Fund, staff, and equip programs addressing the social needs of the inmates, including an educational or recreational program and religious or rehabilitative counseling;
- Supply inmates with clothing, writing materials, and hygiene supplies; or
- Establish, staff, and equip the commissary operation and fund the salaries of staff responsible for managing the inmates' commissary accounts;
- Fund, staff, and equip both an educational and a law library for the educational use of inmates; or
- Fund fiscal plant improvements, technology, equipment, programs, services, and activities that provide for the well-being, health, safety, and security of the inmates and facility.

### Sheriff Forfeiture Fund (Combined Narcotics Enforcement Team – CNET)

**Department(s):** Sheriff's Office

According to the Code of Criminal Procedure, Chapter 59, Article 59.06, if a local agreement exists between the Criminal District Attorney and law enforcement agencies, all money, securities, negotiable instruments, stock or bonds or things of value, or proceeds from the sale of those items, shall be deposited, after the deduction of court costs to which a district court clerk is entitled under Article 59.05, according to the terms of the agreement into a special fund in the county treasury if distributed to a county law enforcement agency. Funds may only be used for law enforcement purposes.

### Sheriff Federal Forfeiture Fund (Department of Treasury)

**Department(s):** Sheriff's Office

This fund was established in 2018 pursuant to United States Code Title 31, Section 9705 which authorizes the Department of Treasury Forfeiture Fund to be used for authorizing seizures and acceptance of forfeitures to be used in the manner of the recipient of the forfeited articles, under any provisions of the subchapter. This fund accounts for forfeitures that are the result of agreements with the United States Department of Treasury.

### Sheriff Forfeiture Fund (State)

**Department(s):** Sheriff's Office

According to the Code of Criminal Procedure, Chapter 59, Article 59.06, if a local agreement exists between the Criminal District Attorney and law enforcement agencies, all money, securities, negotiable instruments, stock or bonds or things of value, or proceeds from the sale of those items, shall be deposited, after the deduction of court costs to which a district court clerk is entitled under Article 59.05, according to the terms of the agreement into a special fund in the county treasury if distributed to a county law enforcement agency. Funds may only be used for law enforcement purposes.

### Sheriff Federal Forfeiture Fund (Department of Justice)

**Department(s):** Sheriff's Office

This fund was established pursuant to United States Code Title 21, Section 881 which authorizes law enforcement agencies to receive and dispose of subject property that has been forfeited under any provisions of the subchapter. This fund accounts for forfeitures that are the result of agreements with the United States Department of Justice.

## Opioid Epidemic Fund

**Department(s):** Non-Departmental

The Opioid Epidemic Settlement Fund will be utilized to alleviate the impact of the opioid epidemic in Tarrant County. The opioid epidemic's effects on the Tarrant County community are wide ranging. Behavioral healthcare programs and the criminal justice system have been disproportionately impacted by the epidemic. Eligible uses include, but are not limited to:

- Supporting the expansion of behavioral healthcare programs;
- Judicial and criminal justice programs that alleviate the impacts of the opioid epidemic; or,
- Programs that reduce recidivism for individuals who are in the criminal justice system.

## Contract Elections Fund

**Department(s):** Elections Administration

According to Section 31.092 of the Election Code, the county election officer may contract with the governing body of a political subdivision situated partly or wholly in the county served by the officer to perform election services. The county election officer may also contract with the county executive committee of a political party holding a primary election in the county to perform election services. To be binding, a contract with a political party must be approved in writing by the Secretary of State. An election services contract need not be submitted to Commissioners Court for approval.

According to Section 31.100 of the Election Code, money paid to a county election officer shall be deposited in a separate fund in the county treasury. Expenditures from the fund may be made without budgeting or appropriation by the Commissioners Court. A fee charged by the elections officer for general supervision of the election may not exceed 10 percent of the total amount of the contract. A surplus in this fund may only be used to defray the expenses of the county election officer's office in connection with election-related duties or functions.

## Elections Chapter 19 Fund

**Department(s):** Elections Administration

Pursuant to Chapter 19 of the Election Code, funds are allocated by the state for voter registrars in each county. These funds are intended to aid in purchasing items or services that will enhance voter registration. Chapter 19 funds may not be co-mingled with any other county funds or accounts. The Commissioners Court may not consider the availability of state funds under this chapter in adopting the county budget for the office of voter registrar. Effective January 31, 2007, the Secretary of State will make payments for eligible Chapter 19 expenses on a reimbursement basis.

### American Rescue Plan Act (ARPA)

**Department(s):** County Administrator's Office; County Auditor; Budget and Risk Mgmt

This fund was created to capture activities associated with federal grant dollars received through the State and Local Fiscal Recovery Fund (SLFRF) established through the American Rescue Plan Act (ARPA) to respond to and recover from the COVID-19 pandemic.

### **Trust Funds/Interlocal Funds**

Trust Funds/Interlocal Funds are non-major governmental funds which capture revenue and expenditures associated with interlocal agreements or activities which the government is not a beneficiary of. The Emergency Service District Fund, for instance, funds the administrative assistant which assists in the operation of the Emergency Service District in the unincorporated areas in the County. The Children's Home Trust Fund, on the other hand, was established pursuant to a will and is to be used by the Juvenile Services Director for the benefit of parentless children in Tarrant County.

### Public Health Fund

**Department(s):** Public Health

This fund serves as the main operating fund for the Public Health department.

### Public Health 1115 Waiver Fund

**Department(s):** Public Health

This fund accounts for revenue received from DSRIP payments through the 1115 Waiver.

### Section 125 Forfeitures Fund

**Department(s):** Wellness Program (Administered by Human Resources)

United States Code Title 26, Section 125 allows unused medical reimbursements and dependent care to be forfeited at the end of each plan year. Forfeiture funds have been used to support the Wellness Program since Fiscal Year 2001.

### Children's Home Trust Fund

**Department(s):** Juvenile Services

This fund was established pursuant to the terms of a will and represents assets held in trust by the County for the use and benefit of parentless children in Tarrant County. The assets are cash, common stocks and preferred stocks in Texas Utilities, Southwestern Public Service and Texas Power and Light Companies.



Policy for this fund was adopted by the Juvenile Board on April 5, 2001. Under the authority of the Tarrant County Juvenile Board, the fund may be expended at the discretion of the Director of Juvenile Services, up to a maximum of \$500 for purpose areas conforming to the original bequest on behalf of the needs of children within the care or jurisdiction of Tarrant County, without the approval of the board. Examples of purpose areas would include clothing, transportation, special activities, recreation, tuition and fees, crafts, and project supplies. Prohibited purpose areas would include staff, building expenses, or operational support of any kind.

### **Bail Bond Board Fund**

**Department(s):** Non-departmental

This fund was established in October 1997 to account for the revenues and expenditures related to the Bail Bond Board and their responsibility for licensing bondsmen.

### **TX Department of Protective & Regulatory Services Fund**

**Department(s):** Child Protective Services

Reimbursement through the State of Texas for certain General Fund expenditures for foster children eligible under Title IV-E. Commissioners Court has elected to allow the CPS Board to reallocate Title IV-E reimbursement for the benefit of their operation.

### **Constable Forfeiture (Precinct #7) Fund**

**Department(s):** Constable, Precinct 7

According to the Code of Criminal Procedure, Chapter 59, Article 59.06, if a local agreement exists between the Criminal District Attorney and law enforcement agencies, all money, securities, negotiable instruments, stock or bonds or things of value, or proceeds from the sale of those items, shall be deposited, after the deduction of court costs to which a district court clerk is entitled under Article 59.05, according to the terms of the agreement into a special fund in the county treasury if distributed to a county law enforcement agency. Funds may only be used for law enforcement purposes. This fund was established on October 1, 2014.

### **Juvenile Probation District Fund**

**Department(s):** Juvenile Services

Pursuant to Family Code Section 54.061, the juvenile court, after giving the child, parent, or other person responsible for the child's support a reasonable opportunity to be heard, shall order the child, parent, or other person, if financially able to do so, to pay the court a fee of not more than \$15 per month during the period that the child continues probation.

The court shall deposit fees received under this section in the County Treasury to the credit of a special fund that may only be used for juvenile probation or community-based juvenile corrections services or facilities in which a juvenile may be required to live while under court supervision. Expenditures are made from the fund upon approval from the Tarrant County Juvenile Board which is composed of the County Judge and State District Judges having jurisdiction in Tarrant County.

### Unclaimed Juvenile Restitution Fund

**Department(s):** Juvenile Services

Family Code Section 54.0482 outlines procedures for the handling of unclaimed restitution paid to victims through our Juvenile Services department. If a victim does not claim a payment on or before the fifth anniversary of the date on which the Juvenile Services department mailed a notice to the victim, the department shall transfer the payment to a special fund of the County Treasury. The County may spend money in this fund only for the same purposes for which the County may spend Juvenile State Aid.

### Deferred Prosecution Program Fund

**Department(s):** Criminal District Attorney

The Tarrant County Criminal District Attorney's Office has been administering a pre-trial diversionary program, known as the Deferred Prosecution Program (DPP), since 1973. Youthful first-time offenders who successfully complete the program do not have a record of conviction. Chapter 102.0121 of the Code of Criminal Procedure allows for a fee to be established up to \$500. The article states the fees must be administered in a separate fund and the budget must be approved by the Commissioners Court. The fee was initially \$100, but, on June 9, 2015, the fee was set based on a two-track method. Track A assesses a fee of \$125 while Track B assesses a fee of \$225. Deferred Prosecution Initiative and related fees were eliminated by Court Order #138841 on August 16, 2022.

### Historical Commission Fund

**Department(s):** Historical Commission

This fund was established in FY 2001 to support the Historical Commission and the County Archives. Funds are predominantly used for the 1895 Room. The balance in this fund was accumulated from previous years' funding for the Commission.

### Historical Commission Archives Fund

**Department(s):** Historical Commission Archives

This fund was established to accept donations to the Historical Commission for improvements and expansion of the County Archives.

### Cemetery Fund

**Department(s):** Historical Commission

This statutorily required fund receives donations to finance the maintenance of old cemeteries within the County's geographic boundaries. The County Judge is designated as the trustee. No disbursement may be made from the principal. Expenditures are allowed from the accumulated interest income from the donations. The restricted fund balance is \$13,841.

### Unclaimed Electric Cooperative Credit Fund

**Department(s):** Non-departmental

Texas Property Code Section 74.602 authorizes the Comptroller to allocate a portion of the unclaimed capital credits received from an Electric Cooperative back to the County in the Cooperative's service area. Local Government Code Section 381.004 requires that these funds are used for community and economic development programs.

### Fire Marshal Code Fund

**Department(s):** Fire Marshal

Local Government Code Section 233.065 states that Commissioners Courts may develop a fee schedule for the per. The fees shall be deposited in a special fund in the County treasury and may be used only for the administration and enforcement of the Fire Code. The Tarrant County Fire Code for unincorporated areas was adopted June 5, 2018.

### Criminal District Attorney JPS Contract Fund

**Department(s):** Criminal District Attorney

The Tarrant County Hospital District Board of Managers approves a contract annually for legal services that provides funding for staff and ancillary expenses. The contract period is October 1<sup>st</sup> through September 30<sup>th</sup>, and is subject to annual renewal. This fund was created to account for the salary expenses of staff and revenue received from JPS.

### Emergency Service District Fund

**Department(s):** Emergency Services District, No, 1

The Rural Fire District was created in 1986 and abolished on September 11, 1996. Upon its abolition, the Emergency Services District was created. During negotiations, the County agreed to allow the secretary for the District to remain on the payroll of Tarrant County. This fund was established to account for those salary expenses and the reimbursement from the District.

### Pre-Trial CSCD Bond Supervision Unit Fund

**Department(s):** Community Supervision and Correction Department (CSCD)

The Community Supervision and Correction Department (CSCD) operates the pre-trial bond supervision program under Chapter 76 of the Government Code. Until October 1, 2018, cases supervised under the CSCD program were exclusively surety bond cases. Effective September 1, 2011, the Texas Department of Criminal Justice (TDCJ) disallowed the use of state funds to supplement funding for this program. Effective October 1, 2018, pre-trial release cases were added to the oversight of CSCD.

### Criminal Court Drug Program Fund

**Department(s):** Criminal Court Support

The revenue associated with this fund is assessed against participants of the program and used to support the program. Section 103.027 of the Government Code allows a reasonable program fee not to exceed \$1,000.

### Medical Examiner Conference Fund

**Department(s):** Medical Examiner

This fund is intended to support the continuing education efforts of Medical Examiners' staff.

### PMC Insured – 340B Fund

**Department(s):** Public Health

The Public Health Preventive Medicine Clinic (PMC) receives revenue from private insurance. Funds may be used for HIV-related services and 340B medicines.

## **Capital Projects Funds**

Capital project funds are non-major governmental funds which capture expenditures that are considered to be a capital asset or investment. Financing mechanisms vary widely for these funds with the Non-Debt Capital Fund mainly financed by cash and the bond election funds financed by voter-approved bond debt.

### Non-Debt Capital Fund

**Department(s):** Several Departments

The Non-Debt Capital Fund captures capital expenditures which support ongoing daily operations. As alluded to in its name, this fund is financed through non-debt mechanisms. Capital expenditures budgeted under this fund generally support ongoing daily operations. Budgeted items range from office furniture, such as chairs and desks, to equipment, such as date/time stamps and construction machinery.

### Capital Improvement/Replacement Fund

**Department(s):** Several Departments

In FY 2022, the Capital Improvement/Replacement Fund was created to accommodate capital expenditures that will improve or replace existing capital assets. Budgeted items range from large-scale construction renovation projects, such as the replacement of a criminal justice building roof, to the replacement of existing equipment, such as election equipment or vehicles.

### Court Facility Fee Fund

**Department(s):** Facilities Management

Senate Bill 41 directs a portion of the local consolidated filing fees to a court facility fee fund. The revenue directed to this fund may only be used to fund the construction, renovation, or improvement of facilities that house the courts or to pay the principal of, interest on, and costs of issuance of bonds, including refunding bonds, issued for the construction, renovation, or improvement of the facilities.

### 2006 Bond Election Fund

**Department(s):** Facilities Management

The 2006 Bond Election Fund captures revenue from voter-approved bonds from the 2006 Bond Election. The election sought voter approval to finance transportation infrastructure projects and the construction of a new jail facility. The revenue budgeted in this fund is associated with the jail facility project.

### 2006 Transportation Bond Election Fund

**Department(s):** Transportation Services

The 2006 Bond Election Fund captures revenue from voter-approved bonds from the 2006 Bond Election. The election sought voter approval to finance transportation infrastructure projects and the construction of a new jail facility. The revenue budgeted in this fund is associated with transportation projects.

### 2021 Transportation Bond Election Fund

**Department(s):** Transportation Services

This fund captures revenue and expenditures related to voter-approved bonds from the 2021 Transportation Bond Election.

## **Miscellaneous Donations Funds**

Miscellaneous Donations Funds are non-major governmental funds that are supported by donations from various sources, such as Reliant Energy or juror donations. Funds are utilized for a wide variety of uses, including, but not limited to, temporary employees for supervision of visitation, Sheriff employee recognition ceremonies, and the operation of the Veteran Court program.

### **Miscellaneous Donations – Juvenile Fund**

**Department(s):** Juvenile Services

Government Code Section 61.003 allows Juvenile Services to use a portion of their donations to support the special needs of children and families coming to the attention of the court and/or the department. Juvenile Services receives 10% of total juror donations made under the section.

### **Miscellaneous Donations – Emergency Management Fund**

**Department(s):** County Administrator’s Office

This fund was established on January 30, 2018, by Court Order #12957, to accept donations to the Emergency Management division of the County Administrator’s Office. These donations will serve a public purpose by utilizing funds for the training, exercises, education, and travel expenses for the Local Emergency Planning Committee.

### **Miscellaneous Donations – Human Services Fund**

**Department(s):** Human Services

This fund accounts for revenue dispersed to the County through the Energy Aid Program. TXU Energy will provide funding at amounts dependent upon the business needs and practices of the company. Payments will be made on a quarterly basis unless the Human Services department petitions TXU Energy for accelerated funding based upon client service requests. Funds are to be used for utility assistance for qualified low-income customers.

### **Miscellaneous Donations – Human Services – Reliant Energy Fund**

**Department(s):** Human Services

On May 13, 2008, Reliant Energy entered into an agreement with the Tarrant County Human Services department to provide energy assistance funds as a credit on behalf of qualified low-income customers. The agreement allows the Human Services department to receive periodic allotments of Energy Aid Program funding. Reliant Energy will provide funding at amounts dependent upon the business needs and practices of the company. Payments will be made on an as needed basis.

### Miscellaneous Donations – Child Protective Services Fund

**Department(s):** Child Protective Services

On November 23, 1993, by Court Order #69894, the Commissioners Court allowed Child Protective Services to receive 80% of the total juror donations made under Government Code Section 61.003. CPS uses these funds for:

- Summer camp and special camps for athletic, academic, and musical opportunities;
- Christmas presents for children in conservatorship;
- Additional educational needs, such as Sylvan Learning Center tuition, beauty school tuition, music lessons, graduation expenses, and driver's education;
- School supplies;
- Intensive therapy services to prevent an adoption breakdown;
- Tattoo removal;
- Transportation to visit family members and band trips; and,
- Relative assistance.

### Miscellaneous Donations – Public Health Fund

**Department(s):** Public Health

This fund accounts for donations received by the Public Health department. Funds may be expended at the discretion of the Director of Public Health for the purposes of carrying out the functions of the Public Health department.

### Miscellaneous Donations – Veteran Court Program Fund

**Department(s):** Veterans Diversion Court

In FY 2017, Government Code Section 61.003 was established to accept juror donations to the Tarrant County Veterans Court Program.

### Miscellaneous Donations – Family Court Services Fund

**Department(s):** Domestic Relations Office – Family Court Services Division

On November 23, 1993, by Court Order #69894, the Commissioners Court allowed the Family Court Services division of the Domestic Relations Office to receive 10% of the total juror donations made under Government Code Section 61.003.

Family Court Services uses these for temporary employees that provide supervision for the visitation center which is provided every 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> weekend (Friday – Sunday). The visitation center provides either supervised visitations and/or supervised exchanges of children between custodial and non-custodial parents. Other miscellaneous donations for the Domestic Relations Office may also be deposited into this fund.

### Miscellaneous Donations – Community Resource Coordination Group (CRCG) Fund

**Department(s):** Public Assistance

This fund receives donation revenue from the Tarrant County Housing Finance Corporation (TCHFC). These funds are for self-sufficiency to help prevent homelessness. Use of these funds is considered a last resort and is a resource for case managers from the CRCG membership group. These entities include, but are not limited to, MHMR, JPS, the City of Fort Worth, DARS, and Workforce Solutions.

### Miscellaneous Donations – Peace Officer Memorial Fund

**Department(s):** 1895 Courthouse (Facilities Management)

This Trust Fund was established on June 24, 1994 by Commissioner J.D. Johnson and District Attorney Tim Curry to accept donations to erect a memorial on the 1895 Courthouse block commemorating Tarrant County peace officers killed in the line of duty.

### Miscellaneous Donations – Law Enforcement Fund

**Department(s):** Sheriff's Office

This fund was established on December 17, 2017 to accommodate donations received by various Tarrant County law enforcement agencies. Each donation specifies the purpose for the use of funds.

### Donations – ATTF – Texas Rental Association Fund

**Department(s):** Sheriff's Office

Heavy equipment thefts have increased in the past several years in Tarrant County. The value of one piece of recovered heavy equipment ranges from \$30,000 to \$180,000. The Texas Rental Association chose the Texas Regional Auto Theft Task Force to receive a \$25,000 donation in March 2003 to be used for a pilot program in an effort to combat this problem. This donation is to be used for overtime in investigating and recovering stolen construction equipment as established by Court Order #89438.

### Sheriff Employee Recognition & Awards Fund

**Department(s):** Sheriff's Office

This fund was established on January 31, 2017 to accept donations to the Sheriff's annual awards ceremony, dinner, and employee recognition.



## **Proprietary Funds**

### **Enterprise Funds**

Enterprise funds are funds which capture business-type activities and revenue. The Oil & Gas Royalty Fund, for instance, produces revenue from a 25% royalty from an oil and gas lease at the Resource Connection campus.

#### Resource Connection Fund – **ELIMINATED IN FISCAL YEAR 2025**

**Department(s):** Resource Connection; Non-departmental

This fund serves as the main fund supporting the operations of the Resource Connection campus. The Resource Connection Fund was eliminated during the Fiscal Year 2025 budget process due to lack of self-sustainability. All positions funded through this fund were transferred to the General Fund. The fund balance was transferred to the Oil & Gas Royalty (Resource Connection) Fund.

#### Oil & Gas Royalty (Resource Connection) Fund

**Department(s):** Resource Connection

On October 16, 2007, by Court Order #101787, the Commissioners Court authorized the conveyance of a Permanent Gas Pipeline Easement and Temporary Construction Easements to Texas Midstream Gas Services, LLC at the Resource Connection. Additionally, on April 22, 2008, by Court Order #102919, the Commissioners Court approved an Oil and Gas Lease and Agreement with Chesapeake Exploration at the Resource Connection for a 25% royalty and a signing bonus.

It is the objective of the Resource Connection to maintain a balance of \$1,000,000 in this fund.

## **Fiduciary Funds**

### **Internal Service Funds**

Internal service funds are funds which are utilized for a variety of internal purposes. The Self Insurance – Workers' Compensation Fund, for instance, funds workers' compensation claims received by the Budget and Risk Management department. The County and District Clerk Professional Liability Funds are utilized for servicing various liabilities within those departments. These funds are funded through a variety of non-tax sources, including, but not limited to, cash, investment income, operating transfers, and subrogation reimbursements.

### Self-Insurance Fund

**Department(s):** Budget and Risk Management

This self-insured fund was established to provide resources for liability claims.

### Self-Insurance – Workers’ Compensation Fund

**Department(s):** Budget and Risk Management

This self-insured fund was established to provide resources and keep a financial records of workers’ compensation claims.

### County Clerk Professional Liability Fund

**Department(s):** County Clerk

Before the implementation of Senate Bill 41, the Commissioners Court was able to establish an additional filing fee in an amount not to exceed \$5 for each suit filed to be collected by the County Clerk. Upon enactment of Senate Bill 41, the authority to establish this fee was removed. The Commissioners Court retains the ability to establish a contingency fund to provide the coverage required if it is determined by the County Clerk that insurance coverage is unavailable at a reasonable cost.

### District Clerk Professional Liability Fund

**Department(s):** District Clerk

Before the implementation of Senate Bill 41, the Commissioners Court was able to establish an additional filing fee in an amount not to exceed \$5 for each suit filed to be collected by the District Clerk. Upon enactment of Senate Bill 41, the authority to establish this fee was removed. The Commissioners Court retains the ability to establish a contingency fund to provide the coverage required if it is determined by the District Clerk that insurance coverage is unavailable at a reasonable cost.

### Employee Group Insurance Benefits Fund

**Department(s):** Group Insurance; Non-departmental

This internal service fund records the funding and disbursements for employee group medical, dental, life, and Section 125 programs. Revenues in this fund are deposited from employee payroll deductions, retiree contributions, and from all sources (funds) that have salary expenses. Disbursements from the fund are transmitted to various providers of the County’s benefit plans. Currently, the County offers a mix of both insured and self-insured benefits.



# TARRANT COUNTY BUDGET PROCESS



## STAGE ONE: INFORMATION SHARING & BUDGET CLASSES

In late February, the Budget and Risk Management department disseminates information related to the upcoming fiscal year's budget process to designated staff members within each County department. Generally, the annual email includes information related to budget entry training classes, quick reference cards to assist departments with budget entry, and important dates related to the budget review meetings, budget hearing, and final adoption.

In March, the Budget and Risk Management department hosts several budget entry training classes which provide staff from departments across the County with a fully interactive training module to acclimate them with the budget entry process.



## STAGE TWO: BUDGET ENTRY

From March 1st to April 30th, the budget portal is opened for departments to enter their budget requests for the upcoming fiscal year. During this time, budget staff is focused on assisting department staff through any budget entry issues and ensuring that department requests are accurately reflected in the budget portal.

The budget portal allows departments to enter their:

- Operating budget request, which consists of every-day operational costs such as supplies, training, and equipment maintenance.
- Capital budget request, which consists of significant capital costs such as a building improvement, copier, or vehicle.
- Requests for new positions.
- Requests for reclassifications of existing positions.
  - *Note:* Reclassification requests are considered by the Job Evaluation Committee (JEC), which is a committee led by the Human Resources department with the remaining membership comprised of appointed staff from several departments.
- Requests for new programs.

The budget portal enables departments to enter written justifications for their budget requests, and the Budget and Risk Management department uses these justifications to guide information gathering in the next stage of the budget process: budget review meetings.



### **STAGE THREE: BUDGET REVIEW MEETINGS**

From the beginning of May to the beginning of June, the Budget and Risk Management department meets with several County departments to gather further supporting information related to their budget requests.

The Community Supervision and Corrections Department, for instance, could provide the budget staff with additional information regarding expected increases or reductions in state funding and how those changes impact the department's budget request.



### **STAGE FOUR: BUDGET PERFECTIONS, SALARY PROJECTIONS, AND TAX RATE CALCULATION**

After gathering information through budget entry and budget review meetings, the Budget and Risk Management department begins to complete changes to budget requests that were agreed to by the department. This process is known as budget perfections. These changes, or perfections, may include increasing or reducing certain line items within the department's operating budget request, amending capital budget requests, rescinding requested positions, and more.

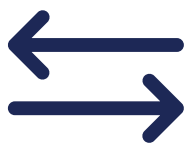
In July, the Budget and Risk Management department receives salary recommendations from the third-party consultant study and begins conducting salary projections. These projections are utilized by senior County leadership to determine the changes to position pay structures, market-related pay increases, and merit pay increases for the County's nearly 5,000 employees. During this time, the County also receives certified tax appraisal rolls from the Tarrant Appraisal District which enables the Budget and Risk Management department to calculate the ad valorem (property) tax rate for the upcoming fiscal year.



### **STAGE FIVE: PUBLIC BUDGET HEARING**

In early August, the Commissioners Court holds the budget hearing during a regularly scheduled meeting of the Court. In the budget hearing, the Budget and Risk Management department provides a presentation of the proposed budget for the upcoming fiscal year. The hearing provides County department heads and the public with an opportunity to give input on the proposed budget directly to the Commissioners Court. Furthermore, it allows the Commissioners Court to provide the Budget and Risk Management department with direction regarding changes which they

would like to see reflected in the adopted budget. This serves as the main avenue for public participation in the budget process.



## **STAGE SIX: COURT-APPROVED CHANGES**

After input and direction is gained from the budget hearing, Budget and Risk Management staff work diligently to incorporate Court-approved changes and produce their finalized budget document for final adoption.

In the month following the budget hearing, the Budget and Risk Management department has a weekly standing item on the Commissioners Court agenda which allows the Commissioners Court to provide further direction on budgetary changes to be included in the adopted budget.



## **STAGE SEVEN: FINAL ADOPTION**

On the second Tuesday in September, the Commissioners Court considers the final adoption of the upcoming fiscal year's budget and ad valorem (property) tax rate. The public has the opportunity to provide public comment on the agenda item considering final adoption. After gaining approval, the budget is uploaded to the County website and staff begins work on special purpose budgets.



## **STAGE EIGHT: SPECIAL PURPOSE BUDGETS**

Special purpose budgets are funded by revenue sources other than ad valorem (property) tax and, generally, can only be spent on certain expenses outlined by state or federal law. The Language Access Fund, for instance, is funded by fees paid when filing a civil case and can only be used for expenses related to providing language access in the courts. A translator for litigants or defendants who do not speak English would be an acceptable use of Language Access funds; conversely, the purchase of pencils and pens would not be an acceptable use.

The capital budget is considered a special purpose budget as it is funded by cash carryforward funding\* rather than ad valorem (property) tax revenue.

As of Fiscal Year 2025, there are 86 special purpose budgets. The Audit department completes revenue projections for special purpose budgets and transmits their estimates to the Budget and Risk Management department to develop the itemized budgets. Before the end of September, the Commissioners Court approves the special purpose budgets.

\*What is cash carryforward funding? See the glossary for more information.



## **STAGE NINE: IMPLEMENTATION AND AMENDING THE ADOPTED BUDGET**

After the Commissioners Court adopts the final operating budget and special purpose budgets, the Budget and Risk Management department works alongside the County Auditor's Office and IT department to retransact the adopted budgets into our Enterprise Resource Planning (ERP) system where County departments conduct daily business.

Throughout the year, the Budget and Risk Management department monitors departmental expenditures to identify trends or causes for concern. When fuel prices rose significantly after the FY2022 budget was adopted, for instance, Budget and Risk Management staff identified greater than expected usage of fuel budgets by County departments. This information enabled staff to work alongside departments to plan for the increased costs.

Unplanned needs and expenditure trends similar to the fuel issue occur each and every fiscal year. While Texas Local Government Code Section 110.010 provides strict limitations on complying with the adopted budget, the law authorizes the Commissioners Court to "amend the budget to transfer an amount budgeted for one item to another budgeted item." To accommodate unforeseen department needs and financial trends, the Budget and Risk Management department will seek Commissioners Court approval to amend the approved budget by transferring funds from one line item to another. This process is known internally as appropriations adjustments.

# Budget Process

2024 Key Dates for FY2025



**March 1st**

- Budget Portal Opens
- HR Deadline
- Facilities Deadline



**March 7th**

ITD Equipment Deadline



**March 12th, 21st & 27th,  
and April 1st**

Budget Training



**April 30th**

Budget Portal Closes



**May 8th - May 31st**

Budget/Department  
Review Meetings



**August 8th (tentative)**

Distribution of  
Recommended Budget



**August 15th-16th (tentative)**

Budget Hearings



**September 17th**

Special Purpose Operating  
Budgets Approved



# **FUNDING SOURCES & USES**





# TARRANT COUNTY FUNDING SOURCES



## REVENUE SOURCES

There are a multitude of revenue sources used to fund the operations of Tarrant County government. The largest source of revenue is ad valorem (*property*) taxes which make up approximately sixty (60) percent of the County's total operating budget (*General Fund, Road & Bridge, Debt Service*). However, several other sources of revenue comprise the remaining forty (40) percent of the budget, including, but not limited to, marriage licenses, fees of office, and fines assessed by the courts.

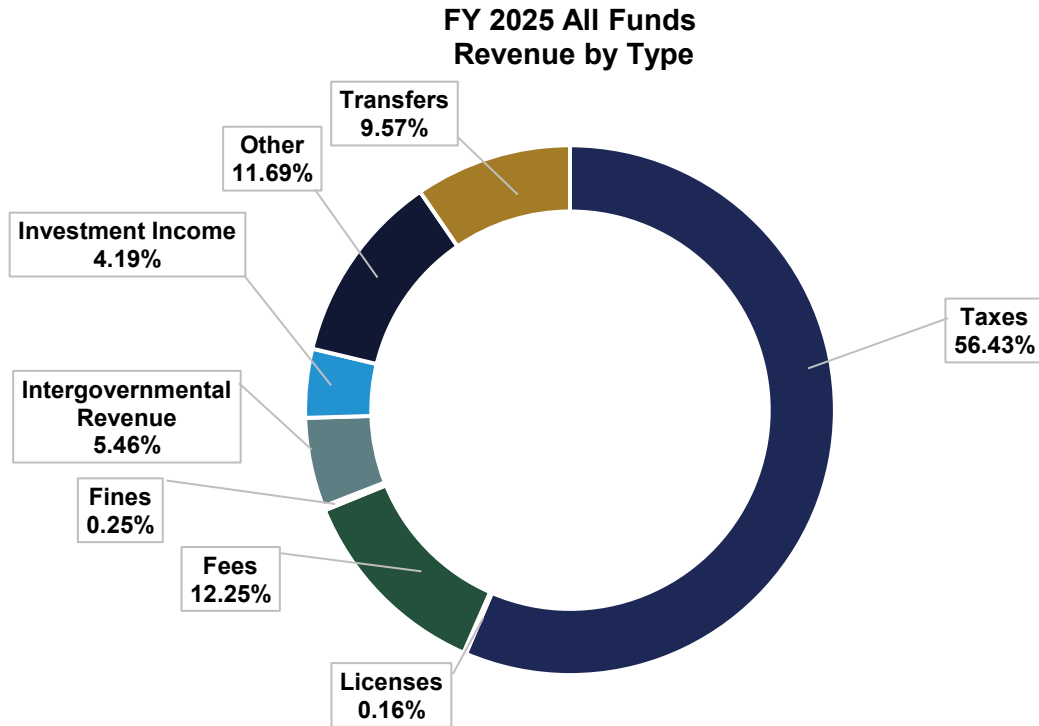
The Audit department is responsible for calculating revenue projections. Generally, the Budget and Risk Management department receives revenue projections from Audit in late July after the certified tax roll is dispersed to all taxing entities by the Tarrant Appraisal District (TAD). Upon receipt of the revenue projections, budget staff can finalize their recommendations for the proposed budget.

## REVENUE SOURCES BY TYPE

- ❖ **Taxes:** revenue which is obtained from taxes levied by the government on its individuals and businesses within its jurisdiction, such as property taxes.
- ❖ **Licenses:** revenue which is obtained from fees associated with the issuance of licenses by the government, such as marriage or liquor licenses.
- ❖ **Fees of Office:** revenue which is obtained from fees levied by the government in exchange for a service, such as the printing of birth or death certificates.
- ❖ **Cash Fines:** revenue which is obtained from fines levied by the government, such as court fines issued by a judge.
- ❖ **Intergovernmental Revenue:** revenue which is obtained from other governments, such as reimbursements from the federal government for housing certain prisoners.
- ❖ **Investment Income:** revenue which is obtained from returns on investments made by the County Investment Officer which was designated by the Commissioners Court to be the County Auditor.
- ❖ **Other Revenue:** revenue which is obtained from sources not outlined in one of the other categories, such as employee insurance contributions and property revenue.
- ❖ **Interfund Transfers:** revenue which is transferred from one fund to another, such as the money transferred from the General Fund to the Road and Bridge Fund.
- ❖ **Cash Carryforward:** unused revenue which is re-purposed in the next fiscal year.

## ALL FUNDS – REVENUE SOURCE BY TYPE

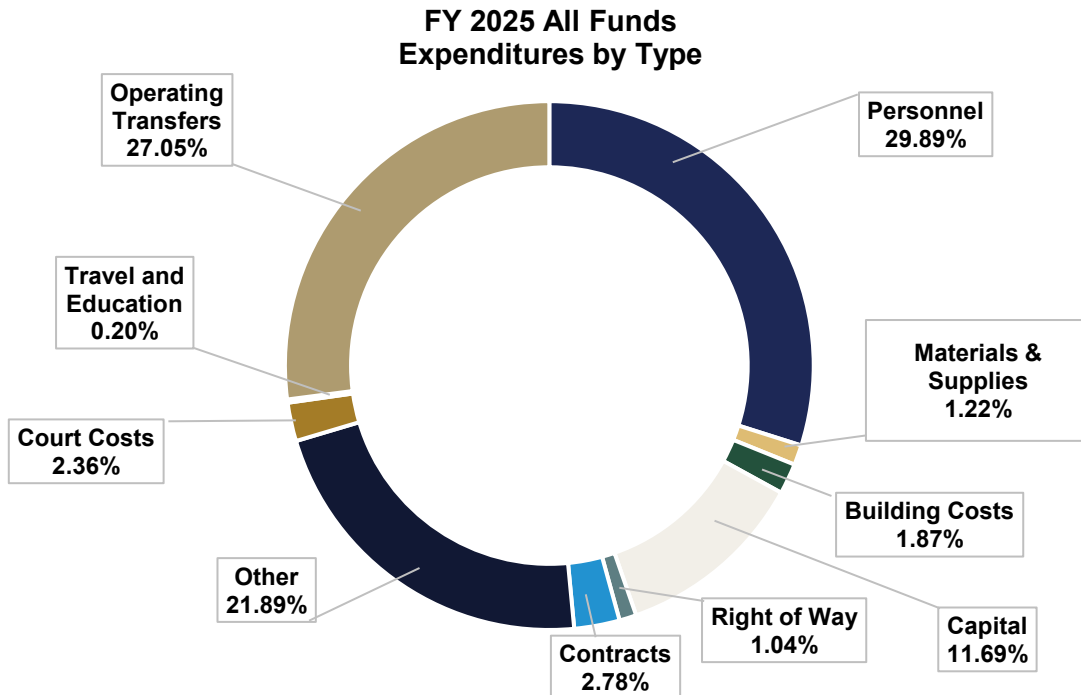
In the visual aids below, you will be provided with an overview of the total resources, or revenue, available to Tarrant County through all funds to provide public services.



All Funds - Revenue by Type				
Revenue Source	FY24 Budgeted Revenues	FY24 Actual Revenues	FY25 Budgeted Revenues	FY24 v FY25 (% Change)
Taxes	532,271,550	524,713,810	512,164,504	(3.78%)
Licenses	1,314,000	1,395,288	1,408,500	7.19%
Fees	111,884,001	116,129,729	111,170,452	(0.64%)
Fines	2,371,400	2,399,103	2,266,000	(4.44%)
Intergovernmental Revenue	47,186,465	55,015,562	49,534,330	4.98%
Investment Income	47,086,957	58,303,074	38,071,782	(19.15%)
Other	106,849,247	122,932,627	106,141,764	(0.66%)
Transfers	136,442,487	136,328,668	86,903,999	(36.31%)
Cash Carryforward	805,226,360	805,153,005	724,095,895	(10.08%)
<b>TOTAL</b>	<b>1,790,632,467</b>	<b>1,822,370,865</b>	<b>1,631,757,226</b>	<b>(8.87%)</b>

## ALL FUNDS – EXPENDITURE BY TYPE

In the visual aids below, you will be provided with an overview of the total expenditures budgeted to provide public services.



All Funds - Expenditures by Type				
Expense Type	FY24 Budgeted Expenditures	FY24 Actual Expenditures	FY25 Budgeted Expenditures	FY24 v FY25 (% Change)
Personnel	497,388,747	492,306,496	487,716,205	(1.94%)
Materials & Supplies	19,883,335	31,380,376	19,952,335	0.35%
Building Costs	28,535,645	28,546,037	30,568,859	7.13%
Capital	235,627,023	30,385,652	190,744,700	(19.05%)
Right of Way	17,207,055	8,655,846	17,038,100	(0.98%)
Contracts	47,222,987	105,557,327	45,356,063	(3.95%)
Other	458,984,581	218,435,642	357,256,220	(22.16%)
Court Costs	45,819,453	36,723,081	38,492,183	(15.99%)
Travel and Education	3,616,009	1,657,356	3,253,591	(10.02%)
Operating Transfers	436,347,632	180,897,021	441,378,970	1.15%
<b>TOTAL</b>	<b>1,790,632,467</b>	<b>1,134,544,833</b>	<b>1,631,757,226</b>	<b>(8.87%)</b>

## ALL FUNDS – REVENUE BY FUND

All Funds - Revenue by Fund (FY2022 – 2025)				
Fund	FY23 Actual Revenues	FY24 Budgeted Revenues	FY24 Actual Revenues	FY25 Budgeted Revenues
<b>Operating Funds</b>				
General Fund	841,619,135	800,143,509	795,650,595	758,025,497
Road and Bridge Fund	46,974,961	49,918,859	51,450,441	43,111,786
Debt Service Fund	45,207,056	46,537,880	45,855,184	45,242,629
<b>Total Operating Funds:</b>	<b>933,801,152</b>	<b>896,600,248</b>	<b>892,956,220</b>	<b>846,379,912</b>
<b>Special Revenue Funds</b>				
Records Preservation/ Automation (County Clerk)	13,009,985	13,702,176	13,771,597	12,663,905
Records Preservation/Automation (County)	40,340	61,389	77,901	82,304
Records Preservation/Restoration (County Clerk)	15,858,147	13,037,688	13,567,176	12,528,324
Court Record Preservation	1,063,052	481,524	502,104	464,217
District Court Record Preservation	101,067	113,254	122,523	129,610
District Clerk Records Management/Preservation	1,661,385	2,357,151	2,631,137	2,906,011
Courthouse Security	1,190,804	1,100,000	1,044,008	1,000,000
Consumer Health	1,280,822	1,921,856	2,467,006	2,975,801
Graffiti Eradication (Juvenile Delinquency Prevention)	2,990	3,149	3,164	3,314
Dispute Resolution	2,552,264	3,136,461	3,288,649	3,830,833
Probate Contributions	1,028,629	1,016,208	1,111,072	1,155,989
Justice Court Technology	217,705	273,817	275,412	300,042
Justice Court Building Security	8,435	8,430	8,083	7,420
Child Abuse Prevention	114,862	38,181	36,785	38,169
Family Protection	107	-	60	
Guardianship	248,338	263,863	268,402	280,726
Drug & Alcohol Court	109,987	39,977	50,546	62,520
County & District Court Technology	238,363	273,274	278,417	323,074
Specialty Court	226,104	200,649	211,572	154,659
Truancy Prevention/Diversion	117,549	147,930	148,551	180,656
Language Access	315,936	304,000	348,965	503,569
Law Library	2,586,089	2,771,696	3,084,336	3,205,103
Continuing Education	383,541	209,650	393,000	199,259
Appellate Judicial System	233,480	206,125	248,681	206,063
Vehicle Inventory Tax	3,134,968	3,846,061	4,401,791	4,731,042
<b>Total Special Revenue Funds</b>	<b>45,724,949</b>	<b>45,514,509</b>	<b>48,340,938</b>	<b>47,932,610</b>

<b>Capital Projects Funds</b>				
Non-Debt Capital	119,114,683	115,782,404	117,469,604	87,441,362
Capital Improvement/Replacement	75,127,089	158,642,285	162,344,528	187,290,722
Court Facilities	1,371,903	2,074,156	2,235,142	2,292,355
2006 Bond Election	1,974,228	1,743,704	1,805,577	1,505,630
2006 Transportation Bond Election	16,850,862	13,227,880	12,147,848	6,714,300
2021 Transportation Bond Election	234,921,134	201,703,433	205,858,321	175,974,962
<b>Total Capital Projects Funds:</b>	<b>449,359,899</b>	<b>493,173,862</b>	<b>501,861,019</b>	<b>461,219,331</b>
<b>Enterprise Funds</b>				
Resource Connection	3,583,281	5,548,765	5,429,128	
Oil & Gas Royalty (Resource Connection)	1,877,733	2,035,405	2,069,461	4,318,603
<b>Total Enterprise Funds:</b>	<b>5,461,014</b>	<b>7,584,170</b>	<b>7,498,589</b>	<b>4,318,603</b>
<b>Internal Service Funds</b>				
Self Insurance	12,524,488	14,267,350	14,476,883	15,258,484
Self Insurance - Workers' Compensation	9,256,195	9,208,821	9,267,545	9,507,230
County Clerk Professional Liability	750,517	789,229	792,863	830,857
District Clerk Professional Liability	571,565	392,347	396,413	410,277
Employee Group Insurance Benefits	127,514,223	125,790,561	139,970,101	119,692,862
American Rescue Plan Act	218,278,133	83,800,000	83,800,000	23,975,000
<b>Total Internal Service Funds:</b>	<b>368,895,121</b>	<b>234,248,308</b>	<b>248,703,805</b>	<b>169,674,710</b>
<b>Criminal District Attorney Funds</b>				
Criminal District Attorney - Restitution Collection Fee	16,079	12,665	13,670	10,529
Criminal District Attorney - Law Enforcement	2,048,127	1,683,096	2,594,186	2,367,380
Criminal District Attorney - Federal Forfeitures	122,675	111,415	143,642	145,521
<b>Total Criminal District Attorney Funds:</b>	<b>2,186,881</b>	<b>1,807,176</b>	<b>2,751,497</b>	<b>2,523,430</b>
<b>Judicial Funds</b>				
8th Administrative Judicial Region	130,367	153,928	136,294	-
<b>Total Judicial Funds:</b>	<b>130,367</b>	<b>153,928</b>	<b>136,294</b>	<b>-</b>
<b>Sheriff Funds</b>				
Sheriff Inmate Commissary	7,547,177	5,329,543	6,550,784	5,523,738
Sheriff Forfeiture (CNET)	844,809	820,475	1,056,291	918,000
Sheriff Federal Forfeiture (Treasury)	268,124	166,750	244,837	166,750
Sheriff Forfeiture (State)	360,440	268,221	451,632	303,112
Sheriff Federal Forfeiture (Justice)	242,676	237,426	382,800	355,504
<b>Total Sheriff Funds:</b>	<b>9,263,226</b>	<b>6,822,415</b>	<b>8,686,344</b>	<b>7,267,104</b>

<b>Trust Funds / Interlocal Funds</b>				
Public Health	24,618,933	27,195,159	27,990,740	26,753,389
Public Health 1115 Waiver	44,917,851	39,645,942	39,759,745	35,003,483
Section 125 Forfeitures	1,533,793	1,718,922	1,786,980	2,187,048
Children's Home Trust	73,200	77,954	81,489	81,265
Bail Bond Board	11,230	13,825	12,054	12,221
TX Department of Protective & Regulatory Services	214,977	162,094	211,427	142,335
Constable Forfeiture (Precinct #7)	20,667	21,395	26,954	8,452
Juvenile Probation District	253,065	251,623	259,346	244,991
Unclaimed Juvenile Restitution	11,898	12,384	12,443	13,024
Deferred Prosecution Program	45,296	65,355	65,530	86,369
Historical Commission	4,489	4,690	4,710	4,933
Historical Commission Archives	19,539	20,519	18,808	17,672
Cemetery	43,038	45,148	45,449	47,562
Unclaimed Electric Cooperative Credit	2,378,391	2,342,434	2,632,150	2,475,804
Fire Marshal Code	678,260	815,922	893,585	973,692
Criminal District Attorney - JPS Contract	677,804	718,493	718,493	745,115
Emergency Service District	84,976	89,940	88,731	91,577
CSCD Bond Supervision Unit	5,112,653	5,719,765	5,501,156	6,097,560
Criminal Court Drug Program	72,687	62,556	85,143	104,799
Medical Examiner Conference	26,962	27,178	27,314	26,131
PMC Insured - 340B	23,235,889	19,815,961	19,215,917	11,859,768
<b>Total Trust Funds / Interlocal Funds:</b>	<b>104,035,598</b>	<b>98,827,259</b>	<b>99,438,166</b>	<b>86,977,190</b>
<b>Miscellaneous Donations</b>				
Juvenile	23,609	10,703	16,869	18,847
Emergency Management	7,622	8,013	8,050	8,425
Human Services	65,137	19,259	60,696	8,402
Human Services - Reliant Energy	31,551	15,938	28,891	45
Human Services - Direct Energy	10,000	7,685	6,568	
Miscellaneous Donations - Child Protective Services	51,219	47,391	85,277	101,616
Public Health	33,229	36,482	36,726	38,744
Veteran Court Services	14,983	4,830	25,255	23,128
Family Court Services	6,875	639	5,390	639
Community Resource Coordination Group (CRCG)	64,579	40,767	60,846	50,270
Peace Officer Memorial	102,585	107,858	108,463	94,493
Law Enforcement	-	62	62	62
ATTF - Texas Rental Association	292	306	308	322
Sheriff Employee Recognition & Awards	1,518	1,596	1,603	1,678
<b>Total Miscellaneous Donations:</b>	<b>414,255</b>	<b>301,529</b>	<b>445,004</b>	<b>346,671</b>

<b>Elections</b>				
Contract Elections	2,153,320	100,000	4,882,402	260,000
Elections Chapter 19	744,953	468,639	1,190,481	545,079
<b>Total Elections Funds:</b>	<b>2,898,273</b>	<b>568,639</b>	<b>6,072,883</b>	<b>805,079</b>
<b>Miscellaneous Other</b>				
Opioid Epidemic	4,796,352	5,030,424	5,428,848	4,280,649
Public Improvement District	-	-	51,258	31,937
<b>Total Miscellaneous Other Funds:</b>	<b>4,796,352</b>	<b>5,030,424</b>	<b>5,480,106</b>	<b>4,312,586</b>
<b>Total All Funds:</b>	<b>1,926,967,087</b>	<b>1,790,632,467</b>	<b>1,822,370,865</b>	<b>1,631,757,226</b>

## ALL FUNDS – EXPENDITURES BY FUND

<b>All Funds - Expenditures by Fund (FY2021 – 2024)</b>				
<b>Fund</b>	<b>FY23 Actual Expenditures</b>	<b>FY24 Budgeted Expenditures</b>	<b>FY24 Actual Expenditures</b>	<b>FY25 Budgeted Expenditures</b>
<b>Operating Funds</b>				
General Fund	681,000,603	800,143,509	662,991,975	758,025,497
Road and Bridge Fund	34,374,452	49,918,859	35,925,246	43,111,786
Debt Service Fund	43,211,327	46,537,880	44,536,580	45,242,629
<b>Total Operating Funds:</b>	<b>758,586,382</b>	<b>896,600,248</b>	<b>743,453,801</b>	<b>846,379,912</b>
<b>Special Revenue Funds</b>				
Records Preservation/Automation (County Clerk)	2,259,652	13,702,176	3,277,198	12,663,905
Records Preservation/Automation (County)	-	61,389	-	82,304
Records Preservation/Restoration (County Clerk)	4,958,377	13,037,688	3,219,296	12,528,324
Court Record Preservation	603,546	481,524	34,881	464,217
District Court Record Preservation	-	113,254	-	129,610
District Clerk Records Management/Preservation	331,316	2,357,151	786,805	2,906,011
Courthouse Security	1,190,804	1,100,000	1,044,008	1,000,000
Consumer Health	954,122	1,921,856	1,122,003	2,975,801
Graffiti Eradication (Juvenile Delinquency Prevention)	-	3,149	-	3,314
Dispute Resolution	422,555	3,136,461	470,851	3,830,833
Probate Contributions	131,967	1,016,208	109,876	1,155,989

Justice Court Technology	523	273,817	1,953	300,042
Justice Court Building Security	8,435	8,430	8,083	7,420
Child Abuse Prevention	87,500	38,181	-	38,169
Family Protection	107	-	-	-
Guardianship	110,000	263,863	110,000	280,726
Drug & Alcohol Court	58,078	39,977	-	62,520
County & District Court Technology	5,885	273,274	-	323,074
Specialty Court	192,271	200,649	186,457	154,659
Truancy Prevention/Diversion	5,000	147,930	-	180,656
Language Access	233,635	304,000	234,090	503,569
Law Library	1,202,555	2,771,696	1,272,705	3,205,103
Continuing Education	238,597	209,650	161,656	199,259
Appellate Judicial System	206,133	206,125	223,876	206,063
Vehicle Inventory Tax	55,916	3,846,061	350,960	4,731,042
<b>Total Special Revenue Funds</b>	<b>13,256,974</b>	<b>45,514,509</b>	<b>12,614,696</b>	<b>47,932,610</b>
<b>Capital Projects Funds</b>				
Non-Debt Capital	22,253,261	115,782,404	63,049,227	87,441,362
Capital Improvement/Replacement	9,625,511	158,642,285	15,676,300	187,290,722
Court Facility	118,130	2,074,156	698,345	2,292,355
2006 Bond Election	306,755	1,743,704	233,570	1,505,630
2006 Transportation Bond Election	4,895,448	13,227,880	7,124,403	6,714,300
2021 Transportation Bond Election	41,890,288	201,703,433	44,475,961	175,974,962
<b>Total Capital Projects Funds:</b>	<b>79,089,393</b>	<b>493,173,862</b>	<b>131,257,807</b>	<b>461,219,331</b>
<b>Enterprise Funds</b>				
Resource Connection	3,915,943	5,548,765	3,462,744	-
Oil & Gas Royalty (Resource Connection)	-	2,035,405	-	4,318,603
<b>Total Enterprise Funds:</b>	<b>3,915,943</b>	<b>7,584,170</b>	<b>3,462,744</b>	<b>4,318,603</b>
<b>Internal Service Funds</b>				
Self Insurance	1,848,880	14,267,350	2,580,288	15,258,484
Self Insurance - Workers' Compensation	3,806,165	9,208,821	3,617,402	9,507,230
County Clerk Professional Liability	-	789,229	-	830,857
District Clerk Professional Liability	200,000	392,347	-	410,277
Employee Group Insurance Benefits	89,950,355	125,790,561	103,339,210	119,692,862
CARES Act	117,789,364	83,800,000	77,863,892	23,975,000
American Rescue Plan Act	<b>213,594,764</b>	<b>234,248,308</b>	<b>187,400,792</b>	<b>169,674,710</b>
<b>Total Internal Service Funds:</b>	<b>1,848,880</b>	<b>14,267,350</b>	<b>2,580,288</b>	<b>15,258,484</b>
<b>Criminal District Attorney Funds</b>				
Criminal District Attorney - Restitution Collection Fee	4,581	12,665	2,887	10,529



Criminal District Attorney - Law Enforcement	560,984	1,683,096	406,511	2,367,380
Criminal District Attorney - Federal Forfeitures	24,711	111,415	3,538	145,521
<b>Total Criminal District Attorney Funds:</b>	<b>590,276</b>	<b>1,807,176</b>	<b>412,936</b>	<b>2,523,430</b>
<b>Judicial Funds</b>				
8th Administrative Judicial Region	130,367	153,928	136,294	-
<b>Total Judicial Funds:</b>	<b>130,367</b>	<b>153,928</b>	<b>136,294</b>	<b>-</b>
<b>Sheriff Funds</b>				
Sheriff Inmate Commissary	3,692,740	5,329,543	4,057,407	5,523,738
Sheriff Forfeiture (CNET)	438,139	820,475	545,870	918,000
Sheriff Federal Forfeiture (Treasury)	110,498	166,750	84,859	166,750
Sheriff Forfeiture (State)	33,620	268,221	123,907	303,112
Sheriff Federal Forfeiture (Justice)	8,310	237,426	50,512	355,504
<b>Total Sheriff Funds:</b>	<b>4,283,307</b>	<b>6,822,415</b>	<b>4,862,556</b>	<b>7,267,104</b>
<b>Trust Funds / Interlocal Funds</b>				
Public Health	16,728,913	27,195,159	17,293,029	26,753,389
Public Health 1115 Waiver	5,370,178	39,645,942	3,687,254	35,003,483
Section 125 Forfeitures	354,884	1,718,922	168,655	2,187,048
Children's Home Trust	212	77,954	592	81,265
Bail Bond Board	7,676	13,825	6,292	12,221
TX Department of Protective & Regulatory Services	64,238	162,094	94,118	142,335
Constable Forfeiture (Precinct #7)	825	21,395	15,027	8,452
Juvenile Probation District	16,584	251,623	24,990	244,991
Unclaimed Juvenile Restitution	116	12,384	17	13,024
Deferred Prosecution Program	20,552	65,355	29,732	86,369
Historical Commission	27	4,690	-	4,933
Historical Commission Archives	2,797	20,519	824	17,672
Cemetery	-	45,148	-	47,562
Unclaimed Electric Cooperative Credit	125,000	2,342,434	6,500	2,475,804
Fire Marshal Code	24,027	815,922	116,234	973,692
Criminal District Attorney - JPS Contract	654,363	718,493	678,973	745,115
Emergency Service District	84,976	89,940	88,739	91,577
CSCD Bond Supervision Unit	5,112,173	5,719,765	5,543,270	6,097,560
Criminal Court Drug Program	37,862	62,556	30,604	104,799
Medical Examiner Conference	1,119	27,178	2,148	26,131
PMC Insured - 340B	13,618,486	19,815,961	16,603,169	11,859,768
<b>Total Trust Funds / Interlocal Funds:</b>	<b>42,225,008</b>	<b>98,827,259</b>	<b>44,390,165</b>	<b>86,977,190</b>

<b>Miscellaneous Donations</b>				
Juvenile	6,923	10,703	2,663	18,847
Emergency Management	-	8,013	-	8,425
Human Services	42,793	19,259	55,091	8,402
Human Services - Reliant Energy	17,160	15,938	23,841	45
Human Services - Cirro	1,052	-	-	
Human Services - Direct Energy	3,492	7,685	6,508	
Miscellaneous Donations - Child Protective Services	13,494	47,391	6,524	101,616
Public Health	-	36,482	653	38,744
Veteran Court Services	2,692	4,830	800	23,128
Family Court Services	2,973	639	4,751	639
Community Resource Coordination Group (CRCG)	24,248	40,767	10,821	50,270
Peace Officer Memorial	-	107,858	8,667	94,493
Law Enforcement	-	62	-	62
ATTF - Texas Rental Association	-	306	-	322
Sheriff Employee Recognition & Awards	-	1,596	-	1,678
<b>Total Miscellaneous Donations:</b>	<b>114,827</b>	<b>301,529</b>	<b>120,319</b>	<b>346,671</b>
<b>Elections</b>				
Contract Elections	1,746,693	100,000	4,717,511	260,000
Elections Chapter 19	122,670	468,639	410,108	545,079
<b>Total Elections Funds:</b>	<b>1,869,363</b>	<b>568,639</b>	<b>5,127,619</b>	<b>805,079</b>
<b>Miscellaneous Other</b>				
Opioid Epidemic	-	5,030,424	1,295,438	4,280,649
Public Improvement District	-	-	9,665	31,937
<b>Total Miscellaneous Other Funds:</b>	<b>-</b>	<b>5,030,424</b>	<b>1,305,104</b>	<b>4,312,586</b>
<b>Total All Funds:</b>	<b>1,117,656,604</b>	<b>1,790,632,467</b>	<b>1,134,544,833</b>	<b>1,631,757,226</b>

## PROPERTY TAXES



Ad valorem taxes, which are more commonly known as property taxes, are the primary source of revenue for County operations. Property taxes make up fifty-six (56) percent of the County's total adopted operating budget for Fiscal Year 2025.

**FUN FACT!**

**Several other entities make up a majority of your typical property tax bill, including school districts, city governments, and special districts.**

## **HOMESTEAD EXEMPTION**

State law allows counties to provide an exemption, not to exceed twenty (20) percent, to homeowners with homesteaded properties in their jurisdiction. During the FY 2024 budget process, the Tarrant County Commissioners Court adopted a ten (10) percent homestead exemption for all homesteaded properties for the first time in organizational history. During the FY 2025 budget process, the Commissioners Court adopted the maximum twenty (20) percent homestead exemption. These actions will impact approximately 380,000 residential properties within Tarrant County's geographical boundaries.

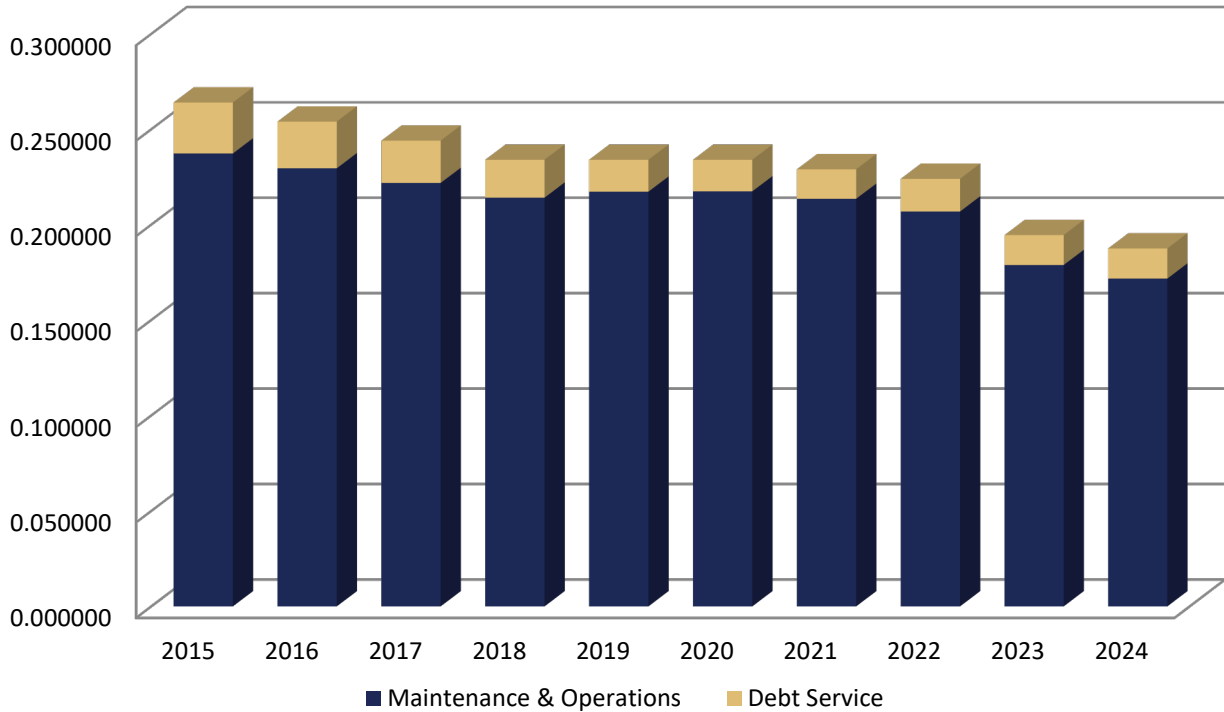
Additionally, the Commissioners Court adopted the maximum twenty (20) percent homestead exemption for all homesteaded properties within the John Peter Smith (JPS) Hospital District's geographical boundaries.

## **PROPERTY TAX RATE**

For the Fiscal Year 2025 budget, the County adopted a property tax rate of 0.1875 per \$100 of assessed property value, which is lower than the adopted tax rate for the previous fiscal year of 0.1945. The tax rate supporting the FY 2025 budget is below the No-New-Revenue tax rate for the second year in a row.

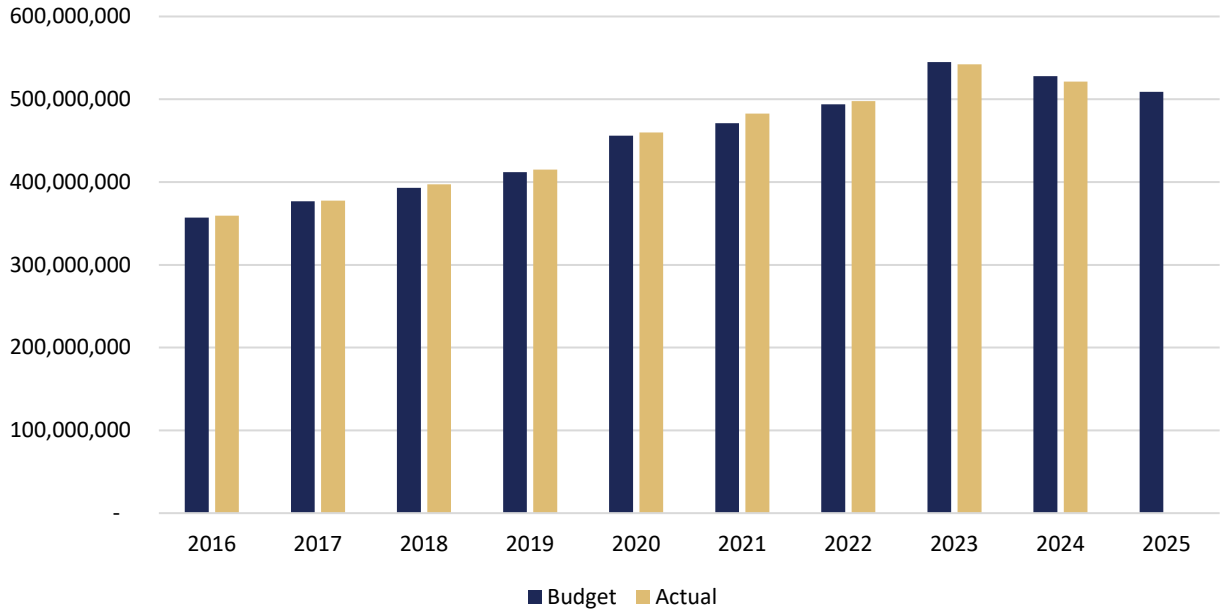
The No-New-Revenue tax rate is the tax rate required to produce the same amount of revenue on the same properties. Adopting a tax rate below the No-New-Revenue tax rate means that Tarrant County will collect less tax revenue on the same properties as the previous year. The only new tax revenue that will support the FY 2025 budget will be generated by new construction in Tarrant County. On the next page, you will find historical data related to property tax revenue and rates.

### Property Tax Rate History (Tax Year 2015 - 2024)



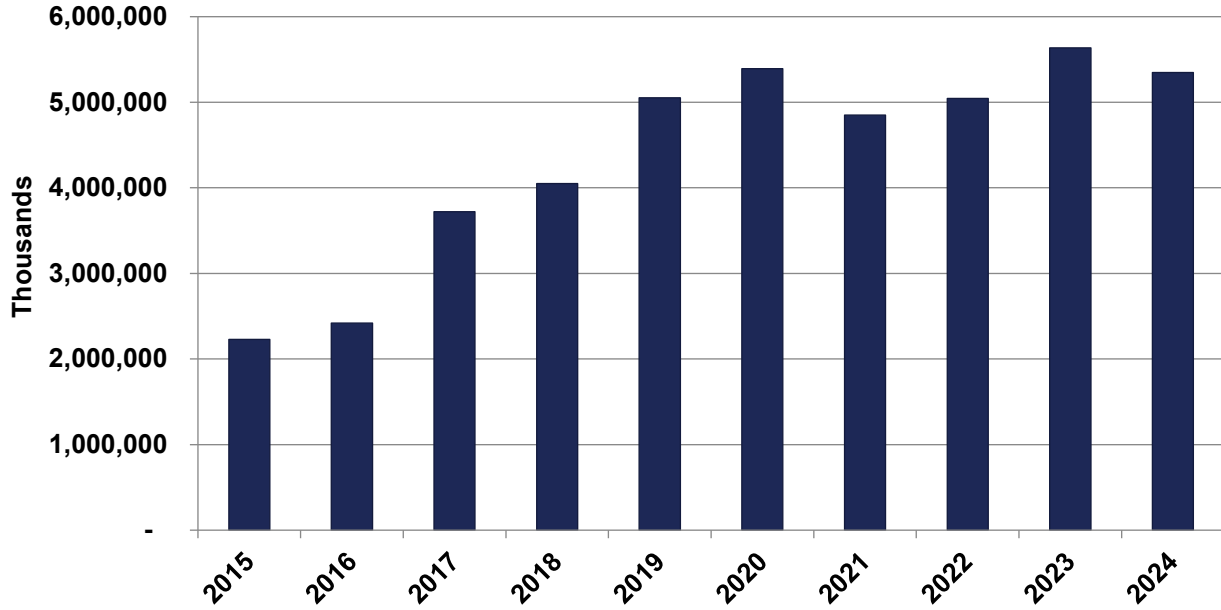
<b>Tarrant County Property Tax Rate Ten Year History (Tax Year 2015 – 2024)</b>			
<b>Tax Year</b>	<b>Operations &amp; Maintenance</b>	<b>Debt Service</b>	<b>TOTAL</b>
2015	0.237300	0.026700	0.264000
2016	0.229538	0.024462	0.254000
2017	0.221856	0.022144	0.244000
2018	0.214135	0.019865	0.234000
2019	0.217264	0.016736	0.234000
2020	0.217448	0.016552	0.234000
2021	0.213553	0.015447	0.229000
2022	0.206873	0.017127	0.224000
2023	0.178836	0.015664	0.194500
2024	0.171707	0.015793	0.187500

### Historical Property Tax Revenue (Fiscal Year 2016 - 2025)



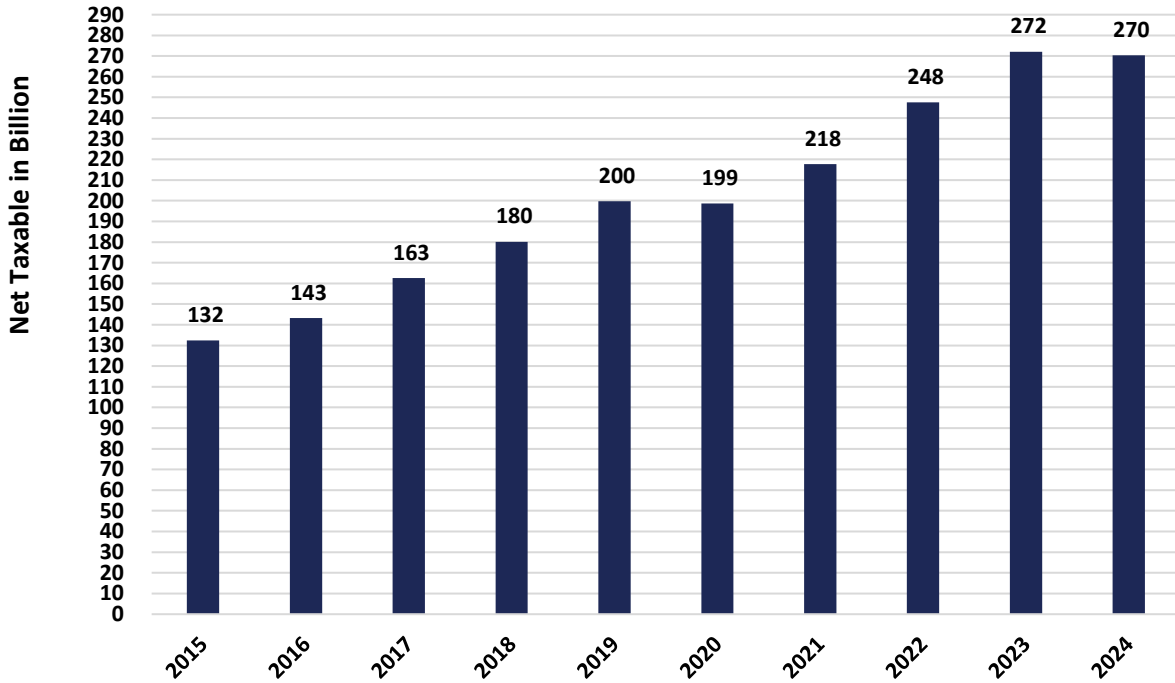
<b>Tarrant County Historical Property Tax Revenue (Fiscal Year 2016 – 2025)</b>		
<b>Fiscal Year</b>	<b>Budget</b>	<b>Actual</b>
2016	357,186,813	359,166,785
2017	376,560,556	377,493,367
2018	393,109,204	397,422,635
2019	411,829,615	415,033,345
2020	455,955,528	459,739,440
2021	471,186,897	482,537,523
2022	493,918,433	497,813,215
2023	545,015,916	542,081,535
2024	527,858,753	521,345,207
2025	509,027,727	-

**New Construction Taxable Value  
Ten Year History (Tax Year 2015 - 2024)**



<b>New Construction Taxable Value Ten Year History (Tax Year 2015 – 2024)</b>	
<b>Tax Year</b>	<b>New Construction Taxable Values</b>
2015	2,230,152,801
2016	2,419,165,370
2017	3,720,775,407
2018	4,049,402,817
2019	5,050,378,321
2020	5,393,742,920
2021	4,850,509,718
2022	5,044,341,990
2023	5,635,524,945
2024	5,345,789,548

**Net Taxable Property Value  
Ten Year History  
(Tax Year 2015 - 2024)**



<b>Net Taxable Property Value Ten Year History (2015 – 2024)</b>	
<b>Tax Year</b>	<b>Net Taxable Value</b>
2015	132,397,275,566
2016	143,208,841,539
2017	162,541,252,147
2018	180,110,821,859
2019	199,739,794,935
2020	198,672,830,349
2021	217,644,837,270
2022	247,655,062,749
2023	271,974,303,666
2024	270,340,317,137

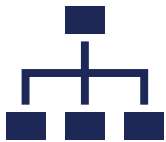


# **FUND SUMMARIES AND BALANCE**





# TARRANT COUNTY FUND SUMMARIES



## ADOPTED FUNDS

Tarrant County has 86 individual funds for which budgets are adopted by the Commissioners Court. Budgets are prepared, recommended, and adopted for all the County's existing funds with the exception of the funds for the Tarrant County Housing Finance Corporation (TCHFC), Tarrant County Industrial Development Corporation (TCIDC), and Grants Fund.

Governmental funds are funds which capture revenues and expenditures associated with governmental activities. In addition to governmental funds, the County maintains several other types of funds including fiduciary, proprietary, and internal service funds.

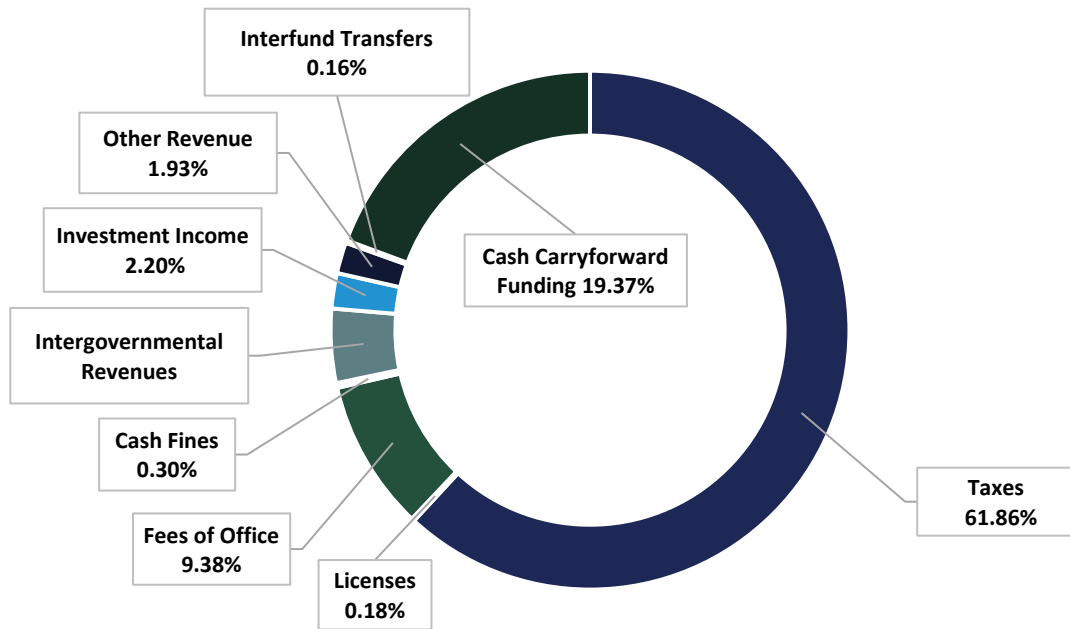
In this section, you will find financial data related to all the County's adopted funds. For detailed narrative descriptions related to restricted fund uses and enabling legislation, as well as information detailing the department-fund relationship, please **click here** or visit the Introduction section of this document.

## MAJOR GOVERNMENTAL FUNDS

### General Fund

The General Fund is the County's largest major governmental fund and serves as the main operating fund. The primary operational budgets for departments such as the County and District Clerks, Criminal District Attorney's Office, Sheriff's Office, and other vital County functions are adopted within the General Fund. The primary revenue source for the General Fund is ad valorem (property) taxes. However, the fund also collects revenue from licenses, fees of office, cash fines, intergovernmental revenue, investment income, and other sources. Taxes that support the General Fund are tied to the Maintenance and Operations (M&O) portion of the ad valorem (property) tax rate. Expenditure types include personnel, materials & supplies, building costs, contracts, court costs, travel – education, transfers/reserves/debt, and other expenses. The General Fund is adopted alongside two other major governmental funds: the Road and Bridge Fund and the Debt Service Fund. These three funds comprise the County's operating funds. The data and visual aids below will provide you with a variety of overviews of budgeted revenue and expenditures.

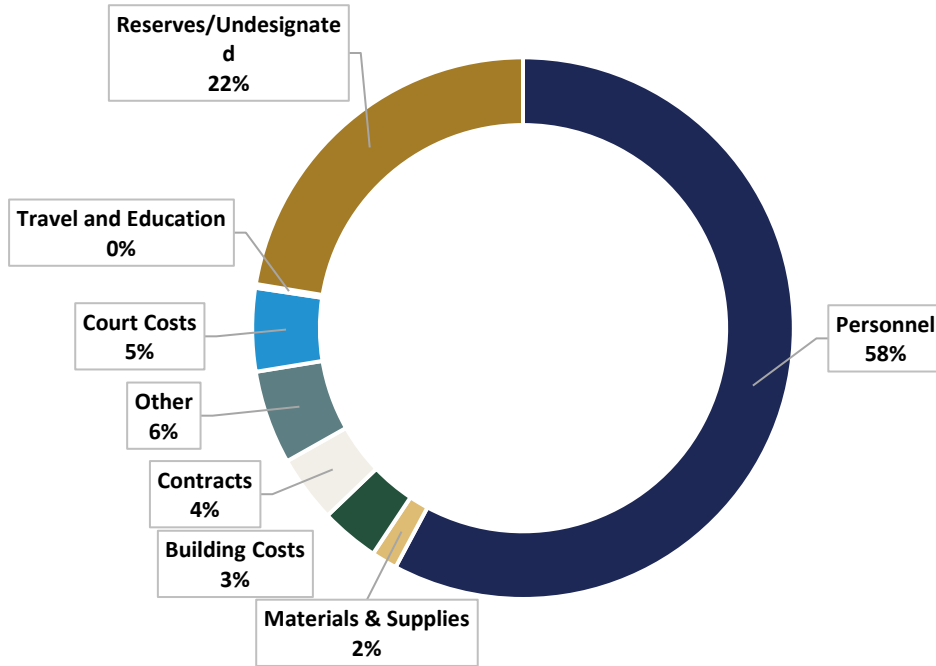
**FY 2025 GENERAL FUND  
BUDGETED REVENUE BY SOURCE**



**GENERAL FUND  
HISTORICAL REVENUE BY SOURCES**

Revenue Source	FY23 Actual Revenues	FY24 Budgeted Revenues	FY24 Actual Revenues	FY25 Budgeted Revenues	FY24 Budget v. FY25 Budget
Taxes	505,674,041	488,493,641	481,582,427	468,942,909	(19,550,732)
Licenses	1,466,880	1,305,000	1,386,788	1,400,000	95,000
Fees of Office	73,715,200	70,733,070	73,181,906	71,070,100	337,030
Cash Fines	2,461,678	2,371,400	2,399,103	2,266,000	(105,400)
Intergovernmental Revenues	35,387,665	33,030,785	34,911,604	34,960,977	1,930,192
Investment Income	28,606,102	24,004,000	24,816,972	16,703,000	(7,301,000)
Other Revenue	7,267,317	11,625,593	8,905,595	14,638,079	3,012,486
Interfund Transfers	1,432,874	1,400,000	1,286,181	1,215,000	(185,000)
<b>TOTAL REVENUES</b>	<b>656,011,757</b>	<b>632,963,489</b>	<b>628,470,575</b>	<b>611,196,065</b>	<b>3,846,131</b>
Cash Carryforward Funding	186,326,912	167,180,020	167,180,020	146,829,432	(19,146,892)
<b>TOTAL REVENUES + CCF</b>	<b>842,338,669</b>	<b>800,143,509</b>	<b>795,650,595</b>	<b>758,025,497</b>	<b>(15,300,761)</b>

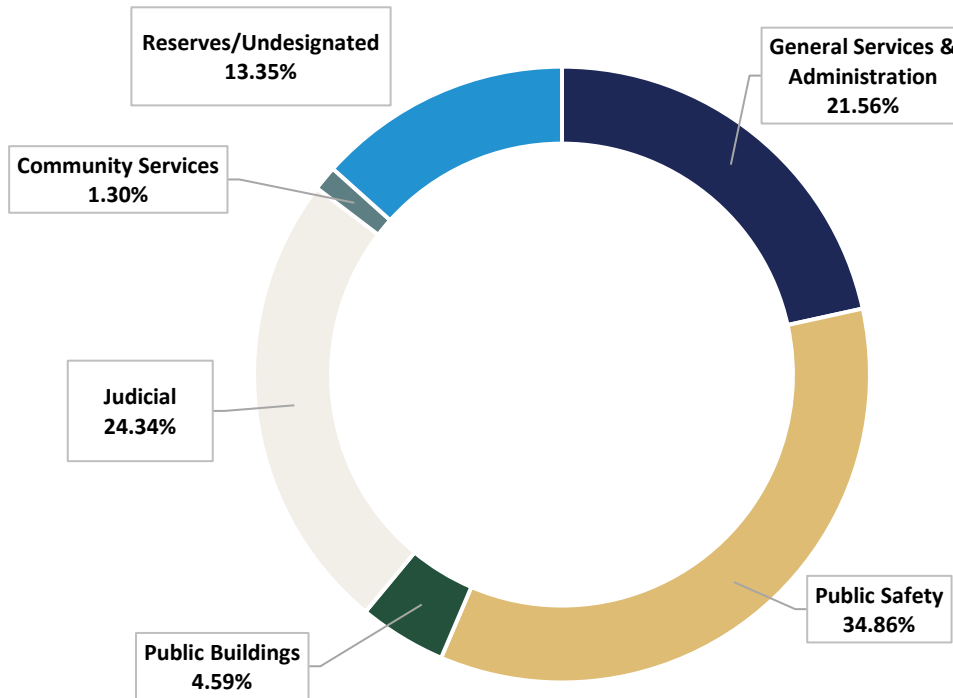
**FY 2025 GENERAL FUND  
BUDGETED EXPENDITURES BY EXPENSE TYPE**



**GENERAL FUND  
HISTORICAL EXPENDITURES BY EXPENSE TYPE**

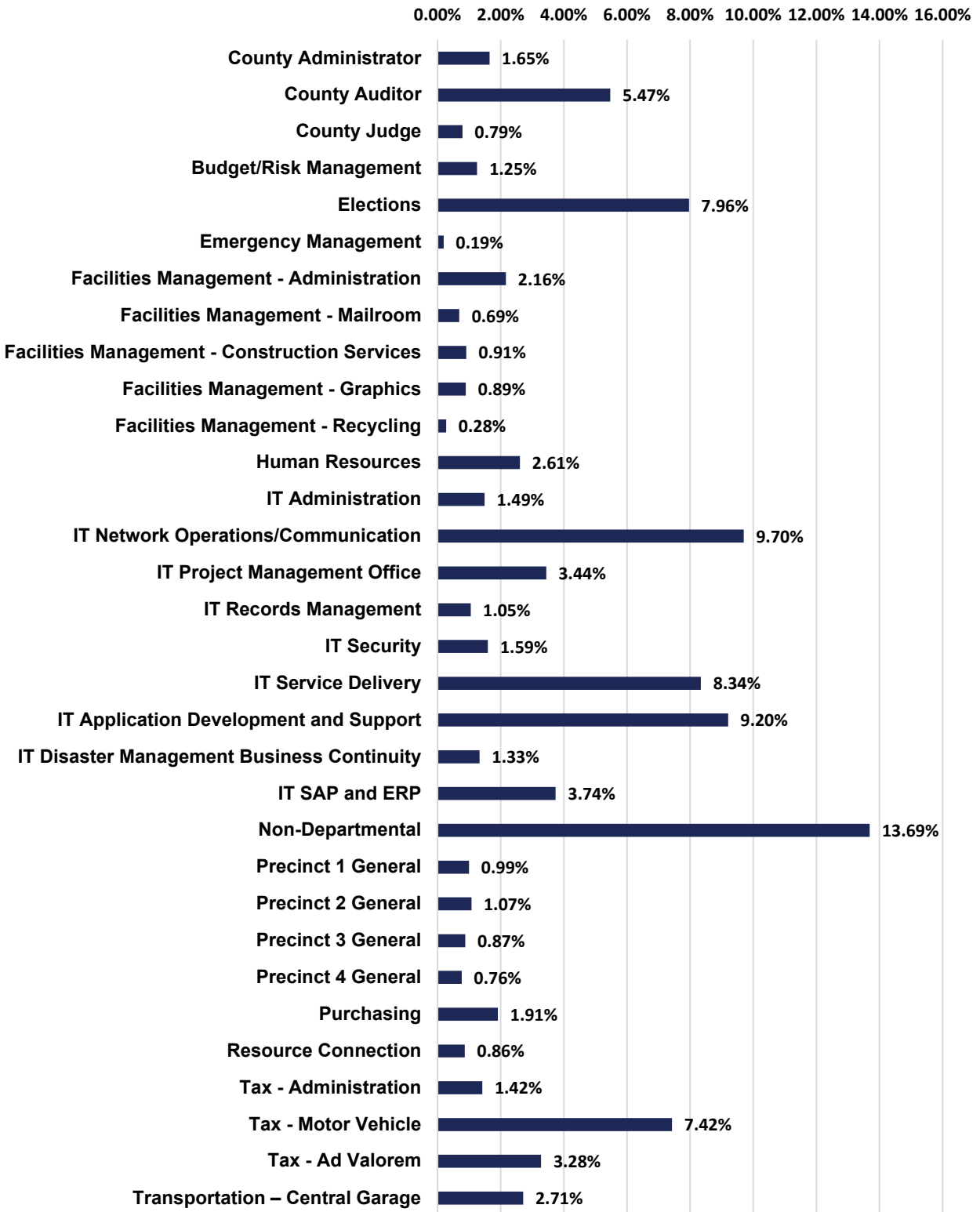
Expense Type	FY23 Actual Expenditures	FY24 Budgeted Amount	FY24 Actual Amount	FY25 Budgeted Amount	FY24 Budget v. FY25 Budget
Personnel	408,781,410	442,160,306	428,298,268	438,092,967	(4,067,339)
Materials & Supplies	10,083,179	11,953,517	10,534,998	11,712,948	(240,569)
Building Costs	23,065,472	23,424,086	23,298,901	26,519,783	3,095,697
Contracts	37,373,721	30,702,708	28,356,539	30,248,876	(453,832)
Other	29,470,318	38,085,492	28,441,297	42,403,668	4,318,176
Court Costs	32,464,023	45,180,573	36,402,635	37,639,832	(7,540,741)
Travel - Education	880,415	1,907,361	890,527	1,675,852	(231,509)
Operating Transfers	134,134,181	206,729,466	104,146,070	169,731,571	(36,997,895)
<b>TOTAL EXPENDITURES</b>	<b>676,252,719</b>	<b>800,143,509</b>	<b>660,369,236</b>	<b>758,025,497</b>	<b>(42,118,012)</b>

**FY 2025 GENERAL FUND  
BUDGETED EXPENDITURES BY FUNCTIONAL AREA**



<b>GENERAL FUND FY 2025 BUDGETED EXPENDITURES BY FUNCTIONAL AREA</b>	
General Administration	148,694,294
Public Safety	240,408,190
Public Buildings	31,679,927
Judicial	167,860,557
Community Services	8,952,405
<b>SUBTOTAL</b>	<b>597,595,373</b>
Reserves/Undesignated	92,072,432
Transfers	68,357,692
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>758,025,497</b>

## FY 2025 General Services & Administration Approved Budget by Department



**FY 2025 GENERAL FUND APPROVED BUDGET  
GENERAL ADMINISTRATION BY DEPARTMENT**

Communications	390,131
County Administrator	2,452,673
County Auditor	8,135,883
County Judge	1,169,229
Budget/Risk Management	1,864,213
Elections	11,840,739
Emergency Management	282,731
Facilities Management - Administration	3,215,333
Facilities Management - Mailroom	1,025,903
Facilities Management - Construction Services	1,352,162
Facilities Management - Graphics	1,327,453
Facilities Management - Recycling	409,349
Human Resources	3,875,106
IT Administration	2,217,673
IT Network Operations/Communication	14,420,441
IT Project Management Office	5,116,023
IT Records Management	1,563,000
IT Security	2,370,224
IT Service Delivery	12,405,148
IT Application Development and Support	13,686,481
IT Disaster Management Business Continuity	1,980,456
IT SAP and ERP	5,562,542
Non-Departmental	20,350,729
Precinct 1 General	1,479,372
Precinct 2 General	1,595,952
Precinct 3 General	1,300,029
Precinct 4 General	1,133,377
Purchasing	2,842,486
Resource Connection	1,276,074
Tax - Administration	2,109,998
Tax - Motor Vehicle	11,036,598
Tax - Ad Valorem	4,876,558
Transportation – Central Garage	4,030,228
<b>GENERAL ADMINISTRATION TOTAL EXPENDITURES</b>	<b>148,694,294</b>

**FY 2025 GENERAL FUND APPROVED BUDGET  
PUBLIC SAFETY BY DEPARTMENT**

<b>Public Safety - Sheriff</b>	
Sheriff Office (SO) Administration	2,681,829
Sheriff - Employee Resources	4,340,813
Sheriff - Warrants	9,348,133
Sheriff - Communications	6,172,790
Sheriff - Investigations	7,075,308
Sheriff - Patrol	11,477,537
Sheriff - Courts/Security	23,271,125
Sheriff - Confinement	112,724,490
<b>Sheriff Office Sub Total</b>	<b>177,092,025</b>
<b>Public Safety - Constable</b>	
Constable Precinct #1	1,603,954
Constable Precinct #2	1,626,457
Constable Precinct #3	1,890,600
Constable Precinct #4	1,318,774
Constable Precinct #5	1,249,213
Constable Precinct #6	1,123,948
Constable Precinct #7	1,761,837
Constable Precinct #8	1,696,246
<b>Constable Sub Total</b>	<b>12,271,029</b>
<b>Public Safety - Juvenile Services</b>	
Juvenile Services - Administration	18,251,236
Juvenile Services - Detention	11,666,649
<b>Juvenile Sub Total</b>	<b>29,917,885</b>
<b>Public Safety - Other</b>	
Medical Examiner	15,833,692
Fire Marshal	461,252
Community Supervision & Corrections Dept (CSCD)	4,832,307
<b>Other Sub Total</b>	<b>21,127,251</b>
<b>PUBLIC SAFETY TOTAL EXPENDITURES</b>	<b>240,408,190</b>

**GENERAL FUND  
FY 2025 BUDGETED EXPENDITURES  
FOR PUBLIC BUILDINGS BY BUILDING**

Administration Building	994,388
Tarrant County Plaza	2,075,530
Andersen Building	207,681
D Bagsby SW Sub-Courthouse	619,000
Griffin Sub-Courthouse	621,046
Mebus SE Annex	65,309
Mansfield Sub-Courthouse	570,227
Northeast Annex	290,047
NE Sub-Courthouse	569,899
Southlake Sub-Courthouse	115,000
NW Annex	142,826
Premier St Annex	26,443
Sub-Courthouse at Arlington	645,483
NW Sub-Courthouse	668,951
350 W. Belknap Bldg	1,016,133
Green Bay Building	2,322,103
Cold Springs Building	442,218
South Patrol Building	64,205
Impound Facility	11,000
Corrections Center Building	3,679,840
Lon Evans Corrections	2,392,090
Juvenile Center	1,839,036
Medical Examiner Building	1,100,319
North Patrol Building	86,503
Criminal Courts Building	438,464
1895 Courthouse	942,265
Tim Curry Criminal Justice Center	2,084,161
Criminal Justice Building	564,393
Family Law Center	1,603,766
Tom Vandergriff Civil Courts Building	1,422,168
CPS - Lancaster Annex	35,593
Resource Connection Campus	2,337,273
Central Garage Bldg	55,445
Parking - Taylor St	133,174
Parking - 350 Belknap	101,517
Parking - Calhoun St	146,124
Parking - Plaza Garage	166,776
Parking - Block 15	12,958
Elections Center	411,684
Reproduction Center	119,735
Records Management Center	539,154
<b>PUBLIC BUILDINGS TOTAL EXPENDITURES</b>	<b>31,679,927</b>



**FY 2025 GENERAL FUND APPROVED BUDGET  
JUDICIAL BY DEPARTMENT**

17th District Court	338,450
48th District Court	344,597
67th District Court	340,893
96th District Court	335,730
141st District Court	331,930
153rd District Court	351,048
236th District Court	334,279
342nd District Court	336,991
348th District Court	334,003
352nd District Court	333,682
Criminal District Court #1	2,480,008
Criminal District Court #2	2,119,334
Criminal District Court #3	2,184,465
Criminal District Court #4	1,892,820
213th District Court	2,495,538
297th District Court	2,060,609
371st District Court	2,361,037
372nd District Court	2,210,982
396th District Court	2,497,525
432nd District Court	2,390,046
485th District Court	2,464,074
Magistrate Court	2,736,022
231st District Court	1,474,718
233rd District Court	2,163,505
322nd District Court	1,079,217
323rd District Court	2,487,015
324th District Court	1,067,511
325th District Court	1,026,733
360th District Court	1,347,057
Criminal Courts	5,392,617
Grand Jury	257,417
Criminal Attorney Appointment	682,560
Criminal Mental Health Court	298,878
County Court at Law #1	697,794
County Court at Law #2	683,534
County Court at Law #3	674,790

County Criminal Court #1	1,153,178
County Criminal Court #2	1,019,484
County Criminal Court #3	1,023,281
County Criminal Court #4	989,665
County Criminal Court #5	1,215,222
County Criminal Court #6	844,470
County Criminal Court #7	889,004
County Criminal Court #8	908,476
County Criminal Court #9	854,611
County Criminal Court #10	787,644
Probate Court #1	2,369,595
Probate Court #2	1,954,900
Justice of the Peace Precinct #1	1,003,378
Justice of the Peace Precinct #2	1,023,682
Justice of the Peace Precinct #3	987,341
Justice of the Peace Precinct #4	848,941
Justice of the Peace Precinct #5	929,133
Justice of the Peace Precinct #6	957,411
Justice of the Peace Precinct #7	1,093,445
Justice of the Peace Precinct #8	1,027,260
District Attorney - Administration	3,851,753
District Attorney - Civil	6,825,906
District Attorney - Criminal	31,479,356
District Attorney - Investigation	7,929,500
District Clerk	12,629,073
County Clerk Administration	1,231,724
County Clerk Accounting	671,120
County Clerk Passports	1,677,671
County Clerk Vital Statistics	2,113,545
County Clerk Real Property	2,393,775
County Clerk Criminal	3,456,518
County Clerk Civil	2,794,699
Domestic Relations Office(DRO)-Administration	413,331
DRO - Child Support	3,308,282
DRO - Family Court Services	2,700,801
DRO - Supervision	993,332
DRO - Legal Support Services	1,354,890
Jury Services	3,215,884
Courts/Judiciary	6,331,867
<b>JUDICIAL TOTAL EXPENDITURES</b>	<b>167,860,557</b>

**FY 2025 GENERAL FUND APPROVED BUDGET  
COMMUNITY SERVICES BY DEPARTMENT**

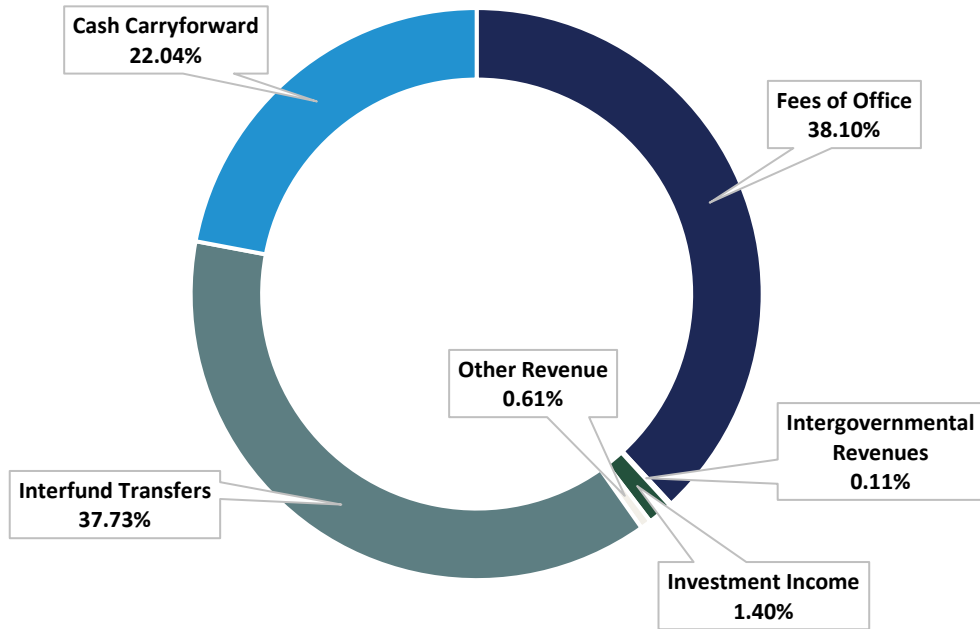
Human Services	4,053,818
Child Protective Services	2,654,108
Public Assistance Contracts	379,062
Texas AgriLife Extension Services	850,972
Veterans Services	693,719
Historical Commission Archives	320,726
<b>COMMUNITY SERVICES TOTAL EXPENDITURES</b>	<b>8,952,405</b>

**Road and Bridge Fund**

The Road and Bridge Fund is another major governmental and operating fund, which is adopted alongside the General Fund and Debt Service Fund. The Road and Bridge Fund is utilized by the County for the construction and maintenance of county-owned roads and bridges in the unincorporated area and city roads as identified through interlocal agreements. Each County Commissioner houses a maintenance division within their precinct which is responsible for addressing identified road repairs and undertaking construction projects. The Commissioners often work with cities and towns in their precinct to identify pressing needs. Revenue sources include fees of office, intergovernmental revenues, investment income, and other revenue.

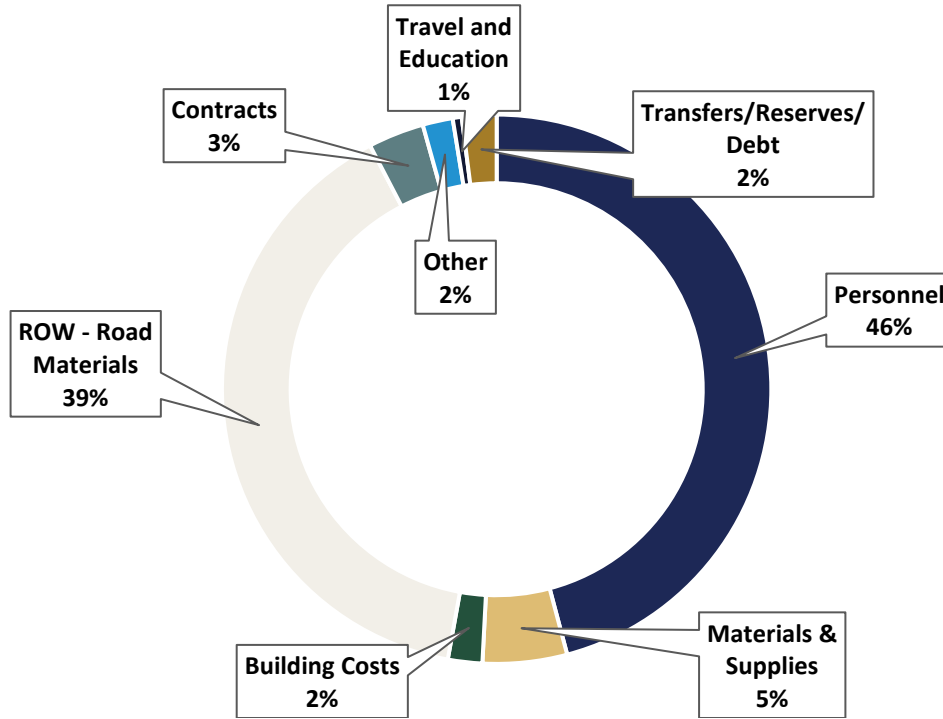
During the FY 2025 budget process, the General Administration divisions of the County Commissioners Precinct offices were moved from the Road and Bridge Fund to the General Fund. This move better aligns the purpose of expenditures with their respective revenue source as the General Administration divisions are not primarily concerned with Road and Bridge activities. Additionally, this move reduces the amount of the operating transfer needed from the General Fund to the Road and Bridge Fund.

**FY 2025 ROAD AND BRIDGE FUND  
BUDGETED REVENUES BY SOURCE**



<b>ROAD AND BRIDGE FUND HISTORICAL REVENUE BY SOURCE</b>					
<b>Revenue Source</b>	<b>FY23 Actuals Revenue</b>	<b>FY24 Budgeted Revenue</b>	<b>FY24 Actual Revenue</b>	<b>FY25 Budgeted Revenue</b>	<b>FY25 Budget v. FY24 Budget</b>
Taxes	-	-	596	-	-
Licenses	-	-	-	-	-
Fees of Office	19,211,960	19,021,000	19,026,030	18,621,850	(399,150)
Cash Fines	-	-	-	-	-
Intergovernmental Revenues	80,556	56,100	108,642	56,000	(100)
Investment Income	774,804	700,000	1,104,613	800,000	100,000
Other Revenue	1,314,564	303,000	1,371,800	205,000	(98,000)
Interfund Transfers	15,060,427	18,836,587	18,836,587	6,751,114	(12,085,473)
<b>TOTAL REVENUES</b>	<b>36,442,311</b>	<b>38,916,687</b>	<b>40,448,269</b>	<b>26,433,964</b>	<b>(12,482,723)</b>
Cash Carryforward	11,002,172	11,002,172	11,002,172	16,677,822	5,675,650
<b>TOTAL REVENUES + CCF</b>	<b>47,444,483</b>	<b>49,918,859</b>	<b>51,450,441</b>	<b>43,111,786</b>	<b>(6,807,073)</b>

**FY 2025 ROAD AND BRIDGE FUND  
BUDGETED EXPENDITURES BY EXPENSE TYPE**



<b>ROAD AND BRIDGE FUND HISTORICAL EXPENDITURES BY EXPENSE TYPE</b>					
<b>Expense Type</b>	<b>FY23 Actual Expenditures</b>	<b>FY24 Budgeted Expenditures</b>	<b>FY24 Actual Expenditures</b>	<b>FY25 Budgeted Amount</b>	<b>FY25 Budget v. FY24 Budget</b>
Personnel	21,231,154	25,070,921	22,651,477	19,773,179	(5,297,742)
Materials & Supplies	1,739,562	2,081,088	1,909,632	2,140,374	59,286
Building Costs	520,061	866,175	638,879	871,775	5,600
ROW - Road Materials	8,499,436	17,207,055	8,655,846	17,038,100	(168,955)
Contracts	1,105,623	1,597,900	471,093	1,418,500	(179,400)
Other	128,936	1,815,700	1,293,748	764,150	(1,051,550)
Travel and Education	238,794	323,920	272,797	228,100	(95,820)
Transfers/Reserves	154,708	956,100	31,774	877,608	(78,492)
<b>TOTAL EXPENDITURES</b>	<b>33,618,274</b>	<b>49,918,859</b>	<b>35,925,246</b>	<b>43,111,786</b>	<b>(6,807,073)</b>

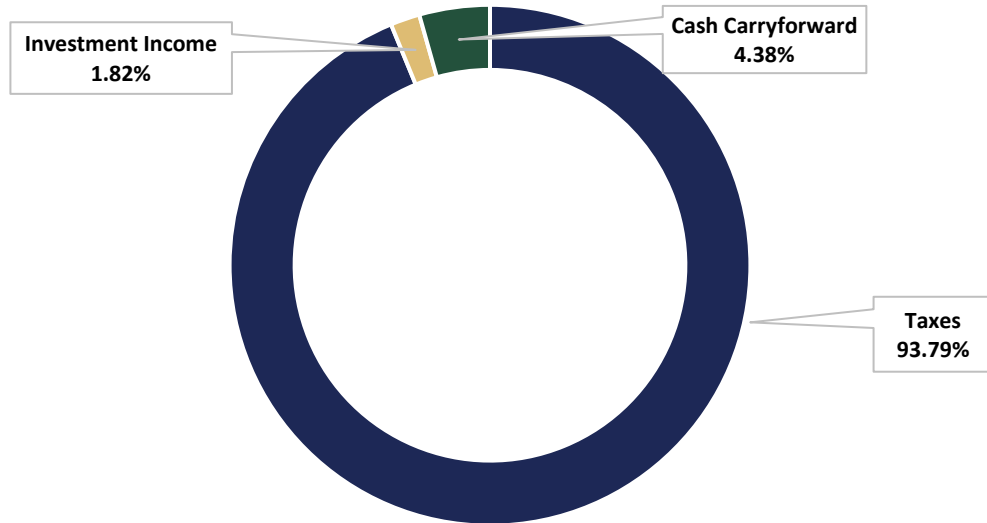
**ROAD AND BRIDGE FUND  
FY 2025 BUDGETED EXPENDITURES  
BY DEPARTMENT**

Precinct One - Garage	480,250
Precinct One - Maintenance	11,618,828
Precinct Two - Garage	211,250
Precinct Two - Maintenance	6,007,536
Precinct Three - Garage	79,050
Precinct Three - Maintenance	4,520,334
Precinct Four - Garage	190,590
Precinct Four - Maintenance	10,294,899
Right of Way	4,072,973
Transportation	3,768,752
Sign Shop	517,216
R&B Non-Departmental	472,500
<b>TOTAL EXPENDITURES AND USES</b>	<b>42,234,178</b>
Reserves/Undesignated	877,608
<b>TOTAL EXPENDITURES AND RESERVES</b>	<b>43,111,786</b>

**Debt Service Fund**

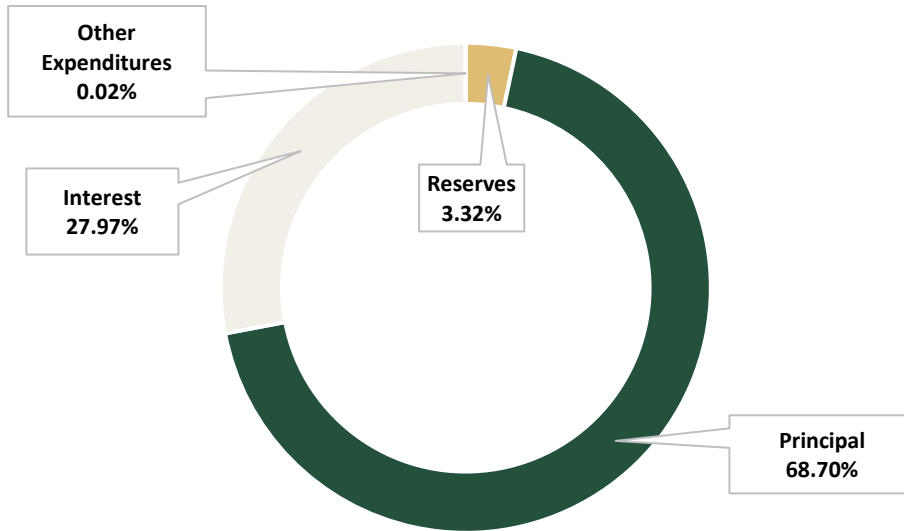
The Debt Service Fund is an operating fund utilized by the County to service outstanding debt. Revenue sources include taxes and investment income. Taxes for the Debt Service Fund are tied to the Interest and Sinking (I&S) portion of the ad valorem (property) tax rate. For more information on Tarrant County’s outstanding debt and why governments have debt, refer to the Debt Obligations section of this document.

**FY 2025 DEBT SERVICE FUND  
BUDGETED REVENUE BY SOURCE**



<b>DEBT SERVICE FUND HISTORICAL REVENUE BY SOURCE</b>					
<b>Revenue Source</b>	<b>FY23 Actual Revenue</b>	<b>FY24 Budgeted Revenue</b>	<b>FY24 Actual Revenue</b>	<b>FY25 Budgeted Revenue</b>	<b>FY24 Budget v. FY25 Budget</b>
Taxes	42,612,956	43,650,112	42,715,606	43,018,031	632,081
Investment Income	899,043	848,914	1,087,599	850,000	(1,086)
<b>TOTAL REVENUES</b>	<b>43,511,999</b>	<b>44,499,026</b>	<b>43,803,205</b>	<b>43,868,031</b>	<b>630,995</b>
Cash Carryforward	1,678,237	2,038,854	2,038,854	1,374,598	664,256
<b>TOTAL REVENUES + CCF</b>	<b>45,190,236</b>	<b>46,537,880</b>	<b>45,842,059</b>	<b>45,242,629</b>	<b>1,295,251</b>

**FY 2025 BUDGETED EXPENDITURES BY LINE ITEM**



<b>DEBT SERVICE FUND HISTORICAL EXPENDITURES BY EXPENSE TYPE</b>					
<b>Expense Type</b>	<b>FY23 Actual Expenditures</b>	<b>FY24 Budgeted Expenditures</b>	<b>FY24 Actual Amount</b>	<b>FY25 Budgeted Amount</b>	<b>FY24 Budget v. FY25 Budget</b>
Transfers/Reserves	43,211,327	46,537,880	44,536,580	45,242,629	1,295,251
<b>TOTAL EXPENDITURES</b>	<b>43,211,327</b>	<b>46,537,880</b>	<b>44,536,580</b>	<b>45,242,629</b>	<b>1,295,251</b>

<b>DEBT SERVICE FUND FY 2025 BUDGETED EXPENDITURES TRANSFERS/RESERVES BREAKDOWN</b>	
Reserves	1,500,000
Principal	31,080,000
Interest	12,654,929
Agent Coupon Fees	7,700
<b>TOTAL EXPENDITURES AND RESERVES</b>	<b>45,242,629</b>



## OTHER FUNDS

Below is an overview of nonmajor governmental funds, fiduciary funds, proprietary funds, and internal service funds budgeted expenditures for FY 2025 in the aggregate. The budgets for these funds are developed and adopted separately from the operating budget (General Fund, Road and Bridge Fund, and Debt Service Fund). Detailed narrative fund descriptions for these funds and their respective departments can be found by [clicking here](#) or visiting the Fund Descriptions and Structure section of this document.

OTHER FUNDS FY 2025 BUDGETED EXPENDITURES BY FUND			
Fund Designation	Fund Name	Amount	Budget Type
211	Records Preservation and Automation - County Clerk	12,663,905	Special Revenue
212	Records Preservation and Automation - County	82,304	Special Revenue
213	Records Preservation and Restoration - County Clerk	12,528,324	Special Revenue
214	Court Record Preservation	464,217	Special Revenue
215	District Court Record Preservation	129,610	Special Revenue
216	District Court Records Mgmt and Preservation	2,906,011	Special Revenue
221	Courthouse Security Fund	1,000,000	Special Revenue
223	Consumer Health Fund	2,975,801	Special Revenue
224	Juvenile Delinquency Prevention	3,314	Special Revenue
225	Alternate Dispute Resolution Services (ADRS)	3,830,833	Special Revenue
226	Probate Contributions Fund	1,155,989	Special Revenue
227	Justice Court Technology Fund	300,042	Special Revenue
228	Justice Court Building Security Fund	7,420	Special Revenue
229	Child Abuse Prevention Fund	38,169	Special Revenue
231	Guardianship Fund	280,726	Special Revenue
232	Drug & Alcohol Court	62,520	Special Revenue

233	County & District Court Technology	323,074	Special Revenue
234	Specialty Court Fund	154,659	Special Revenue
235	Truancy Prevention and Diversion Fund	180,656	Special Revenue
236	Language Access Fund	503,569	Special Revenue
241	Law Library	3,205,103	Special Revenue
242	Continuing Education Fund	199,259	Special Revenue
243	Appellate Judicial System Fund	206,063	Special Revenue
251	Vehicle Inventory Tax	4,731,042	Special Revenue
451	Non-Debt Capital Projects Fund	87,441,362	Capital Project
454	Capital Replacement Fund	187,290,722	Capital Replacement
455	Court Facility Fee Fund	2,292,355	Capital Replacement
476	2006 Bond Election (Buildings)	1,505,630	Capital Project
477	2006 Bond Election (Transportation)	6,714,300	Capital Project
478	2021 Bond Election (Transportation)	175,974,962	Capital Project
512	Oil & Gas Royalty Fund - Resource Connection	4,318,603	Special Revenue
615	Self Insurance - 1997B	15,258,484	Internal Service
619	Self Insurance - Worker's Compensation	9,507,230	Internal Service
621	County Clerk Professional Liability	830,857	Internal Service
622	District Clerk Professional Liability	410,277	Internal Service
651	Employee Group Insurance Benefits	119,692,862	Internal Service
CARPA	American Rescue Plan Act	23,975,000	Trust / Interlocal
D62	Criminal District Attorney Hot Check Fee	10,529	Trust / Interlocal
D87	Criminal District Attorney - State Forfeitures	2,367,380	Trust / Interlocal
D88	Criminal District Attorney - Federal Forfeitures (Justice)	145,521	Trust / Interlocal
S87	Sheriff's Inmate Commissary Fund	5,523,738	Trust / Interlocal

S93	Sheriff Forfeiture Fund (State) - CNET	918,000	Trust / Interlocal
S95	Sheriff Federal Forfeiture Fund (Treasury)	166,750	Trust / Interlocal
S96	Sheriff Forfeiture Fund (State)	303,112	Trust / Interlocal
S97	Sheriff Federal Forfeiture Fund (Justice)	355,504	Trust / Interlocal
T04	Public Health	26,753,389	Trust / Interlocal
T045	Public Health - 1115 Waiver	35,003,483	Trust / Interlocal
T05	Section 125 Forfeitures	2,187,048	Trust / Interlocal
T06	Children's Home Trust	81,265	Trust / Interlocal
T07	Bail Bond Board	12,221	Trust / Interlocal
T08	TX Department of Protective & Regulatory Services-Title IV-E	142,335	Trust / Interlocal
T09	Constable Forfeitures	8,452	Trust / Interlocal
T10	Juvenile Probation District	244,991	Trust / Interlocal
T11	Unclaimed Juvenile Restitution	13,024	Trust / Interlocal
T13	Deferred Prosecution Program	86,369	Trust / Interlocal
T20	Historical Commission	4,933	Trust / Interlocal
T21	Historical Commission Archives	17,672	Trust / Interlocal
T23	Cemetery Fund	47,562	Trust / Interlocal
T26	Unclaimed Electric Cooperative Credit	2,475,804	Trust / Interlocal
T29	Fire Marshal Code	973,692	Trust / Interlocal
T30	CDA JPS Contract	745,115	Trust / Interlocal
T31	Emergency Services District	91,577	Trust / Interlocal
T33	CSCD Bond Supervision Unit	6,097,560	Trust / Interlocal
T34	Criminal Court Drug Program for the First Offender Drug program	104,799	Trust / Interlocal
T37	Medical Examiner Conference Fund	26,131	Trust / Interlocal
T41	PMC Insured - 340B	11,859,768	Trust / Interlocal

T52	Miscellaneous Donations - Juvenile	18,847	Trust / Interlocal
T535	Miscellaneous Donations - Emergency Management	8,425	Trust / Interlocal
T56	Miscellaneous Donation - Human Services	8,402	Trust / Interlocal
T564	Human Services - Reliant Energy	45	Trust / Interlocal
T57	Miscellaneous Donations - CPS	101,616	Trust / Interlocal
T58	Miscellaneous Donations - Health Department	38,744	Trust / Interlocal
T596	Miscellaneous Donations - Veteran Court Program	23,128	Trust / Interlocal
T60	Miscellaneous Donations - Family Court Services	639	Trust / Interlocal
T61	Miscellaneous Donations - Community Rsrc Coordination Group	50,270	Trust / Interlocal
T62	Miscellaneous Donations-Peace Officers Memorial	94,493	Trust / Interlocal
T63	Miscellaneous Donations - Law Enforcement	62	Trust / Interlocal
T65	Donations - ATTF-Texas Rental Association	322	Trust / Interlocal
T70	Sheriff Employee Recognition and Awards	1,678	Trust / Interlocal
T71	Contract Elections	260,000	Trust / Interlocal
T73	Elections Chapter 19	545,079	Trust / Interlocal
T85	Opioid Epidemic Settlement	4,280,649	Trust / Interlocal
T86	Public Improvement District	31,937	Trust / Interlocal
<b>SPECIAL BUDGET FUNDS TOTAL EXPENSES</b>		<b>785,377,314</b>	



# TARRANT COUNTY FUND BALANCE

## FUND BALANCE OVERVIEW



Fund balance for Tarrant County is guided by the modified cash basis of budgeting. Fund balance for budgeting purposes is defined as the amount of cash captured in a fund at the beginning or end of a fiscal year. The financial schedules below will provide you with an overview of the individual fund balances for General Fund, Road and Bridge Fund, and the Debt Service Fund as well as all other funds in the aggregate.



## EXPLANATION OF MAJOR CHANGES

There are some significant increases and decreases throughout Tarrant County's fund balances which need additional context to fully understand the financial data below.

### GENERAL FUND

In the General Fund, the FY 2025 budgeted revenues and expenditures have an overall decrease of \$42,118,012 or 5.26 percent from the preceding fiscal year. This decrease is largely a result of the tax relief measures implemented during the FY 2025 budget cycle as well as the revenue loss due to frozen properties values from the existing homestead exemption for individuals who are age 65 or over. The Commissioners Court approved an additional ten (10) percent homestead exemption to build on the ten (10) percent which was approved in FY 2024. The total twenty (20) percent homestead exemption represents the maximum exemption allowed under state law. Additionally, the Commissioners Court approved a tax rate below the No-New-Revenue Rate, which is the tax rate required to produce the same amount of revenue on the same properties as the preceding fiscal year.

### ROAD AND BRIDGE FUND

In the Road and Bridge Fund, the FY 2025 budgeted revenues and expenditures have an overall decrease of \$6,807,073 or 13.4 percent from the preceding fiscal year. The decrease is the result of the decision to move the General Administration divisions of the County Commissioners precincts from the Road and Bridge Fund to the General Fund. This ensures a more effective alignment of funding sources with services provided and enables the County to decrease its operating transfer from the General Fund.

## **DEBT SERVICE FUND**

In the Debt Service Fund, the FY 2025 budgeted revenues and expenditures have an overall decrease of \$1,295,251 or 2.78% from the preceding fiscal year. The decrease is being driven by a decrease in Tarrant County's required interest payments on voter-approved debt and a decrease in debt reserves to align with industry best practices.

## **ALL OTHER FUNDS**

In All Other Funds, which includes all appropriated funds except the operating funds (*General Fund, Road & Bridge Fund, and Debt Service Fund*), the budgeted revenues and expenditures have a significant decrease of \$108,654,905 or 12.15 percent from the preceding fiscal year. This decrease is driven by several different factors.

### *American Rescue Plan Act (ARPA)*

First, due to exhaustion of funds, Tarrant County has been winding down programs and eliminating positions funded by federal grant dollars received through the American Rescue Plan Act (ARPA). This has resulted in a decrease in the Personnel and Other expense categories.

### *Resource Connection*

The Resource Connection is a centralized hub for the provision of social services to the community. County departments such as Veteran Services are located at the Resource Connection. Additionally, nonprofits organizations as well as state and federal partners rent out space from the Resource Connection. During the FY 2025 budget process, the

### *Capital Funding*

Budgeted expenditures and revenues for the Non-Debt Capital Fund decreased as non-debt capital expenditures are funded by an operating transfer from the fund balance of the General Fund. Due to the first year of tax relief measures, which were implemented in FY 2024, there is a much smaller fund balance in the General Fund that can be used to fund capital purchases.

**GENERAL FUND  
FY 2025 FUND BALANCE**

<b>Revenue Source</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Beginning Balance (Cash Carryforward)	167,180,020	146,829,432	(20,350,588)
<b>Revenue Source</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Taxes	488,493,641	468,942,909	(19,550,732)
Licenses	1,305,000	1,400,000	95,000
Fees of Office	70,733,070	71,070,100	337,030
Cash Fines	2,371,400	2,266,000	(105,400)
Intergovernmental Revenues	33,030,785	34,960,977	1,930,192
Investment Income	24,004,000	16,703,000	(7,301,000)
Other Revenue	11,625,593	14,638,079	3,012,486
Interfund Transfers	1,400,000	1,215,000	(185,000)
<b>TOTAL REVENUES</b>	<b>800,143,509</b>	<b>758,025,497</b>	<b>(42,118,012)</b>
<b>Expense Type</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Personnel	442,160,306	438,092,967	(4,067,339)
Materials & Supplies	11,953,517	11,712,948	(240,569)
Building Costs	23,424,086	26,519,783	3,095,697
Contracts	30,702,708	30,248,876	(453,832)
Other	38,085,492	42,403,668	4,318,176
Court Costs	45,180,573	37,639,832	(7,540,741)
Travel and Education	1,907,361	1,675,852	(231,509)
Transfers/Reserves/Debt	206,729,466	169,731,571	(36,997,895)
<b>TOTAL EXPENDITURES</b>	<b>800,143,509</b>	<b>758,025,497</b>	<b>(42,118,012)</b>
<b>ENDING BALANCE AMOUNT</b>	<b>146,829,432</b>	<b>N/A</b>	<b>N/A</b>

**ROAD & BRIDGE FUND  
FY 2025 FUND BALANCE**

<b>Revenue Source</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Beginning Balance (Cash Carryforward)	11,002,172	16,677,822	5,675,650
<b>Revenue Source</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Fees of Office	19,021,000	18,621,850	(399,150)
Intergovernmental Revenues	56,100	56,000	(100)
Investment Income	700,000	800,000	100,000
Other Revenue	303,000	205,000	(98,000)
Interfund Transfers	18,836,587	6,751,114	(12,085,473)
<b>TOTAL REVENUES</b>	<b>49,918,859</b>	<b>43,111,786</b>	<b>(6,807,073)</b>
<b>Expense Type</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Personnel	25,070,921	19,773,179	(5,297,742)
Materials & Supplies	2,081,088	2,140,374	59,286
Building Costs	866,175	871,775	5,600
ROW - Road Materials	17,207,055	17,038,100	(168,955)
Contracts	1,597,900	1,418,500	(179,400)
Other	1,815,700	764,150	(1,051,550)
Travel and Education	323,920	228,100	(95,820)
Transfers/Reserves/Debt	956,100	877,608	(78,492)
<b>TOTAL EXPENDITURES</b>	<b>49,918,859</b>	<b>43,111,786</b>	<b>(6,807,073)</b>
<b>ENDING BALANCE AMOUNT</b>	<b>16,677,822</b>	<b>N/A</b>	<b>N/A</b>



<b>DEBT SERVICE FUND FY 2025 FUND BALANCE</b>			
<b>Revenue Source</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Beginning Balance (Cash Carryforward)	2,038,854	1,374,598	(664,256)
<b>Revenue Source</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Taxes	43,650,112	43,018,031	(632,081)
Investment Income	848,914	850,000	1,086
<b>TOTAL REVENUES</b>	<b>46,537,880</b>	<b>45,242,629</b>	<b>(1,295,251)</b>
<b>Expense Type</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Transfers/Reserves/Debt	46,537,880	45,242,629	(1,295,251)
<b>TOTAL EXPENDITURES</b>	<b>46,537,880</b>	<b>45,242,629</b>	<b>(1,295,251)</b>
<b>ENDING BALANCE AMOUNT</b>	<b>1,374,598</b>	<b>N/A</b>	<b>N/A</b>

<b>ALL OTHER FUNDS FY 2025 FUND BALANCE</b>			
<b>Revenue Source</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Beginning Balance (Cash Carryforward)	625,005,314	559,214,043	(65,791,271)
<b>Revenue Source</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Taxes	127,797	203,564	75,767
Licenses	9,000	8,500	(500)
Fees of Office	22,129,931	21,478,502	(651,429)
Intergovernmental Revenues	14,099,580	14,517,353	417,773
Investment Income	21,534,043	19,718,782	(1,815,261)
Other Revenue	94,920,654	91,298,685	(3,621,969)
Interfund Transfers	116,205,900	78,937,885	(37,268,015)
<b>TOTAL REVENUES</b>	<b>894,032,219</b>	<b>785,377,314</b>	<b>(108,654,905)</b>
<b>Expense Type</b>	<b>FY24 Budgeted Amount</b>	<b>FY25 Budgeted Amount</b>	<b>Variance</b>
Personnel	30,157,520	29,850,059	(307,461)
Materials & Supplies	5,848,730	6,099,013	250,283
Building Costs	4,245,384	3,177,301	(1,068,083)
Capital Outlay	235,627,023	190,744,700	(44,882,323)
Contracts	14,922,379	13,688,687	(1,233,692)
Other	419,083,389	314,088,402	(104,994,987)
Court Costs	638,880	852,351	213,471
Travel and Education	1,384,728	1,349,639	(35,089)
Operating Transfers	182,124,186	225,527,162	43,402,976
<b>TOTAL EXPENDITURES</b>	<b>894,032,219</b>	<b>785,377,314</b>	<b>(108,654,905)</b>
<b>ENDING BALANCE AMOUNT</b>	<b>559,214,043</b>	<b>N/A</b>	<b>N/A</b>



# **DEPARTMENT OVERVIEWS**



## COUNTY JUDGE

### MISSION STATEMENT

Support the collaborative efforts of our internal and external stakeholders while being transparent, efficient, effective, and service oriented.

### RECENT ACCOMPLISHMENTS

- Adopted tax rates below No New Revenue Rates for Tarrant County and JPS.
- Adopted 10 % homestead exemption for Tarrant County and JPS.
- Reduced Tarrant County's FY24 budget by over \$8M without reducing services and laying off employees.
- Eliminated multiple millions of dollars in unnecessary current and planned spendings.
- Worked to improve public safety through multiple initiatives including the renovation of the Tarrant County Sheriff Office's Training Academy, procurement of protective gear/equipment for law enforcement, and shutting down Temptations Strip Club where crimes were rampant.
- Supported multiple economic development projects in Tarrant County that will spur growth and create good-paying jobs.
- Worked to improve trust and security in our election system by implementing pre-printed sequentially numbered ballots.
- Successfully transitioned to a new administration and management.
- Successfully produced a major event to connect seniors with resources and service providers. Over 2,000 people attended the event.
- Successfully organized an inaugural Tarrant County National Day of Prayer Luncheon to bring together community and business leaders in prayer and harmony. Over 500 people attended the luncheon.

### DIVISION OBJECTIVES

- Continue to provide significant property tax relief to the taxpayers of Tarrant County.

- Continue to eliminate wasteful spending and make Tarrant County government more effective and efficient.
- Continue to support improving TCSO's effectiveness.
- Continue to improve confidence in Tarrant County's election system and implement successful Joint General and Special Elections.
- Foster a desirable environment for businesses to relocate, expand, create more high-paying jobs, and thrive.
- Promote education and entrepreneurship as keys to success and freedom.
- Expand collaboration with faith-based non-profits and charities to serve the needs of our community.
- Value the employees of Tarrant County through strong benefits, encouragement, and upward mobility opportunities.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

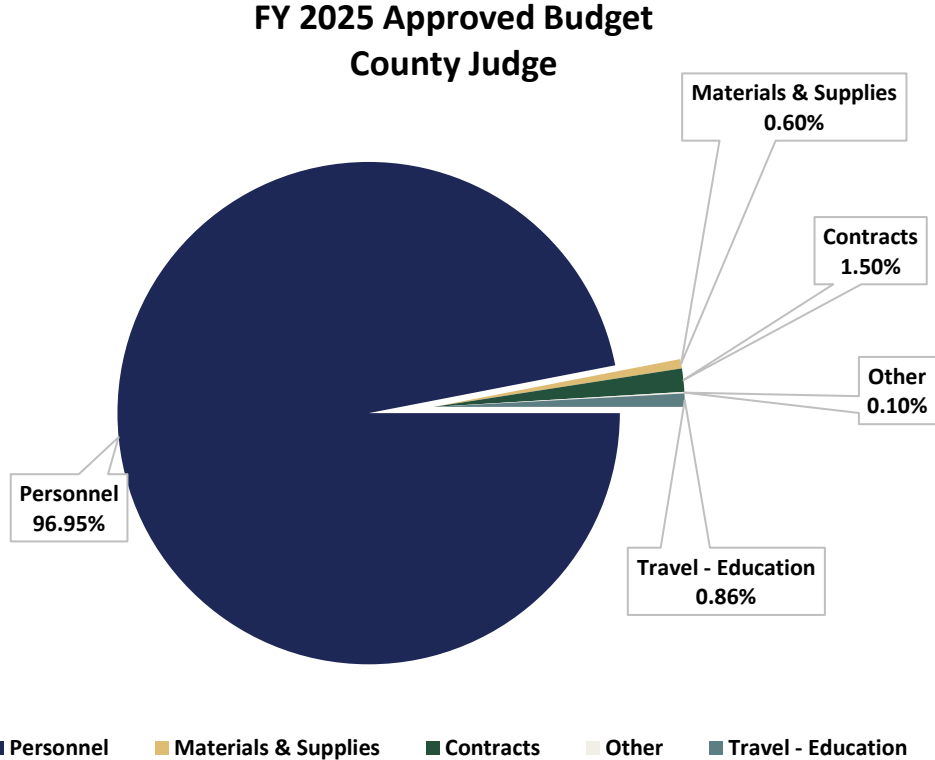
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
Faith-Based Non-profit Engagement	50	50	50

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,169,229** 72,701 (6.63% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,053,378	1,090,248	1,133,579	80,201
Materials & Supplies	7,600	4,236	7,000	(600)
Contracts	25,000	5,000	17,500	(7,500)
Other	450	130	1,150	700
Travel - Education	10,100	2,127	10,000	(100)
<b>Total Budget</b>	<b>1,096,528</b>	<b>1,101,741</b>	<b>1,169,229</b>	<b>72,701</b>

## EXPLANATION OF MAJOR CHANGES

The Personnel expense type increased due to a mid-year transfer of an Operations Assistant position from the County Administrator’s Office to the County Judge’s Office.



# COUNTY ADMINISTRATOR

## MISSION STATEMENT

The County Administrator is the Chief Administrative Officer for Tarrant County. The Administrator has broad administrative responsibilities in the coordination of all operations under the auspices of the Court. These responsibilities include administration of daily operations of those departments which are directly under the Court's control; implementation of policies, budgets and programs adopted by the Court; facilitation of the County's legislative effort; participation in the annual budget process; development of reports and policy initiatives; strategic planning; liaison with Court appointed Boards and Commissions; and other responsibilities as assigned by the Commissioners Court.

The County Administrator's office assists the Commissioners Court in its decision-making process by providing administrative oversight, policy analysis, statistical research, planning and grant coordination under the direction of the Administrator.

## RECENT ACCOMPLISHMENTS

- Oversaw the compiling, updating, approval and distribution of County policies.
- Compiled and published the weekly electronic and manual Commissioners Court agenda with backup information.
- First County in Texas to receive all five Transparency Star Awards for Traditional Finances, Contracts & Procurement, Economic Development, Public Pension, and Debt Obligations, and continue to annually maintain the information.
- Continued work on the \$800,000,000 Bond Program for the Tarrant County Hospital District.
- Continued work on the 2021 Transportation Bond Program.
- Continued coordination of distribution of ARPA funding and programs to assist individuals and businesses.
- Enhanced the digital media footprint for the County through creating a Digital Media and Communications team within County Administration.

## DIVISION OBJECTIVES

- Provide administrative support services to the Commissioners Court.

- Ensure that the Court's directives are carried out by monitoring County operations to ensure proper implementation of adopted policies and programs.
- Represent the County in negotiations with private and public entities.
- Continue producing an electronic and manual Court book for the Commissioners Court agenda and include appropriate information.
- Continue to improve communications between the County, the public and the media through the further enhancement of the County's public information office.
- Evaluate the performance of department heads reporting to the County Administrator.
- Strengthen communications between the County and cities within Tarrant County.
- Develop, revise or update County policies as needed due to legislative or operating changes or the county's growing needs.
- Lead efforts to evaluate County departmental operations.
- Continue working with the Information Technology Steering Committee to develop and implement County information systems.
- Coordinate newly elected and appointed officials' orientation to policies, procedures, and operations of Tarrant County.
- Successfully represent Tarrant County's interest before the Texas Legislature.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of New Tax Incentives Reviewed	36	48	60
# of Resolutions/Proclamations Presented	74	100	120
# of Website Inquiries Addressed	2,079	2,100	2,200

## EXPENDITURES SUMMARY

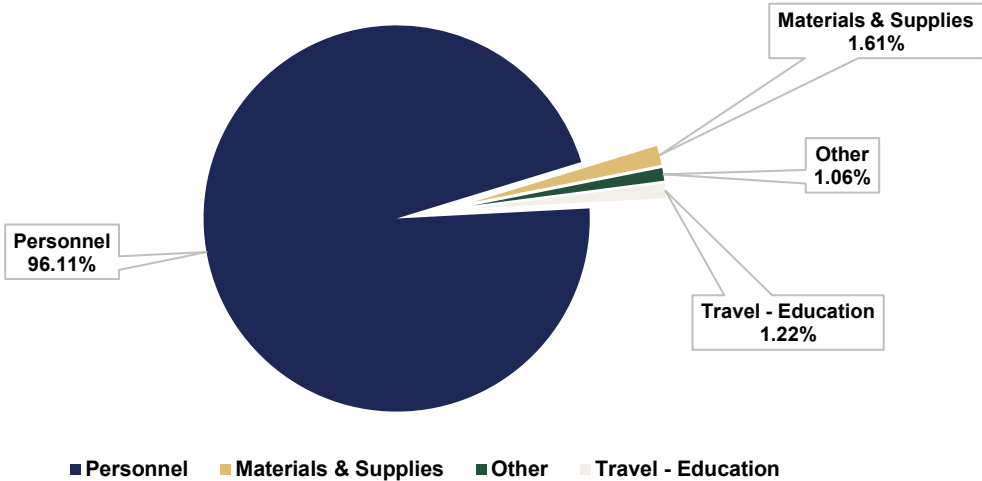
An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$2,452,673** **\$-1,391,557** (-36.20% vs. prior year)



**BUDGETED EXPENDITURES BY EXPENSE TYPE**

**FY 2025 Approved Budget  
County Administration**

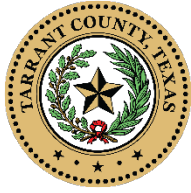


**BUDGETED EXPENDITURES BY EXPENSE TYPE**

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	3,744,400	3,030,284	2,357,233	(1,387,167)
Materials & Supplies	43,830	34,545	39,440	(4,390)
Other	26,000	19,010	26,000	-
Travel - Education	30,000	9,600	30,000	-
<b>Total Budget</b>	<b>3,844,230</b>	<b>3,093,438</b>	<b>2,452,673</b>	<b>(1,391,557)</b>

**EXPLANATION OF MAJOR CHANGES**

During the FY 2025 budget process, two divisions of the County Administrator’s Office were established as standalone departments. The majority of the decrease represents the restructuring of Communications and Emergency Management as standalone departments.



## **NON-DEPARTMENTAL (GENERAL FUND)**

### **NON-DEPARTMENTAL (GENERAL FUND)**

The Non-Departmental (General Fund) budgeting fund center generally accounts for funds which are not assigned to a specific department or have restricted uses which the Budget Office maintains managerial control over. This includes undesignated funds which can be transferred to finance unforeseen and unbudgeted needs throughout the fiscal year as approved by the Commissioners Court.

When fuel prices sharply increased in Fiscal Year 2022, for instance, the County made appropriation adjustments to departmental budgets which moved funds from the undesignated account in the Non-Departmental (General Fund) budgeting fund center to the departmental fuel budgets. Additionally, the County's operating transfers to the Capital Fund, Road and Bridge Fund, and Self-Insurance Fund are budgeted within this budgeting fund center.

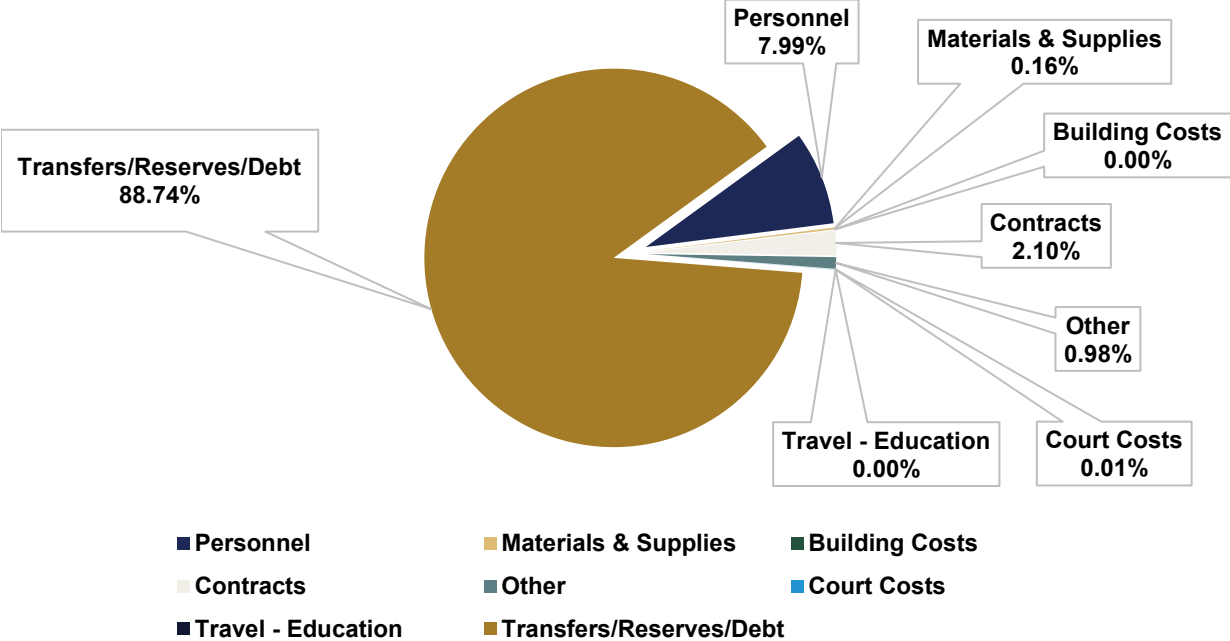
### **EXPENDITURES SUMMARY**

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$180,780,853** **\$-38,043,610** (-17.39% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Non-Departmental (General Fund)



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	15,630,224	13,714,704	14,450,000	(1,180,224)
Materials & Supplies	235,530	245,121	285,337	49,807
Building Costs	6,000	4,450	6,000	-
Contracts	4,152,507	3,734,310	3,803,542	(348,965)
Other	1,803,574	1,012,713	1,775,850	(27,724)
Court Costs	25,000	1,159	25,000	-
Travel - Education	-	-	5,000	5,000
Transfers/Reserves/Debt	196,971,628	99,526,305	160,430,124	(36,541,504)
<b>Total Budget</b>	<b>218,824,463</b>	<b>118,238,762</b>	<b>180,780,853</b>	<b>(38,043,610)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Transfers/Reserves/Debt expense type is due to a decrease in the County’s operating transfer to capital funds. Additionally, there was a \$510,808 decrease in the Undesignated line item compared to the preceding fiscal year.



## **COUNTY AUDITOR**

### **MISSION STATEMENT**

In accordance with Section 112 of the Local Government Code:

- Exercise general oversight of the financial books and records of a county, district, or state officer authorized by law to collect money or property intended for county use or that belongs to the county.
- Strictly enforce laws governing county finances.
- Maintain a set of books and records reflecting all financial transactions of the county.
- Discharge the duties of the County Treasurer because of the 1983 constitutional amendment that abolished the office.

### **RECENT ACCOMPLISHMENTS**

#### **ACCOUNTS PAYABLE:**

- Continued to increase participation in payments via ACH with security a priority.
- Met deadline of issuing 1099MISC and 1099NEC to county vendors.
- Implemented a process for interim payments.
- Improved process for expedited trust checks.
- Updated filing system and increased paperless invoice processing.

#### **GRANTS:**

- Prepared timely and accurate financial grant reports.
- Assisted departments with financial grant management.
- Continued to improve processes using technology.

#### **INTERNAL AUDIT:**

- Reviewed and released over \$6 million in ERAP assistance to 825 households.
- Audited approximately 1,350 claims for payment each week as required by statute.
- Conducted countywide audits and/or reviews of selected fee offices and departing county officials.

- Also conducted various annual audits as required by statutes.
  - Reported the results and recommendations to the District Judges, Commissioners Court, and Department Heads.
- Maintained Annual Audit Plan.
- Reviewed and approved Tax Office ad valorem tax refunds.
- Computed annual Tax Increment Financing (TIF) payments and prepared TIF information for the Annual Comprehensive Financial Report (ACFR).

### **PAYROLL:**

- Produced and distributed 26 timely payrolls for 4,800+ employees.
- Produced and distributed W2s.
- Assisted Human Resources to ensure all benefit plans (i.e. medical, FSA, HSA, etc.) have the correct deduction, taxability, and reporting requirements set by federal and state mandates.
- Updated and maintained payroll processes and procedures.
- Managed the successful split of Tarrant County and Community Supervision and Corrections Department for federal and state tax payments (i.e. W2, W3, 941, etc.).

### **FINANCIAL ACCOUNTING:**

- Awarded the Government Finance Officer Association (GFOA) Certificate of Excellence for Financial Reporting.
- Received an unmodified opinion by Deloitte.
- Implemented GASB Statement No. 96, Subscription-based IT arrangements.
- Assisted the Medical Examiner's Office (ME) and IT in moving the ME's invoicing from QuickBooks to SAP.

### **DIVISION OBJECTIVES**

The County Auditor is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals**—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Ensure accurate and timely vendor invoice payments throughout the 2025 fiscal year, reducing late payments to near zero.

- **Specific:** Pay vendor invoices accurately and on time to maintain positive vendor relationships, avoid late payment penalties, and comply with Government Code Sec 2251.021.
- **Measurable:** Track and monitor invoice payment timelines, with a goal of achieving zero late payments by the end of the fiscal year.
- **Achievable:** Continuously evaluate and optimize the internal invoice payment workflow, collaborating with other departments to ensure the timely processing of vendor invoices.
- **Relevant:** Timely and accurate payments promote strong vendor relationships, build trust, and minimize additional expenses related to late payment fees.
- **Time-bound:** Achieve close to zero late payments and errors in vendor invoice processing by the end of the fiscal year.

## **GRANTS:**

**Objective 2:** Achieve 100% compliance with financial and grant reporting requirements by preparing and submitting reports accurately and on time within specified timelines throughout the 2025 fiscal year, while continuously improving processes and training for sustainability.

- **Specific:** Prepare and submit monthly, quarterly, and annual financial reports, as well as grant reports, in accordance with LGC 114 and other applicable state statutes (such as State Cost, Jury, IDER, ACFR) and grant reporting guidelines.
- **Measurable:** Achieve 100% on-time submission of all financial and grant reports by monitoring deadlines and tracking performance throughout the fiscal year.
- **Achievable:** Continuously evaluate and update processes, procedures, and resources, ensuring that all steps are well-documented, and staff is trained for effective succession planning.
- **Relevant:** Timely and accurate reporting supports regulatory compliance, informed decision-making, and adherence to grant agreements, ensuring organizational effectiveness.
- **Time-bound:** Ensure all financial and grant reports are submitted accurately and on time within their designated timelines during the fiscal year.

## **INTERNAL AUDIT:**

**Objective 3:** Ensure the successful testing and implementation of SAP support packs to enhance system performance and reliability within the specified timeframe.

- **Specific:** Provide thorough support for testing and implementing SAP support packs to improve system performance and functionality.
- **Measurable:** Track and monitor testing accuracy and functionality in the Quality Assurance System (QAS), aiming to complete testing and implementation within the designated timeframe.
- **Achievable:** Distribute testing responsibilities across the Auditor's Office, allocate staff resources effectively, and collaborate closely with IT teams to ensure smooth testing and implementation.
- **Relevant:** Timely and accurate implementation of SAP support packs improves system reliability, accuracy, and overall business operations.
- **Time-bound:** Complete the testing and implementation of SAP support packs by the end of the specified timeframe for this fiscal year.

## **PAYROLL:**

**Objective 4:** Achieve 100% compliance with payroll and tax filing requirements by implementing continuous monitoring systems, ensuring accurate payroll processing for all County employees, and maintaining timely tax submissions within the next three months, with ongoing reviews.

- **Specific:** Accurately process payroll and file all related taxes with federal and state agencies on time, ensuring all County employees are paid correctly and tax obligations are met.
- **Measurable:** Achieve 100% accuracy in payroll disbursements and on-time submission of payroll taxes by tracking each payroll cycle and monitoring tax filing deadlines.
- **Achievable:** Continuously monitor master data changes affecting payroll and ensure that SAP security controls are in place. Verify payroll accuracy before each release and establish protocols for timely payroll tax filings and payments.
- **Relevant:** Timely payroll tax filing ensures compliance with legal obligations, avoiding penalties and fines, and promotes operational efficiency.
- **Time-bound:** Implement and maintain a system for accurate payroll processing and tax filings within three months, ensuring ongoing compliance through continuous monitoring and timely reviews before each payroll cycle.

## **FINANCIAL ACCOUNTING:**

**Objective 5:** Implement a comprehensive Auditor Training Program within the fiscal year, achieving 100% completion for staff within 3 months of onboarding, and continuously

assess their proficiency to ensure they become subject matter experts in their assigned areas.

- **Specific:** Design and implement a comprehensive training program for all staff members to ensure competency in their assigned areas and develop them into subject matter experts.
- **Measurable:** Achieve 100% training completion for all staff, with assessments to measure their proficiency in their respective areas of expertise.
- **Achievable:** Create detailed training materials and schedules to support the development of staff expertise, ensuring that all staff members are properly trained and equipped with the necessary knowledge.
- **Relevant:** Empowering staff as subject matter experts enhances their ability to quickly identify and resolve issues, contributing to greater efficiency and effectiveness within the office.
- **Time-bound:** Implement the training program within the fiscal year, ensuring existing employees complete it within 3 months, and that new hires complete the program within 3 months of onboarding. Continuously evaluate staff competency throughout the fiscal year to maintain high levels of expertise.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of 1099 Compliance Reviews	2,010	2,100	2,100
# of Accounts Receivable Transactions	1,851	1,851	1,851
# of ACH Accounts Payable	8,617	10,000	10,000
# of Grant Reports Issued	848	890	935
# of Subrecipient Agency Monitoring	88	65	40
# of Unique Grants	166	175	180

## EXPENDITURES SUMMARY

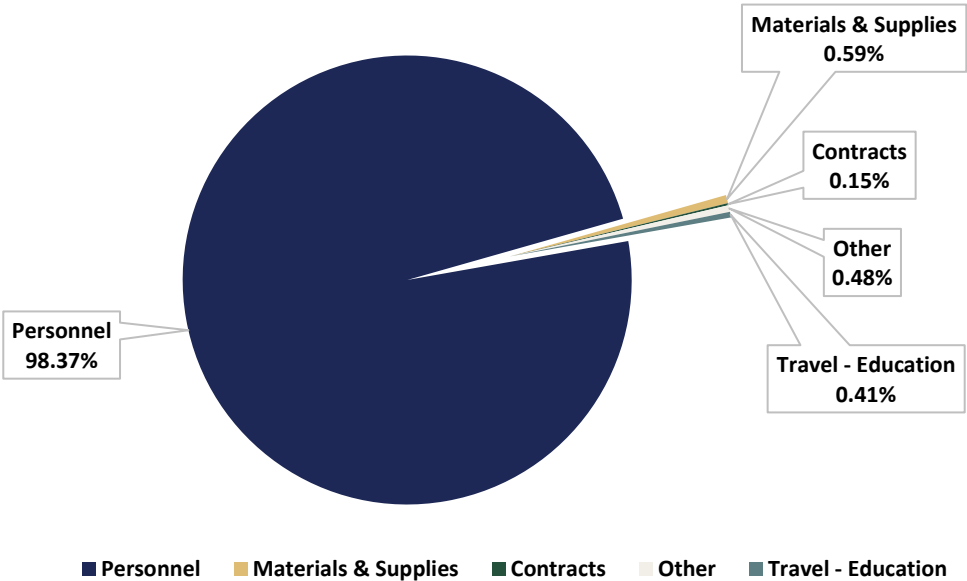
An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$8,585,377** **\$-25,934** (-0.30% vs. prior year)



# BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
County Auditor



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	8,409,610	8,136,333	8,452,994	43,384
Materials & Supplies	49,883	37,625	47,883	(2,000)
Contracts	10,614	14,814	12,500	1,886
Other	55,336	42,570	39,000	(16,336)
Travel - Education	34,000	20,463	33,000	(1,000)
<b>Total Budget</b>	<b>8,559,443</b>	<b>8,251,805</b>	<b>8,585,377</b>	<b>25,934</b>

## EXPLANATION OF MAJOR CHANGES

Personnel increases represent merit increases for eligible employees. Decreases represent cost savings identified to be cut as a part of the Commissioners Court’s effort to enact property tax relief.



# BUDGET AND RISK MANAGEMENT

## MISSION STATEMENT

In March 1989, the Budget and Risk Management Office was created under the authority of Local Government Code Section 111.062 to plan, coordinate and monitor the County's annual budget. Additional duties include our Risk Management program which oversees the claims for self-insured risk and securing traditional insurance when practical. Our general mission is to maintain a fiscally sound government and manage our self-insurance programs.

## RECENT ACCOMPLISHMENTS

### Budget

- Received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the second consecutive year.
- Worked collaboratively with departments to identify cost savings that enabled the Commissioners Court to pass the full twenty (20) percent homestead exemption allowed under state law and a property tax rate below the no-new revenue rate.

### Risk Management

- Attended Workers Compensation meeting with HR and our third-party administrator to identify and resolve issues.
- Assist with coordination of safety warden meetings in multiple County buildings.
- Compiled information for self-insured liability and workers compensation for annual actuarial study.

## DIVISION OBJECTIVES

Budget and Risk Management is excited to announce participation in the pilot program introducing **SMART Goals** as a new *strategic initiative* designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, Budget and Risk Management is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals**—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Implement a robust monitoring system to oversee departmental budgets, with a goal of keeping spending within 95% of allocated funds by providing the necessary tools and training to department heads and conducting regular reviews will ensure responsible financial management throughout FY25.

- **Specific:** Oversee and manage the budget and spending of all departments to ensure they align with the approved fiscal budget and prevent budget overruns.
- **Measurable:** Implement a monthly reporting system for each department to track expenditures, aiming for spending to stay within 95% of allocated budgets by the end of FY25.
- **Achievable:** Equip department heads with budget management tools and training to improve accuracy and accountability in managing their respective budgets.
- **Relevant:** Effective budget monitoring improves operational efficiency, enhances financial responsibility, and prevents wasteful spending.
- **Time-bound:** Conduct monthly reviews of departmental spending and provide feedback to ensure adherence to budget limits throughout FY25.

**Objective 2:** Collaborate with county departments to implement cost-saving measures, targeting a 5% reduction in spending by the end of FY25 through quarterly assessments and strategic strategies. This goal will improve the County's financial health and reduce excessive spending. without compromising service quality.

- **Specific:** Implement cost-saving initiatives across all departments, aiming to reduce excessive spending by 5% while maintaining service quality.
- **Measurable:** Track spending reductions in key areas like procurement, office expense, and personnel costs, targeting an overall 5% reduction by end of FY25.
- **Achievable:** Collaborate with department heads to identify opportunities for savings and roll out cost-control strategies.
- **Relevant:** Reducing excessive spending supports the County's long-term financial stability and ensure efficient use of public funds.
- **Time-bound:** Complete the 5% reduction in excessive spending by the end of FY25, with quarterly progress reviews to stay on track.

**Objective 3:** Enhance Tarrant County staffs' knowledge on Risk Management by providing specialized training, especially for high-risk departments by training department heads and key personnel throughout FY25. The County can reduce claims, improve safety, and decrease exposure to risks with refresher trainings to ensure adherence to safety protocols.

- **Specific:** Provide comprehensive risk management training to County staff, ensuring employees can identify risks and follow protocols to minimize exposure.
- **Measurable:** Train 100% of department heads and 80% of staff in high-risk departments on risk identification and mitigation strategies.
- **Achievable:** Develop a training program in collaboration with department leadership and external risk management experts to ensure the curriculum meets Tarrant County specific needs.
- **Relevant:** Educating staff on risk management reduces operational risks and enhances the overall safety and security of County services.
- **Time-bound:** Complete the first round of training within the first nine months of FY25 and continue with annual refresher courses to maintain knowledge and compliance.

**Objective 4:** Manage the allocation of ARPA funds, ensuring compliance with federal guidelines and strategic use of the funds to benefit the community. By the end of December 2024, 100% of the funds will be obligated, with full disbursement completed by the end of calendar year 2026. Regular progress updates will ensure accountability and transparency.

- **Specific:** Oversee the allocation of ARPA funds in collaboration with the Commissioners Court, County Administrator's Office, and Auditor's Office to ensure compliance with federal guidelines.
- **Measurable:** Track and report the disbursement of ARPA funds, with a target of 100% allocated by December 2024, and ensure all funds are spent in accordance with federal guidelines.
- **Achievable:** Collaborate with departments to identify eligible projects and initiatives, ensuring proper documentation and reporting for compliance with ARPA guidelines.
- **Relevant:** Managing ARPA funds effectively will maximize benefits for the County and ensure compliance with federal rules.

- **Time-bound:** Allocate all ARPA funds by the end of FY26, with regular progress reports provided to the Commissioners Court throughout FY25.

**Objective 5:** This goal focuses on improving budget management and reporting efficiency by implementing a new budgeting software. By the end of FY25, all departments will be trained and fully using the new system, increasing budget oversight and operational efficiency.

- **Specific:** Acquire and implement new budgeting software to improve budget management, operational efficiency, and departmental reporting across Tarrant County.
- **Measurable:** Successfully install software and ensure that 100% of the County departments are trained and actively using the new system for budgeting and reporting by the end of FY25.
- **Achievable:** Collaborate with IT and department heads to select, purchase, and implement the software, providing necessary training and support to all users.
- **Relevant:** Implementing a new budgeting software will streamline processes, enhance financial accuracy, and improve reporting across all departments, increasing overall efficiency.
- **Time-bound:** Complete the software purchase, installation, and training by Q2 of FY25, with full operational use by the end of the fiscal year.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

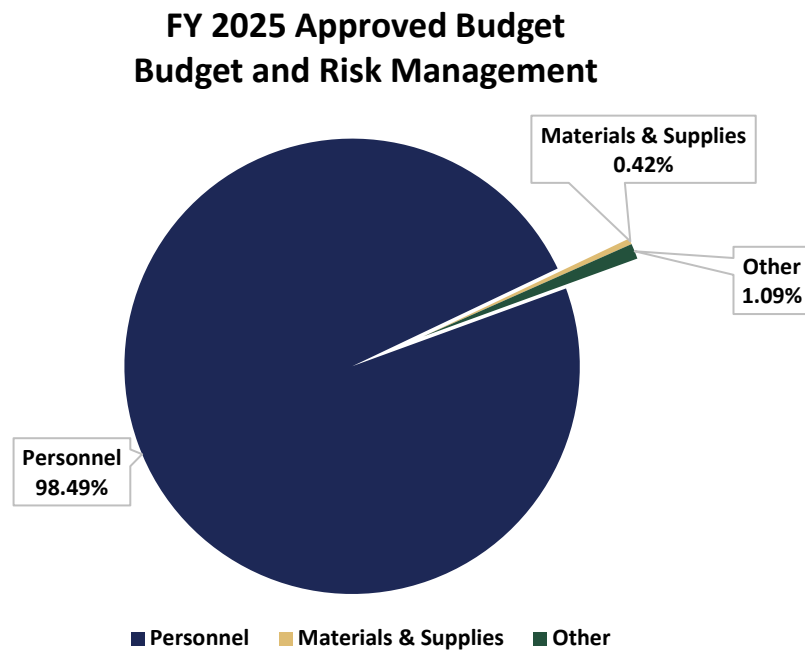
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
1st Party Recoveries (in dollars)	500,000*	40,000	40,000
Subrogation Recoveries (in dollars)	50,000	50,000	50,000
# Of Total Claims	197	210	215

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,864,213** **\$219,912** (13.37% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,624,716	1,548,193	1,835,996	211,280
Materials & Supplies	6,585	5,473	7,917	1,332
Other	13,000	10,510	20,300	7,300
<b>Total Budget</b>	<b>1,644,301</b>	<b>1,564,176</b>	<b>1,864,213</b>	<b>219,912</b>

## **EXPLANATION OF MAJOR CHANGES**

During the FY 2025 budget process, the Tarrant County Budget and Risk Management department received a Management Analyst position through an interdepartmental transfer from the County Administrator's Office. This position will provide support to the County's grants management efforts as well as documenting departmental processes and creating training materials.



# TAX ASSESSOR-COLLECTOR

## MISSION STATEMENT

Tax Office Administration has overall responsibility for the operations of the Tax Office. The administrative team consists of the Tax Assessor-Collector, Chief of Staff, Director of Accounting, Director of Quality Assurance, a Manager of Development, and two support staff. This very small group has oversight and provide direction to all the Tax Office departments.

The two main Tax office divisions: Property Tax and Motor Vehicle reach almost every citizen in the County while at the same time generating the two largest sources of revenue for the County. The Tax Office is challenged by the ever-growing number of citizens and property development which increases the number of customers and accounts each year. Tax Office Administration must plan and provide for these ever-increasing responsibilities.

## RECENT ACCOMPLISHMENTS

- Each year, Tax Office Administration reviews the cost of assessing and collecting property tax for the 70+ taxing authorities in the County. This review has resulted in better definition of the cost.
- Tax Office Administration has been active in meeting the challenges of the Tax Office. Tax Office Administration anticipates ongoing challenges in FY 2025 from our two most important partners: Tarrant Appraisal District (TAD) and Texas Department of Motor Vehicles (TXDMV). The Tax Office has worked diligently with TAD, the Tarrant County taxing authorities, and the public to resolve problems.
- TXDMV continues to issue changes that cause issues in processes as well as errors. Tax Administration had to coordinate with Senior Executives at both TAD and TXDMV to resolve issues.
  - It is expected that FY 2025 will be another challenging year.
- Each year, Tax Office Administration reviews the cost of assessing and collecting property tax for the 70+ taxing authorities in the County.
  - This review has resulted in better definition of the cost.

## DIVISION OBJECTIVES

- Focus on e-government systems currently in place to better utilize county staff and minimize the impact on facilities.



- Optimize queuing system at the branch Tax Office locations to better control the customer service experience and put the right staff with the right customer service need.
- Optimize the workflow challenges caused by ongoing TXDMV changes and the impacts of the pandemic.
- Focus on e-government systems currently in place to better utilize county staff and minimize the impact on facilities.
- Build the database of e-mail addresses to minimize the number of property tax statements being mailed out.
- Use the new queuing system to move the property tax customers to the right teller as efficiently as possible.
- Redesign Vehicle Inventory Tax system to be fully compliant with the law, provide better customer service, and better management of the VIT process.
- Continue to resolve issues with files transmitted from TAD.
- Compare TAD and Tax Office databases and resolve differences.

## KEY PERFORMANCE INDICATORS

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Motor Vehicle Electronic Payments	706,000	710,000	708,667
# of Motor Vehicle Registrations	1,815,000	1,850,000	1,838,333
# of Property Tax Accounts	50,900	60,000	41,967

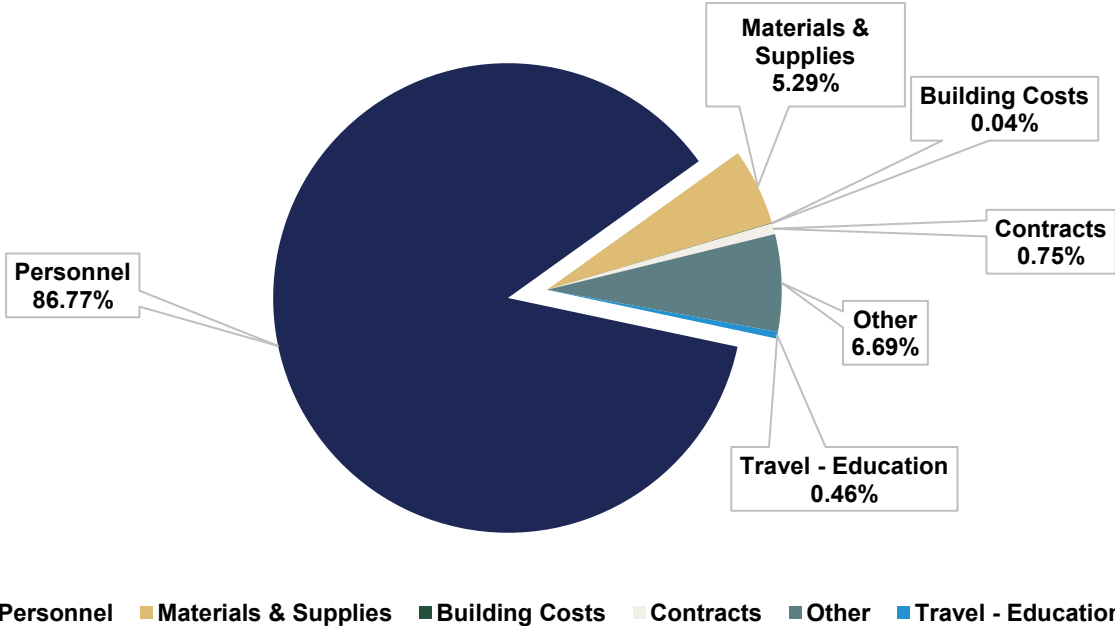
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$18,023,154** **\$-524,440** (-2.83% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Tax Assessor - Collector



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	16,240,705	15,767,840	15,639,189	(601,516)
Materials & Supplies	938,713	891,093	953,899	15,186
Building Costs	6,126	2,760	6,800	674
Contracts	154,750	142,770	134,500	(20,250)
Other	1,125,300	1,109,738	1,206,200	80,900
Travel - Education	82,000	41,709	82,566	566
<b>Total Budget</b>	<b>18,547,594</b>	<b>17,955,910</b>	<b>18,023,154</b>	<b>(524,440)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.



# ELECTIONS

## MISSION STATEMENT

The mission of the Tarrant County Elections Department is to engender public confidence in the electoral process by conducting voter registration and elections with the highest level of professional election standards, ethics, integrity, security, accuracy, transparency, and fairness.

## RECENT ACCOMPLISHMENTS

- On November 7, 2023, the General Election was conducted, with 12.48% of the registered voters participating.
- On March 5, 2024, the Primary elections for Republican and Democratic Parties were held, with 16.94% of the registered voters participating.
- Elections implemented a software solution that allows voters to verify races and outcomes down to the ballot, to include images of the individual ballots.

## DIVISION OBJECTIVES

- **3rd Quarter (Apr., May, Jun.):** The May joint elections for municipalities and school districts will occur on May 6, 2024, with Early Voting beginning on 24 April. Runoff elections for the March Primaries will occur on 24 May 2024 with Early Voting beginning on May 24, 2024. Runoff elections for the May joint elections will be held June 15, 2024, with Early Voting starting June 3, 2024, as required.
- **4th Quarter (Jul., Aug., Sept.):** We expect to be conducting trial runs to proof processes in the new facility. Preparations for the 2024 November General and Presidential Election during this quarter.
- **1st Quarter (Oct., Nov., Dec.):** Early Voting for the November 5, 2024, General and Presidential Election will begin on October 21, 2024, with approximately 55 locations.
  - If a runoff is necessary, Early Voting for the December 14, 2024, General runoff will begin on December 2, 2024.
- **2nd Quarter (Jan., Feb., Mar.):** Begin preparations for May Entity elections.
- **3rd Quarter (Apr., May, Jun.):** The May joint elections for municipalities and school districts will occur on May 3, 2025, with Early Voting beginning on 21 April 2025.

- Runoff elections for the May joint elections will be held June 7, 2025, with Early Voting starting May 26, 2025, as required.
- **4th Quarter (Jul., Aug., Sept.):** Prepare for the 2025 November General Constitutional Amendment Election.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

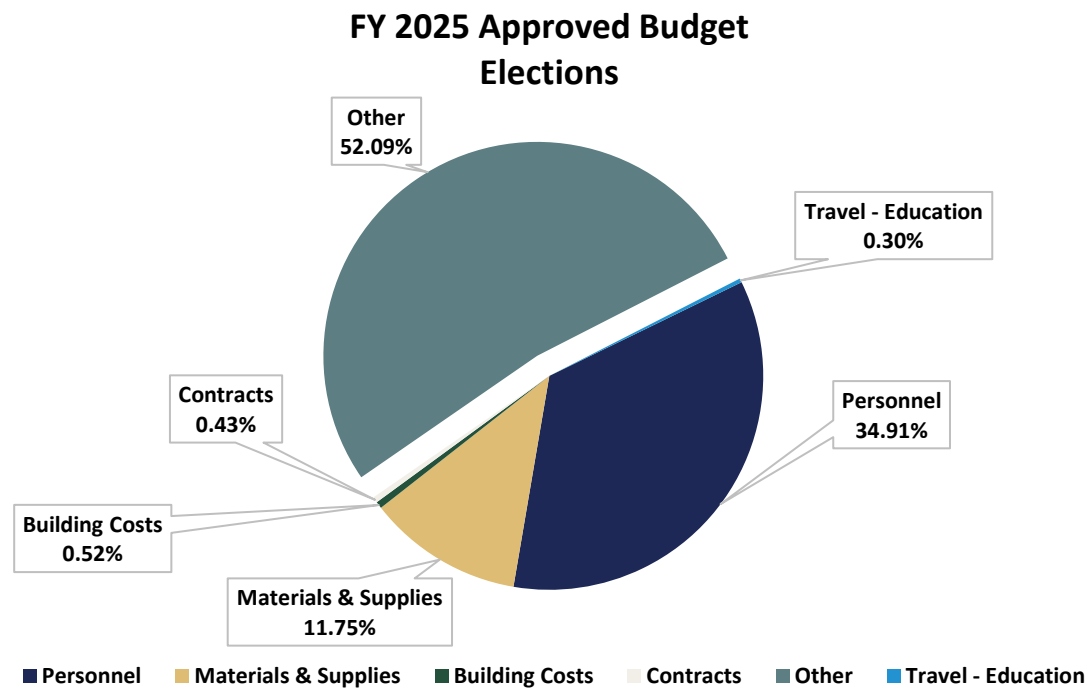
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Elections	4	6	4
# of Registered Voters	1,200,722	1,279,196	1,304,780

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$11,840,739** **-\$1,410,400** (-10.64% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	4,057,021	4,074,912	4,133,115	76,094
Materials & Supplies	2,049,684	1,526,332	1,390,763	(658,921)
Building Costs	71,400	48,183	61,400	(10,000)
Contracts	44,250	18,234	51,500	7,250
Other	6,994,709	3,964,830	6,168,351	(826,358)
Travel - Education	34,075	25,785	35,610	1,535
<b>Total Budget</b>	<b>13,251,139</b>	<b>9,658,275</b>	<b>11,840,739</b>	<b>(1,410,400)</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Materials & Supplies expense type is due to the combined decrease of \$782,509 in Computer Supplies and Voting Supplies line items.

The decrease in the Other Category is due to a decrease in the Elections Contract Labor line item to offset the approval of three (3) new positions approved in the FY 2025 budget. New positions include:

- One (1) Programming Support position
- One (1) Voting Equipment Technician position
- One (1) Voting Registration Clerk II position



# INFORMATION TECHNOLOGY

## MISSION STATEMENT

Provide cost-efficient, high-quality Information Technology solutions to Tarrant County departments, citizens, and corporate and government partners.

## RECENT ACCOMPLISHMENTS

- The Server Group continued the Domain Name Change project; a multi-year effort to move Tarrant County from a .com to a .gov domain and completed the transition of the external web presence to the tarrantcountytexas.gov domain
- The Server Group continued the Windows Server upgrade project and began conversion of Windows 2012 servers to Windows Server 2019 and 2022.
- Deployed guest wireless (Wi-Fi) Internet to select buildings at Resource Connection campus, as well as deployed fiber optic cabling to remaining buildings to enable a cost-effective Internet service capability to entire campus.
- Completion of replacement of Juvenile radios to be part of Sheriff's radio North Texas Interoperable Radio Network (aka Ft Worth Public Radio) NTERN Public Safety Network.
- No Major Security Events or disruptions.
- Phishing– Successful completion of a county-wide phishing campaign with KnowBe4, which was purchased under OEM/Grant funding money for InfoSec.
- Operational Security resolved 5,859 tickets the calendar year. In addition, the team participated in the resolution of 2,788 tickets.

## DIVISION OBJECTIVES

- The Server and Storage Groups will maintain all server and storage hardware at the latest supported release of firmware.
- The Server Group will manage and maintain all server hardware at the latest release of Critical Security Patches and will monitor for and remediate any security anomalies identified.
- Further enhance use of Multi-Factor Authentication with existing enterprise applications.

- Continue work to replace aging uninterruptible power supplies (UPS) and batteries throughout the county. Replacement goal – replace all 2013 and earlier year models as identified as requiring maintenance in the next year.
- Complete & deliver key projects
  - Epi Trax
  - ME LIMS
  - Primary Domain Name Change
  - Onboarding/Off-boarding

Implement Resource planning & reporting process:

- Continue to provide executive sponsorship of the Audio/Visual Program for Tarrant County A/V design/enhancement initiatives specifically for Commissioners Court, Conference Room 504C, Family Law Center/Assembly Room 2nd Floor, Central Jury Room, and Remote Video Magistration through the design phase.
- Implementing Medical Examiner’s Laboratory Information Management System (LIMS)
- Justice Courts’ warrants with electronic payments – This will help avoid unnecessary arrests of defendants who have a paid an outstanding balance during the weekend.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

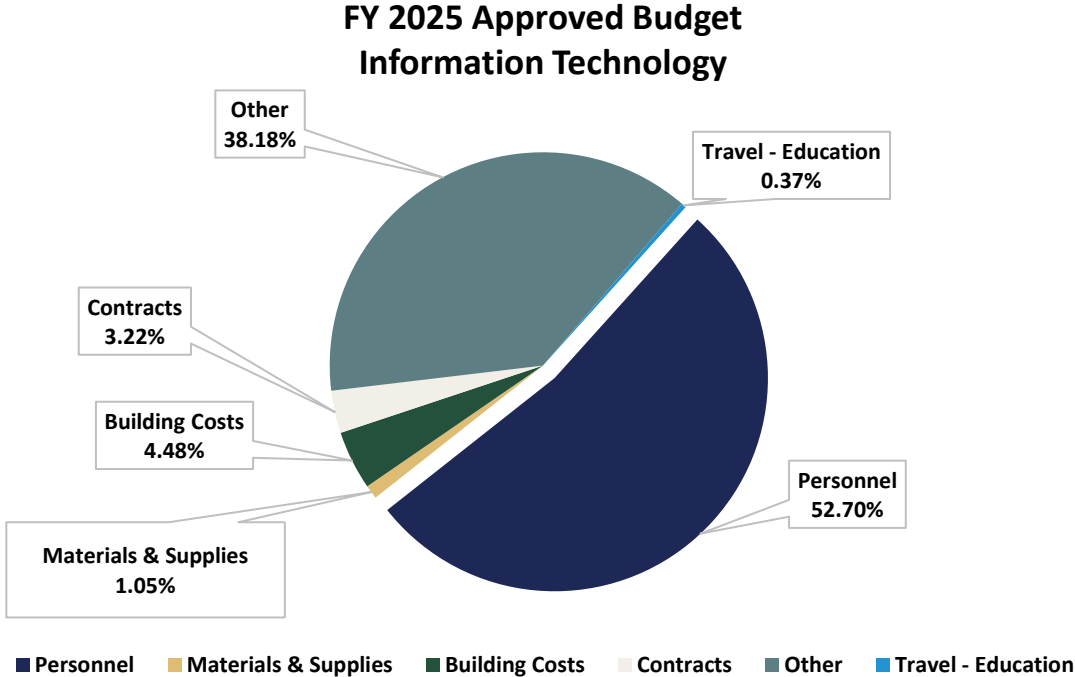
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of IT Demand Intake	19	12	12
# of IT Projects (Active)	30	25	25
# of IT Projects (Backlog)	17	24	24
# of IT Satisfaction Surveys (Complete)	3	12	12
# of IT Satisfaction Surveys (Sent)	3	12	12
# of IT Strategic Projects	27	61	61

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$59,321,988** **\$4,134,284** (7.49% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	32,146,408	29,467,174	31,264,633	(881,775)
Materials & Supplies	429,289	265,631	620,736	191,447
Building Costs	1,779,678	1,888,766	2,654,679	875,001
Contracts	2,620,528	2,035,328	1,912,103	(708,425)
Other	17,895,331	14,840,596	22,649,772	4,754,441
Travel - Education	316,470	77,030	220,065	(96,405)
<b>Total Budget</b>	<b>55,187,704</b>	<b>48,574,525</b>	<b>59,321,988</b>	<b>4,134,284</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system as well as the elimination of the following two positions through a reduction-in-force:

- One (1) Special Projects and Relationship Manager position
- One (1) Associate Systems Administrator position

The decrease in the Contracts and Travel – Education line items were driven by identified cost savings in furtherance of the Commissioners Court’s tax relief efforts.





# HUMAN RESOURCES

## MISSION STATEMENT

Through leadership, policy administration, and strategic partnerships, Human Resources promotes a culture of wellness, diversity, and professional growth to its employees while providing Tarrant County citizens a qualified and high-performing workforce.

## RECENT ACCOMPLISHMENTS

- Completed total compensation and benchmark compensation study.
- Reviewed and instituted results of the 88th Legislature including several significant leave policies.
- Updated the Salary Administration Guidelines to include External Lateral Transfer Policy and merit increase revisions and a new POD Pay Policy.
- Planned for and implemented 2024 changes to 457b plans via new legislation (Secure Act 2.0).
- Implemented recruitment incentive monitoring and tracking.
- Reinstated leave cap accruals for employees hired on or after March 1, 2024.
- Rally Challenge "Halloween Hustle" (106 participants).
- Optum Lunch and Learn presentations (127 participants).
- Complete the 2022-2024 MDI Bridge Cohort and graduation ceremony. This will be the 8th cohort group to complete this extensive 18-month program.
- Developed six part in-person training series for the Medical Examiner's executives, managers, and supervisors.
- Coordinating with the Public Health Department to develop training series for managers and supervisors.
- Started the County's ID re-badging initiative and oversaw the successful completion of approximately 400 re-badging during FY2024.
- Coordinated the ticket sales for the annual Employee Picnic at Six Flags Over Texas with 528 tickets sold.
- Coordinated the county-wide United Way campaign and raised \$ 49,068.

- Coordinated the online adoption of 250 Christmas Angels through the Salvation Army Angel Tree program.
- Currently coordinating the annual Pen Pal picnic for 78 Oakhurst 4th graders and their Tarrant County Pals.

## DIVISION OBJECTIVES

The Human Resources department is excited to announce participation in the pilot program introducing SMART Goals as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals**—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Successfully plan and execute the benefits enrollment for Fiscal Year 2025, ensuring all eligible employees and retirees are enrolled in their desired benefit programs within the designated enrollment and administrative periods.

- **Specific:** Plan, manage, and execute the enrollment process for all eligible employees and retirees for Plan Year 2025, including communication, plan selection, and enrollment confirmation.
- **Measurable:** Ensure 100% successful enrollment of all eligible employees and retirees, except for those with non-routine circumstances, and complete post-enrollment administrative tasks within two months after the enrollment period ends.
- **Achievable:** Collaborate with departments to effectively communicate plan changes, enrollment deadlines, and options through workshops, emails, and other channels, ensuring a seamless transition to the new plans.
- **Relevant:** Achieving this goal will enhance employee and retiree satisfaction by ensuring a smooth transition during a year of plan changes, reinforcing trust in the HR-Benefits team’s management of the process.
- **Time-bound:** Complete the enrollment process within the established enrollment window and finalize all post-enrollment administrative activities within two months after the FY2025 enrollment period concludes.

**Objective 2:** Accurately complete the audit of all recently converted digital personnel files within the next 12 months, ensuring data integrity and security.

- **Specific:** Conduct a comprehensive audit of all recently converted digital personnel files to verify accuracy and completeness.
- **Measurable:** Audit and verify at least 50 personnel files per week, consistently tracking progress towards completing the audit of all files.
- **Achievable:** Allocate dedicated time and staff resources each week to complete the auditing process, ensuring realistic and attainable milestones are met.
- **Relevant:** This goal supports the HR department's objective to modernize and streamline administrative processes by ensuring the accuracy, security, and reliability of the digital personnel files.
- **Time-bound:** Complete the entire audit of all digital personnel files within 12 months, meeting weekly and monthly progress targets to stay on track for timely completion.

**Objective 3:** Complete the audit of all digital retiree benefits files to ensure accuracy, security, and efficiency in the HR department's digital conversion process by the end of the 2025 fiscal year.

- **Specific:** Audit all digital retiree benefits files to verify that the scanned files are accurate, complete, and secure.
- **Measurable:** Audit and verify at least 30 retiree benefits files per week, tracking progress to ensure all files are reviewed.
- **Achievable:** Dedicate daily time for team members to conduct audits, ensuring that weekly targets are consistently met.
- **Relevant:** Auditing ensures the accuracy of digital files, aligning with the HR department's goal of modernizing administrative processes and maintaining secure, reliable records.
- **Time-bound:** Complete the audit of all retiree benefits files within the 2025 fiscal year.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Background Checks Conducted	399	572	700
# of Contacts to PBSC	21,517	21,000	25,000
# of Fitness Room Participants	39,598	33,000	33,000

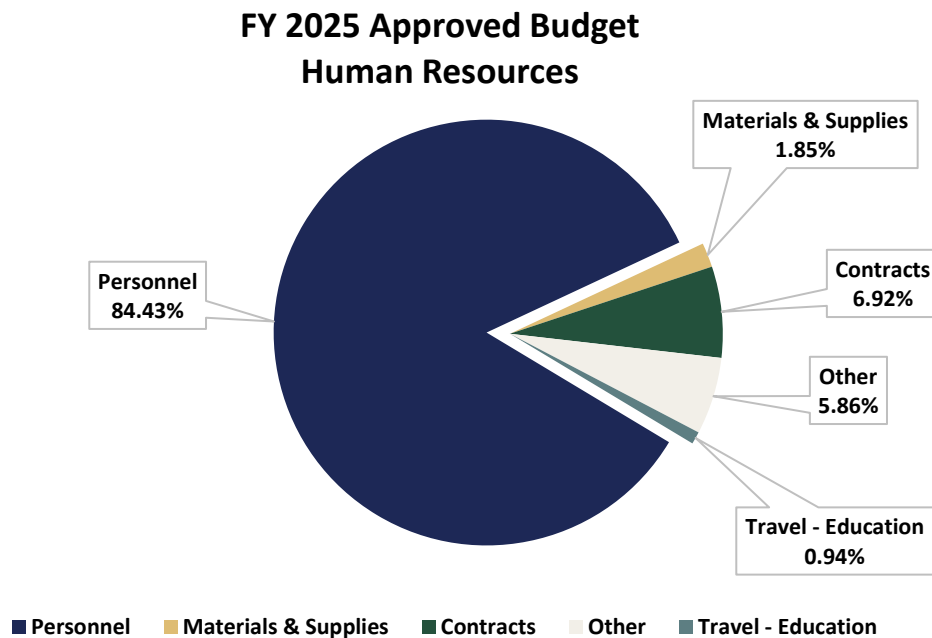
# of New Hires	792	850	850
# of Training Courses Provided	664	880	825

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$3,875,106** **-\$181,9741** (-4.49% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	3,420,051	3,307,521	3,271,734	(148,317)
Materials & Supplies	64,059	45,395	71,865	7,806
Contracts	268,291	199,571	268,091	(200)
Other	274,859	122,900	226,956	(47,903)
Travel - Education	29,820	10,365	36,460	6,640
<b>Total Budget</b>	<b>4,057,080</b>	<b>3,685,751</b>	<b>3,875,106</b>	<b>(181,974)</b>

## **EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely due to the reduction in the County's contribution rate to the retirement system.

The decrease in the Other expense type is due to a large decrease in the Advertising/Public Services. This decrease was requested by the HR department due to the conclusion of a recruitment program.



# **PURCHASING**

## **MISSION STATEMENT**

The Purchasing Department's mission is to provide an uninterrupted flow of necessary goods and services for the County using solicitation processes that provide best value, foster competition, and comply with all applicable procurement laws and policies.

To protect the interests of the Tarrant County taxpayers in all expenditures of supplies, materials, equipment, and services through volume buying, competitive bidding, cooperative purchasing, and proper materials management.

To provide superior and equitable service to all County departments in order to procure and distribute all materials, supplies, equipment, and services at the lowest possible cost consistent with the quality needed for effective operation of Tarrant County.

To assure superior and equitable treatment for all vendors without regard to political pressure or discrimination on the basis of race, color, religion, national origin, handicap, or sex.

To meet all statutory requirements relating to county purchasing through active administration of existing contracts and creation of new annual contracts.

## **RECENT ACCOMPLISHMENTS**

- Launched eProcurement software to reduce costs, improve efficiencies, and reduce errors.
- Continued to improve communication skills regarding identifying departmental problems by insuring vendor compliance with all department expectations.
- Added 2,716 vendors to the new eProcurement supply chain.
- Enhanced communications, along with reporting process, and increased interlocal entity participation on Tarrant County contracts to a level of 580 from 564 participating entities, a 2.8% increase.
- Continued working to ensure that all Purchasing Department employees are properly cross trained to avoid lapses in services during leave, emergency, or illness situations.
- Utilized the Internet auction on at least a bimonthly basis to dispose of miscellaneous items previously sold at live auctions.

- Received the Excellence in Procurement Award for twenty-six (26) consecutive years from the National Procurement Institute. AEP is the benchmark for purchasing organizational excellence.

## OBJECTIVES

The Purchasing department is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals:** specific, measurable, achievable, relevant, and time-bound are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Enhance the Tarrant County cooperative purchasing program by increasing participation by 5% and rebates by 3%. By collaborating with stakeholders and vendors, the goal ensures that the county maximizes cost savings. The improvements are set to be achieved within the 2025 fiscal year, contributing to efficient resource management.

- **Specific:** Increase participation in the Tarrant County cooperative purchasing program and optimize its performance.
- **Measurable:** Achieve a 5% increase in program participation and boost rebate amounts by 3%.
- **Achievable:** Work closely with stakeholders to identify opportunities for program improvement and negotiate better pricing with vendors.
- **Relevant:** Expanding the cooperative purchasing program will enhance cost-saving efforts for the county, aligning with broader fiscal objectives.
- **Time-bound:** Implement these improvements within the 2025 fiscal year, with progress tracked throughout.

**Objective 2:** Improve the electronic bid and RFP response process, to grow the vendor pool, and enhance supplier engagement by promoting eProcurement, conducting outreach, and attending networking events. The County aims to increase vendor participation by 10% per solicitation and expand the vendor pool by 5% within the next six months, fostering stronger supplier relationships and procurement efficiency.

- **Specific:** Streamline bid/RFP responses through electronic systems, increase vendor participation by growing the vendor database, and strengthen supplier connections.

- **Measurable:** Increase vendor participation by 10% per solicitation for recurring solicitations and expand the vendor pool by 5%.
- **Achievable:** Promote the eProcurement system to vendors, conduct outreach to new vendors outside the current database, and attend supplier networking events to enhance engagement.
- **Relevant:** Strengthening supplier relationships and increasing participation supports the County's goal of fostering innovation and improving procurement processes.
- **Time-bound:** Establish new vendor partnerships and achieve participation increases within the next six months.

**Objective 3:** Elevate the Purchasing department employees' knowledge and proficiency by offering at least two annual training sessions per employee and securing at least one new certification per year for the department. Provide resources and support to ensure employees meet professional certification requirements within two years; fostering improved procurement processes and organizational growth.

- **Specific:** Enhance the skills, certifications, and training of purchasing staff by ensuring all eligible employees are professionally certified and increasing overall knowledge.
- **Measurable:** Ensure each staff member participates in a minimum of two training sessions per year and achieve at least one new certification for the department.
- **Achievable:** Provide employees with access to relevant training programs and allocate resources to support the pursuit of professional certifications.
- **Relevant:** Strengthening staff expertise directly improves procurement processes and overall department efficiency.
- **Time-bound:** Maintain continuous staff training, with the goal of certifying all eligible employees within the next two years.

**Objective 4:** Minimize costs for goods and services through strategic cost analysis and active vendor engagement. Promote electronic bids and ask vendors for input on specifications. Target cost reductions equal to or less than industry standards and secure savings from negotiated discounts. The goal is to achieve these reductions within the 2025 fiscal year to improve the efficiency and effectiveness of procurement operations.

- **Specific:** Analyze costs to find savings by streamlining specifications and identifying requirements to reduce costs by utilizing cost analysis tools and enhancing vendor engagement.



- **Measurable:** Achieve cost reductions equal to or below industry indices, and track negotiated discounts through best and final offer savings.
- **Achievable:** Promote the electronic transmission of bid documents, actively engage vendors, and solicit their input on specifications (e.g., did they participate in pre-bid meetings or ask questions?)
- **Relevant:** Reducing costs and fostering vendor engagement contribute to more efficient procurement practices, benefiting the County's budget and operational efficiency.
- **Time-bound:** Increase vendor participation and achieve measurable cost reductions within the 2025 fiscal year.

**Objective 5:** Enhance diversity in county purchasing by boosting participation from small, minority, women, and veteran-owned businesses. By organizing outreach efforts, attend at least 130 events, and integrate diversity discussions during the annual five Purchasing 101 sessions. The County strengthens its commitment to inclusivity and economic empowerment. The goal will be accomplished by the end of the 2025 fiscal year.

- **Specific:** Ensure annual purchasing reflects increased participation from diverse businesses, such as small, minority, women, and veteran-owned enterprises, while raising awareness about their role in county procurement.
- **Measurable:** Track participation from diverse businesses and ensure the HUB (Historically Underutilized Business) Coordinator attend 130 outreach events and incorporate discussions on diversity during five Purchasing 101 meetings per year.
- **Achievable:** Promote diversity through targeted outreach efforts, educational materials, and collaboration with underrepresented businesses. Conduct outreach events and distribute educational resources to drive inclusivity in procurement.
- **Relevant:** Supporting diverse businesses strengthens the County's commitment to inclusivity and encourages economic growth and participation from underrepresented groups.
- **Time-bound:** Achieve increased diversity participation and raise awareness by the end of the 2025 fiscal year.

**Objective 6:** Enhance interdepartmental collaboration by hosting five educational sessions per year and boosting engagement on the "In the Loop with Purchasing" website by 10% by conducting regular meetings and user training. Build stronger relationships and improve resource sharing between county departments, aiming for successful partnerships within six months.

- **Specific:** Foster camaraderie and collaboration between the Purchasing department and other county departments while improving the resources and engagement of the "In the Loop with Purchasing" website.
- **Measurable:** Host five "Purchasing 101" training sessions per year with various departments and increase engagement on the "In the Loop with Purchasing" website by 10%.
- **Achievable:** Conduct end-user training sessions and hold regular meetings with different departments to build collaboration and understanding.
- **Relevant:** Building interdepartmental relationships strengthens collaboration, encourages innovation, and improves overall county operations.
- **Time-bound:** Establish strong partnerships and improve website engagement within the next six months.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of COOP Participants	568	571	588
# of Diversity Spend (%)	24	20	20
# of HUB Coordinator Events	120	100	110
# of Purchasing 101S Hosted	1	5	5
# of Staff Training Hours	18	22	22
# of Vendors in Database	0	3,287	3,451

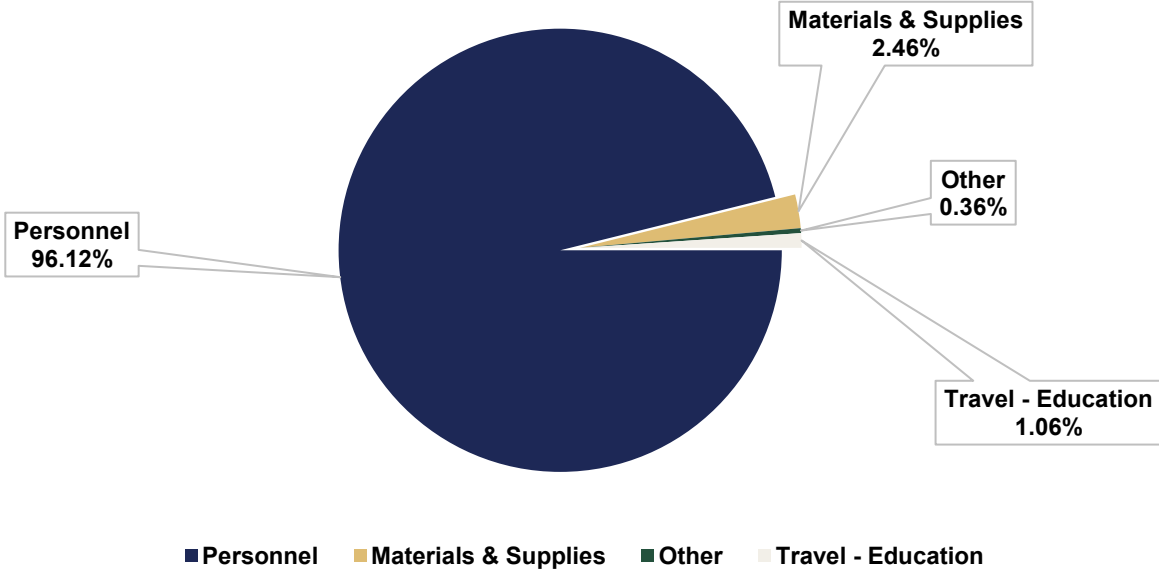
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$2,842,486** **-\$98,722** (-3.36% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget Purchasing



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	2,833,486	2,743,816	2,732,316	(101,170)
Materials & Supplies	67,452	55,188	69,800	2,348
Other	10,100	8,623	10,200	100
Travel - Education	30,170	21,114	30,170	-
<b>Total Budget</b>	<b>2,941,208</b>	<b>2,828,741</b>	<b>2,842,486</b>	<b>(98,722)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.



# **FACILITIES MANAGEMENT**

## **MISSION STATEMENT**

Facilities Management Administration's mission is to empower, enhance and communicate the efforts of Facilities staff to provide exceptional service and stewardship in the management of the county's facilities. We are dedicated to creating and maintaining environments that are functional, secure, and sustainable.

## **RECENT ACCOMPLISHMENTS**

Facilities Management Department has four (4) divisions, Building Services, Construction Services, Support Services, and the Business Office.

### **BUILDING SERVICES**

- Completed upgrade of the security access control readers and migration the County to a new access card format.
- Completed the backup generator install at the Juvenile Detention Center.
- Constructed and completed all Air Handler Units (AHUs) at the corrections center.
- Completed replacement of Roof Top Units (RTUs) at Resource Connection.
- Constructed and completed replacement of Roof Top Units (RTUs) at the Green Bay Jail.

### **CONSTRUCTION SERVICES**

- Completed the Sheriff's Office Law Enforcement Training Center Feasibility Study for Space Programming.
- Started design of the ballistic glass partitions for Constables at Precincts 2, 3, 4, 6, 7, and 8.
- Completed G.K. Maenius Administration building Auditor's space renovation.
- Completed Plaza Building County Clerk Passports remodel.
- Completed Corrections Center 3rd Floor public restroom.
- Completed Tim Curry Criminal Justice Center Magistrate courtroom renovation.
- Completed 1895 Courthouse County Court at Law #3 renovation.
- Completed Public Health department relocation to 5001 North Riverside.

- Completed Resource Connection Veteran Services renovation.
- Completed Resource Connection Quartermaster's renovation.

### **GRAPHICS AND PHOTO LAB**

- Processed 625,000 pieces of printed material per month.
- Provide wall art for the G.K. Maenius administration building.
- Provide professional graphics designs for County departments.

### **PHOTO LAB**

- Provided photographic and video services for the CDA, Sheriff's Office, and other County departments to assist with their photo and video presentations.

### **MAILROOM**

- Each month the Mailroom handles 291,666 pieces of mail, from postal services and interoffice parcels.
- Serve as Administrator for Send Pro Enterprise mailing software.
- Consolidated all individual UPS/FEDEX and stamp accounts into one account.

### **MOVE AND EVENT SERVICES**

- Completed over 700 relocations and transfers submitted through Service Now and email requests for various departments.
- Relocated the Juvenile staff from previous lease spaces to 2701 Kimbo Road. This move encompassed a total of 106 offices, both internally and from the lease spaces.
- Install and set up modular furniture for departments such as Tax Office, Public Health, Domestic Relation's Office, and District Clerk's office.

### **RECYCLE**

- Continue making sensitive shred bins available for more departments. There are currently over 200 sensitive bins in use throughout the county.
- Diverted 533 tons of waste from the landfills.

### **OBJECTIVES**

- Process all incoming and outgoing mail within 24 hours of receipt.
- Achieve a 99% accuracy rate in sorting and delivering mail to correct recipients.
- Reduce cost by optimizing mail delivery routes and negotiating better rates.

- Begin the Sheriff's Office Law Enforcement Training center feasibility study for space programming.

## **BUILDING SERVICES**

- Start backup generator replacement project at the 350 Building.
- Start fire suppression system installation at the Elections Center.
- Start inmate area daylight improvement at the Lon Evans corrections center.
- Start security control equipment project at the juvenile detention center.

## **CONSTRUCTION SERVICES**

- Provide high quality new construction, renovation, and repair projects.
- Start construction 350 W Belknap 1st, 2nd, 3rd, & 4th Floor Renovations.
- Design and begin construction of the Plaza parking garage expansion.
- Begin construction of the J.D. Johnson Northwest Sub courthouse multi-purpose community room build-out.
- Begin design of Cold Springs jail renovation.

## **SUPPORT SERVICES**

### **GRAPHICS AND PHOTO LAB**

- Provide professional finishing services for printed materials.
- Provide professional video and photographic services.
- Provide professional high-resolution prints from printing equipment.

### **MAILROOM**

- Keep providing professional and timely service to all departments.
- Ensure that all incoming and outgoing mail is sorted promptly and accurately.
- Understand and follow postal regulations to ensure compliance.

### **SUPPORT SERVICES GROUP**

- Ensure that all asset moves and transfers are accurately documented and executed.
- Facilitate the smooth relocation of County departments to new offices or workspaces.
- Provide carpet cleaning services upon request.

- Pressure washing of sidewalks, building entrances, and parking garages.

## RECYCLE

- Continue to collaborate with the City of Fort Worth and City of Mansfield on major destruction projects.
- Track the number of agreements signed and ensure proper documentation.
- Revise and improve waste diversion plans to divert waste from landfills.

## BUSINESS OFFICE

- Provide support for Building Services, Support Services, and Construction Services.
- Continue to develop repeatable business processes to enhance efficiency in areas such as parking and invoicing.

## KEY PERFORMANCE INDICATORS

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Building Services Project Finished	10	15	15
# of Construction Services Project Finished	10	12	12
# of Feasibility Studies (Space Programming)	2	2	1
# of Incoming Mail & Packages	734,728	842,286	867,554
# of Jobs Delivered	1,782	1,500	1,550
# of Jobs Ordered	3,174	2,750	2,800
# of Outgoing Mail & Packages	623,742	722,340	744,010
# of Special Projects	211	215	220

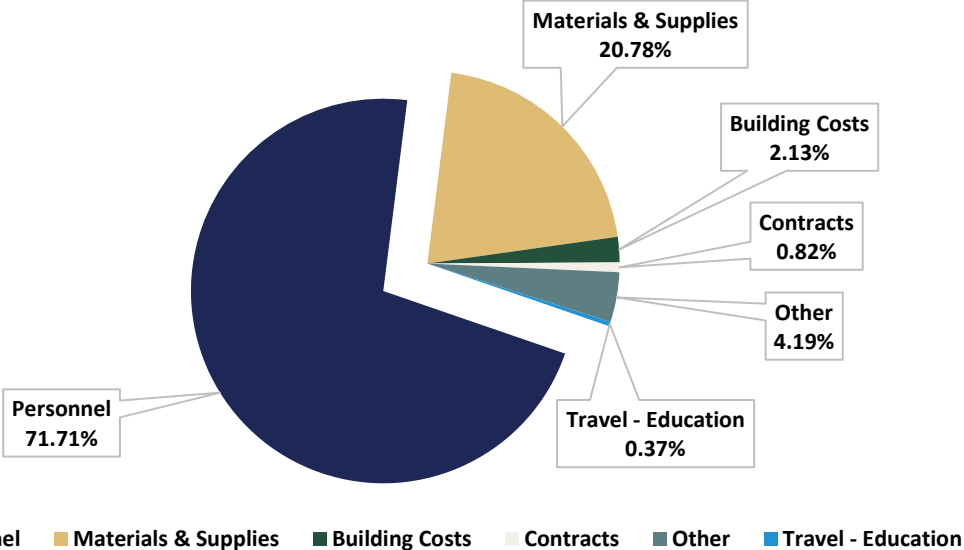
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$7,330,200** \$156,105 (2.18% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Facilities



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	5,243,674	4,950,084	5,256,805	13,131
Materials & Supplies	1,376,723	1,463,282	1,523,223	146,500
Building Costs	156,177	138,426	156,300	123
Contracts	60,000	46,975	60,000	-
Other	310,521	258,011	306,872	(3,649)
Travel - Education	27,000	9,875	27,000	-
<b>Total Budget</b>	<b>7,174,095</b>	<b>6,866,653</b>	<b>7,330,200</b>	<b>156,105</b>

## EXPLANATION OF MAJOR CHANGES

The increase in the Material & Supplies expense type is due to the centralization of all postage-related expenses to the Graphics division of the Facilities Management department. These expenses were previously budgeted in individual departments.





# COMMUNICATIONS

## OVERVIEW

The Communications department is a new department established during the FY 2025 budget process. Prior to FY 2025, Communications was structured as a division of the County Administrator’s Office. The department consists of the following positions:

- ❖ One (1) Public Information Officer
- ❖ One (1) Digital Media Manager
- ❖ Three (3) Communications and Graphics Design Specialists
  - Funded by the American Rescue Plan Act (ARPA)
- ❖ One (1) Graphic Designer

During the FY 2026 budget process, the Communications department will be engaged to create a Mission Statement, Accomplishments, Objectives, and Key Performance Indicators (KPIs). It is expected that the Communications department will participate in the pilot SMART goals program.

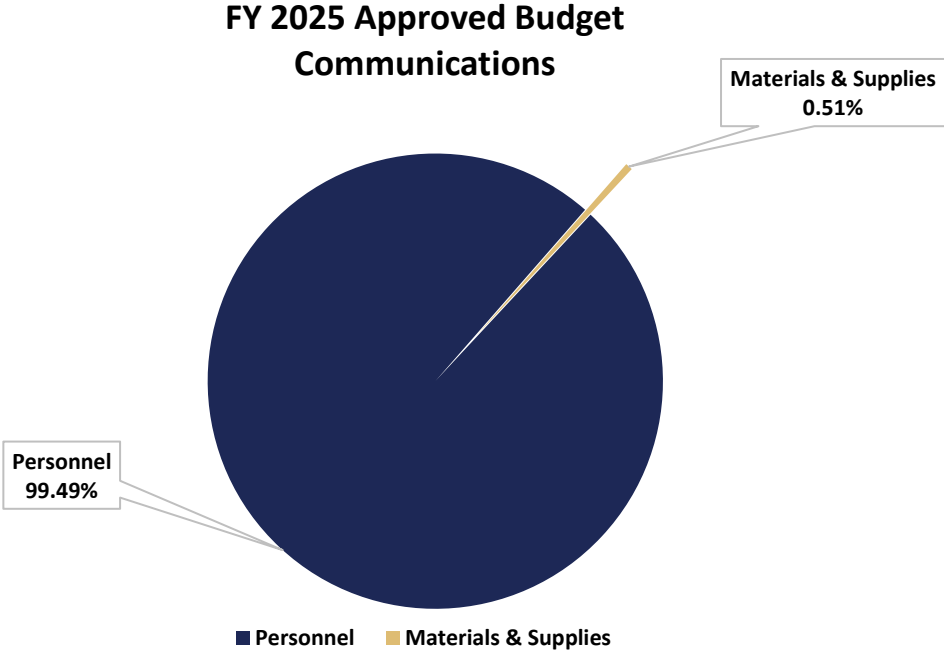
Additionally, several communication-related positions within the Public Health department, which are funded by Public Health special purpose budgets and grants rather than the operating budget, were moved to organizationally report to the new standalone Communications department.

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$390,131** **\$390,131** (100.00% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	-	-	388,131	388,131
Materials & Supplies	-	-	2,000	2,000
<b>Total Budget</b>	-	-	<b>390,131</b>	<b>390,131</b>

## EXPLANATION OF MAJOR CHANGES

As stated above, the Communications department was established as a standalone department during the FY 2025 budget process. This explains the absence of data from the **2024 Approved** and **2024 Actuals** columns.



# EMERGENCY MANAGEMENT

## OVERVIEW

The Emergency Management department is a new department established during the FY 2025 budget process. Prior to FY 2025, Emergency Management was structured as a division of the County Administrator's Office. The department consists of the following positions:

- ❖ One (1) Emergency Management Coordinators
- ❖ Two (2) Assistant Emergency Management Coordinators

During the FY 2026 budget process, the Emergency Management department will be engaged to create a Mission Statement, Accomplishments, Objectives, and Key Performance Indicators (KPIs). It is expected that the Emergency Management department will participate in the pilot SMART goals program.

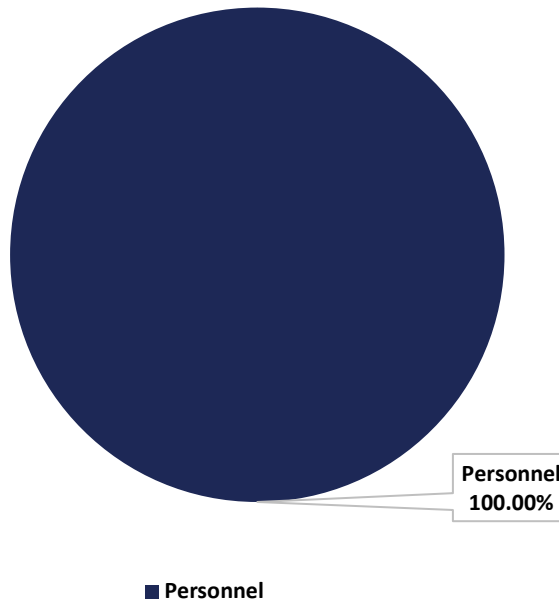
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$282,731** **\$282,731** (100.00% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

### FY 2025 Approved Budget Emergency Management



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	-	-	282,731	282,731
<b>Total Budget</b>	-	-	<b>282,731</b>	<b>282,731</b>

## EXPLANATION OF MAJOR CHANGES

As stated above, the Emergency Management department was established as a standalone department during the FY 2025 budget process. This explains the absence of data from the **2024 Approved** and **2024 Actuals** columns.



## SHERIFF'S OFFICE

### MISSION STATEMENT

Our mission is to PROTECT by courageously standing between evil and good with honor, while we strive to SERVE with respect; always putting others before self.

### RECENT ACCOMPLISHMENTS

- The training academy provided 108,343 student training hours while presenting 237 training classes.
- The Academy's pass rate for the year was 88.1%.
- The background investigators processed 3,137 applicants and hired 267 employees during the year for an 8.5% hiring rate.
- The Dispatch Center answered and made 42,468 9-1-1 emergency calls, and 142,042 administrative calls.
- We answered 130 texts to 9-1-1 calls during this cycle.
- Gathered and transported 469 pounds of expired prescriptions collected from drop boxes, at various locations, for federal disposal.
- Since inception, the Human Trafficking Unit has received/investigated over 326 complaints, tips, identifications, and made 620 arrests (410 Felonies and 210 misdemeanors).
- CNET Investigators executed 52 narcotics search warrants which resulted in the following:
  - \$331,928.00 in U.S. Currency seized.
  - 75 firearms seized.
  - 25 vehicles seized.
  - 112 pounds of methamphetamine seized with a street value of **\$1,525,289.00**.
  - 3,621 grams of cocaine seized with a street value of **\$293,704.00**.
  - 1,005 grams of heroin seized with a street value of **\$100,830.00**.
  - 452 pounds of high-grade marijuana seized with a street value of **\$6,158,289.00**.

- 14,644 grams of THC with a street value of **\$1,171,555.00**.
- 1.5 kilograms of pure, uncut fentanyl which is enough to produce 1.25 million dosage units, with a street value of **\$25,000,000.00**.
- Total value of narcotics seized = **\$34,149.493.00**.
- Sheriff's Patrol Unit selected, trained, and equipped a K9 deputy and K9 during the FY 2024 fiscal year.
- Arrests:
  - Judicial personnel made 3,649 arrests.
  - Downtown Patrol made 39 arrests.
- Donated 17,419 pounds of produce to the food bank.

## **DIVISION OBJECTIVES**

- Implement a new Background Investigations software to have a more modern database to track applicants throughout the hiring process. This has greatly improved our overall case management capabilities.
- Conduct comprehensive exit interviews to capture data to improve TCSO culture and reduce unintentional attrition.
- The Warrant Division is utilized as a resource not only for the Sheriff's Office but numerous local, state, and federal law enforcement agencies throughout Tarrant County. The main objective for FY 2025 is to fully staff Criminal Warrants and Transportation/Extradition, focus on the arrest warrants issued by the Tarrant County Judicial system, especially felony, family violence and violent offenses.
- Procure a new CAD system and schedule training for all personnel.
- Install new In-Car Video systems.
- Identify, train, and certify two deputies as fatality accident investigators.
- Select and equip a full time 13 member SWAT team.
- Launch new electronic Fingerprint System in the booking area. There is a real need for this project to be completed.
- Implement mail system to reduce risk of bringing narcotics and contraband in jail facilities.

## **KEY PERFORMANCE INDICATORS**

The chart below provides data collected for Key Performance Indicators (KPIs)

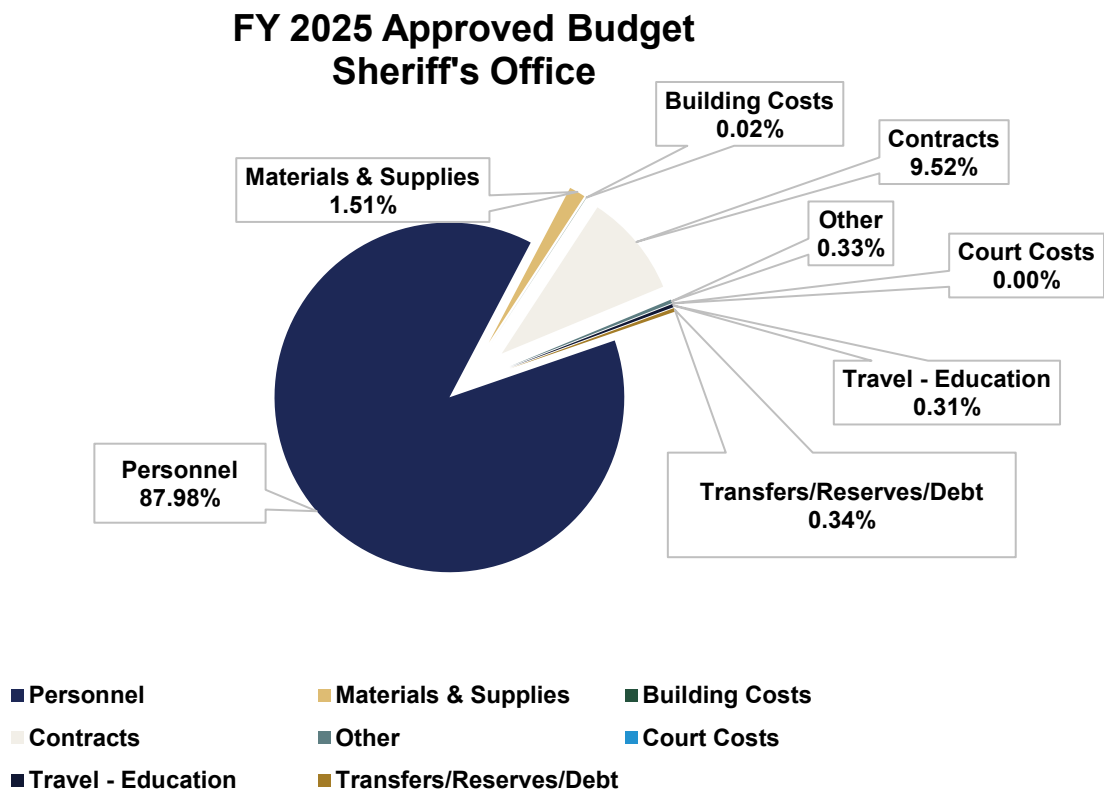
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Capias Papers Processed	1,143	1,150	1,150
# of Cash Bonds	1,143	1,150	1,150
# of Intel Interviews	120	150	180
# of Intel Leads Researched	876	1,000	1,200
# of Out of County Cash Bonds Processed	256	250	275
# of Training Requests	415	420	450

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$62,374,642** \$2,972,243 (5.00% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	156,461,081	157,739,612	155,803,233	(657,848)
Materials & Supplies	2,769,230	2,504,786	2,668,930	(100,300)
Building Costs	559,190	379,189	33,500	(525,690)
Contracts	14,879,105	15,546,041	16,855,427	1,976,322
Other	265,400	124,206	587,876	322,476
Court Costs	2,000	1,000	2,000	-
Travel - Education	814,700	355,260	546,420	(268,280)
Transfers/Reserves/Debt	636,334	400,000	594,639	(41,695)
<b>Total Budget</b>	<b>176,387,040</b>	<b>177,050,093</b>	<b>177,092,025</b>	<b>704,985</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely due to the decrease in the County’s retirement contribution rate.

The decrease in the Materials & Supplies expense type is due to an increase in the Clothing line item of \$100,000. Previous budgets included a larger Clothing line-item budget as the Sheriff’s Office created its Quartermaster division.

The decrease in the Building Costs expense type is due to the Resource Connection no longer charging rent to County departments and agencies, including the Sheriff’s Law Enforcement Training Academy.

The increase in the Contracts expense type is largely due to the increase in the MHMR jail contract and other contracts.

The increase in the Other expense type is due to an increase in Software Maintenance and License costs.

The decrease in the Travel – Education line item is a result of a decrease in the Travel line item which is used by extradition deputies.





# CONSTABLE PRECINCT 1

## MISSION STATEMENT

The mission of Tarrant County's Precinct 1 Constable Office is to provide exceptional civil law enforcement services to our community. The primary function of this agency is to execute the orders of judicial courts in accordance with Texas laws and court rules. Deputies will ensure that all civil process is served ethically, legally, and diligently to maintain public trust.

## RECENT ACCOMPLISHMENTS

- In Fiscal Year 2023, Precinct 1 deputies and clerks will have attended and participated in over 1,032 hours of training in civil process, emergency management, legislatively mandated courses, administrator training, and core law enforcement skills enhancement.
  - This investment of time and resources is evident in the high level of professionalism, competence and efficiency demonstrated by members of this office. The more that we learn and excel in our profession, the better we can meet the expectations of our community.
  - Precinct 1 Constable has established an ethical, efficient, and competent staff to serve our citizens and courts.
  - The commitment to these elements is evident in the Precinct 1 Constable's Office achieving the Law Enforcement Accreditation credential from the Texas Police Chiefs Association.
- Administrative clerks processed 50,408 civil cases operating as the hub for Tarrant County Constables' offices by receiving and submitting \$751,375.14 for related service fees.
  - Deputies received 15,770 civil cases for execution, serving 15,728, while making 23,238 attempts and a 99.7% clearance rate.

## DIVISION OBJECTIVES

The Tarrant County's Precinct 1 Constable Office will serve as an example for organizational integrity, strength, leadership, and professionalism among the Constable Offices in Texas by:

- Providing exceptional, cost effective and ethical law enforcement service to the citizens of Tarrant County.
- Providing excellent delivery of service and enforcement support to the judicial system.
- Establishing and maintaining positive working relations with fellow law enforcement agencies, judicial courts, and businesses to improve public safety and awareness to make our precinct a better place to live.
- Developing programs that educate our citizens in areas of personal safety and awareness.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# Of Evictions/Writs	6,745	7,800	8,000
# Of Papers Served and Returned	14,358	16,125	16,175
# Of Attorney General Citations	939	1,000	1,100

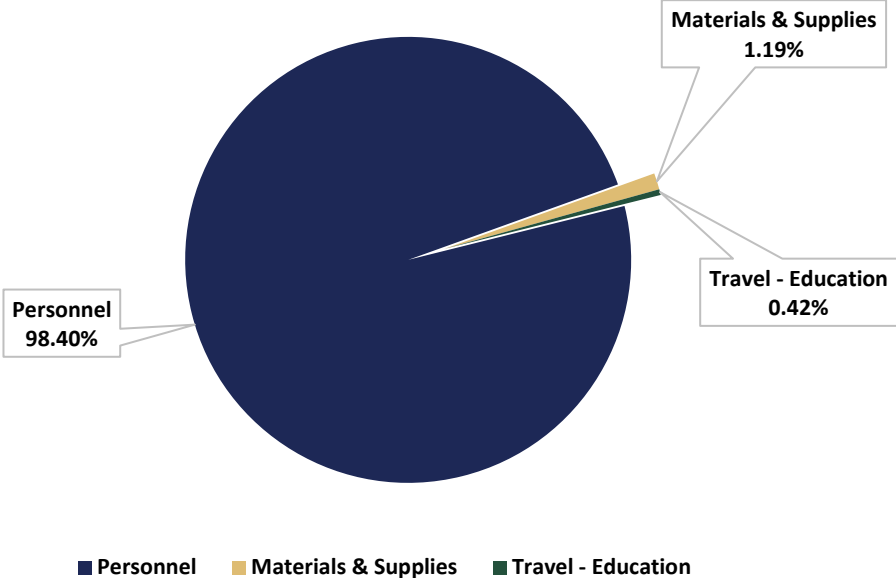
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,603,954** **\$30,157** (1.92% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Constable Precinct 1



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,550,855	1,547,019	1,578,212	27,357
Materials & Supplies	16,242	11,624	19,042	2,800
Travel - Education	6,700	5,995	6,700	-
<b>Total Budget</b>	<b>1,573,797</b>	<b>1,564,639</b>	<b>1,603,954</b>	<b>30,157</b>

## EXPLANATION OF MAJOR CHANGES

The increase in the Personnel expense type is largely driven by law enforcement structure and merit raises that were approved in the FY 2025 budget.



## **CONSTABLE PRECINCT 2**

### **MISSION STATEMENT**

The Tarrant County Constable's Office, Precinct 2 will uphold the highest ethical standards, achieving excellence by promoting core values such as professionalism, integrity, and accountability. We will equitably serve and protect our community by building bridges of trust through mutual respect.

We will treat all members of the public with honor and dignity, performing our duties with determination and pride, striving to accomplish our tasks accurately, efficiently, and expeditiously consistent with the laws of the State of Texas, while working with other local, state, and federal agencies to help create a safer community for all.

### **RECENT ACCOMPLISHMENTS**

- The Constable's Office continues to promote good will as a part of Tarrant County government.
- Providing efficient and effective service to the public in civil process.
- The Office continues to meet and exceed standards as it relates to generating revenue towards the county's general fund.
- The following agencies and community groups have been assisted to achieve their goals:
  - Tarrant County Sheriff's Department (warrant division)
  - Arlington PD
  - Dal Worthington Gardens PD
  - Mission Arlington Thanksgiving Day Turkey Distribution
  - Mission Arlington Easter program
  - Mt Olive Baptist Church Fall Fun Fest
  - Mt Olive Baptist Church Back to School Program
  - Tarrant County Back to School Program
  - YMCA Annual Review Program
  - Texas Attorney General Warrant- Round-up
  - Truancy Navigation Grant Program which focuses on truancy prevention

## DIVISION OBJECTIVES

- Precinct 2 Constable's Office Objectives:
  - To serve criminal and civil process from District, County and Justice Courts.
  - To provide law enforcement/Security at the Arlington Sub-Courthouse.
  - To provide for security to the Justice of the Peace court.
  - To patrol the precinct to help deter crime.
  - To enforce court ordered writs.
  - To assist the State Attorney General’s Office with child support enforcement.
  - To engage with the community in mutually beneficial outreach programs/initiatives.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Attempts	15,630	17,230	18,930
# of Attorney General Citations	891	981	1,079
# of Evictions	11,732	13,432	14,732
# of Small Claims	492	520	550
# of Writ of Possession	3,643	3,800	3,800

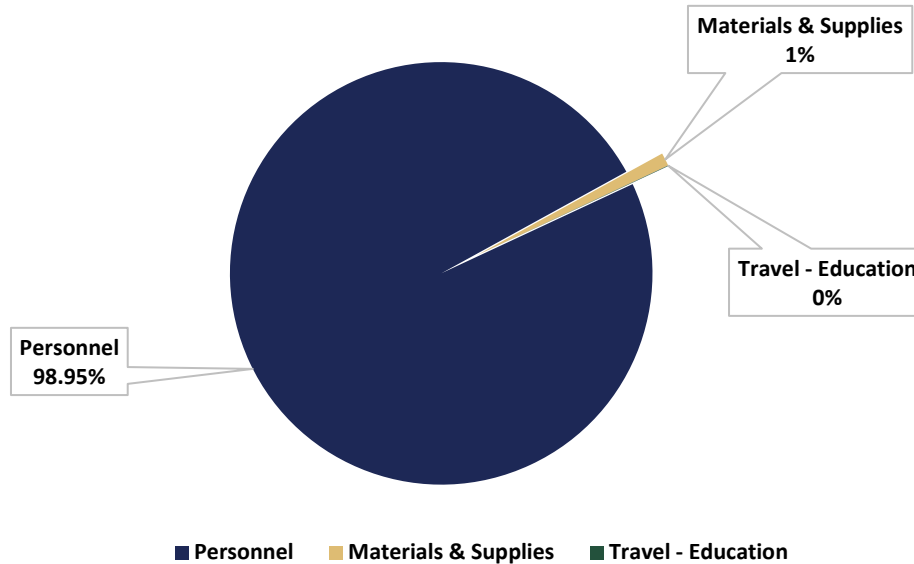
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$1,626,457** \$97,752 (6.39% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

### FY 2025 Approved Budget Constable Precinct 2



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,512,558	1,489,730	1,609,405	96,847
Materials & Supplies	15,147	15,046	16,402	1,255
Travel - Education	1,000	124	650	(350)
<b>Total Budget</b>	<b>1,528,705</b>	<b>1,504,900</b>	<b>1,626,457</b>	<b>97,752</b>

## EXPLANATION OF MAJOR CHANGES

The increase in the Personnel expense type is due to the approval of one (1) new Deputy Constable position during the FY 2025 budget cycle.



## **CONSTABLE PRECINCT 3**

### **MISSION STATEMENT**

The Mission of the Precinct 3 Constable's office is to provide the community with the highest quality of specialized civil law enforcement services, while maintaining the ability to provide general law enforcement service as well. We continually strive to improve the public's perception of this office by being, "Partners with Our Community" through our due diligence, professionalism, and advanced training in all aspects of law enforcement services provided. This is also achieved by working within the framework of the U.S. Constitution, the Texas Constitution, and the laws of the State of Texas.

### **RECENT ACCOMPLISHMENTS**

- The Precinct 3 Constable's office processed, prepared 148 Writs, and levied on 350 properties for the Delinquent Tax Sale FY2023.
  - For the first 4 months of FY2024 (OCT-JAN) we have processed, prepared 41 and levied on 121 properties for auction.
- Precinct 3 Constable's office collected revenue for the County and all taxing entities from delinquent tax sales in the amount of \$2,451,805 in FY2023, and \$1,863,658 as of April 2024.
  - Total collection for Writs \$5,278,376 for FY2024.

### **DIVISION OBJECTIVES**

- Continue to provide excellent services to the citizens of Tarrant County by providing the best in customer service.
- Continue to improve the delivery of all court papers in a timely, effective, efficient, courteous, and professional manner.
- Continue conducting the Delinquent Tax Sales effectively allowing the county, taxing entities and attorney's offices to recover their costs and to move these properties back onto the county's tax roles as soon as possible.
- Continue to provide firearms training and range qualifications for all the eight precincts.

- Continue to provide in-service and state unfunded mandated TCOLE training to Deputies and employees in each of the 8 precincts as well as officers from area jurisdictions and area Police Academies.
- Continue to serve all the protective orders safely and effectively within our precinct.
- Continue to provide aid to Tarrant County Adult Protective Services and Tarrant County families with elderly relocation.
- Continue to assistance Police agencies in this precinct and others in the County.
- Continue to work with Tarrant County Public Health in planning for and providing security during Public Health emergencies, natural disasters, mass casualty incidents, terrorist attacks, and security escorts for vaccines to Precinct 3 locations.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Attempts	14,000	14,000	14,000
# of Attorney General Citations	3,000	3,000	3,000
# of Evictions	5,000	7,000	7,000
# of Protective Orders	250	300	300
# of Writs of Possessions	1,900	2,200	2,200

## EXPENDITURES SUMMARY

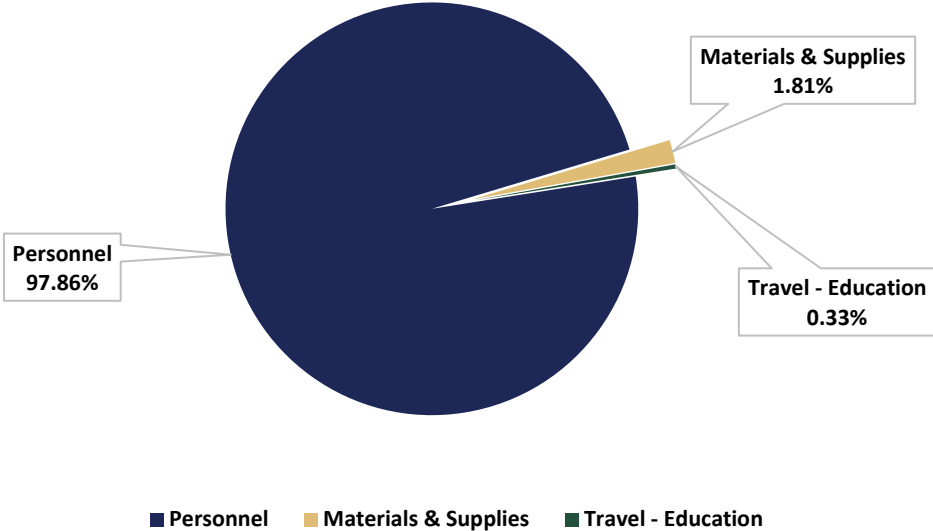
An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,890,600** **\$49,773** (2.70% vs. prior year)



# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Constable Precinct 3



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,803,166	1,805,812	1,850,139	46,973
Materials & Supplies	31,461	26,602	34,261	2,800
Travel - Education	6,200	5,046	6,200	-
<b>Total Budget</b>	<b>1,840,827</b>	<b>1,837,460</b>	<b>1,890,600</b>	<b>49,773</b>

### EXPLANATION OF MAJOR CHANGES

The increase in the Personnel expense type is largely driven by an increase in the Temporary/Part-Time Salaries line item and the law enforcement structure and merit raises approved during the FY 2025 budget cycle.



## **CONSTABLE PRECINCT 4**

### **MISSION STATEMENT**

The Tarrant County Constable Precinct 4 office is committed to training, developing, and transforming our personnel into leaders to ensure our community benefits. We promise to promote public safety and uphold the rule of law so that individual liberties may flourish.

### **RECENT ACCOMPLISHMENTS**

- In fiscal year 2024, Precinct 4 has built effective working relationships with other local law enforcement agencies, Tarrant County Courts as well as many other entities at the local, state, and federal level. This was accomplished by providing efficient and effective law enforcement response adhering to our community-oriented policing philosophy.
  - Included criminal investigations, criminal offense arrest, traffic crash investigations, traffic violation enforcement, criminal/civil process, responding to security threat issues at businesses and local schools, as well as many others.
  - Precinct 4 received and processed 9,300 service requests from various courts.
  - Precinct 4 Deputies have made approximately 9,070 attempts, responded to 217 calls for service, and initiated 40 traffic stops.
- Outfitted deputies with Individual First Aid Kits (IFAK's), active shooter bags, and Vehicle First Aid Kits.
  - Training was also provided on the use of the kits. This will allow our deputies the ability to respond and help when needed. Deputies were also provided with additional equipment: traffic cones, LED warning lights, personal protection gear, and other much needed equipment.
- Deputies were selected and sent to professional development and leadership classes.
- The property room was inventoried and a new standardized process of storing found and seized property was implemented to meet state standards.
- New office and field processes were implemented to better track the agency's work product.

## DIVISION OBJECTIVES

Goals include:

- Increase the effectiveness and efficiency of the agency in the delivery of services.
- Promote cooperation and coordination among all components within the criminal justice system.
- Assure the appropriate level of training for law enforcement personnel.
- Promote public confidence in law enforcement.
- Promote the professionalism of Precinct 4 Constable's Office.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Attempts		8,615	9,000
# of Attorney General Citations		862	900
# of Calls for Service		583	600
# of Evictions		4,485	4,500
# of Traffic Citations		40	40
# of Warrants		17	20
# of Writ of Possession		671	700

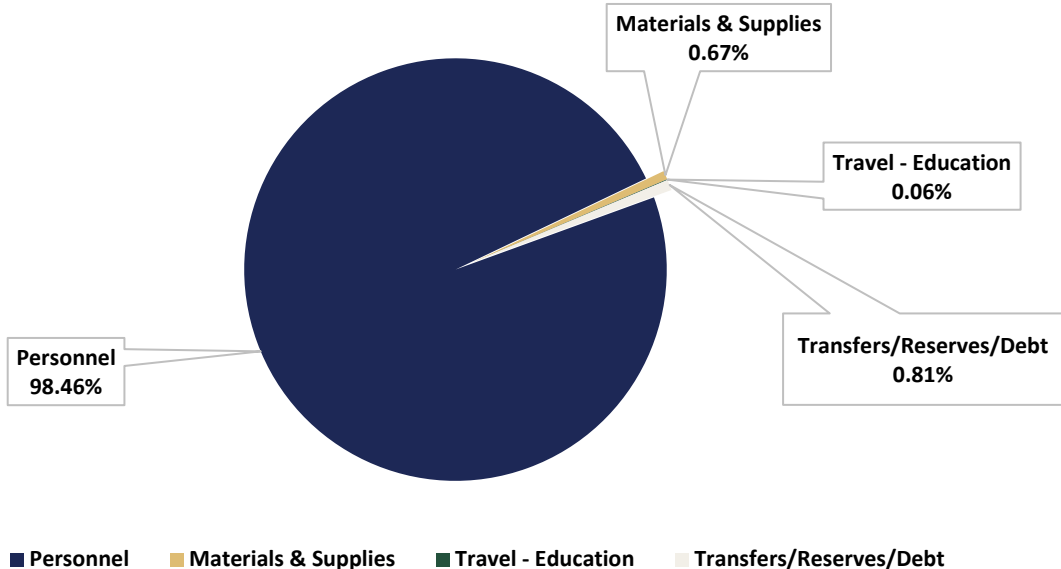
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,318,774** ~~\$20,128~~ (1.55% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Constable Precinct 4



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,276,406	1,227,213	1,298,434	22,028
Materials & Supplies	19,240	14,238	8,865	(10,375)
Travel - Education	3,000	2,440	750	(2,250)
Transfers/Reserves/Debt	-	-	10,725	10,725
<b>Total Budget</b>	<b>1,298,646</b>	<b>1,243,890</b>	<b>1,318,774</b>	<b>20,128</b>

### EXPLANATION OF MAJOR CHANGES

The increase in the Personnel expense type is largely driven by law enforcement structure and merit raises that were approved in the FY 2025 budget.

The new budget under the Transfers/Reserves/Debt expense type represents the prorated amount of the Constable Precinct 4 budget that has been moved into a restricted undesignated account. This is a result of Tarrant County’s adopted Lame Duck policy which is a control that prevents elected officials who have lost re-election from excessively spending the departmental budget during their final months in office.



## **CONSTABLE PRECINCT 5**

### **MISSION STATEMENT**

To protect and serve our community with the highest of professional standards. We will serve civil process in an efficient manner, while also supporting other law enforcement agencies in fostering community relations and in deterring crime in our county.

### **RECENT ACCOMPLISHMENTS**

- Expanded individual workstations by securing additional office space for our team of Deputies and Sergeant.
- Created Constable Precinct 5 informational brochure to further enhance our available services to the community.
- Coordinated and secured salary increase for Precinct 5 part time deputies.
- Partnered with Dallas DEA and coordinated two (2) prescription drug take back events (October and April) in the North, South, East and West sides of Precinct 5.
- Staff member coordinates and participated in youth mentoring program at Northside High School.
- Staff member volunteers to mentor and coach 25 Tarrant County Youth in local boxing program.
- Maintained Public Relations through Deputy engagement with the community.
- Participated in several career days at various schools within the Precinct.
- Provided consistent safety patrols and visible presence at local schools within Precinct 5.
- Chief Deputy continues to engage in quarterly Chief Deputy Constable meetings to improve overall services among our respective precincts.
- Office Manager continues to actively participate in Office Manger meetings, dedicated to refining our service standards.

### **DIVISION OBJECTIVES**

- Provide quality customer service that meets or exceeds the expectations of all citizens.

- Provide agency transparency and community-based policing in addition to civil process responsibilities.
- Update and revise Procedures manual specific to Precinct 5's expectations and standards
- Provide a presence within the community and at our schools as a resource and support system to our local law enforcement partners to deter crime.
- Ensure our personnel receives training and education that limits county liability and allows Precinct 5 to provide a high level of policing services.
- Continue working and coordinating with all affected entities to equip Precinct 5 personnel with Body Cameras.
- Continue with community engagement by being active and up to date with local concerns.
- Continue positive rapport with area youth through mentorship and interaction.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Attempts	6,816	9,268	17,000
# of County Court Papers	1,753	2,000	2,000
# of District Court Papers	5,370	6,000	5,000
# of Justice of Peace Papers	9,050	6,500	11,000
# of Returned & Served	11,000	13,000	16,000

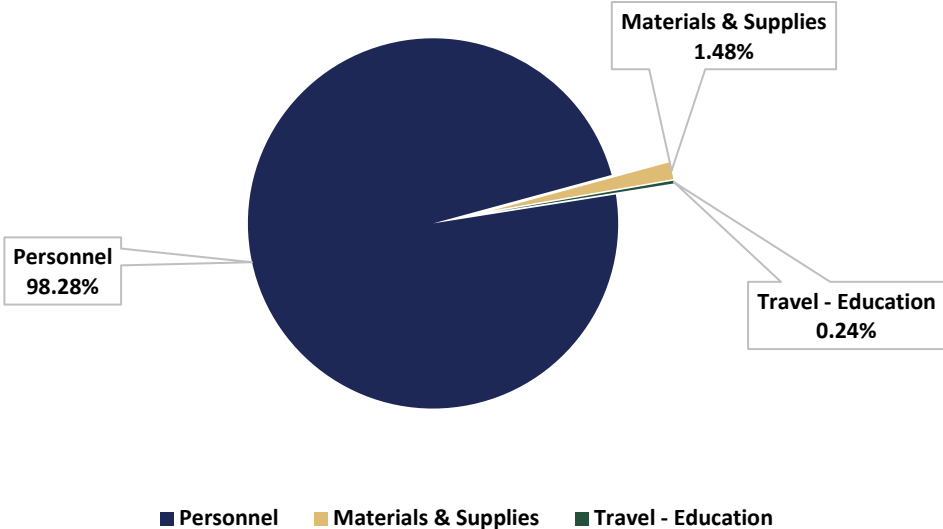
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,249,213** \$83,475 (7.16% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Constable Precinct 5



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,144,884	1,267,205	1,227,711	82,827
Materials & Supplies	17,854	14,954	18,502	648
Travel - Education	3,000	2,432	3,000	-
<b>Total Budget</b>	<b>1,165,738</b>	<b>1,284,591</b>	<b>1,249,213</b>	<b>83,475</b>

### EXPLANATION OF MAJOR CHANGES

The increase in the Personnel expense type is due to the approval of one (1) new Administrative Secretary position during the FY 2025 budget process.



## **CONSTABLE PRECINCT 6**

### **MISSION STATEMENT**

The Precinct 6 Constables Office will continue to provide the highest quality of service and standards expected of law enforcement officers. Citizens will be treated with respect and through our efforts will continue to develop positive relationships. We will assist both local and state agencies when called upon.

We will provide legal and timely service of all civil and criminal processes received from the Justice Courts, County Courts, District Courts of Texas, and other states to ensure the protection of rights for all parties involved.

### **RECENT ACCOMPLISHMENTS**

- The Constable of Precinct 6 has actively been involved in numerous school, church, and community activities & events.
- Assist the Tarrant County Sheriff's department on calls for service as needed.
- The Constable of Precinct 6 continued assisting the Emissions Task Force with enforcement of E-tag violations.
- Assisted ed Public Health with a variety of projects including vaccination clinics and Covid testing sites.
- We are also working with facilities and the potential camera vendor on the verification and replacement/upgrade of a new and improved camera monitoring system.
- The pandemic has caused numerous changes to the general daily operations of the Constables office and continues to evolve as new and demands and changes occur. Though the pandemic appears to be easing a bit we still anticipate addition increases in our daily activities.

Redistricting will help temporarily but with the tremendous growth in southwest and west Fort Worth an increase back to previous redistricting levels is expected.

### **DIVISION OBJECTIVES**

- Provide Security and armed alarm response for the Tarrant County Southwest Courthouse.



- To perform Bailiff Duties and provide Courtroom Security for the Justice of the Peace, Precinct 6.
- To continue the timely and proper service of all civil and criminal processes, while protecting the rights of all parties involved.
- To continue assisting all law enforcement agencies as requested, and area schools with truancy and related problems.
- To continue supporting the community in crime prevention matters and be actively involved in their communities and their events.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Attempts	14,323	15,000	18,000
# Of Papers Served	8,568	10,000	12,000
# of Warrants	50	50	50

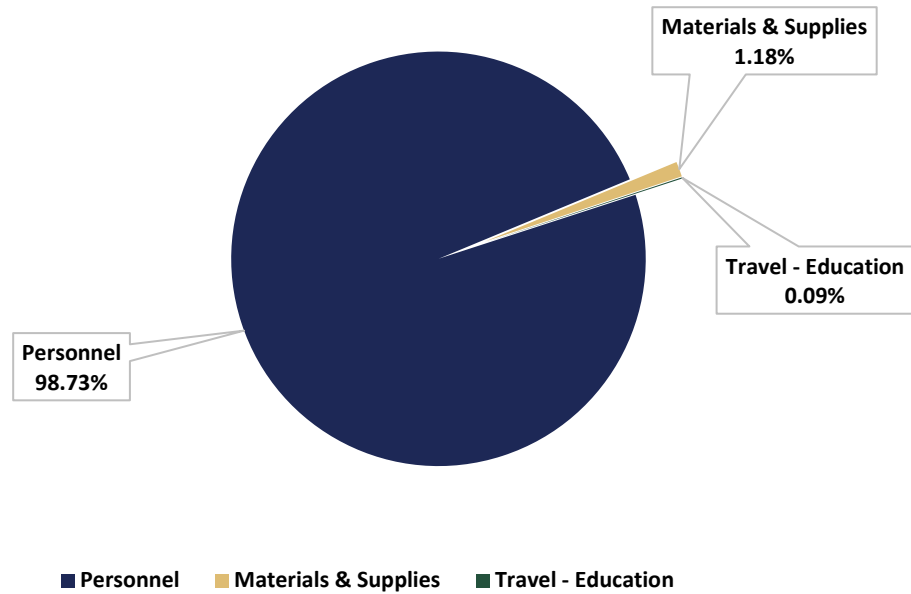
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,123,948** **\$-41,276** (-3.54% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

### FY 2025 Approved Budget Constable Precinct 6



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,150,519	1,094,556	1,109,723	(40,796)
Materials & Supplies	13,705	14,073	13,225	(480)
Travel - Education	1,000	-	1,000	-
<b>Total Budget</b>	<b>1,165,224</b>	<b>1,108,629</b>	<b>1,123,948</b>	<b>(41,276)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely driven by the decrease in the County's retirement contribution rate.



## **CONSTABLE PRECINCT 7**

### **MISSION STATEMENT**

The mission of the Tarrant County Constable Office, Precinct 7, is to deliver unparalleled service to our community. We are committed to upholding the core values that citizens expect from us and always ensuring excellence. Our aim is to foster positive relationships with fellow agencies, strive to enhance public safety and awareness, making our precinct a safe place to live.

Our deputies are dedicated to serving all civil processes with diligence while fostering trust with our valued customers. Moreover, we seek to develop and implement programs that grow our local economy by offering resources to support the success of our local businesses.

### **RECENT ACCOMPLISHMENTS**

The Office consistently surpasses revenue generation standards for the county's general fund while actively promoting goodwill. We offer comprehensive Homeless Services listings to all individuals facing eviction.

In the new training cycle spanning September 2023 to August 2025, we achieved significant milestones within six months, with a total of 572 training hours completed. Both the Constable and all deputies successfully fulfilled the Alert Active Shooter Training mandated by TCOLE within the required timeframe.

- Furthermore, we provided valuable assistance to various agencies and community groups, aiding them in achieving their objectives:
- Commissioner Simmons' Town Hall Meetings received enhanced security measures, courtesy of Chief Mitchell's support.
- Our commendable security services were recognized at Commissioner Simmons' Fun Fest.
- We maintained consistent safety patrols at local schools in Precinct 7.
- A successful felony warrant arrest was executed in collaboration with Boyce Louisiana PD.
- We contributed to the success of Mansfield Methodist's Healthy Treats/Safe Streets and Boots Bags and Bling annual events.

- Over 350 Teddy Bears were collected for donation to assault victims through The Women's Center of Tarrant County.
- Grand Prairie PD's Special Olympics Fundraiser received our support.
- Constable Lee diligently handles weekly Meals on Wheels deliveries.
- We actively participate in Career Days at local ISDs and provide mentoring to truant students as part of truancy prevention efforts.
- Partnering with the Hispanic Women's Network Arlington Chapter, we distributed school supplies to students in need.

Constable Lee and Chief Mitchell ensure monthly deliveries from the Tarrant Area Food Bank reach citizens in Precinct 7. In summary, our unwavering commitment to service excellence and community engagement continues to make a positive impact across various sectors within Tarrant County.

## **DIVISION OBJECTIVES**

- To provide high quality, cost effective and accountable services to the citizens of Tarrant County.
- To provide an expedited service to all the courts, attorneys, and businesses that use this office.
- Develop programs that educate our citizens in areas of personal safety and awareness.
- To make this an office the citizens can depend on and trust.

## **KEY PERFORMANCE INDICATORS**

The chart below provides data collected for Key Performance Indicators (KPIs)

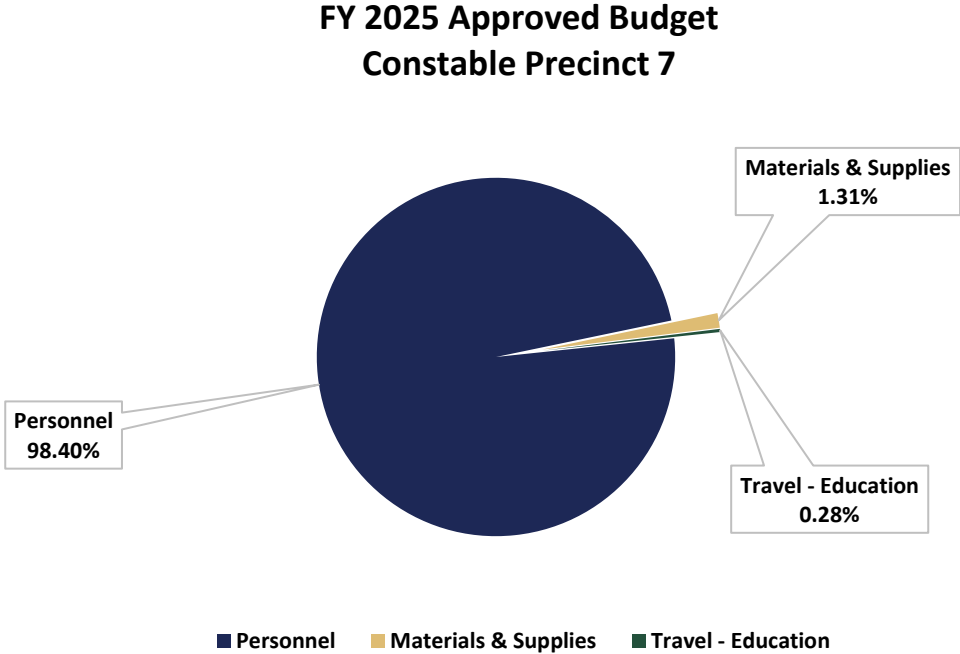
<b>KEY PERFORMANCE INDICATOR</b>	<b>FY 2023 ACT</b>	<b>FY 2024 EST</b>	<b>FY 2025 EST</b>
# of Attempts	23,991	27,500	31,600
# of Attorney General Citations	1,398	1,400	1,450
# of Evictions	3,303	10,147	10,755
# of Writ of Possession	1,367	1,610	1,900

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,761,837** \$66,128 (3.90% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,667,094	1,677,564	1,733,672	66,578
Materials & Supplies	23,615	19,246	23,165	(450)
Travel - Education	5,000	382	5,000	-
<b>Total Budget</b>	<b>1,695,709</b>	<b>1,697,192</b>	<b>1,761,837</b>	<b>66,128</b>

## EXPLANATION OF MAJOR CHANGES

The increase in the Personnel expense type is due to the approval of one (1) new Deputy Constable position during the FY 2025 budget process.



## **CONSTABLE PRECINCT 8**

### **MISSION STATEMENT**

The mission of the Tarrant County Constable's office Precinct 8 is to provide the best service possible to our community. We will work hard to uphold the core values of what our citizens expects from the Tarrant County's Constable Office. This office will establish positive working relations with fellow agencies to improve public safety and awareness to make our Precinct a better place to live. Deputies will ensure that all civil process is served in a diligent manner to maintain and build trust. We will develop and implement programs that strengthen our economy by providing valuable resources for our local businesses to assist in their success.

### **RECENT ACCOMPLISHMENTS**

Since the realignment in 2023, we have been tasked with a greater volume of work. We have managed to maintain our workload and have persevered with limited resources. The needs of Precinct 8 and its constituents have always been our number one priority. Precinct 8 has been known to be involved in helping many non-profit organizations and outreach programs that enhance the community such as Food Bank Drives and Educational Programs.

Precinct 8 was a regular participant in the Read to Win Elementary Educational Program which helps develop and enhance reading skills for the youth in our community. This Program not only helps to promote motivation for learning and future success, but it also inspires the children at an early age of their importance to the future.

In addition, Precinct 8 has shown to enhance relations with prominent members of the community, such as Unity in Community. Precinct 8 is known to donate essential supplies for families in need such as school supplies and basic necessities.

### **DIVISION OBJECTIVES**

While delivering a high level of professionalism and customer service during serving civil process, Precinct 8 seeks to preserve public trust and respect by demonstrating integrity and impartial service in carrying out our duties.

A key to providing excellent community service is to lower the rate of crime occurring in the area by taking responsibility and keeping the public trust. Precinct 8 openly recognizes the need to reduce crime and disorder to uplift the economic growth within the area.

Therefore, we commit to proudly serving as a reliable source to provide the necessary information and assistance to meet the goals and Mission of Precinct 8 Constable’s office.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

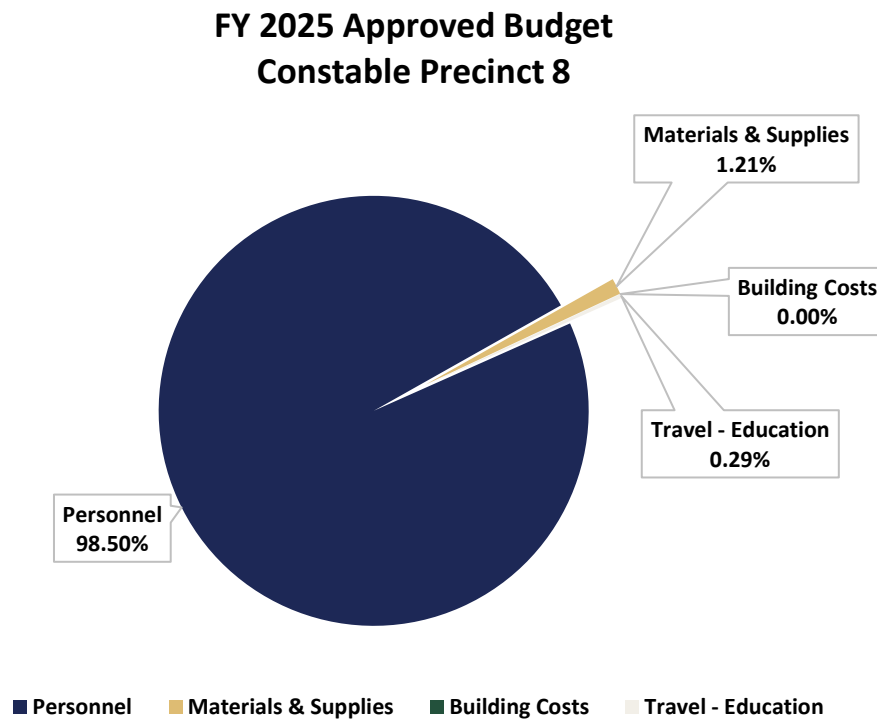
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Attempts	38,930	52,555	53,000
# of Attorney General Citations	3,736	5,043	5,043
# of Calls for Service	200	270	270
# of Writ of Possession	3,197	4,315	4,315

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$1,696,246** ~~\$131,359~~ (8.39% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	1,537,543	1,464,675	1,670,802	133,259
Materials & Supplies	22,344	18,256	20,444	(1,900)
Building Costs	40	-	40	-
Travel - Education	4,960	3,150	4,960	-
<b>Total Budget</b>	<b>1,564,887</b>	<b>1,486,081</b>	<b>1,696,246</b>	<b>131,359</b>

**EXPLANATION OF MAJOR CHANGES**

The increase in the Personnel expense type is due to the approval of two (2) new Deputy Constable positions in the FY 2025 budget process.





## **MEDICAL EXAMINER**

### **MISSION STATEMENT**

The mission of the Tarrant County Medical Examiner is to serve the public by performing death investigations in a timely and professional manner as well as performing forensic laboratory testing as part of a formal inquest or when requested by law enforcement agencies in non-inquest related cases.

Statute 49.25 of the Texas Code of Criminal Procedure mandates all counties in the State of Texas with a population of one million or greater establish and maintain a Medical Examiner's Office whose primary function is to perform inquests to establish: (1) Cause of Death (2) Manner of Death and (3) identity of the decedent.

### **RECENT ACCOMPLISHMENTS**

- The Tarrant County Medical Examiner's Office (TCMEO) fulfilled all statutory responsibilities as defined by article 49.25 of the Texas Code of Criminal Procedure and related laws.
- Provided the public real-time statistical information through TCMEO's website.
- TCMEO maintained full accreditation by the National Association of Medical Examiners (NAME), American National Standard Institute (ANSI), American Society for Quality (ASQ), and the-National Accreditation Board (ANAB).
- TCMEO established an education initiative with the appointment of a Director of Education and hosts medical students from TCOM, TCU, and Texas A & M Medical schools.
  - In addition, provided internship programs for undergraduate or graduate students majoring in Forensic Science, Natural Science, Anthropology, or any medicine programs.
  - Hosted law enforcement, county agencies, local high schools, colleges, and universities tours of TCMEO facilities.
- Utilized ARPA funding to complete several; projects including expanding the morgue cooler with a customized racking system for body-bag remediation and to increase capacity.
  - Ensured all bodies are received in a sealed body bag from transportation team.

- Purchased software to track DNA evidence, toxicology laboratory instrumentation, and vital statistics on personnel.
- TCMEO is implementing an RFID system to track bodies in the building for chain of custody and security purpose.
- TCMEO business office has successfully began the financial migration out of QuickBooks and into SAP for transparent financial accounting and to align with Tarrant County.
  - In addition, the TCMEO business office successfully collected over one million dollars in past due receivables during FY 2024.

## **DIVISION OBJECTIVES**

- To serve the public by performing death investigations in a timely and professional manner.
- To determine the identification of decedent and the cause and manner of death.
- To perform all forensic laboratory testing as part of a formal inquest including identification of the decedent, histology, toxicology, and specialized chemistry.
- To perform all forensic laboratory services requested by law enforcement including human identification, DNA, latent prints, trace evidence, firearms, drug chemistry, and toxicology.
- To provide vital statistics by completing death certificates in a timely manner.
- To authorize cremation permits to funeral homes and mortuaries in a timely manner.
- To provide public records to family members, law enforcement, and insurance companies.
- To provide testimony in courts of law regarding case findings for medical examiner cases and forensic laboratory cases analyzed.

## **KEY PERFORMANCE INDICATORS**

The chart below provides data collected for Key Performance Indicators (KPIs)

<b>KEY PERFORMANCE INDICATOR</b>	<b>FY 2023 ACT</b>	<b>FY 2024 EST</b>	<b>FY 2025 EST</b>
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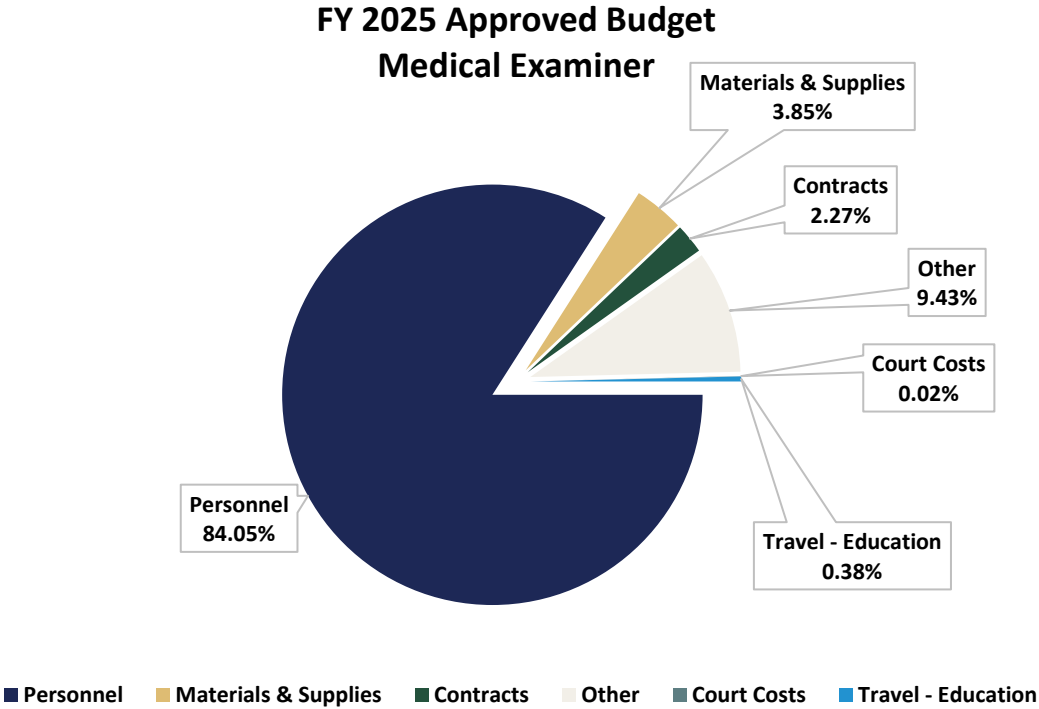
# of Autopsy Examinations	1,839	2,000	2,100
# of Biology/DNA Cases	430	450	450
# of Cremation Permits Issued	9,997	10,500	11,000
# of Death Certificates (prepared)	4,080	4,200	4,250
# of External Examinations	1,447	1,500	1,600
# of Fingerprint Cases	970	1,000	1,100
# of Inquest Cases (Tarrant County)	3,290	3,300	3,350
# of Toxicology Cases	5,000	5,250	5,250

**EXPENDITURES SUMMARY**

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$15,833,692** **-\$606,364** (-3.69% vs. prior year)

**BUDGETED EXPENDITURES BY EXPENSE TYP**



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	14,039,756	13,674,479	13,307,450	(732,306)
Materials & Supplies	575,000	566,117	609,635	34,635
Contracts	350,000	237,393	360,000	10,000
Other	1,475,300	1,112,653	1,492,607	17,307
Court Costs	-	950	3,500	3,500
Travel - Education	-	45,337	60,500	60,500
<b>Total Budget</b>	<b>16,440,056</b>	<b>15,636,929</b>	<b>15,833,692</b>	<b>(606,364)</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system as well as the elimination of two positions through a reduction-in-force:

- One (1) Technical & Administrative Director position
- One (1) Senior Latent Fingerprint Examiner

Additionally, the Medical Examiner’s Office received one (1) new position through the FY 2025 budget process:

- One (1) Bookkeeper position



## FIRE MARSHAL

### MISSION STATEMENT

The Tarrant County Fire Marshal's Office operates under the Texas Local Government Code Chapter 352, Subchapter B, County Fire Marshal.

We are committed to enforcing the law, and the prevention and investigation of fire and explosive incidents in the unincorporated areas of Tarrant County.

We work with our Local, State and Federal Fire and Law Enforcement Agencies.

Our goal is to protect and serve the residents of Tarrant County.

### RECENT ACCOMPLISHMENTS

- We saw a 30% increase in our fire code permits in 2023 with a total of 190 new commercial business starting up. With our Fire Code we saw an increase in construction permits and revenue from fees.
- We permitted and inspected 103 retail fireworks stands and conducted fire safety inspections of each of them in our unincorporated areas.
- Sponsored the first annual Tarrant County Fire & Arson Investigators Association Arson Conference in partnership with the Fort Worth Fire Department.

### DIVISION OBJECTIVES

The Fire Marshal's department is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals**—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Achieve and maintain a 90% compliance rate with fire safety regulations by conducting annual inspections, enforcing the Fire Code, and providing training and support to fire inspectors throughout the fiscal year.

- **Specific:** Achieve and sustain a 90% compliance rate with fire safety regulations through effective enforcement of the Fire Code across all inspected businesses.
- **Measurable:** Conduct annual fire inspections of all businesses and track compliance levels quarterly to assess progress toward maintaining the 90% compliance rate.
- **Achievable:** Implement proactive enforcement measures such as inspections, citations, and compliance assistance programs to encourage property owners and businesses to meet fire safety standards.
- **Relevant:** Provide ongoing training and support to fire inspectors and enforcement officers to ensure the consistent application of fire safety regulations during inspections, improving overall compliance.
- **Time-bound:** Regularly review compliance data and performance metrics throughout the 2025 fiscal year to identify trends, address non-compliance issues, and adjust enforcement strategies to maintain the 90% compliance rate.

**Objective 2:** Develop and launch a comprehensive Fire Prevention Program dedicated to supporting Fire Code enforcement and enhancing public education efforts within six months, ensuring effective community outreach and fire safety awareness.

- **Specific:** Create a robust Fire Prevention Program aimed at supporting the enforcement of the Fire Code and improving public education efforts to promote fire safety throughout the community.
- **Measurable:** Establish the Fire Prevention Program structure and operational framework within three months, with clear timelines for implementation and public engagement.
- **Achievable:** Allocate the necessary budgetary resources to support the program, including purchasing fire prevention materials and setting up booths for presentations at community events across the county.
- **Relevant:** Clearly define roles and responsibilities for staff and implement standardized procedures for delivering fire prevention educational programs that align with Fire Code enforcement efforts.
- **Time-bound:** Launch public awareness campaigns and educational initiatives within six months to promote fire safety and prevention measures, ensuring ongoing community engagement and education.

**Objective 3:** Develop and present a comprehensive Community Wildfire Protection Plan (CWPP) specifically tailored for Tarrant County within one year, incorporating stakeholder collaboration and risk assessments to mitigate wildfire risks.

- **Specific:** Create a Community Wildfire Protection Plan (CWPP) for Tarrant County that addresses specific strategies and actions to mitigate wildfire risks and enhance community safety.
- **Measurable:** Work in collaboration with the Texas A&M Forest Service and complete the CWPP document, outlining clear strategies and actions within six months.
- **Achievable:** Allocate necessary resources and assign a dedicated team to research, draft, and finalize the CWPP in coordination with the Texas A&M Forest Service, municipal fire departments, and other key stakeholders.
- **Relevant:** Conduct thorough assessments of wildfire risks and vulnerabilities within Tarrant County to ensure the CWPP is data-driven and tailored to the county’s unique needs.
- **Time-bound:** Finalize and present the CWPP to county officials and stakeholders for approval within one year of initiating the planning process.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

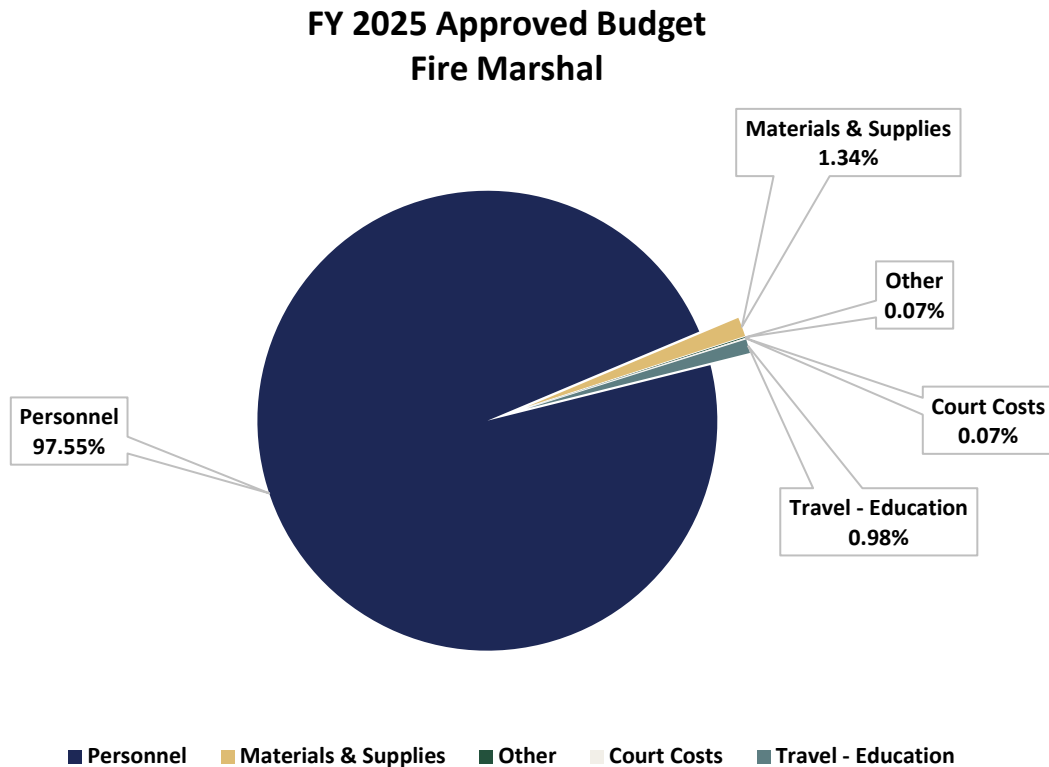
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Arson Cases Investigated	6	11	15
# of EMS calls (Unincorporated Areas)	4,116	4,300	4,500
# of Fire calls (Unincorporated Areas)	2,477	2,500	2,600
# of Fire Code Permits	619	654	675
# of Fire Extinguisher Training Classes	2	4	6
# of Fire Inspections	374	412	430
# of Fire Investigations	65	85	85
# of JV Fire Setters Program	4	6	5

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$461,252** **\$-67,342** (-12.74% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	516,138	477,701	449,954	(66,184)
Materials & Supplies	7,356	3,471	6,198	(1,158)
Other	300	-	300	-
Court Costs	300	23	300	-
Travel - Education	4,500	4,126	4,500	-
<b>Total Budget</b>	<b>528,594</b>	<b>485,320</b>	<b>461,252</b>	<b>(67,342)</b>



## **EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely due to the reduction in the County's contribution rate to the retirement system.



# COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT (CSCD)

## MISSION STATEMENT

Serving the community by fostering positive change through accountability, resources, and collaboration with stakeholders.

We pride ourselves on our **\*INTEGRITY** and the **\*RESPECT** we have for each and every **\*TEAM MEMBER**. We hold ourselves **\*ACCOUNTABLE** and remain committed toward achieving **\*HIGH STANDARDS** through **EFFECTIVE COMMUNICATION\***.

- **INTEGRITY:** adhering to morals, ethics, and honesty.
- **RESPECT:** acting with regard for others.
- **TEAMWORK:** working together toward our mission and vision.
- **ACCOUNTABLE:** taking responsibility for our actions.
- **HIGH STANDARDS:** adherence to high personal standards and professional performance.
- **EFFECTIVE COMMUNICATION:** active listening and effective speaking, reading, writing and body language for the purpose of comprehending.

## RECENT ACCOMPLISHMENTS

- During fiscal year 2023, the Community Supervision and Corrections Department supervised on average, 25,407 defendants.
- We provided the following:
  - Direct Supervision to an average of 17,364 offenders
  - 197 comprehensive Pre-Sentence Investigations for the Courts
  - 9,380 full Texas Risk Assessment System (TRAS) Assessments and 3,421 TRAS screeners
  - 4,394 Treatment Alternative to Incarceration Program (TAIP) Assessments
    - 1,567 TAIP Reviews
    - 1,082 TAIP Screenings
  - 9,081 Offender/Defendants completed 417,421,566 community service restitution hours in FY 2023.

- Supported the efforts of the Criminal Courts to divert defendants from incarceration in the County Jail with assessments and a continuum of alternative community-based sanctions and programs including:
  - Providing felony and misdemeanor defendants intensive outpatient services as an alternative means of stabilization from substance use as an alternative to incarceration.
  - Substance use screening, education, and referral services.
  - Community referrals for literacy and G.E.D. education, job readiness, and life skills. In house cognitive behavioral therapy. Supervision of defendants' court-ordered to alcohol monitoring devices.
  - The Intensive Day Treatment Program in the Tarrant County Jail and aftercare treatment.
  - The intensive supervision services for the intellectually disabled offenders.
  - The use of electronic monitoring and substance use testing.
  - Felony Alcohol Intervention Program (FAIP).
  - Non-English-Speaking Caseloads (NES)
  - SWIFT Unit provides intervention for certain high-risk or non-compliant defendants.

## **DIVISION OBJECTIVES**

Community Supervision and Corrections is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals:** specific, measurable, achievable, relevant, and time-bound are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.
- **Objective 1:** Increase the monthly collection rate for participant-paid GPS monitoring services by 5% to 10% within the next fiscal year, ensuring timely payments to the contracted vendor for services provided to approximately 620 Tarrant County pretrial defendants.
  - **Specific:** Improve the monthly collection rate of participant-paid GPS monitoring fees, ensuring that the contracted vendor receives all required and participant-agreed payments for monitoring services rendered.

- **Measurable:** Track the collection rate monthly, aiming for a sustained 5% to 10% increase compared to the previous fiscal year's rate.
- **Achievable:** Discuss payments and arrears during all meetings between GPS officers and defendants. Collaborate with the GPS service provider to facilitate payment collection meetings with participants, encouraging full or partial payments to help increase collection rates.
- **Relevant:** Timely and consistent payments ensure the vendor remains under contract, providing critical GPS monitoring services for the judiciary and pretrial defendants who might otherwise remain in jail.
- **Time-bound:** Achieve the desired collection rate increase within the next fiscal year, with ongoing monthly monitoring and adjustments to ensure continued progress.

**Objective 2:** Reduce the pretrial GPS defendant-to-officer ratio by 10% within the next fiscal year by regularly reviewing caseloads, hiring additional officers, and redistributing non-GPS caseloads, ultimately ensuring officers have manageable workloads to provide quality supervision.

- **Specific:** Reduce the number of pretrial GPS defendants assigned to each pretrial officer by 10%, improving supervision quality and ensuring officers can effectively manage their caseloads.
- **Measurable:** Track caseload ratios monthly, aiming to achieve and sustain a 10% reduction in the average number of GPS defendants per officer based on FY24 levels.
- **Achievable:** Conduct monthly reviews of caseloads, hire, and train additional staff, and incrementally realign non-GPS and non-ignition interlock caseloads to free up resources. This will allow the addition of one or more GPS officers to meet the reduction goal.
- **Relevant:** Maintaining an optimal defendant-to-officer ratio (targeted at 50:1) ensures officers have adequate time to focus on individual cases, which is vital for effective pretrial supervision. The pandemic's effects on caseload numbers have stabilized, making this reduction both necessary and attainable.
- **Time-bound:** Achieve the desired 10% reduction in the defendant-to-officer ratio within the next fiscal year by consistently monitoring caseloads, hiring, and training new officers, and adjusting caseloads across departments.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs).

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of GPS Collection Rate	18	27	35
Office Ratio for GPS Defendants	72	65	55

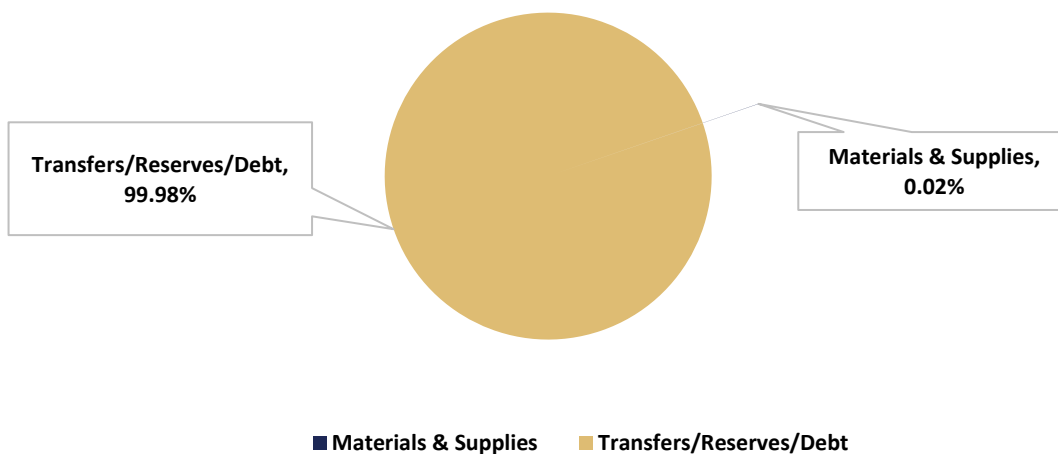
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$4,832,307** \$609,542 (14.43 % vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Community Supervision and Corrections (CSCD)



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Materials & Supplies	3,000	442	1,000	(2,000)
Transfers/Reserves/Debt	4,219,765	4,219,765	4,831,307	611,542
<b>Total Budget</b>	<b>4,222,765</b>	<b>4,220,2a07</b>	<b>4,832,307</b>	<b>609,542</b>

**EXPLANATION OF MAJOR CHANGES**

CSCD provides an estimated cost of Tarrant County’s match to the state of Texas to collaboratively run the Pre-Trial Bond Unit. These increases are largely driven by merit increases for eligible employees.

- The approved match amount is transferred to a special purpose budget which contains additional funding to support operations from sources such as probation fees.



# JUVENILE SERVICES

## MISSION STATEMENT

### Juvenile Services

Title 10 of Vernon's Texas Annotated Human Resources Code provides for the establishment of juvenile probation departments in all counties. Services are performed at the direction of the Tarrant County Juvenile Board and the 323rd Family District Court to address the prevention of delinquent conduct, to provide for the care and rehabilitation of the children within its jurisdiction and to provide for the protection of the public and public safety.

Services performed includes screening and diversion of cases to community resources, presenting objective reports to the court for use at disposition, executing court ordered treatment or supervision, administering community-based programs, securing alternative placement, administering collection of court ordered probation fees and restitution, and complying with mandatory reporting requirements of juvenile data.

### Juvenile Detention

Vernon's Texas Codes annotated, Texas Family Code, sec. 51.12 states that the proper authorities in each County shall provide a suitable place of detention for Juveniles separate from lockups in which adults are confined. The Texas Juvenile Justice Department promulgates standards for individual County Juvenile Detention facilities, and annually registers facilities meeting all legal conditions of detention.

Functions performed at the 120-bed detention center includes pre-adjudication services, education classes, counseling, medical services, recreational, and life skills training.

## RECENT ACCOMPLISHMENTS

- Decreased number of youths with probation technical violations by 12% from FY23 by supporting community plans to assist youths experiencing setbacks and guidance on how to utilize community programs rather than confinement to assist with those efforts.
- Provided training to all caseload carrying probation officers on the Texas Department of Family and Protective Services (DFPS) on the investigations process and how to effectively response to common cases. Current data reports 79% of youth involved with the Juvenile Department have a history with DFPS.

- Hosted the 6th Annual *Transformation Awards* an event to honor youth who made a significant and recognizable transformation while on supervision.
- Partnered with *Unbound Now* to deliver a 5-week Gender-Specific Summer program for female youth.
- Facilitated training to all caseload carrying Supervisors on the mental health referral process, including mental health programs available to the community through Tarrant County’s local MHMR agency.
- Implemented the Community Service and Restitution program that promotes the successful completion of community service ordered by the court.
- Secured funding to hire two additional Mental Health Therapists to provide services at the Juvenile Detention center.

## **DIVISION OBJECTIVES**

Juvenile Services department is excited to announce participation in the pilot program introducing **SMART Goals** as a new *strategic initiative* designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- SMART Goals—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Help JJAEP high school students recover academic credits necessary for graduation by providing targeted accelerated instruction. The goal aims to have 90% of students earn a minimum of four core course credits during the 2024-2025 school year, promoting educational advancement.

- **Specific:** Offer an accelerated learning component in each required area of instruction to help students recover high school credits.
- **Measurable:** Track student progress toward earning credits in core academic subjects, ensuring their advancement.
- **Achievable:** Provide targeted instruction through teacher-led classes and software learning platforms to meet individual academic needs.
- **Relevant:** Helping students earn required credits supports their ability to meet graduation requirements and move forward in their education.



- **Time-bound:** Ensure that 90% of JJAEP high school students earn at least four credits in core subjects by the end of the 2024-2025 school year.

**Objective 2:** Develop and implement a Family Support and Aftercare Program aimed at improving family stability and providing resources to families of youth in long-term residential care by tracking services, offering therapy sessions, and maintaining family involvement. The program supports a smooth transition back home for youth. The program will be fully implemented, including staff training, within 30 days of contract approval.

- **Specific:** Increase family stability and strengthen the home environment for youth placed in long-term residential care by offering case management and resources to all family members, starting from the onset of the youth's placement.
- **Measurable:** Track the number of therapy sessions and services provided to families while the youth are in placement, and gather feedback from youth, families, and stakeholders to assess the effectiveness of the program.
- **Achievable:** Provide families with the necessary therapeutic services and resources to enhance family dynamics and create a stable environment for the youth's return.
- **Relevant:** Maintaining family involvement during the youth's placement ensures a smooth transition back home by bridging the gap between residential care and home life, supporting continuity of care.
- **Time-bound:** Implement the program, including staff training, within 30 days of contract approval.

**Objective 3:** This SMART goal aims to enhance the usage of Tech Share Juvenile by increasing the number of law enforcement agencies filing juvenile referrals electronically by adding three new agencies in the first six months of FY25. The goal improves efficiency, ensures collaboration, and facilitates a streamlined referral process. Training and ongoing support will ensure successful implementation.

- **Specific:** Collaborate with Tech Share to enhance its usage by expanding the number of law enforcement agencies that electronically file juvenile referrals.
- **Measurable:** Increase the number of agencies utilizing Tech Share for juvenile referrals by three within the first six months of FY25.

- **Achievable:** Provide training and support to law enforcement agencies to facilitate the transition to the electronic filing system through Tech Share.
- **Relevant:** Streamlining the juvenile referral process with electronic filing improves efficiency and collaboration among law enforcement and juvenile justice stakeholders.
- **Time-bound:** Achieve the target of adding three additional law enforcement agencies within the first six months of FY25, while continuously monitoring progress and addressing any challenges.

**Objective 4:** This SMART goal focuses on maintaining compliance with PREA standards by providing biannual training to all detention staff. The goal ensures 100% of full and part-time staff participate in training, reinforcing zero tolerance for sexual abuse and harassment within the facility and ensuring the safety of all residents.

- **Specific:** Provide annual PREA training to all full and part-time detention staff, reinforcing a zero-tolerance policy toward sexual abuse and harassment.
- **Measurable:** Track and document training participation, ensuring 100% completion for all detention staff.
- **Achievable:** Offer PREA training twice a year, ensuring all staff members complete the required sessions and attendance is properly recorded.
- **Relevant:** This training ensures staff are knowledgeable and compliant with PREA standards, promoting safety and security within the detention facility.
- **Time-bound:** Achieve 100% staff participation in PREA training by providing biannual sessions each year.

**Objective 5:** Ensure students at JJAEP show one year of academic improvement for every year they attend by implementing targeted interventions and tracking progress. The goal aims to increase the percentage of students demonstrating academic growth by 25% during the 2024-2025 school year, contributing to their educational success.

- **Specific:** Ensure that students attending the Juvenile Justice Alternative Education Program (JJAEP) achieve one year of academic improvement for each year enrolled.
- **Measurable:** Track students' academic progress over time, monitoring performance improvements to ensure compliance with the academic improvement mandate.

- **Achievable:** Implement targeted academic interventions and personalized support programs that cater to individual student needs, promoting sustained academic growth.
- **Relevant:** Meeting the academic improvement mandate ensures that students at JJAEP receive the necessary educational support to improve their academic standing.
- **Time-bound:** Increase the percentage of students demonstrating academic improvement by 25% within the 2024-2025 school year, with regular assessments to adjust strategies as necessary.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Commitments to TJJD	59	57	57
# of Court Supervisions (Added)	1,382	1,303	1,300
# of Pre-adjudicated Supervisions	1,510	1,158	1,168
# of Referrals	3,535	3,145	3,080
# of Specialized Cases (Average)	9	12	10
# of Supervisory Caution Dispositions	1,495	1,215	1,154
# of Traditional Cases (Average)	20	17	18

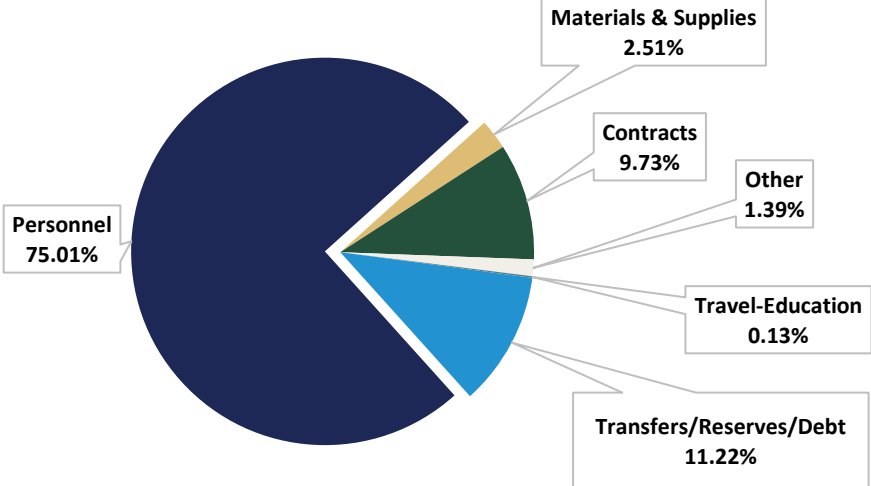
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$29,917,885** \$2,684,447 (9.86% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Juvenile Services and Detention



■ Personnel ■ Materials & Supplies ■ Contracts ■ Other ■ Travel-Education ■ Transfers/Reserves/Debt

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	23,065,353	22,398,615	22,441,126	(624,227)
Materials & Supplies	738,149	769,802	752,286	14,137
Contracts	2,912,403	1,764,948	2,912,403	-
Other	473,977	443,427	416,197	(57,780)
Travel-Education	43,556	47,195	38,831	(4,725)
Transfers/Reserves/Debt	-	-	3,357,042	3,357,042
<b>Total Budget</b>	<b>27,233,438</b>	<b>25,423,987</b>	<b>29,917,885</b>	<b>2,684,447</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.

The decrease in the Other expense type is being driven by the hiring of a full-time Registered Nurse position which enabled the Medical Services line item for contracted nursing services to be decreased by \$50,000.



# CIVIL DISTRICT COURTS

## OVERVIEW

There are ten (10) different civil district courts in Tarrant County including the:

- 17<sup>th</sup> District Court
- 48<sup>th</sup> District Court
- 67<sup>th</sup> District Court
- 96<sup>th</sup> District Court
- 141<sup>st</sup> District Court
- 153<sup>rd</sup> District Court
- 236<sup>th</sup> District Court
- 342<sup>nd</sup> District Court
- 348<sup>th</sup> District Court
- 352<sup>nd</sup> District Court

These courts have jurisdiction in civil actions over \$200, title to land, contested elections, and other civil matters.

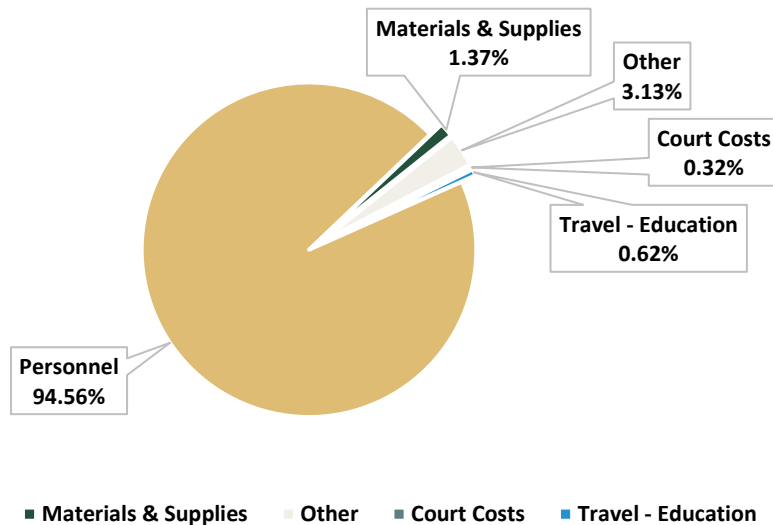
## COMBINED CIVIL COURTS EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$3,558,003** \$160,357 (4.72% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Civil District Courts



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	3,319,819	3,259,304	3,373,998	54,179
Materials & Supplies	43,827	46,622	46,222	2,395
Other	-	79,595	105,883	105,883
Court Costs	4,000	2,420	10,900	6,900
Travel - Education	30,000	5,965	21,000	(9,000)
<b>Total Budget</b>	<b>3,397,646</b>	<b>3,393,906</b>	<b>3,558,003</b>	<b>160,357</b>

### EXPLANATION OF MAJOR CHANGES

The increase in the civil courts can largely be attributed to two major items:

- Merit increases for eligible employees, such as court coordinators, court reporters, and bailiffs.
- Visiting court reporter costs were transferred to the individual civil courts' budgets from a centralized non-departmental budget.
  - This transfer was completed to ensure that the total costs of a court were accurately reflected in their budgets. Visiting court reporters are substitute employees who are employed when the regular FTE court reporter is out-of-office.
  - This change was done in the middle of FY 2024, which is the reason why the **2024 Approved** column has no budgetary data in the **Other** expense type.



## CRIMINAL DISTRICT COURTS

### OVERVIEW

The eleven (11) different civil district courts in Tarrant County are:

- Criminal District Court #1
- Criminal District Court #2
- Criminal District Court #3
- Criminal District Court #4
- 213<sup>th</sup> District Court
- 297<sup>th</sup> District Court
- 371<sup>st</sup> District Court
- 372<sup>nd</sup> District Court
- 396<sup>th</sup> District Court
- 432<sup>nd</sup> District Court
- 485<sup>th</sup> District Court

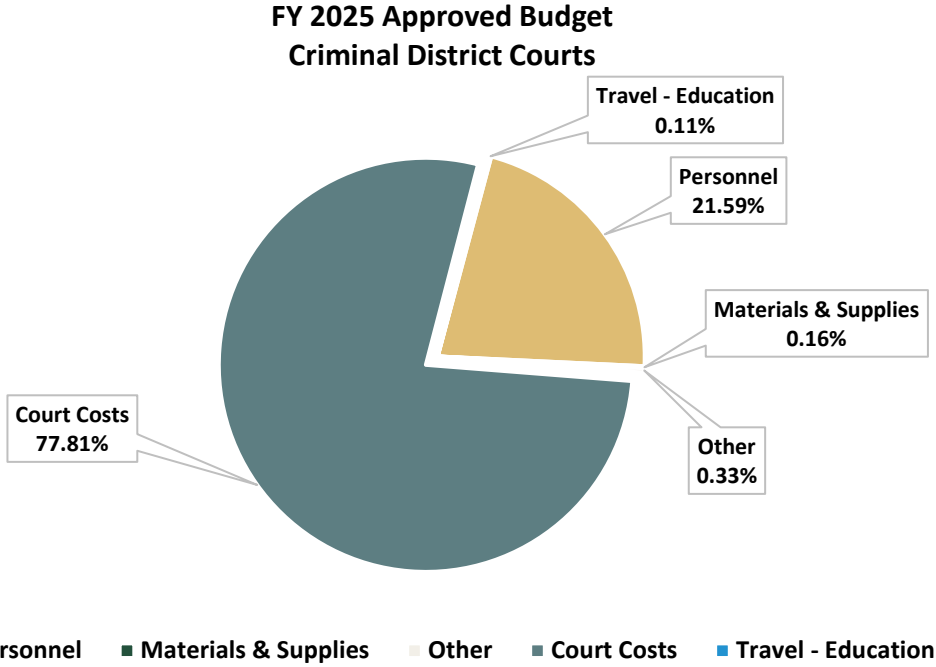
These courts have original jurisdiction in felony criminal matters.

### CRIMINAL DISTRICT COURTS EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$25,156,438 (686,735) (-2.66% vs. prior year)**

# BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	5,346,642	5,413,008	5,430,533	83,891
Materials & Supplies	40,336	33,770	40,655	319
Court Costs	20,425,250	23,155,311	19,573,250	(852,000)
Travel - Education	30,945	9,956	28,000	(2,945)
<b>Total Budget</b>	<b>25,843,173</b>	<b>28,692,340</b>	<b>25,156,438</b>	<b>(686,735)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Court Costs expense type represents identified cost savings in the Counsel Fees line item based on an analysis of historical spending across all Criminal District Courts.





# MAGISTRATE COURT

## MISSION STATEMENT

The Magistrates Court serves the twenty criminal courts trying cases in Tarrant County. The mission of the court is to carry out the policies and procedures delegated by those courts.

## RECENT ACCOMPLISHMENTS

In FY24, the Magistrate Court presided over:

- Initial appearance dockets for the nine (9) felony courts, and eight (8) misdemeanor courts
- Family Violence Court
- Veterans Treatment Court
- Mental Health Diversion Court
- RISE
- DIRECT
- Competency Restoration
- Jail runs and pleas
- Enhanced Mental Health docket
- Non- Disclosures
- Forfeitures

Magistrate duties have expanded to include responsibility for Personal Bond Dockets, Voir dire, as requested by Criminal Courts, Bond Hearings, and Surety reviews.

Magistrate court has implemented a Cite and Release for specific dockets to further reduce the number of cases in the Tarrant County Jails.

## DIVISION OBJECTIVES

- The main objective for fiscal year 2025 will be to continue Initial Appearance dockets for the Criminal Courts, continue necessary duties while covering Courts, and assisting Criminal Courts in reducing backlog of cases.
- Central Magistration continues to seek methods to streamline video magistration through software and IT support.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

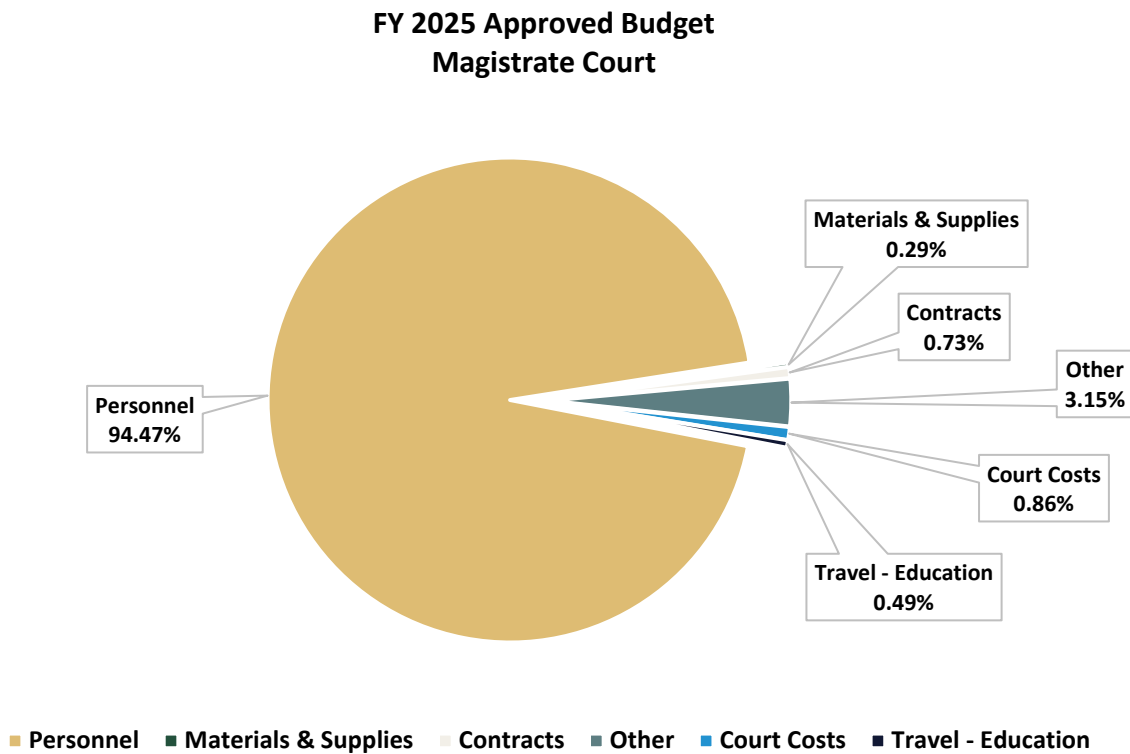
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Bonds Posted	7,146	7,503	8,000
# of Bonds Set	43,874	46,068	48,000
# of Video Magistrates	-	50	100

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$2,736,022** **-\$186,519** (-6.38% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	2,748,222	2,669,648	2,584,703	(163,519)
Materials & Supplies	6,000	4,794	8,000	2,000
Contracts	50,000	5,253	20,000	(30,000)
Other	81,269	61,802	86,269	5,000
Court Costs	23,550	12,632	23,550	-
Travel - Education	13,500	8,971	13,500	-
<b>Total Budget</b>	<b>2,922,541</b>	<b>2,763,100</b>	<b>2,736,022</b>	<b>(186,519)</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.

The decrease in the Contracts expense type is due to identified cost savings in the Professional Services line item based on an analysis of historical expenditures.



## **FAMILY COURTS**

### **OVERVIEW**

There are seven (10) different family courts in Tarrant County including the:

- 231<sup>st</sup> District Court
- 233<sup>rd</sup> District Court
- 322<sup>nd</sup> District Court
- 323<sup>rd</sup> District Court
- 324<sup>th</sup> District Court
- 325<sup>th</sup> District Court
- 360<sup>th</sup> District Court
- Child Protection Court No. 1 (CPS)
- Child Protection Court No. 2 (CPS)
- IV-D (Child Support) Courts

These courts have jurisdiction in all family related actions including divorce and child custody. The 323<sup>rd</sup> District Court has jurisdiction over juvenile cases.

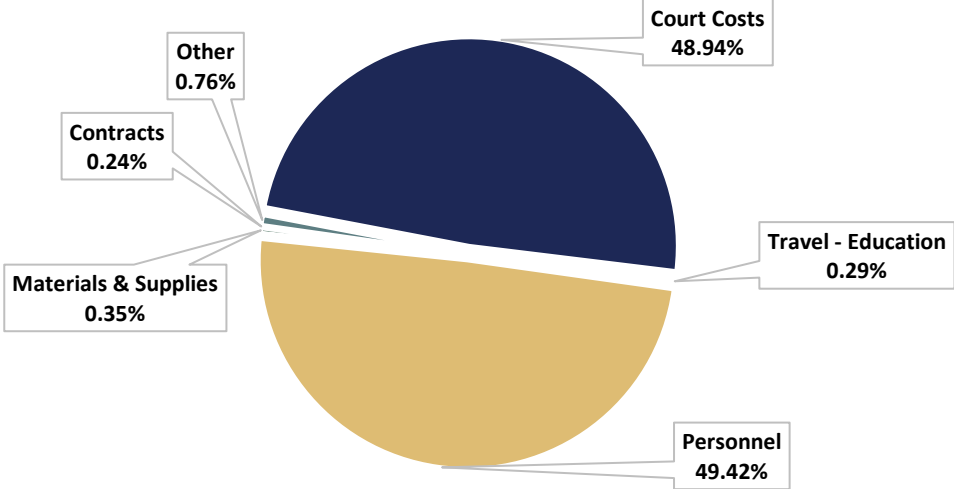
### **COMBINED FAMILY COURTS EXPENDITURES SUMMARY**

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$10,645,756** (\$1,293,588) (-10.83% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Family Courts



■ Personnel ■ Materials & Supplies ■ Contracts ■ Other ■ Court Costs ■ Travel - Education

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	5,420,481	5,397,623	5,261,027	(159,454)
Materials & Supplies	32,711	22,918	37,676	4,965
Contracts	20,000	-	26,000	6,000
Other	2,400	87,449	80,391	77,991
Court Costs	6,437,752	5,090,426	5,210,012	(1,227,740)
Travel - Education	26,000	19,247	30,650	4,650
<b>Total Budget</b>	<b>11,939,344</b>	<b>10,617,664</b>	<b>10,645,756</b>	<b>(1,293,588)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.

The decrease in the Court Costs expense type is due to identified cost savings in the Counsel Fees line item based on an analysis of historical expenditures.



## **CRIMINAL COURT SUPPORT**

### **MISSION STATEMENT**

The judges of the county and district courts responsible for criminal cases appoint the Criminal Courts Administrator. The Administrator fulfills the role of Chief of Staff for several judicially supported departments, including the Office of Attorney Appointment, Auxiliary Court Coordinators, Central Magistration Support, Grand Jury Bailiffs, Mental Health Diversion Court Program, Veterans Treatment Courts, Youthful Offenders Diversion Alternatives Program, First Offenders Drug Program, Domestic Violence Diversion Program, and Public Safety Employees Treatment Court.

The mission of the Criminal Courts Administration is to foster meaningful improvement in the Tarrant County justice system by bringing stakeholders together. The department aims to ensure public safety, fairness, equity, efficiency, and accountability so that all residents of Tarrant County can live in safe, healthy, and thriving communities.

### **RECENT ACCOMPLISHMENTS**

The Criminal Courts Administrator:

- Maintained the Judicial Dashboards.
- Represented criminal court judges trying criminal case in Commissioners Court and various committees.
- Performed administrative duties for criminal court judges.
- Provided staff support to various judicial committees.
- Participated in the selection of misdemeanor auxiliary coordinator.
- Provided budget preparation and purchasing assistance to the courts as requested.
- Completed 46,437 Risk Assessments.
- Completed 44,577 Financial Interviews.

### **DIVISION OBJECTIVES**

The objectives of the Criminal Courts Administrator's Office are to:

- Improve Public Safety.

- Reduce racial and ethnic disparities.
- Increase transparency and accountability.
- Improve the effectiveness of policies and departmental operation.
- Recruit and retain a talented and diverse workforce.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Disposed Cases	2,682	2,589	3,036
# of Pending Cases (End of Year)	2,040	2,054	2,068
# of Cases Filed	2,615	2,860	3,105

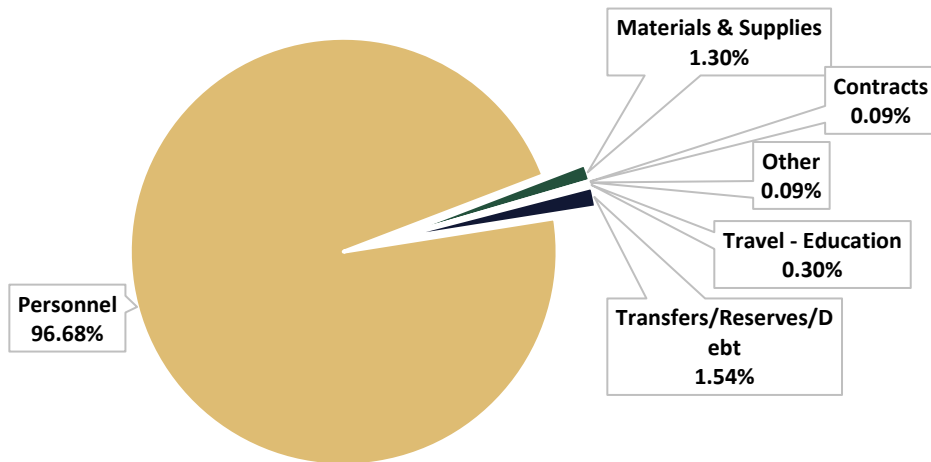
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$5,392,617** **-\$126,961** (-2.34% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Criminal Court Administration



■ Personnel ■ Materials & Supplies ■ Contracts ■ Other ■ Travel - Education ■ Transfers/Reserves/Debt

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	5,339,458	5,604,431	5,213,647	(125,811)
Materials & Supplies	70,120	62,851	69,970	(150)
Contracts	5,000	4,893	5,000	-
Other	5,000	10,428	5,000	-
Travel - Education	17,000	5,876	16,000	(1,000)
Transfers/Reserves/Debt	83,000	-	83,000	-
<b>Total Budget</b>	<b>5,436,578</b>	<b>5,688,479</b>	<b>5,392,617</b>	<b>(126,961)</b>

**NOTE**

**Pre-Trial Risk Assessment:** All pre-trial expenses are captured in this budgeting fund center. Any pre-trial supervision expenses are captured in the CSCD Bond Supervision Unit budget which is a special purpose budget.

**EXPLANATION OF MAJOR CHANGES**

The Personnel expense type decreased due to the elimination of the Criminal Courts Administrator position through a reduction-in-force.





# GRAND JURY

## MISSION STATEMENT

The mission of Grand Jury Bailiffs is to serve the people of Tarrant County and the State of Texas by maintaining security and order during Grand Jury proceedings.

## RECENT ACCOMPLISHMENTS

- Assisted the Grand Jury as needed with the impaneling of jurors and review of criminal cases.

## DIVISION OBJECTIVES

- Process grand juror appointments in an effective and efficient manner as the backlog of cases from the pandemic is cleared.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Grand Juries Seated	21,143	23,920	25,116

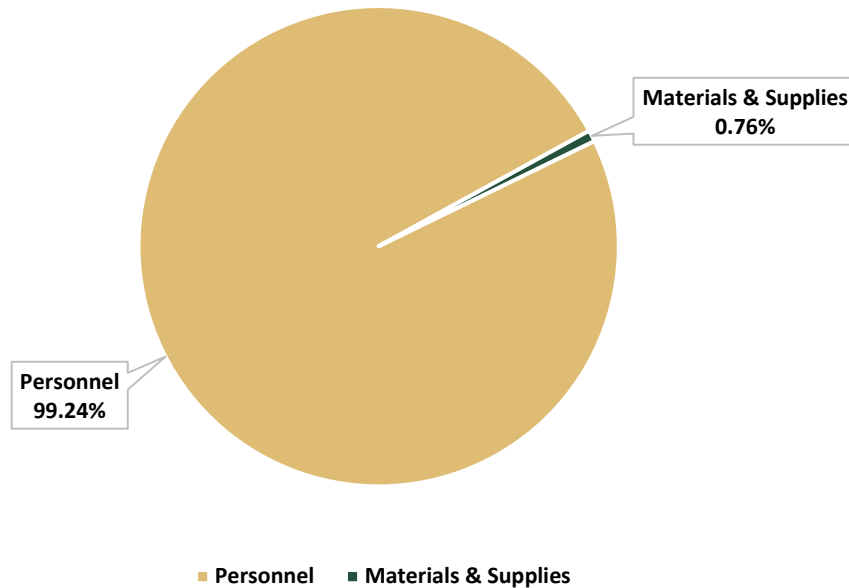
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$257,417** **\$9,193** (3.70% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

### FY 2025 Approved Budget Grand Jury



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	246,256	245,482	255,449	9,193
Materials & Supplies	1,968	1,166	1,968	-
<b>Total Budget</b>	<b>248,224</b>	<b>246,648</b>	<b>257,417</b>	<b>9,193</b>

## EXPLANATION OF MAJOR CHANGES

The increase in the Personnel expense type is driven by merit increases for eligible employees.



# CRIMINAL ATTORNEY APPOINTMENT

## MISSION STATEMENT

The mission of the Criminal Attorney Appointment Office is to appoint attorneys to indigent defendants in a timely manner as established by the Texas Fair Defense Act and the approved Tarrant County Indigent Defense Plans.

## RECENT ACCOMPLISHMENTS

- The Criminal Attorney Appointment Office appointed attorney on approximately 35,000 cases.
- New software, TechShare.Indigent Defense was implemented on December 1, 2016. TS.ID works in conjunction with the Tech Share defense portal and allows for one portal for defense attorneys to access discovery on cases as well as view court appointments and submit pay vouchers to the Judge for approval.
- Criminal Defense Attorneys and Judges were trained by Criminal Courts Administration staff to use the new defense and judicial portals in TechShare.IndigentDefense.
- The electronic attorney pay voucher portion of FIDO was implemented October 2015 in the misdemeanor courts and implemented January 2016 in eight of the ten felony courts.

## DIVISION OBJECTIVES

- Appoint attorneys to indigent defendants in compliance with the Fair Defense Act
- Support the Tarrant County Judiciary and the local defense bar in related issues.
- Implement procedures to accommodate increased use of the Office of Attorney Appointments to achieve centralized appointment procedures and equitable disbursement of attorney appointments.
- Seek grant opportunities to improve indigent defense.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Attorneys Appointed	43,332	45,499	47,777

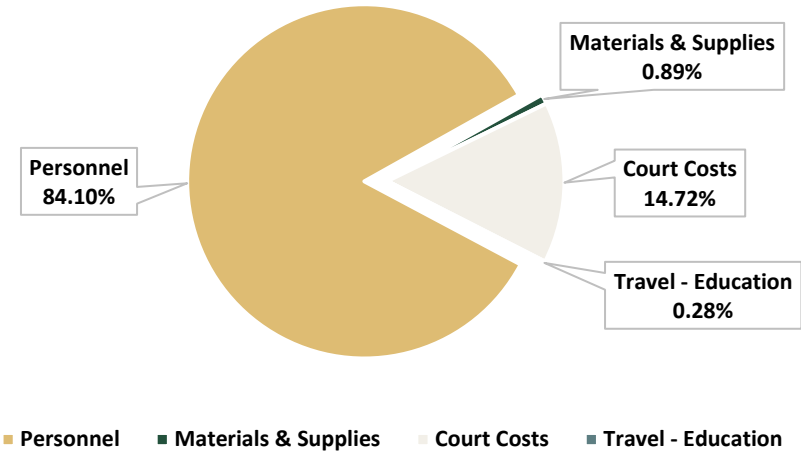
# EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$682,560** **\$31,790** (4.88% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Criminal Attorney Appointment



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	542,370	596,477	574,060	31,690
Materials & Supplies	6,500	6,338	6,100	(400)
Court Costs	101,000	101,686	100,500	(500)
Travel - Education	900	1,002	1,900	1,000
<b>Total Budget</b>	<b>650,770</b>	<b>705,503</b>	<b>682,560</b>	<b>31,790</b>

## EXPLANATION OF MAJOR CHANGES

The increase in the Personnel expense type is due to a vacant position being filled mid-year with a salary higher than the hire-in rate in FY 2024. This gap typically occurs when an existing Tarrant County employee fills a vacant position as their salary has been adjusted due to merit pay increases throughout their tenure.



# **CRIMINAL MENTAL HEALTH COURT**

## **MISSION STATEMENT**

The mission of the Mental Health Unit is to provide continuity of care for offenders with mental illness and to be a liaison between mental health service providers and the Tarrant County criminal court system.

The attorneys of the Office of Judicial Staff Counsel and Special Magistration manages the post-conviction dockets and Mental Health Competency Hearings for the criminal courts and provides counsel to the criminal courts and Criminal Court Administration regarding difficult legal issues and policy.

The attorneys of the Office of Judicial Staff Counsel and Special Magistration advise and provide counsel to the criminal courts and Criminal Court Administration regarding difficult legal issues and policy concerns. Importantly, the office specifically manages the post-conviction dockets of the criminal courts and maintains a special advisory role in complex matters before the courts and court programs.

## **RECENT ACCOMPLISHMENTS**

- Assisted in the placement of seriously medically and mentally ill defendants who have been refused by state facilities.
- Provide needed MH information to forensic psych for competency evaluations.
- Prepare court documents for ordering competency evaluations.
- Set up appointments for recovering resource counsel to assess inmates for in-patient rehabilitation once released.
- Arranged for inmates to go to a crisis bed at MHMR facility upon release from custody.
- Enhanced Mental Health docket to help reduce jail stays on cases that are in need of mental health services.

## **DIVISION OBJECTIVES**

- Maintain a database of all defendants referred for mental health reasons.
- Continue timely identification of individuals in need of mental health care.

- Continue sending notifications to courts of defendants on the state hospital waiting list so they will know when defendants are anticipated to transfer. Continue to supervise progress of defendants on PR bond and living in nursing homes.
- Expand a working relationship with nursing homes willing to take defendants with mental illness from the jail and on PR bond.
- Continue to ensure continuity of care for defendants with mental and medical health needs.
- Develop a working relationship with JPS correctional health care to ensure continuity of care for defendants while in custody.
- Continue to familiarize self with the process of long-term guardianship to be able to assist families with beginning the process.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2024 EST
# of Competency Evaluations	306	756	794
# of Determination of Incompetency Orders	210	420	441
# of MHDP Admitted	48	53	58
# of MHDP Graduated	45	50	55

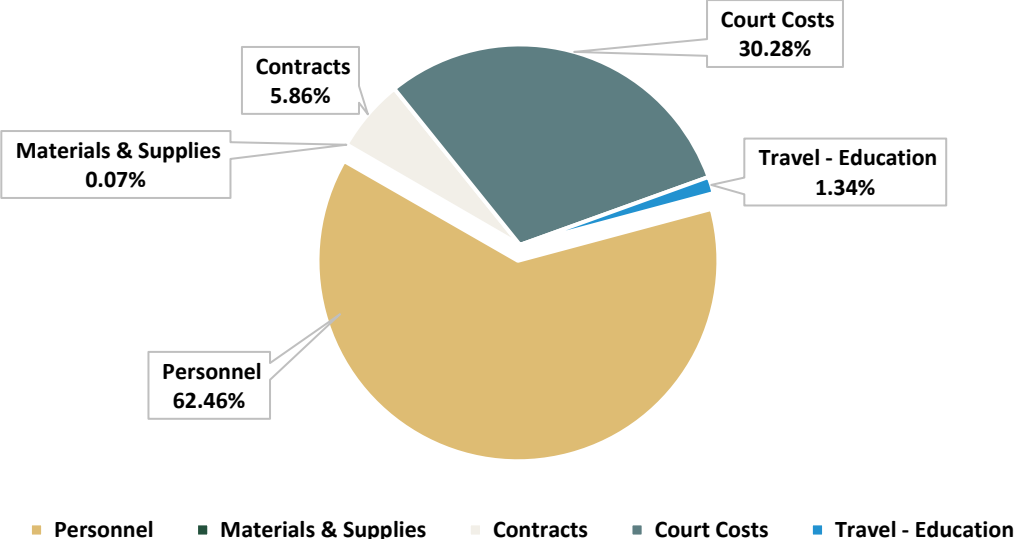
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$298,878** (\$4,366) (-1.44% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Criminal Mental Health



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	192,594	193,336	186,678	(5,916)
Materials & Supplies	650	267	200	(450)
Contracts	17,500	11,700	17,500	-
Court Costs	91,000	37,521	90,500	(500)
Travel - Education	1,500	-	4,000	2,500
<b>Total Budget</b>	<b>303,244</b>	<b>242,824</b>	<b>298,878</b>	<b>(4,366)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is due to the reduction in the County’s contribution rate to the retirement system.



# COUNTY COURTS AT LAW

## MISSION STATEMENT

### County Court at Law #1

The mission of County Court at Law #1 is to act in a fair manner with personal integrity, professional competence, and judicial temperament; to treat all persons before the court with courtesy and respect, and to leave all parties with the belief that they had a fair day in court, win or lose.

### County Court at Law #2

The mission of County Court at Law #2 is to manage and dispose of all cases entrusted to this court in a manner that is most expedient, equitable, and consistent with the Texas Supreme Court guidelines for disposition of cases. Moreover, the Court's docket management system should be to the benefit of the taxpayers, litigants, lawyers and citizens of Tarrant County.

### County Court at Law #3

County Court at Law No. 3 was established by the 70th Legislature and began conducting operations on March 1, 1988. The Court was created to ease the burden on the existing County Courts at Law.

The mission of the Court is to manage and dispose of all cases in a manner that is expedient, equitable and consistent with the Texas Supreme Court guidelines for disposition of cases. Additionally, all the County Courts at Law strive to educate the Bar and encourage filing in the County Courts at Law to reduce the workload of the District Courts.

## ACCOMPLISHMENTS

### County Court at Law #1

- The Court monitors its cases for lack of prosecution, and routinely sends notices to keep the docket moving appropriately.
- The Court continues to try and dispose of a large portion of the oldest cases on our docket. Our oldest cases are typically set for trial, abated or on a dismissal docket for lack of prosecution.
- We currently have one case from 2018, two cases from 2019, eight cases from 2020, and twenty-nine cases from 2021, all of which are currently set for trial,



abated due to military or bankruptcy, or closely being monitored. We have a total of 2,279 pending cases as of March 31, 2024.

### **County Court at Law #2**

The Court monitors the cases for lack of prosecution, and routinely sends notices to keep the docket moving appropriately. The Court also continues to try and dispose of a large portion of the oldest cases on our docket.

- Our oldest cases are typically set for trial, abated or on a dismissal docket for lack of prosecution. The Court consistently disposes of more cases than are filed each year.

### **County Court at Law #3**

County Court at Law 3 has evolved a hybrid approach to the business of the court. Trials by jury are still a significant request for cases, with 39 weeks available. Also, most weeks of the year non-Jury trials are used to try cases along with hundreds of hearings per year.

- Some are in-person, and some are conducted remotely via Zoom. Remote Zoom proceedings have become quite popular for the appropriate type of proceeding, which saves time and money for the participants.
- The court continues to operate in a cost-effective manner with the minimum use of additional, temporary personnel.

## **OBJECTIVES**

### **County Court at Law #1**

- Effectively communicate with attorneys and pro se parties in the scheduling of trials and hearings in a timely, efficient manner.
- Continue to monitor the Court's case load and ensure all attorneys and parties are efficiently moving their cases toward resolution in a reasonable time and cost.
- Dispose of the Court's cases filed before 2022.
- Work with the County Clerk's office and Court staff to increase efficiency, reduce expense and eliminate redundancy.

### **County Court at Law #2**

- Dispose of all cases filed before 2022.
- Decrease our pending caseload to less than 1700.
- To work with the other Judges, their Staff, the Clerk's Office and the Commissioners Court to efficiently accomplish our mission.

### County Court at Law #3

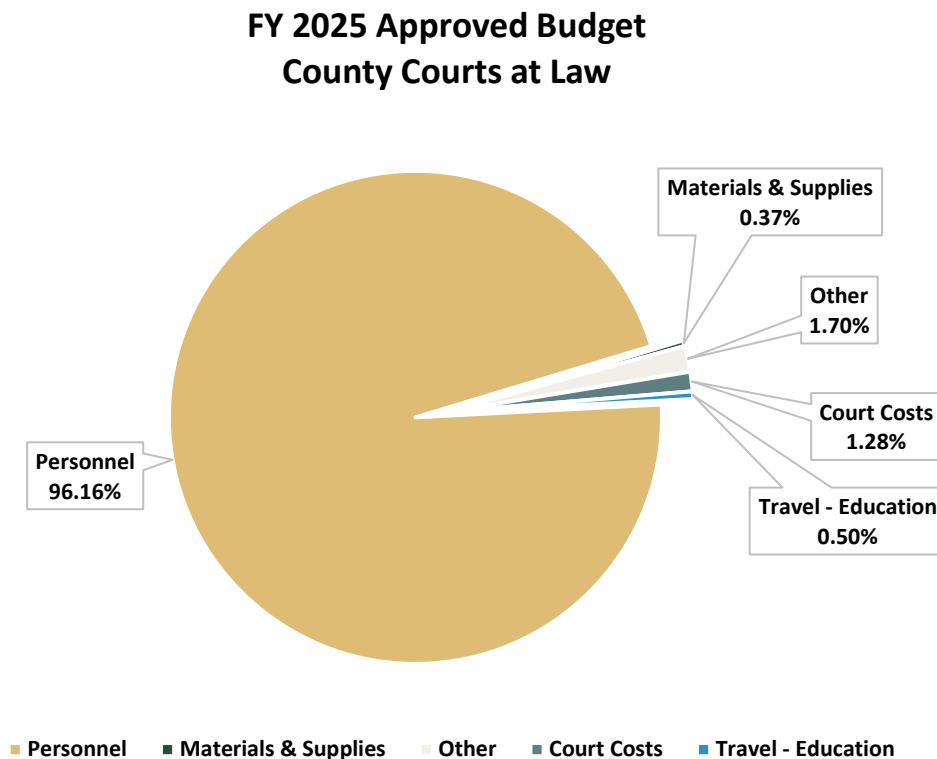
- Efficiently dispose of the few remaining 2019 cases.
- Monitor and adjust to the new rules regarding remote proceedings likely to come from this new legislative year.
- Maintain the lowest number of cases pending among the three County Courts at Law.

## COMBINED COUNTY COURTS AT LAW EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$2,056,118 (\$109,455) (-5.05% vs. prior year)**

### BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	2,036,694	1,901,198	1,977,119	(59,575)
Materials & Supplies	7,615	4,585	7,615	-
Other	24,914	32,059	34,914	10,000
Court Costs	86,250	21,593	26,250	(60,000)
Travel - Education	10,100	2,150	10,220	120
<b>Total Budget</b>	<b>2,165,573</b>	<b>1,961,585</b>	<b>2,056,118</b>	<b>(109,455)</b>

**EXPLANATION OF MAJOR CHANGES**

County Courts at Law saw a decrease in the Personnel expense type due to the decrease in the County’s contribution rate to the retirement system.

There was a major decrease in the Court Costs expense type as cost savings of \$20,000 were identified in the Reporter’s Records line item in each of the three courts for a total of \$60,000.



# COUNTY CRIMINAL COURTS

## OVERVIEW

The ten (10) criminal courts in Tarrant County are:

- County Criminal Court #1
- County Criminal Court #2
- County Criminal Court #3
- County Criminal Court #4
- County Criminal Court #5
- County Criminal Court #6
- County Criminal Court #7
- County Criminal Court #8
- County Criminal Court #9
- County Criminal Court #10

Criminal courts in Tarrant County have jurisdiction over all criminal matters and causes, original and appellate, prescribed by law for county courts, but does not have civil jurisdiction.

Criminal Courts number 5 and 10 of Tarrant County have jurisdiction within the county of all appeals from criminal convictions under the laws of this state and the municipal ordinances of the municipalities located in Tarrant County that are appealed from the justice courts and municipal courts in the county.

Criminal Courts number. 5, 7, 8, 9, and 10 of Tarrant County have concurrent jurisdiction in district court of felony cases to conduct arraignments, conduct pretrial hearings, and accept guilty pleas.

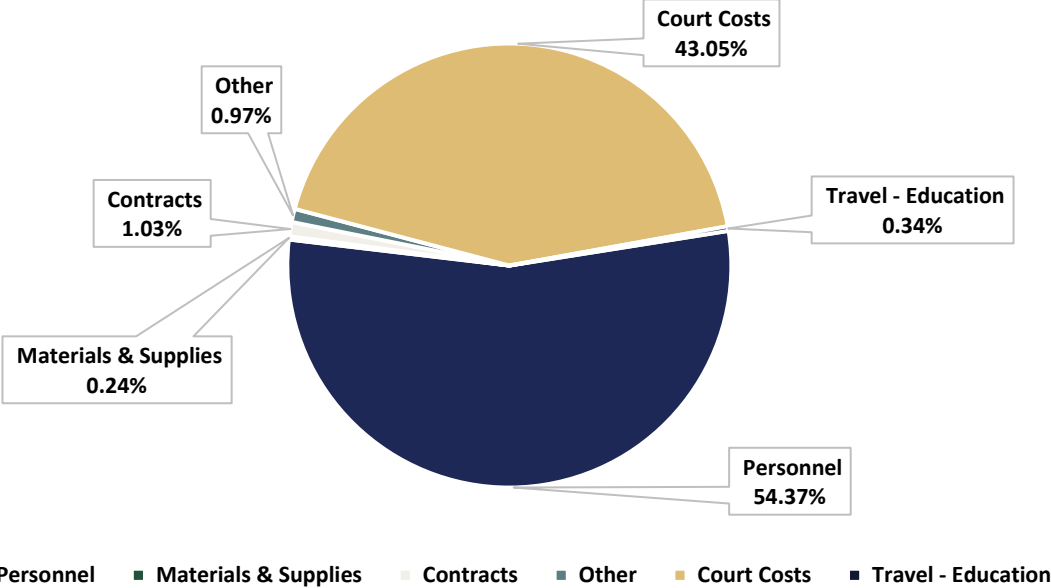
## COMBINED COUNTY CRIMINAL COURTS EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$9,685,035 (\$621,661) (-6.03% vs. prior year)**

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget County Criminal Courts



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	5,790,389	5,360,850	5,266,078	(524,311)
Materials & Supplies	24,521	20,077	23,171	(1,350)
Contracts	100,000	100,000	100,000	-
Other	77,070	74,546	93,570	16,500
Court Costs	4,283,216	5,383,131	4,169,716	(113,500)
Travel - Education	31,500	12,750	32,500	1,000
<b>Total Budget</b>	<b>10,306,696</b>	<b>10,951,355</b>	<b>9,685,035</b>	<b>(621,661)</b>

### EXPLANATION OF MAJOR CHANGES

The major decrease in the Personnel expense type is due to the reduction in the County’s contribution to the retirement system.

The decrease in the Court Costs expense type due to identified cost savings in the Psych Exam/Testimony line item. This line item had historically low expenses.



## **PROBATE COURT #1**

### **MISSION STATEMENT**

Created by statute in 1957, Tarrant County Probate Court No. 1 is one of 19 statutory probate courts in the 10 largest counties in Texas. These courts hear all matters involving or related to:

- the probate of wills and administration of decedent's estates.
- the creation of estate administrations for individuals dying without a will.
- the determination of the heirs of a decedent pursuant to Texas law.
- the creation of guardianships for incapacitated persons, including minors.
- the modification and interpretation of trust instruments
- involuntary mental health commitments.

The court generally admits approximately 1,500 wills to probate, annually. The court manages its contested docket, hearing both non-jury and jury trials. Jurisdiction includes suits directly related to probate and guardianship matters as well as those ancillary to any pending estate, guardianship, or trust (such as wrongful death or divorce of a ward).

### **RECENT ACCOMPLISHMENTS**

#### **Guardianship Monitoring**

Probate Court No. 1 has 1,181 persons under guardianship, and it is the court's responsibility to administer and monitor these wards, both their physical and social welfare, along with the management of their property and money. The court monitors wards through direct visits by court personnel and through review of the guardian's statutorily required reports and accountings.

The probate courts have an online form for guardians to use to submit their yearly report. Changes from the Legislature, however, made our existing form obsolete. Probate Court No. 1 staff went to work immediately, with help from IT, to make our online report consistent with changes in the law. The report is also now compatible with iPhones.

One of the ways in which the State of Texas seeks to protect wards is to require that all guardianships be registered, by the guardian, with the Judicial Branch Certification Commission (JBCC). It is the court's responsibility to ensure the guardians comply with this task. Probate Court No. 1 has successfully ensured 100% of its guardianships are registered with the JBCC. This is an accomplishment that few, if any, other probate courts in Texas have achieved. The Court also holds an aggressive show cause docket for guardians that do not provide their yearly reporting.

## **Individual Recognition and Awards**

The staff of Probate Court No. 1 are widely recognized for their excellent performance. In 2023, Court Coordinator Heather Beyer – a position she’s held with the Court since 2005 – was recognized as the Court Coordinator of the Year by the Tarrant County Bar Association. In addition, the local chapter of the National Association of Social Workers named Judge Ponder as its Elected Official of the Year for his work in the field of guardianship.

## **Community Engagement**

One of the best ways to prevent guardianship applications from overwhelming probate courts is to educate the community about ways to avoid the necessity of guardianship. Court personnel regularly meet with community stakeholders to provide a better understanding of the law and what supports and services are available.

## **Trial Docket**

Probate Court No. 1 continued its aggressive push to move the docket and bring cases to trial. Although jury trials are rare in probate courts, Probate Court No. 1 held two jury trials in 2023. By pushing contested cases to resolution, Probate Court No. 1 disposes of cases efficiently and effectively.

## **Assisted Outpatient Treatment Program**

As the number of mental health cases has hit an all-time high, it has become necessary to employ innovative solutions to address the crisis. One alternative to in-patient commitment is the Assisted Outpatient Treatment program. The Court continued to expand its use of AOT for mental health patients that need continued court-ordered treatment but can receive it without the necessity of housing.

Thanks to the Commissioners Court continued support for My Health My Resources (MHMR) of Tarrant County, the Courts average around 40 patients being treated in the AOT program at any given time. Without this program, treatment would be necessary in an in-patient setting at a far greater cost to Tarrant County. The AOT program in Tarrant County is considered a national model and has hosted other counties as they explore their own program implementations.

## **Jail Medication Hearings**

A collaborative effort between the Courts, the Tarrant County Criminal District Attorney’s Office, Tarrant County jail management and MHMR of Tarrant County’s jail-based treatment physicians resulted in the implementation of regularized hearings on applications for the administration of psychoactive medications filed on behalf of jail inmates in the jail-based competency restoration program or waiting for treatment beds to open at the state hospital. The regular hearings have reduced the number of inmates experiencing mental health crises and life-threatening deterioration while incarcerated.

## DIVISION OBJECTIVES

For FY2025, it is the Court's hope that we may:

- continue the efficient scheduling of uncontested hearings by offering hearings within 4-5 weeks of case filing.
- increase dialogue with criminal justice, medical, and community partners to assist in finding treatment options for the incapacitated and the mentally ill, avoiding the costly undertaking of formal guardianship and commitment proceedings.
- decrease reliance on appointed Attorneys to perform guardian ad litem services.
- continue to push the contested docket to resolve cases.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Contested / Uncontested Hearings	3,396	3,374	3,465
# of Contested and Uncontested Hearings	3,396	3,374	3,465
# of Instruments Filed	55,953	54,865	61,964
# of Mental Health Applications	5,486	6,002	6,209
# of Mental Health Cases	5,080	5,635	5,831
# of New Probate Cases	2,315	2,482	2,527
# of Supervised Cases	178	137	128

## EXPENDITURES SUMMARY

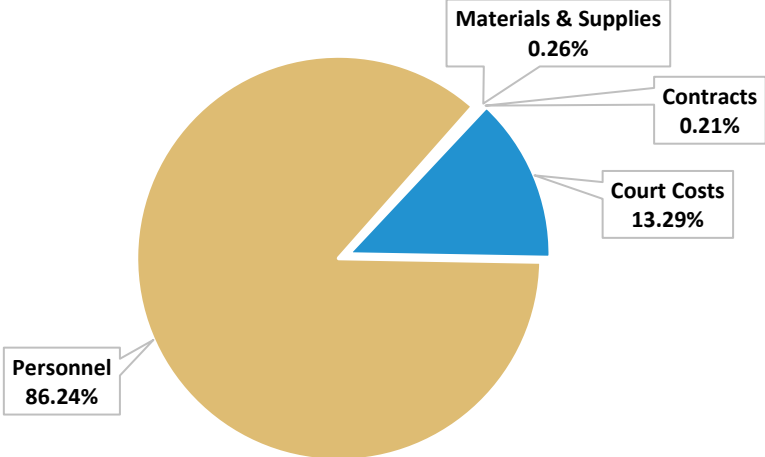
An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$2,369,595** (\$318,040) (-11.83% vs. prior year)



# BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Probate Court 1



■ Personnel ■ Materials & Supplies ■ Contracts ■ Other ■ Court Costs ■ Travel - Education

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	2,009,635	2,080,606	2,043,495	33,860
Materials & Supplies	6,600	5,286	6,200	(400)
Contracts	327,500	320,261	5,000	(322,500)
Other	2,000	-	-	(2,000)
Court Costs	341,900	272,619	314,900	(27,000)
Travel - Education	-	-	-	-
<b>Total Budget</b>	<b>2,687,635</b>	<b>2,678,772</b>	<b>2,369,595</b>	<b>(318,040)</b>

## EXPLANATION OF MAJOR CHANGES

The Contracts expense type decreased as the budget for the Guardianship Services contract was moved from the General Fund to the Public Health 1115 Waiver Fund.

The decrease in the Court Costs expense type is driven by identified cost savings based on an analysis of historical expenditures.



## **PROBATE COURT #2**

### **MISSION STATEMENT**

Tarrant County Probate Court Number Two's mission is to provide all parties their day in court, to treat all parties equally and respectfully, and to rule on cases efficiently in accordance with the law and the applicable facts.

### **RECENT ACCOMPLISHMENTS**

The court has accomplished the following in FY24:

#### **Decedent's Estates**

The Court has been conducting both in-person and Zoom hearings on uncontested probate matters and conducting in-person hearings on contested matters. The Court's attorney rotation list consists of 115 attorneys and each attorney receives about three appointments each year due a continued increase in applications to determine heirship.

#### **Guardianship**

All guardianship hearings are being conducted in-person. The Court strictly applies the law as written requiring clear and convincing evidence of incapacity and that supports and services and alternatives which could avoid the need for a guardianship have been considered and determined not to be feasible in addition to the other legal requirements prior to placing anyone or anyone's estate under guardianship. The Court also grants partial guardianships when the facts heard at trial warrant a partial guardianship in lieu of a full guardianship.

The Court is now receiving reports from Guardians of the Person through an on-line form which saves staff time and paper and mailing expenses. Guardianship matters continue to be contentious with more contested guardianship matters and lawsuits ancillary to guardianships being filed.

Court social workers named as court visitors make initial investigations, assessments, and reports on each guardianship matter to make sure that all less restrictive alternatives to guardianship and available supports and services have been considered to avoid unnecessary guardianships. Court social workers also recommend the most suitable person as guardian and to make sure the residential, medical, social, and educational needs of the ward are met.

The guardianship staff and social work interns continue to make at least one annual court visit on all wards under guardianship to enable the court to make its annual determination

as to whether each guardianship should be continued, modified, or terminated. The Court continues to receive communications from its wards. In addition, Judge Allen continues to personally review all Guardian of the Person Reports and Associate Judge Kelly personally reviews all Court Visitor Reports. Each Judge sends communications to the Assistant Court Investigators when she believes follow-up is necessary to determine whether a modification, restoration or closure is appropriate. Judge Allen is very cognizant of returning tax-payer dollars to the County when a ward receives funds from an inheritance or when a ward has funds remaining after death.

## **Mental Health**

Associate Judge Patricia Burns primarily handles the majority of the mental health probable cause, commitment, and medication hearings. Due to the increased number of mental health commitment filings, each court now conducts its own mental health docket each week. The court has added new attorneys to represent proposed patients. Judge Burns has also heard several matters involving the need for mental health commitment for patients who are being held in the county jail, but who should be transferred to JPS for mental health treatment.

Judge Allen also hears these cases and both Judges are available and do work on pre-hearing orders. Judge Allen also reviews and countersigns all commitment and medication orders signed by Associate Judge Burns.

## **Public Probate Administrator**

The court is currently continuing use of public probate administrator on a part-time basis to handle existing cases and to recover claims for county funds that have been expended in guardianship proceedings and for indigent burials. The court has closed a large number of the public probate administrator's cases.

## **DIVISION OBJECTIVES**

The court's objectives for FY2025 are:

### **Technology**

The court has now gone paperless for all matters but not for all orders. The court has also finished a project that allows guardians of the person, not represented by legal counsel, to electronically file guardian of the person reports directly with the clerk or court staff thus minimizing the effort and expense to the guardians. The court is encouraging all guardians of the person to use this electronic filing process for guardianship of the person reports. The court staff uses queues to review filings and places orders in Judge Allen's queue when they are ready to be signed.

The court's objective is to have all uncontested orders approved and copies sent to attorneys within three weeks of filing so that cases can be completed in a timely manner.

The court is looking forward to not having to conduct hearings on Zoom due to the increased time required for these hearings.

### Parallel Court Dockets

The court's goal is continue running parallel trial dockets with one heard by the elected judge and one heard by the associate judge to better expedite probate, guardianship, and mental health matters which continue to increase in number.

### Guardianship

The court sends out social workers on every guardianship application to ensure that all less restrictive alternatives to guardianship and that available supports and services have been considered and used when feasible to prevent unnecessary guardianships being established.

The court, through the guardianship auditor, continues to strictly scrutinize all fee applications to ensure our wards' estates and the tax-payer dollars are only spent in accordance with the law.

### Mental Health

The court will continue to hear its own docket and appoint its own defense attorneys to ensure that caseloads are not excessive as mental health filings have risen dramatically. The court will continue its involvement in the Assisted Outpatient Treatment program and celebrates its graduates.

### Decedent's Estates

The Court will continue to review and hear matters involving decedent's estates as expeditiously as possible. The court's goal is that uncontested probate matters can be heard as close to the citation return date as possible.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Guardianship Hearings	2,605	2,675	3,366
# of Guardianships of Estate	20	25	30
# of Guardianships of Person	59	65	70
# of Mental Health Cases Filed	5,486	5,500	5,600
# of New Dependent Administrations	33	38	43
# of New Probate Cases Filed	1,889	1,950	2,050

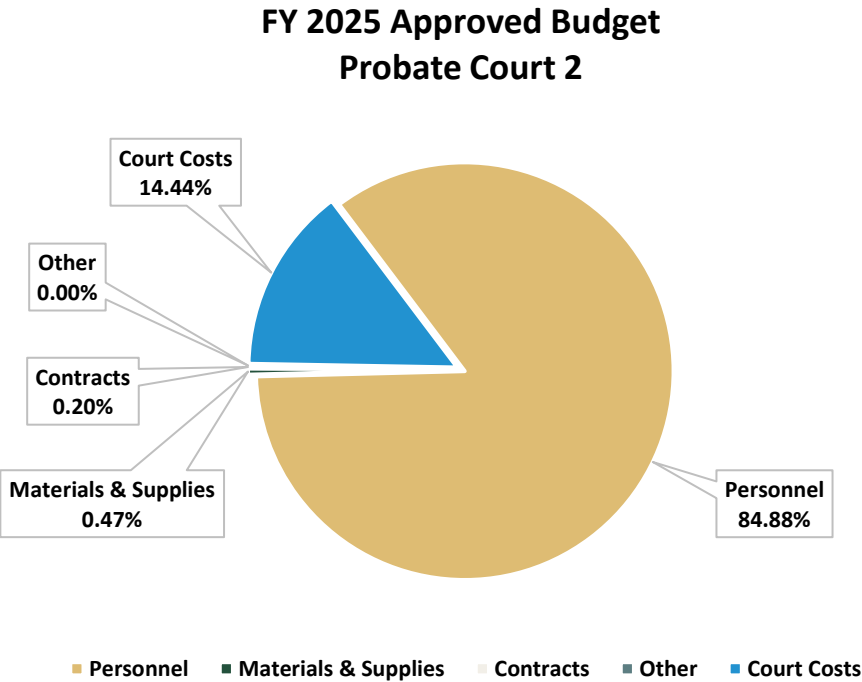
# of Small Estate Affidavits	211	222	233
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### EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$1,954,900** (\$503,591) (-20.48% vs. prior year)

### BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	1,828,870	1,661,807	1,659,279	(169,591)
Materials & Supplies	8,281	7,827	9,281	1,000
Contracts	328,000	321,263	4,000	(324,000)
Other	4,040	-	40	(4,000)
Court Costs	289,300	243,523	282,300	(7,000)
<b>Total Budget</b>	<b>2,458,491</b>	<b>2,234,420</b>	<b>1,954,900</b>	<b>(503,591)</b>

## **EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is due to changes in the retirement contribution rate as well as a change in the incumbent for a budgeted position.

The decrease in the Contracts expense type is due to the budget for the Guardianship Services contract moving from the General Fund to the Public Health 1115 Waiver Fund.

The decrease in the Court Costs expense type is driven by identified cost savings based on an analysis of historical expenditures.



# **JUSTICE OF THE PEACE PRECINCT #1**

## **MISSION STATEMENT**

Justice of the Peace court Precinct 1's mission is to provide superior customer service to citizens while maintaining the highest standards of court efficiency and administering Justice without partiality according to the law.

## **RECENT ACCOMPLISHMENTS**

For over eight years, Justice of Peace court, Precinct 1, has developed and established electronic processes that streamlined current procedures and have significantly reduced the daily time spent creating and preparing cases. More importantly, it has improved our customer service to Attorneys and the public by providing them with greater access, convenience, and flexibility while doing business with our Court.

The Court has utilized software like E-File Texas (2013), and E-File Self Help "Guide and File" (2015) to help constituents file their cases online from the convenience of their homes. In July 2019, Justice of the Peace court, Precinct 1, became the first Justice Court in the State to implement "Mandatory E-Filing." The local rule issued in 2019 mandated that all Prose Litigants and Attorneys file their cases and subsequent filings by either E-File Texas or E-File Texas Self-Help.

Since implementing these processes, we have integrated additional paperless processes across all case types. In late 2017, Justice of the Peace court, Precinct 1, received several kiosks for public use. Implementing the kiosks allowed the public to file petitions, answers, motions, and access to review cases filed in our court and print if needed. Kiosks eliminated paper files and permitted ease of electronic access.

We noticed some areas of improvement during this time and in October 2019, Justice of the Peace court, Precinct 1 revamped the kiosk capabilities. The public can now use the kiosk to view their cases online, print out documents, E-File their cases, or any subsequent filings online via E-File Self-Help, and E-File Texas. The Kiosk allows easy access to Self-Help Resources and the most used websites.

Having the ability to track cases electronically, we have adjusted our processes and procedures and better integrated them with a more paperless process. For many years, we had worked hand in hand with the Tarrant County Clerk's office and our IT department's members to transition our appeals to a paperless process. We faced many obstacles along the way, but in 2020, we were able to develop and execute the strategy.

Paperless Appeal Transfers: Utilizing our current case management system (Odyssey), Justice Court, Precinct 1, became the first Court to develop a process that allows Justice Courts to transfer appealed eviction cases from Justice Courts to County Courts via queues. Additionally, in October 2020, we began accepting appeals electronically via E-File Texas. Justice of the Peace court, Precinct 1, has become the first court in the State to implement Mandatory E-Filed appeals and develop an electronic appeal process.

Through these efforts, Justice of the Peace court, Precinct. 1, has received many recognitions. Such recognition includes the 2020 Tyler Excellence Award, TAC Award for Innovation, and Court Room Security. Furthermore, the Judge and Court Manager have also received awards from the Justice Court Judges Association for Judge and Clerk of the Year.

We quickly realized these events presented an excellent opportunity to expand our paperless processes across other areas of our Court. Since March 2020, we have utilized Zoom to conduct remote mediation. We are the first court in The State of Texas to develop a complete online E-Court Pre-Trial Mediation Program. Additionally, we worked closely with the Texas Department of Public Safety to remotely transition Driver's License Suspension and Safety Responsibility Suspension Hearings via Zoom.

For many years, other Justice Courts in the State have visited our Court to view our established electronic processes and procedures. Justice Court, Pct. 1, is unlike any other Justice Court. Thanks to the Court Manager's hard work and dedication, we have established written processes for each area of the Court. The new processes establish standards, monitor clerk efficiency, and maintain consistency across every area of the Court.

## **DIVISION OBJECTIVES**

Justice of the Peace, Precinct 1 is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County.

- **SMART Goals:** specific, measurable, achievable, relevant, and time-bound are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Streamline electronic filing processes through the implementation and development of AI technology.

- **Specific:** Implement AI technology to optimize electronic filing processes, improving automation, accuracy, and processing speed for all users.
- **Measurable:** Achieve a 30% increase in filing efficiency within six months of AI system deployment, measured through reduced processing times and error rates.



- **Achievable:** Partner with AI experts and technology vendors to develop and integrate AI-driven solutions into the existing electronic filing systems, ensuring smooth deployment and user adoption.
- **Relevant:** Enhances the accuracy, speed, and accessibility of electronic filings, benefiting all stakeholders by improving service delivery and reducing administrative burdens.
- **Time-bound:** Complete the AI implementation and development process by the end of the 2025 fiscal year, with measurable efficiency improvements achieved within six months post-implementation.

**Objective 2:** Expand and streamline the electronic submission of emergency mental health warrants to improve processing efficiency and public safety.

- **Specific:** Implement expanded capabilities for submitting emergency mental health warrants electronically across relevant jurisdictions to facilitate quicker processing.
- **Measurable:** Increase the percentage of electronically submitted emergency mental health warrants by 50% within one year of implementation.
- **Achievable:** Enhance the electronic submission platforms and provide comprehensive training to law enforcement and mental health stakeholders to ensure widespread adoption.
- **Relevant:** Improving the electronic submission process enhances the speed and accessibility of emergency mental health warrant submissions, which directly supports public safety and mental health intervention efforts.
- **Time-bound:** Launch the expanded electronic submission system within six months and reach the target increase within one year of the launch date.

**Objective 3:** Assist in developing and implementing electronic emergency mental health warrant processes across the state to improve efficiency and response times.

- **Specific:** Partner with the state to design, develop, and implement an electronic system for processing emergency mental health warrants across all jurisdictions.
- **Measurable:** Achieve full statewide adoption and implementation of the electronic emergency mental health warrant process within two years.
- **Achievable:** Leverage technical expertise and allocate resources to support the design, development, and rollout of the electronic system, ensuring collaboration with state and local agencies.

- **Relevant:** This initiative standardizes the warrant process, enhances coordination between agencies, and significantly improves response times in emergency mental health situations.
- **Time-bound:** Initiate development and implementation efforts within the next fiscal quarter, aiming for statewide completion and full functionality within the two-year target.

**Objective 4:** Expand the electronic submission of TX DPS administrative cases through E-File Texas to improve court efficiency and processing accuracy.

- **Specific:** Collaborate with TX DPS to implement an electronic filing system for administrative cases with the Court, streamlining the submission and intake processes.
- **Measurable:** Achieve a 20% reduction in the time required to intake and process cases within six months of implementation.
- **Achievable:** Work closely with TX DPS and E-File Texas to establish the necessary infrastructure, ensuring smooth integration and the ability to expand the system across the state.
- **Relevant:** Enhancing the filing process will improve the accuracy, speed, and overall efficiency for both court staff and external stakeholders.
- **Time-bound:** Complete the implementation of the electronic filing process for TX DPS administrative cases by the end of the 2025 fiscal year.

**Objective 5:** Implement text message notification capabilities to enhance communication with Justice Court users, improving efficiency and accessibility.

- **Specific:** Acquire and implement a system that enables electronic delivery of court notifications via email and text messaging for all Justice Courts.
- **Measurable:** Achieve a 30% increase in court notification efficiency within six months of system implementation.
- **Achievable:** Collaborate with technology vendors and experts to develop and integrate the e-notification system into the existing infrastructure.
- **Relevant:** Improve communication efficiency and accessibility, aligning with the trend of using digital tools for real-time updates and notifications.
- **Time-bound:** Secure and implement the E-notification solution by the end of the 2025 fiscal year.

**Additional FY2025 initiatives:**

- Utilize instructional videos to create written court procedures.

- Implementation of re: Search TX software that allows litigants easier access to case files for all Texas Counties.

Justice of the Peace court Precinct 1 is committed to exploring and implementing innovative solutions to guarantee maximum court efficiency and litigant satisfaction while remaining responsive to our constituents' evolving needs.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Citations Issued	9,268	11,400	10,532
# of Debt Claim Hearings	1,929	3,542	5,155
# of Emergency Mental Health Hearings	113	82	51
# of Eviction (Civil)	3,484	4,064	4,644
# of Eviction Hearings	3,371	4,700	6,029
# of Small Claim Cases	485	570	655

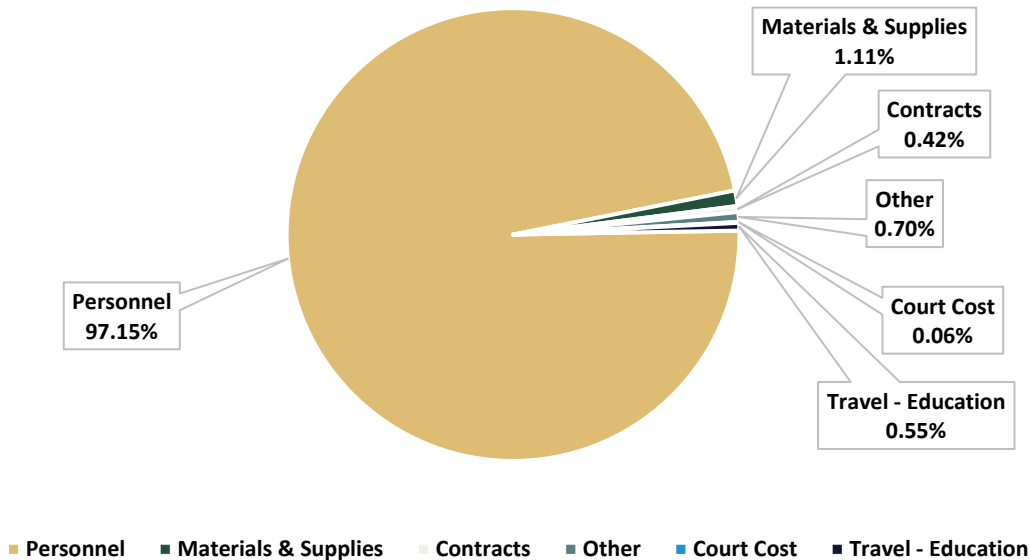
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,003,378** (\$20,532) (-2.01% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

### FY 2025 Approved Budget Justice of the Peace 1



Expense Type	20240 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	993,956	989,492	974,807	(19,149)
Materials & Supplies	11,132	10,289	11,151	19
Contracts	4,264	4,027	4,264	-
Other	8,758	8,466	7,006	(1,752)
Court Cost	300	1,850	650	350
Travel - Education	5,500	5,040	5,500	-
<b>Total Budget</b>	<b>1,023,910</b>	<b>1,019,164</b>	<b>1,003,378</b>	<b>(20,532)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely driven by the decrease in the County's retirement contribution rate.



## **JUSTICE OF THE PEACE PRECINCT #2**

### **MISSION STATEMENT**

Justices of the Peace are charged with the responsibility to faithfully and impartially discharge the duties required by law and to promptly pay over to the party entitled to receive all monies which may come into his or her hands during his or her term in office. The Justice Court, Precinct 2's mission is to serve the people of Tarrant County with efficient and accessible administration of Justice for All and to treat all persons with integrity, fairness, and respect.

### **RECENT ACCOMPLISHMENTS**

Justice Court Precinct 2 has ensured that all its clerks are abreast of and have implemented all new legislation that has been introduced in or has taken effect thus far in FY2024. We have also partnered with the Constables offices and I.T. to implement an integration of the JP and Constable's operating systems to electronically notify each other of new service documents issued and executed between the offices. We also partnered with the other seven Justice of Peace offices of Tarrant County, I.T. and court to establish and implement an automatic posting of online misdemeanor credit card payments to the Justice Court's operating system once reviewed by staff, to offer a quick disposition of these cases.

Justice Court, Precinct 2 continues to maintain the highest total volume of JP cases in Tarrant County. Justice Court, Precinct 2 continues to maintain the highest volume of eviction and truancy cases as well as one of the highest volumes of small claims and debt cases in Tarrant County. The Court processes these cases in a fair and efficient manner to provide expeditious resolutions and to avoid creating an unnecessary backlog.

In addition to offering filing options such as E-file Texas and E-File Self Help electronic filing systems, Justice Court, Precinct 2 continues to offer in-person filing as an option for our many customers who may not have access to or knowledge of electronic means to ensure that everyone has his/her opportunity to bring a case before the court. The Court continues to offer a virtual appearance option to those who are a part of a vulnerable population. The Court has resumed in person appearances to make itself accessible to all its constituents.

Justice of the Peace court, Precinct 2 continues to utilize and implement technologies introduced by Tarrant County to improve the Court's procedures and efficiency. Examples of these technologies are electronic transfers of appeals and transferred cases and

Odyssey Judge's Edition. The Court is virtually paperless in the courtroom and post-judgment thanks to the use of Odyssey's e-signature feature, which allows for the judge to sign all documents electronically, and the use of email correspondence with parties.

Justice Court, Precinct 2 regularly works in partnership with Constable, Precinct 2 to develop and/or improve upon the processes between their offices to ensure prompt receipt and service of Justice Court citations. These offices also work together to execute creative docket management to ensure efficient use of the court's time.

Justice Court, Precinct 2 continues to partner with the Tarrant County Dispute Resolution Program to better serve parties involved in small claims cases. Our partnership creates an opportunity for plaintiffs and defendants to potentially resolve their case with the help of a professional mediator at an affordable rate and on site during pre-trial hearings.

Justice Court, Precinct 2 also partners with the Goodwill E Squared program for truancy cases to encourage students to complete their high school education successfully.

## **DIVISION OBJECTIVES**

Justice of the Peace, Precinct 2 court is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County.

- **SMART Goals:** specific, measurable, achievable, relevant, and time-bound are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Leverage new technologies to expedite case disposition and improve efficiency in court operations.

- **Specific:** Implement new technologies introduced by Tarrant County to streamline and accelerate case disposition processes across the court system.
- **Measurable:** Achieve a 20% reduction in case processing times within six months by tracking technology adoption and its impact on efficiency.
- **Achievable:** Provide comprehensive training for staff on using new technologies and integrate these tools into daily court operations.
- **Relevant:** Implementing advanced technologies will enhance operational efficiency, reduce backlogs, and improve the overall delivery of justice.
- **Time-bound:** Complete the implementation and staff training on new technologies within the 2025 fiscal year, with a mid-year review to assess progress and adoption rates.

**Objective 2:** Ensure the delivery of excellent customer service and uphold fair justice in all court interactions.

- **Specific:** Provide excellent customer service by ensuring that all parties receive courteous, prompt, and fair treatment throughout the court process.
- **Measurable:** Conduct quarterly surveys to solicit feedback from court users, aiming for a 90% satisfaction rate in both customer service and justice delivery.
- **Achievable:** Train all court staff on customer service best practices and fair justice principles and implement monitoring systems to track service quality and consistency.
- **Relevant:** Quality customer service and fair justice are crucial for maintaining public trust and ensuring the smooth functioning of the justice system.
- **Time-bound:** Evaluate customer service performance and fairness in justice delivery quarterly, maintaining high standards throughout the 2025 fiscal year, with a target of continuous improvement.

**Objective 3:** Enhance the knowledge of Justice Court, Precinct 2, Judge, and clerks by ensuring annual participation in seminars on legislative updates to maintain current on new laws legal practices.

- **Specific:** Ensure the judge and clerks of Justice Court, Precinct 2, attend at least two relevant annual seminars to stay updated on new legislation affecting court operations.
- **Measurable:** Track attendance at the seminars and evaluate the knowledge gained by conducting post-seminar assessments or reviewing the implementation of updated procedures.
- **Achievable:** Allocate resources for seminar fees, travel expenses, and schedule time within work plans to ensure all staff can attend the required seminars.
- **Relevant:** Continuous education on legislative updates is critical to ensure court procedures are compliant with new laws and legal practices, enhancing the quality of justice delivered.
- **Time-bound:** Schedule and confirm attendance at seminars by the end of the second quarter, ensuring completion by the end of the 2025 fiscal year.

## **KEY PERFORMANCE INDICATORS**

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Civil Cases (Disposed)	12,582	12,600	13,000
# of Civil Cases (Evictions)	8,795	8,500	9,000
# of Civil Debt Claim	3,031	3,700	4,300
# of Civil Eviction	8,795	8,500	9,000
# of Disposed Criminal Cases	193	260	275
# of Small Claim Cases	485	570	655
# of Truancy Cases	605	730	875

## EXPENDITURES SUMMARY

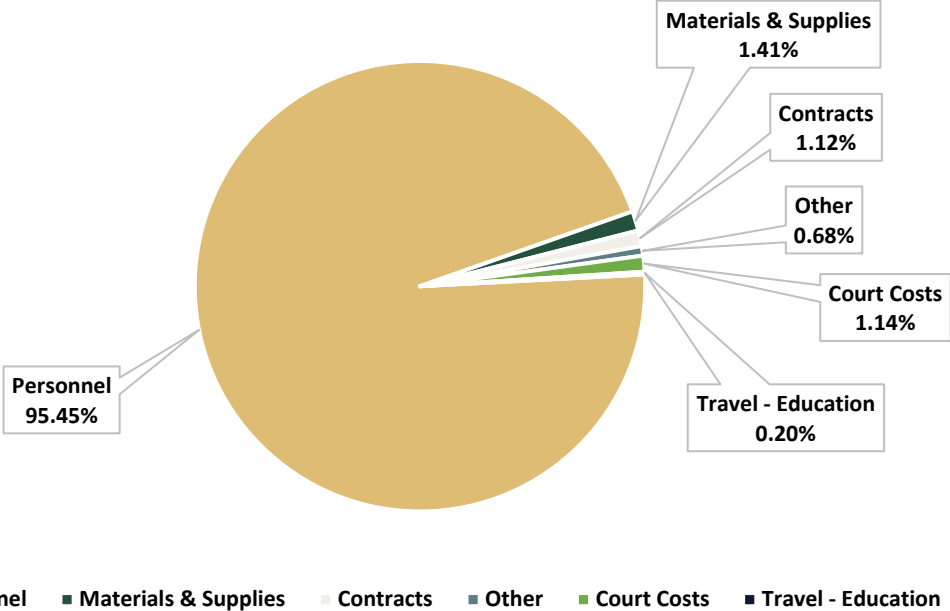
An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,023,682** (\$47,585) (-4.44% vs. prior year)



# BUDGETED EXPENDITURES BY EXPENSE TYPE

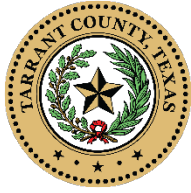
FY 2025 Approved Budget  
Justice of the Peace 2



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	1,028,522	994,139	977,069	(51,453)
Materials & Supplies	13,387	12,151	14,427	1,040
Contracts	10,600	10,345	11,480	880
Other	8,758	6,715	7,006	(1,752)
Court Costs	5,000	17,825	11,700	6,700
Travel - Education	5,000	50	2,000	(3,000)
<b>Total Budget</b>	<b>1,071,267</b>	<b>1,041,225</b>	<b>1,023,682</b>	<b>(47,585)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely driven by the decrease in the County’s retirement contribution rate.



# JUSTICE OF THE PEACE PRECINCT #3

## MISSION STATEMENT

Tarrant County Justice of the Peace Court Precinct 3 will use all available resources to act as a conservator of the peace by the fair, equitable, and timely administration of justice matters within its jurisdiction.

## RECENT ACCOMPLISHMENTS

Tarrant County Justice of the Peace Court, Precinct 3 operated within budget for FY2024. The Court eliminated backlog and is hearing all cases within 120 days of an answer being filed. Court maintained professional and courteous interactions with litigants and observers.

## DIVISION OBJECTIVES

Tarrant County Justice Court Precinct 3 has a goal of resolving disputes in a timely manner. Measuring each case for the timeliness is not possible individually but it is possible to achieve a statistical picture of timeliness in the aggregate. Precinct 3 will actively work to keep civil backlog of less than 2,000 cases.

Precinct 3 Administrative Court Clerks will complete professional certification training by August 2025. Judge Brandt and management staff will conduct training on topics such as evictions and civil matters for municipal police officers within the boundaries of Precinct 3 in FY2025.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Debt Claims	2,441	2,918	2,900
# of Disposed Civil Cases	5,678	6,324	6,400
# of Disposed Criminal Cases	391	642	650
# of Eviction (Civil)	2,413	2,578	2,600
# of Small Claims	753	776	800

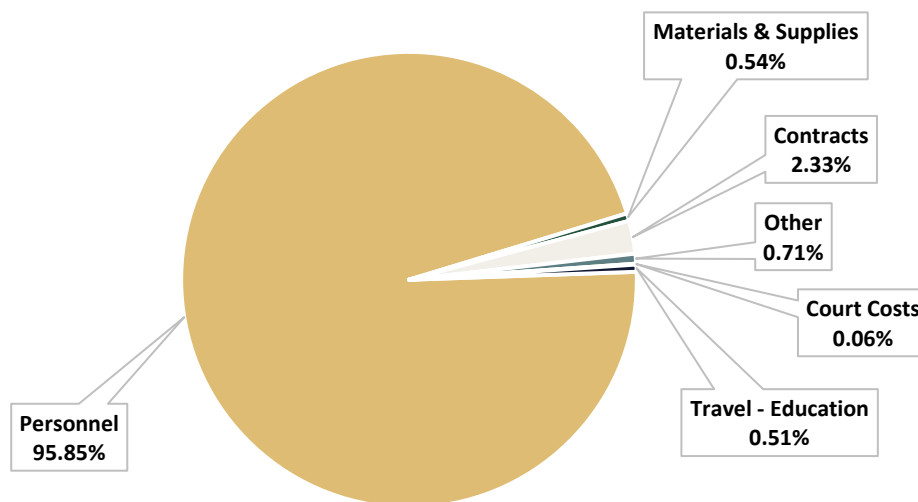
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$987,341** (\$20,314) (-2.02% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Justice of the Peace 3



■ Personnel ■ Materials & Supplies ■ Contracts ■ Other ■ Court Costs ■ Travel - Education

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	966,122	964,396	946,410	(19,712)
Materials & Supplies	6,075	4,059	5,325	(750)
Contracts	21,100	21,451	23,000	1,900
Other	8,758	7,591	7,006	(1,752)
Court Costs	600	-	600	-
Travel - Education	5,000	2,668	5,000	-
<b>Total Budget</b>	<b>1,007,655</b>	<b>1,000,165</b>	<b>987,341</b>	<b>(20,314)</b>

## **EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely driven by the decrease in the County's retirement contribution rate.



# **JUSTICE OF THE PEACE PRECINCT #4**

## **MISSION STATEMENT**

It is the mission of the Justice of the Peace Court Precinct 4 to serve the people of Tarrant County by efficient and accessible administration of justice for all persons. The Justice of the Peace serves all litigants with integrity, consideration, and respect. The Justice of the Peace are charged with the responsibility of faithfully and impartially discharging the duties required by law.

Additionally, this court responds to the needs of the Constables, Sheriff, Department of Public Safety, Tarrant Regional Water District, Texas Parks, and Wildlife Department, and eleven municipal police agencies within this precinct.

## **RECENT ACCOMPLISHMENTS**

- Updated the JP4 website to allow a more user-friendly format that allows the public to easily access forms and important documents from the Court.
- Criminal warrants are being issued on Class C citations.
- Launched Azle, Eagle Mountain, and Saginaw ISD Class C citations.
- Implementation of metal detectors.
- Updated JP4 court Standing Orders on OCA website.
- Updated Odyssey forms and court forms to meet local and state requirements.
- JP4 Court implemented internship program.
  - On December 12, 2023, intern successfully completed the inaugural semester.

## **DIVISION OBJECTIVES**

- We are in the process of writing policy and procedures for the Justice of the Peace 4 court functions.
- Employee development and cross training for each position.
- Continue optimizing court operations.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Debt Claims	3,022	4,000	5,000
# of Disposed Cases (Civil)	5,742	6,600	7,000
# of Evictions (Civil)	2,414	3,000	3,500
# of Small Claims (Civil)	651	575	600
# of Warrants	882	750	800

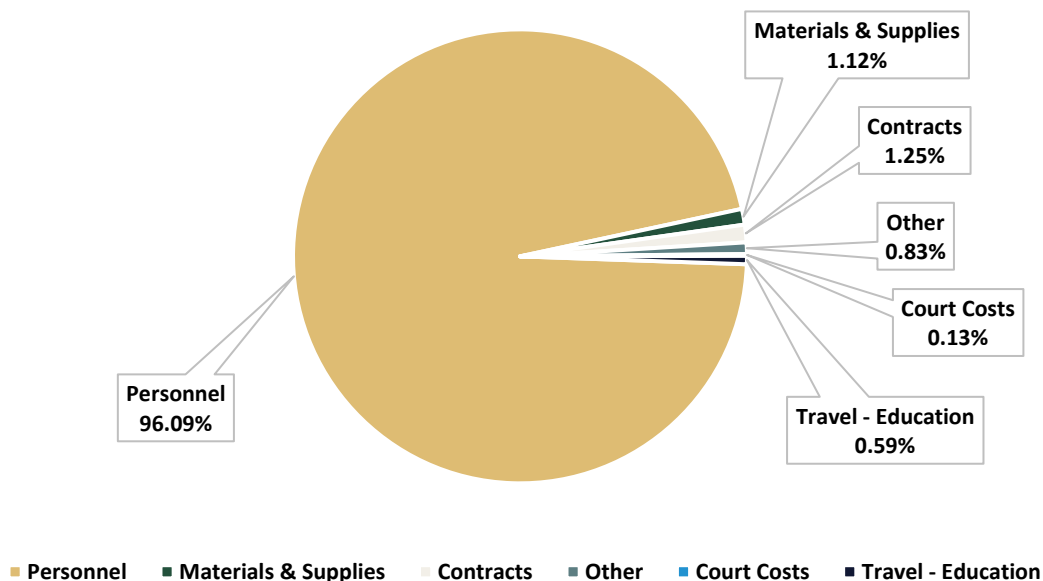
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$848,941** (\$18,879) (-2.18% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Justice of the Peace 4



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	832,866	826,125	815,729	(17,137)
Materials & Supplies	9,021	8,189	9,531	510
Contracts	10,600	10,110	10,600	-
Other	8,758	6,715	7,006	(1,752)
Court Costs	1,575	675	1,075	(500)
Travel - Education	5,000	4,705	5,000	-
<b>Total Budget</b>	<b>867,820</b>	<b>856,518</b>	<b>848,941</b>	<b>(18,879)</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely driven by the decrease in the County’s retirement contribution rate.



# **JUSTICE OF THE PEACE**

## **PRECINCT #5**

### **MISSION STATEMENT**

Our mission in precinct five is to provide professional and courteous services to litigants where they obtain fair, equitable, and impartial adjudication under the established principles of law.

### **RECENT ACCOMPLISHMENTS**

Justice of the Peace Precinct 5 is located downtown Fort Worth, and our office continues to serve English and Spanish speaking customers in person and telephone. Justice of the Peace assist customers with procedural information and by directing them to the correct County office they are seeking.

Judge DeLeon and court staff continue utilizing ZOOM to conduct Civil and Criminal hearings. This has been very beneficial to all parties involved to continue processing of cases.

Continue make NCOURT's website available to customers as a convenient method to pay criminal citations. This system is also used by the court staff to process both civil and criminal credit card transactions. The NCOURT system allows defendants to easily pay their misdemeanor citations online by searching for their case using their name, date of birth, driver's license, or citation number. As of December 2023, NCOURT became integrated with Odyssey.

- From October 1, 2022, to September 30, 2023, our court processed 2,265 NCOURT credit card transactions for a total sum of \$525,345.16.
- From October 1, 2023, through March 31, 2024, the court has processed 959 payments totaling \$215,271.93.

As of March 2024, the court included a QR code on its website regarding the [www.jpfines.com](http://www.jpfines.com) payment website and on all other correspondence is mailed to defendants to make it easier for them to pay their citations online.

As of March 2024, our court began using Odyssey Civil Serve to send and receive civil citations from the Constable's office.

Judge DeLeon has strengthened his collaboration with FWISD by continuing to offer his exclusive "Honorary Juror" program and regularly speaking at Career Day events across various schools. By speaking directly to students during Career Day, Judge DeLeon



shares his work and life experiences with the Justice Court and law enforcement. In addition, he encourages the next generation to understand the importance of civic responsibility. Through these initiatives, he actively encourages students-ranging from 4th graders to college students-to pursue higher education, particularly in legal fields; the value of contributing to their communities and the importance of registering to vote.

The “Honorary Juror” program is an invitation-only initiative where students gain insight into how the court system operates and experience participating in civic activities. This unique opportunity allows students to engage in real-world legal processes and inspires them to consider careers related to civil service, law enforcement, or a field will allow them to give back to their communities.

## **DIVISION OBJECTIVES**

The objective for Justice of the Peace 5 is to continue providing citizens with a professional and courteous level of services, linking them with assistance and resources to exercise their litigation options in the Justice Court.

## **KEY PERFORMANCE INDICATORS**

The chart below provides data collected for Key Performance Indicators (KPIs)

<b>KEY PERFORMANCE INDICATOR</b>	<b>FY 2023 ACT</b>	<b>FY 2024 EST</b>	<b>FY 2025 EST</b>
# of Debt Claims (Civil)	2,167	1,506	1,840
# of Disposed Cases (Civil)	5,029	4,790	4,910
# of Disposed Cases (Criminal)	2,272	2,354	2,315
# of Evictions (Civil)	3,790	3,510	3,650
# of Occupational Driver License	413	370	390
# of Small Claims (Civil)	226	220	214
# of Traffic Cases	2,277	1,714	2,000

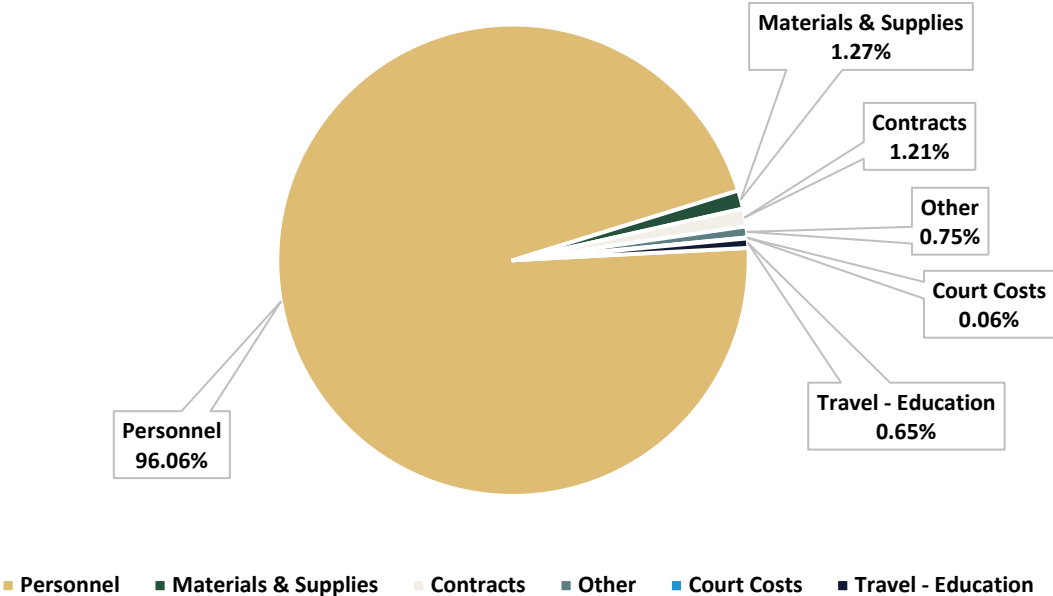
## **EXPENDITURES SUMMARY**

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$929,133 (\$24,206) (-2.54% vs. prior year)**

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Justice of the Peace 5



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	917,381	922,967	892,507	(24,874)
Materials & Supplies	11,800	11,482	11,755	(45)
Contracts	10,600	10,006	11,265	665
Other	8,758	5,839	7,006	(1,752)
Court Costs	600	170	600	-
Travel - Education	4,200	1,536	6,000	1,800
<b>Total Budget</b>	<b>953,339</b>	<b>952,000</b>	<b>929,133</b>	<b>(24,206)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely driven by the decrease in the County’s retirement contribution rate.



# JUSTICE OF THE PEACE

## PRECINCT #6

### MISSION STATEMENT

Our mission is to serve the people of Tarrant County, Precinct 6, with efficient and accessible justice for all. We will treat all persons with integrity, fairness, respect, and provide service to all in the most courteous and expedient way possible.

### RECENT ACCOMPLISHMENTS

During FY24, we participated in the integration with NCourt online payment system and the court's case management system Odyssey. We assisted I.T. with testing and provided feedback regarding the court process for criminal payments. This integration has helped the court with processing payments made online and making less errors while doing so.

We also participated in the Civil Serve and Odyssey integration with the Constable offices. This integration included not only Constable and Justice courts but also county and district courts. We provided feedback to the court's process and assisted by providing instructions for all courts to use.

TJCTC lifted the hold on conducting exams for clerks in Texas and we had 2 clerks receive their master certification and 1 received her experienced clerk certification.

We had a steady increase in all case types while maintaining a low case backlog. We resumed issuing warrants and we've seen an increase in criminal cases being disposed. We continued providing litigants the option to appear remote when requested.

We assisted citizens in all precincts with their needs for mental health warrants.

### DIVISION OBJECTIVES

Justice of the Peace, Precinct 6 court is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County.

- **SMART Goals:** specific, measurable, achievable, relevant, and time-bound are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Focus on continuous use and enhancement of electronic technologies to improve the efficiency of case processing. By tracking the effectiveness of these

technologies, regularly updating processes, and ensuring timely reviews, the court aims to reduce wait times and enhance service delivery for litigants.

- **Specific:** Leverage electronic technologies to streamline case disposition and expedite customer service for litigants.
- **Measurable:** Track the impact of electronic systems by monitoring case processing times, user satisfaction, and the percentage of cases processed electronically.
- **Achievable:** Maintain and enhance current electronic processes by periodically updating systems and training staff to ensure smooth operation.
- **Relevant:** Efficient electronic case processing reduces wait times for litigants, improving overall court efficiency and customer satisfaction.
- **Time-bound:** Conduct quarterly reviews to assess and refine the technology in place, ensuring processes remain optimized and do not limit production.

**Objective 2:** Ensure excellent customer service and fair justice is maintained through regular tracking, staff training, and quarterly evaluations, supporting the efficient and effective functioning of the justice system.

- **Specific:** Continue delivering excellent customer service to all individuals interacting with the justice system, ensuring courteous and prompt responses.
- **Measurable:** Track and analyze customer service metrics, including response time, service quality, and customer satisfaction, to assess performance.
- **Achievable:** Enhance staff training on customer service standards, equipping them with the skills and knowledge to meet service expectations.
- **Relevant:** High-quality customer service and fair justice are vital for maintaining trust and ensuring the effectiveness of the justice system.
- **Time-bound:** Evaluate customer service performance regularly, with formal assessments conducted quarterly to identify areas for improvement.

**Objective 3:** Enhance the professional development of justice court staff by ensuring attendance at the TJCTC seminar and the successful completion of the Master Clerk exam by three clerks, all within the 2025 fiscal year.

- **Specific:** Ensure that the judge and clerks attend the annual Texas Justice Court Training Center (TJCTC) seminar, with three clerks successfully completing the Master Clerk exam.

- **Measurable:** Track attendance at the seminar and monitor progress toward the completion of the Master Clerk exam by three clerks.
- **Achievable:** Schedule seminar attendance and allocate necessary resources and time for clerks to prepare for and complete the Master Clerk exam.
- **Relevant:** Keeping up with new legislation and processes through ongoing professional development ensures that court procedures remain current and aligned with legal standards.
- **Time-bound:** Ensure the judge and clerks attend the annual seminar within the fiscal year, with three clerks completing the Master Clerk exam by the end of the year.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Debt Claim Cases	1,593	1,700	1,900
# of Disposed Civil Cases	5,045	5,200	5,400
# of Disposed Criminal Cases	3,285	3,300	3,500
# of Eviction Cases	3,101	3,300	3,400
# of Handgun Hearings	51	55	55
# of Small Claim Cases	305	305	320

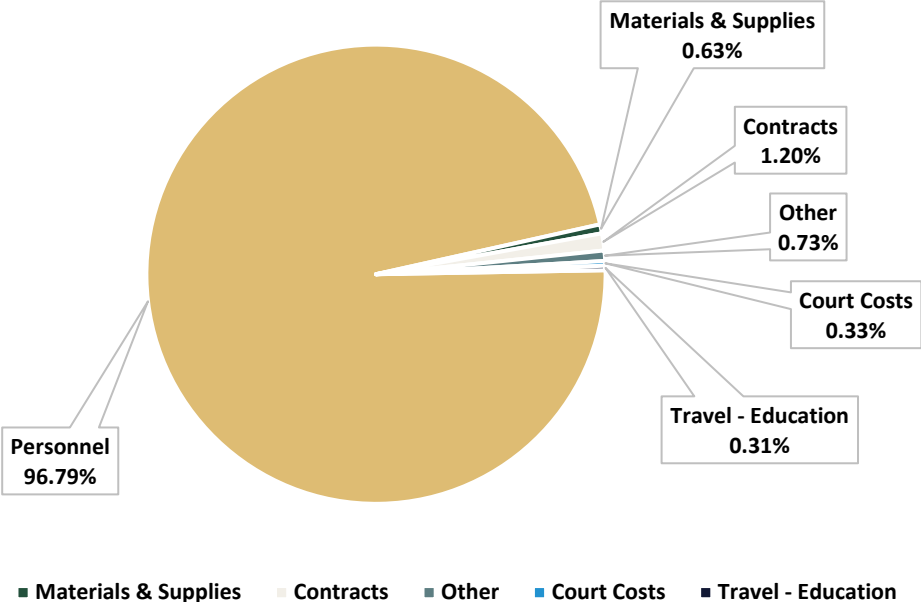
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$957,411** (\$27,860) (-2.83% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Justice of the Peace 6



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	952,658	923,175	926,720	(25,938)
Materials & Supplies	5,855	4,228	6,055	200
Contracts	10,600	10,375	11,480	880
Other	8,758	1,460	7,006	(1,752)
Court Costs	2,400	930	3,150	750
Travel - Education	5,000	1,784	3,000	(2,000)
<b>Total Budget</b>	<b>985,271</b>	<b>941,952</b>	<b>957,441</b>	<b>(27,860)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely driven by the decrease in the County’s retirement contribution rate.



## **JUSTICE OF THE PEACE PRECINCT #7**

### **MISSION STATEMENT**

The Justice of the Peace Court exists to serve the citizens who find themselves confronted with various legal difficulties. The court strives diligently to ensure that the rights of all people who are involved in civil litigation or criminal cases are scrupulously maintained. The Justice Court is "The People's Court". We are charged to provide speedy and accurate trials. We offer exceptional customer service while helping all parties, especially pro se litigants, work through the legal process.

The mission of the Justice of the Peace Court Seven is to service citizens facing legal challenges with fairness and integrity. As "The People's Court," we are committed to upholding the rights of individuals involved in civil and criminal cases. Our goal is to provide swift and accurate trials, along with providing exceptional customer service. We prioritize assisting all parties, including pro se litigants, navigate the legal system effectively.

### **RECENT ACCOMPLISHMENTS**

- Justice Court 7 has implemented "Mandatory eFiling", and a kiosk has been placed in the court lobby which allows the public to file answers, motions, petitions, schedule weddings and pay criminal cases online.
- Justice Court 7 continues to utilize technology such as electronic transfer of eviction appeals to County Court at Law, along with the Judge's Edition and just recently the online court check in system.
- Justice Court 7 is currently also in the process of digitizing all the cases that are located at the records department and has cleaned up a large number of cases from the main frame system.
- Justice Court 7 continues to hold night court once a month.
- Judge Sanders and his staff have worked diligently in becoming a paperless court.
- Justice Court 7 continues to have a large number of cases filed via E-file and has been able to have no back log of cases in E-file.
- Obtained additional resources to provide aid with Truant Conduct Students.

### **DIVISION OBJECTIVES**

Justice of the Peace, Precinct 7 court is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive

performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County.

- **SMART Goals:** specific, measurable, achievable, relevant, and time-bound are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Reducing case processing times by 15% over the next year through streamlined procedures, technology adoption, staff training, while ensuring courteous service. Provide a clear focus on efficiency to enhance both the speed and quality of case handling in the office and courtroom while ensuring the legal proceedings are handled effectively and with professionalism.

- **Specific:** Improve efficiency and effectiveness in case processing both in the office and courtroom to expedite legal proceedings while maintaining courteous service.
- **Measurable:** Reduce overall case processing times by 15% within one year, tracking time from case initiation to resolution.
- **Achievable:** Implement streamlined procedures, adopt technology for case management, and train staff to ensure efficient operations.
- **Relevant:** Enhancing case processing efficiency contributes to timely justice and better service for litigants and court users.
- **Time-bound:** Achieve a 15% reduction in case processing times within one year, regularly reviewing and adjusting processes to meet the goal.

**Objective 2:** Enhance office efficiency by 20% within six months by improving processes and upgrading equipment, by tracking workflow metrics to address inefficiencies through technology and training. As a result, the office will become more productive and reduce errors. Regular assessments will ensure the goal is met by the end of fiscal year 2025.

- **Specific:** Improve office efficiency by upgrading equipment and refining processes to streamline workflow.
- **Measurable:** Achieve a 20% improvement in workflow efficiency by tracking metrics like turnaround times and error rates.
- **Achievable:** Identify existing inefficiencies, invest in equipment upgrades, and provide staff training on new technologies and procedures.
- **Relevant:** Improving office processes and equipment will increase productivity, reduce errors, and ensure smoother operations.
- **Time-bound:** Achieve a 20% increase in efficiency within six months, with regular monitoring to ensure progress toward the goal.



**Objective 3:** Achieve 100% certification for all administrative court clerks within one year. by providing study materials, exam preparation, and tracking each clerk's progress. Ensures clerks are fully qualified, contributing to the overall efficiency and professionalism of the court. Regular monitoring and resource allocation will help ensure that all clerks meet their certification requirements on time.

- **Specific:** Ensure all Administrative Court Clerks complete certification to meet job requirements.
- **Measurable:** Track certification progress for each clerk, aiming for 100% certification within one year.
- **Achievable:** Provide necessary resources such as study materials, exam preparation support, and regular scheduling of certification exams.
- **Relevant:** Certification enhances clerks' skills and knowledge, ensuring they meet job standards and contribute to the effective functioning of the court.
- **Time-bound:** Achieve full certification of all clerks by the end of fiscal year 2025 by regularly monitoring progress and offering support to ensure timely completion.

**Objective 4:** Develop and implement performance measures for the Justice Court within three months by establishing key performance indicators related to case processing, resource utilization, customer satisfaction, and allocating resources for necessary improvements. The court can increase efficiency, ensuring that processes are both effective and aligned with operational objectives.

- **Specific:** Develop and implement performance measures for the Justice Court to evaluate efficiencies in case processing and court operations.
- **Measurable:** Establish key performance indicators (KPIs) such as case processing times, court resource utilization, and customer satisfaction, with targets for measurable improvements.
- **Achievable:** Conduct a review of court processes, identify areas for improvement, and allocate resources for data collection, staff training, and process adjustments to ensure feasibility.
- **Relevant:** Improving efficiency within the court aligns with the goal of optimizing case management and overall court operations.
- **Time-bound:** Implement the new performance measures within three months, with regular monitoring and adjustments to meet fiscal year 2025 targets.

**Objective 5:** Reduce the court's inactive case backlog by 20% within six months by allocating resources, implementing case review strategies, and improving case management systems to expedite legal proceedings and improve efficiency.

- **Specific:** Decrease the number of inactive cases in the court backlog to improve case management and expedite legal proceedings.
- **Measurable:** Track the number of inactive cases and aim to reduce the backlog by 20%.
- **Achievable:** Implement strategies such as assigning dedicated staff to review and resolve inactive cases, providing training, and enhancing case management systems.
- **Relevant:** Reducing the inactive backlog improves efficiency and ensures the timely resolution of legal proceedings.
- **Time-bound:** Achieve a 20% reduction in the inactive caseload backlog within six months, with regular progress monitoring and strategy adjustments as needed.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Disposed Civil Cases	11,962	11,000	12,000
# of Disposed Criminal Cases	1,868	2,300	2,300
# of Evictions (Civil)	6,083	6,300	6,300
# of Mental Health Cases	84	110	110
# of Small Claims (Civil)	400	500	500
# of Writ of Garnishments	10	10	10

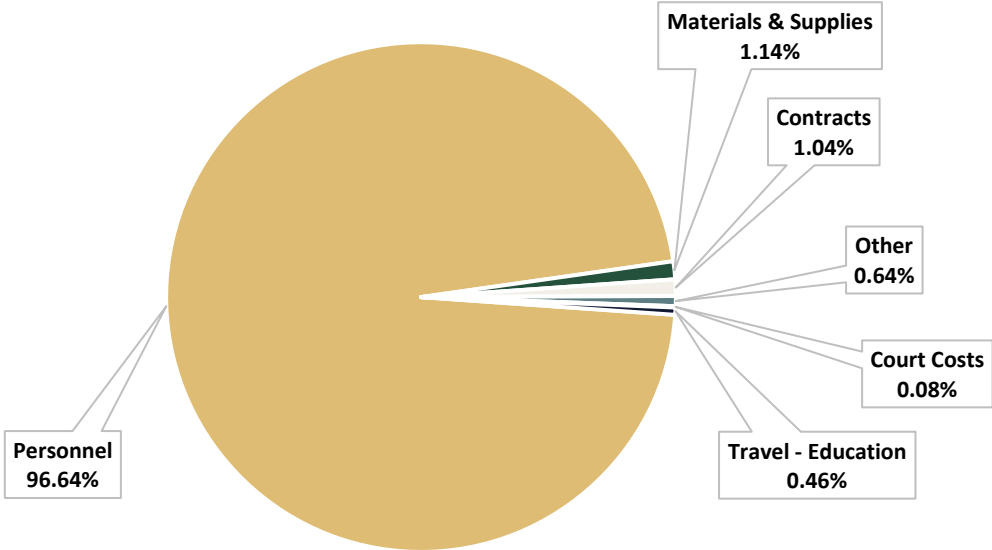
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,093,445** (\$36,050) (-3.19% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Justice of the Peace 7



■ Personnel ■ Materials & Supplies ■ Contracts ■ Other ■ Court Costs ■ Travel - Education

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	1,103,062	1,082,428	1,056,699	(46,363)
Materials & Supplies	12,155	8,856	12,425	270
Contracts	-	-	11,420	11,420
Other	8,758	6,131	7,006	(1,752)
Court Costs	520	2,620	895	375
Travel - Education	5,000	3,369	5,000	-
<b>Total Budget</b>	<b>1,129,495</b>	<b>1,103,403</b>	<b>1,093,445</b>	<b>(36,050)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely driven by the decrease in the County’s retirement contribution rate.



# **JUSTICE OF THE PEACE**

## **PRECINCT #8**

### **MISSION STATEMENT**

Justices of the Peace are charged with the responsibility, to faithfully and impartially discharge the duties required by law and will promptly pay the party entitled to receive it all monies that may come to hand during the term of office Vernon's Civil Statutes. This includes the adjudication of Misdemeanor Class C offenses, Small Claims, Debt Claims, Evictions, Property Hearings, Mental Health, Occupational Driver License, Hearing and Chemical Dependency Warrants. The Mission of this office is to properly and timely adjudicate all matters in an efficient and cost-effective manner.

### **RECENT ACCOMPLISHMENTS**

This fiscal year has been extremely challenging, yet we accomplished so much due to perseverance and dedication. We returned to in-person court, while following CDC Guidance and ensuring the safety of our constituents. This was also accomplished while still being understaffed. We went virtual to continue court cases by conducting Zoom Hearings

- We resumed in-person hearings.
- We are paperless which is a part of our green effort.
- We further maintained great customer service.

Texas Property Code § 24.0061(c) and 94.203(e) require the JP court to notify a tenant in writing of a default judgment for possession by sending a copy of the judgment to the premises by first class mail not later than 48 hours after the entry of a judgment.

- JP ensures that all judgments are sent out same day, thus surpassing the requirement.

It is the desire and hope for our future generation to be fully equipped with knowledge and opportunities to further carry the torch of progressing the great communities we serve.

- JP8 has employed one college student with law school aspirations each summer since 2019. These students have successfully enrolled in law school to pursue their career goals of becoming attorneys.

JP8 performs marital ceremonies for a diverse population; therefore, we strive above and beyond to meet the needs of the people so that their special day is everything they hoped it would be.

- JP8 began providing a Spanish interpreter so that couples did not have to travel to another location, nor seek for their own interpreter.
- JP8 began offering Zoom ceremonies for individuals overseas, Armed Force Soldiers in particular.

JP8 further continues to meet the needs of its constituents and provides them with alternative methods for appearing for trial.

- Although in-person court hearings have resumed; JP8 continues to allow individuals to appear via ZOOM so that they do not have to miss work, neither travel from another city; therefore, saving them time and resources.

## **DIVISION OBJECTIVES**

Justice of the Peace, Precinct 8 court is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County.

- **SMART Goals:** specific, measurable, achievable, relevant, and time-bound are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Enhance operational flexibility of JP8 by cross-training employees on multiple desks and setting a target of 30% completion by the end of the 2025 fiscal year. Provide structured learning opportunities to ensure the court's continued efficiency and ability to cover for absences without disruption to workflow.

- **Specific:** Ensure all employees are cross trained on the various desks within JP8, so they can perform tasks across multiple areas of responsibility.
- **Measurable:** Track the cross-training progress, aiming to have 30% of the employees cross-trained by the end of the 2025 fiscal year.
- **Achievable:** Create a training schedule where employees are paired with subject matter experts for hands-on learning at each desk.
- **Relevant:** This initiative will foster teamwork and ensure that no desk falls behind when staff members are absent, promoting operational resilience.
- **Time-bound:** Reach the goal of having 30% of the employees cross-trained by the end of the 2025 fiscal year.

**Objective 2:** Create a detailed training manual for the Evictions Desk by assigning clerks to document different sections of the process and incorporate peer reviews, to ensure that 50% of the training manual is completed by the end of the fiscal year. This will improve case accuracy and operational efficiency, supporting the court's long-term objectives.

- **Specific:** Develop a comprehensive training manual for the Evictions Desk that outlines the entire process, including detailed instructions and screenshots for each step.
- **Measurable:** Track the progress of the manual, aiming to complete 50% of the documentation by the end of the fiscal year.
- **Achievable:** Assign individual clerk's specific sections of the process to document and implement peer reviews to ensure consistency and alignment across the Evictions Desk.
- **Relevant:** This manual will enhance the court's ability to manage eviction cases accurately and efficiently, ensuring uniform procedures are followed.
- **Time-bound:** Complete 50% of the training manual by the end of the 2025 fiscal year.

**Objective 3:** Create a detailed training manual for the Misdemeanor Desk, aiming to document 30% of the process by the end of the 2025 fiscal year by assigning task to a clerk with oversight from the Assistant Manager. Ensure accuracy and efficiency in court case processing, ultimately supporting the court's long-term operational consistency.

- **Specific:** Develop a comprehensive training manual for the Misdemeanor Desk, detailing the entire process from end-to-end, complete with screenshots for clarity.
- **Measurable:** Track the progress of documentation, aiming to complete 30% of the manual by the end of the fiscal year.
- **Achievable:** Assign the Misdemeanor clerk to draft the manual, with oversight and guidance from the Assistant Manager to ensure steady progress.
- **Relevant:** This manual will enhance the court's ability to process cases accurately and efficiently, providing staff with a clear reference to maintain consistency.
- **Time-bound:** Complete 30% of the training manual by the end of the 2025 fiscal year, with regular updates and checkpoints to monitor progress.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
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# of Civil Debt Claims	2,108	3,664	5,100
# of Disposed Civil Cases	8,686	11,384	15,532
# of Disposed Criminal Cases	350	400	480
# of Occupational License	296	163	200
# of Small Claims (Civil)	633	400	450
# of Warrants	200	250	300

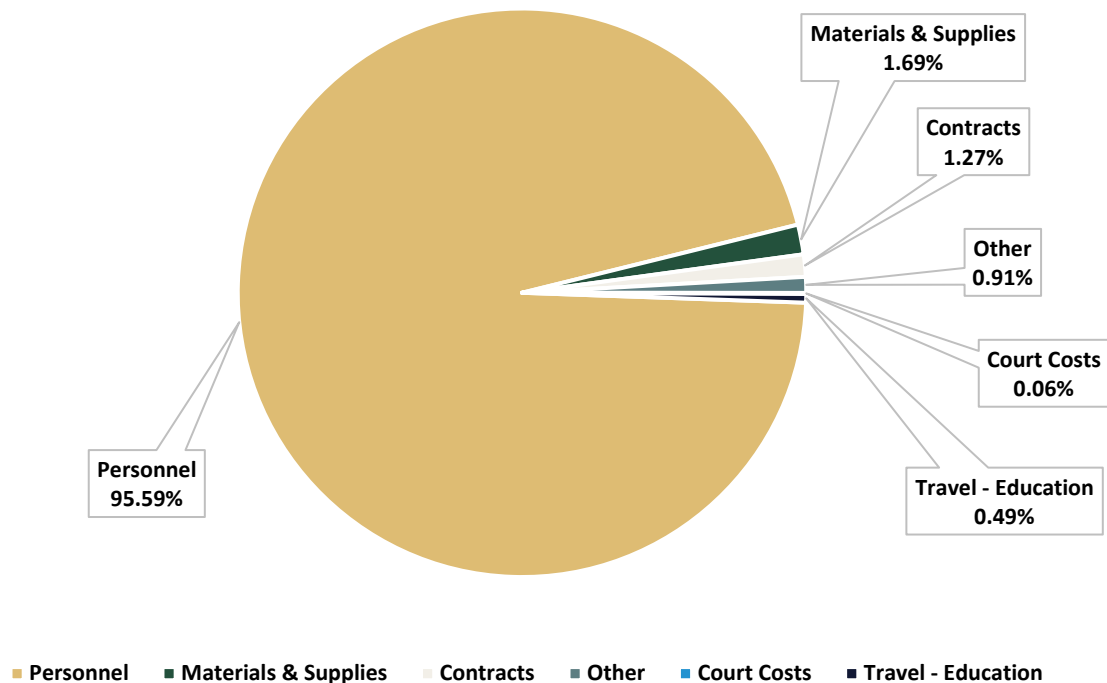
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,027,260** (\$30,486) (-2.88% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Justice of the Peace 8



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	1,008,088	930,297	981,954	(26,134)
Materials & Supplies	21,200	14,610	17,400	(3,800)
Contracts	11,600	10,045	13,000	1,400
Other	11,058	9,342	9,306	(1,752)
Court Costs	800	170	600	(200)
Travel - Education	5,000	3,071	5,000	-
<b>Total Budget</b>	<b>1,057,746</b>	<b>967,536</b>	<b>1,027,260</b>	<b>(30,486)</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely driven by the decrease in the County’s retirement contribution rate.





# CRIMINAL DISTRICT ATTORNEY

## MISSION STATEMENT

The mission of the Office of the Criminal District Attorney of Tarrant County is to enhance public safety through vigorous enforcement of criminal and civil laws in an ethical, honest, and just manner, to encourage rehabilitation for deserving offenders, to earn the public's trust by setting an example of transparency in our dealings, and to assist and educate victims of crimes and other members of the public.

Our highest expectation – justice for all: To faithfully execute the duties of the Office of Criminal District Attorney of Tarrant County, Texas, to preserve protect and defend the constitution and laws of the United States of America and of this state.

### Values:

- **Ethics** – We hold ourselves to the highest standard of integrity in personal and professional conduct.
- **Respect** – We treat each other, law enforcement and all members of the community with dignity and respect.
- **Accountability** – We accept a shared responsibility for ensuring sound fiscal management, operational efficiency, and continuous improvement.
- **Support for Victims** – We will show compassion to the victims of crime and their families.
- **Community Partnership** – We advocate and support the building of strong and viable partnerships with law enforcement, all members of the criminal justice system and the community we serve for the purpose of achieving the highest level of public safety for our citizens.
- **Communications** – We will be open and forthright in our communications with each other and those with whom we come in contact.

## RECENT ACCOMPLISHMENTS

- Civil currently has 11 active litigation matters pending in federal district courts. There were two federal lawsuits that were successfully dismissed in the United States District Courts (USDC) in Tarrant County's favor and are now being appealed to the 5th Circuit Court of Appeals.

- The Civil Division provides specific legal services to the Tarrant County Hospital District (JPS Health Network). There are currently two ACDAs assigned that review certain JPS contracts.
  - This past year, over 736 contracts were reviewed, including 70 expedited contracts. These civil ACDAs review an average of 61 contracts per month with a median turnaround time of 15 days to finalization.
  - These ACDAs also reviewed 73 requests for proposal for the Hospital District.
- The Civil Division also handles certain lawsuits for the Hospital District, and the Litigations and Collections section saw 9 new lawsuits filed, while; 7 lawsuits were resolved, dismissed, or settled.
  - Collection cases opened: 370.
  - Collection cases closed: 350.
  - Collections recovered: \$2,786,882.63 million.
- The Criminal Division continues to celebrate the number of board-certified attorneys in the office:
  - 23 Certifications, 22 lawyers (1 has dual certification).
  - Criminal Law, 17 certifications.
  - Criminal Appellate Law, 4 certifications.
  - Family Law, 1 certification.
  - Child Welfare Law, 1 certification.
- In fiscal year 2022, 54,327 cases were disposed of, including 20,908 convictions; 56 acquittals; 2,745 other dispositions; and the following dismissals:
  - 193 successful completions of the Deferred Prosecution Program (DPP).
  - 53 successful completions of First Offender Drug Program (FODP).
  - 39 successful completions of the Mental Health Diversion Program (MHDP).
  - 2 successful completions of the Veterans Treatment Court (VDP).
  - 5,875 following a conviction in another case.
  - 620 cases refiled or re-indicted.

- 3,823 prosecutorial discretions.
- 103 witness requests.
- 82 absconders.
- DFATS submitted a request for a Cellebrite Premium. Cellebrite Premium is a forensic tool that could assist them with overcoming the challenges associated with gaining access to the ever-increasing locked/encrypted cellular devices we are now experiencing on a routine basis.
  - Cellebrite Premium is used primarily for Android devices but supports a growing number of iOS (Apple) devices.
    - The device was purchased and delivered in August 2022
  - To date, we have processed twenty (20) devices with Cellebrite Premium. More importantly, Cellebrite Premium has successfully unlocked or acquired data without the need for a PIN on five (5) devices.
    - These 5 would have been returned with no evidence collected for the submitting agency.

## **DIVISION OBJECTIVES**

- Under the leadership of Judge Phil Sorrells, the Civil Division plans to continue providing Tarrant County with excellent legal representation across the broad spectrum of challenging issues that arise.
- The Civil Division attorneys will continue to become experts in their respective fields to be recognized by their peers across the state, so that the Tarrant County Criminal District Attorney's Office set the standard for public service attorneys.
- A new chief takes over the Civil Division, and a familiar face is set to return and will bolster the team's expertise in employment law.
- The Civil Division continues to field a team with broad transactional experience, and the Division's experienced litigators will continue to dispose of lawsuits at the earliest stage possible, minimizing the resources spent defending and/or settling cases.
- The ACDAs in the Civil Division who wish to gain additional trial experience will have an opportunity to ensure that the office maintains departmental depth.
- This year will also see the implementation of a document management system for the Civil Division, which should assist the Civil ACDAs with creating, storing, and managing the multitude of documents that they encounter in their daily work.

- The cost of this new document management system is being shared by the CDA’s office and the IT department because of its tremendous benefit to both departments.
- The Criminal District Attorney’s Office has partnered with the Tarrant County Sheriff’s Office and Tim O’Hare to create an Election Integrity Task Force. This task force will investigate allegations of voter fraud and help ensure the integrity of Tarrant County’s elections.
- With the rise of fentanyl overdoses in young adults and teens, the office will pursue the creation of a dedicated Narcotics Unit. It will be comprised of experienced attorneys and investigators.
  - This unit will not only focus on prosecuting those responsible for trafficking narcotics in Tarrant County but also help educate those at risk for using.
- Additional recruitment and retention efforts are in process and will hopefully assist in bringing the office to full staffing by the end of the 2025 fiscal year.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Felony Cases (Criminal)	22,082	23,000	23,000
# of Misdemeanor Cases (Criminal)	24,358	25,000	25,000
# of Murder Cases Resolved (Criminal)	210	215	200
# of Mental Health Cases (Civil)	5,102	5,200	5,200
# of Open Records Request (Civil)	1,871	2,000	2,500
# of Protective Order Applications	3,158	3,200	3,200

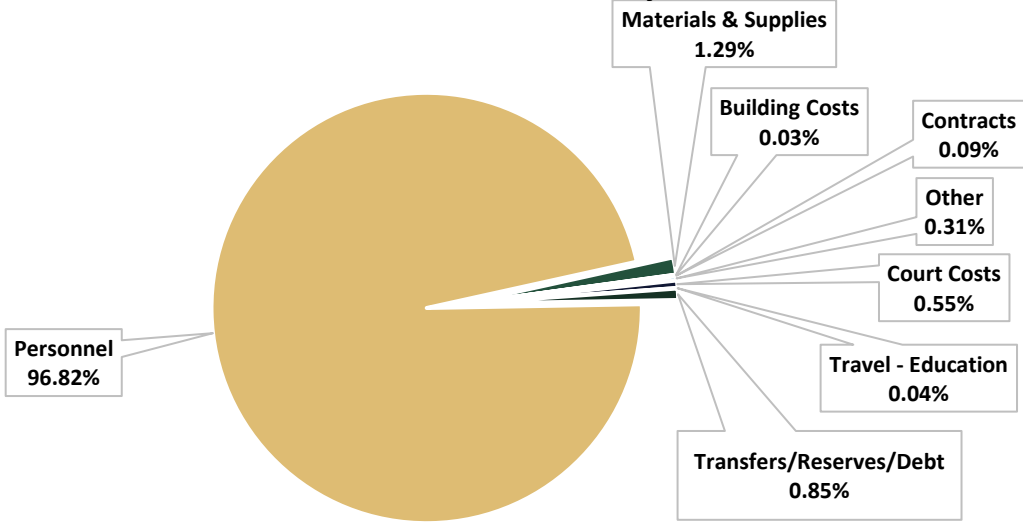
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$50,086,515 (\$1,314,172) (-2.56% vs. prior year)**

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Criminal District Attorney



- Personnel
- Materials & Supplies
- Building Costs
- Contracts
- Other
- Court Costs
- Travel - Education
- Transfers/Reserves/Debt

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	50,243,627	46,569,950	48,495,771	(1,747,856)
Materials & Supplies	641,730	596,133	647,680	5,950
Building Costs	-	-	15,000	15,000
Contracts	56,300	45,885	47,300	(9,000)
Other	150,500	88,865	157,000	6,500
Court Costs	283,000	227,065	277,500	(5,500)
Travel - Education	25,530	11,795	21,530	(4,000)
<b>Total Budget</b>	<b>51,400,687</b>	<b>47,539,693</b>	<b>50,086,515</b>	<b>(1,314,172)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely driven by the reduction of the County’s contribution rate to the retirement system.



## **DISTRICT CLERK**

### **MISSION STATEMENT**

The mission of the District Clerk's Office is to serve and provide support for the district courts in Tarrant County by registering, recording, and maintaining custody of all court pleadings, actions, instruments, and documents that are part of any cause of action undertaken by a Civil, Family, Juvenile or Criminal District Court.

The District Clerk produces citations, executions, notices, writs, judgments, and warrants. The District Clerk must account for all funds placed in the registry of the court. The District Clerk's office strives to provide courteous, expeditious and professional service to the courts, attorneys, and the public it serves. The District Clerk's office must have substantial records research capability to hold down research costs and deal with many external requests each year.

### **RECENT ACCOMPLISHMENTS**

#### **Accounting/Collections**

- In 2024, the Registry Funds were audited by the Tarrant County Auditor and Deloitte & Touche LLP, which revealed no violations of laws, regulations, or suspicion of fraud.
- Accounting worked directly with ITD and Audit to fix many migrated data financial issues in Tech Share Court 3.0. The entire accounting team provided an exceptional amount of time and expertise to this project.
- Pursuant to section 33.49 of the Texas Tax Code and Commissioners Court approval, accounting, successfully completed the removal of uncollectible fees on disposed delinquent Tax suits for 2023.
- Family/Civil and Criminal Collections continues to utilize CLEAR to research correct contact information on party's that owe unpaid court costs. During the first five months of FY24 Family/Civil and Criminal Collections has collected approximately \$92,400.00 due to our research in CLEAR.

## **Civil/Tax & Family/Records**

- Successfully implemented procedural and/or fee changes resulting from 88th Legislative session
- Re-distributed the court clerks in Family to adapt to changes in IV-D and court workloads.
- Records scanning team ended FY23 with 47,989 files / 1,919,667 pages imaged and verified. In FY24, there were more than 11,501 files / 567,045 pages imaged and verified.

## **Criminal**

- Felony Criminal collections (Probation, Parole, and Inmate Trust) for the period of FY24 October through March: \$683,125.75 (46% decrease over FY23).
- Felony/Civil collections for the period of FY23 October through March \$1,225,995.96 (4% increase over FY23).
- Tech Share Court Go-Live occurred on May 1, 2023. For FY2024, Criminal continued to participate in ongoing development/stabilization of Tech Share Court.

## **DIVISION OBJECTIVES**

### **Accounting/Collections**

- Accounting looks forward to a successful implementation of Tech Share Court 3.0.
- Begin Tech Share Court project for Civil, Family, Tax and Juvenile.

### **Civil/Tax & Family/Records**

- Begin working with Tech Share Court to create new case management system for Civil, Family, Juvenile and Tax.
- Streamline processes and train all court staff on processing family and IV-D cases.
- Continue to image files, prepare, and destroy files, and reduce number of boxes stored at the warehouse.

- Successfully implement procedural and/or fee changes resulting from the 89th Legislative session.

## Criminal

- Continued refinement of Tech Share Court post Go-Live. This goal will require managers to continue identifying areas of application enhancement, defects, process improvements, and any legislative modifications necessary to maintain department efficiency.
- Begin the process of destroying eligible exhibits based on Code of Criminal Procedure section 2.21(e). This goal will identify eligible exhibits currently in possession of the District Clerk that meet the statutory eligibility for destruction.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of AG Cases Filed	6,213	6,200	6,000
# of Civil Cases Filed	9,474	9,700	11,000
# of Delinquent Tax Cases Filed	4,427	4,000	5,100
# of Family Cases Filed	22,801	22,000	22,000
# of Felony Cases Filed	22,763	21,500	22,000
# of Juvenile Cases Filed	2,575	2,600	2,300

## EXPENDITURES SUMMARY

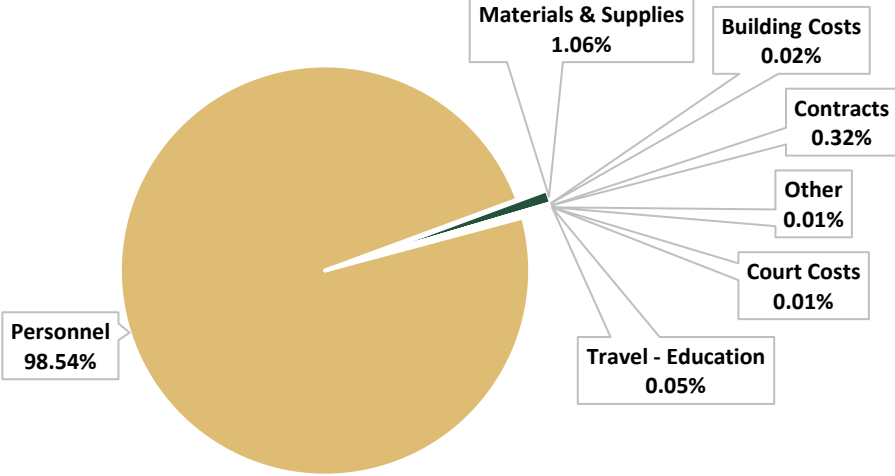
An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$12,629,073** (\$536,288) (-4.07% vs. prior year)



# BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
District Clerk



■ Personnel ■ Materials & Supplies ■ Building Costs ■ Contracts ■ Other ■ Court Costs ■ Travel - Education

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	12,982,567	1,853,916	12,444,805	(537,762)
Materials & Supplies	140,794	25,759	133,312	(7,482)
Building costs	2,000	-	2,456	456
Contracts	32,000	32,000	40,000	8,000
Other	1,000	398	1,000	-
Court Costs	1,000	-	1,000	-
Travel - Education	6,000	3,571	6,500	500
<b>Total Budget</b>	<b>13,165,361</b>	<b>1,915,646</b>	<b>12,629,073</b>	<b>(536,288)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.



## COUNTY CLERK

### MISSION STATEMENT

The County Clerk is the official record keeper for Tarrant County and performs a wide range of duties that have significant impact on the daily lives of virtually every resident. These duties include serving as clerk of the county courts, county courts at law, commissioners court, recording of real and personal property, issuance of marriage licenses, recording vital records, acceptance of passport applications, and preservation of permanent records.

These duties bring extensive financial and fiduciary responsibilities. The County Clerk's Office is committed to the delivery of high-quality, cost-efficient services to the citizens of Tarrant County.

### RECENT ACCOMPLISHMENTS

- Fine-tuned the Prime Gov minutes/video system for Commissioners Court to reduce issues.
- Began the process of transitioning from Prime Gov meeting management system to Tech Share Agenda.
- The new Live Chat beta version began to be utilized by the clerks. New methods of communication through social media were pursued, including videos.
- Verification of accuracy and reasonableness for over 500,000 receipts with collections over \$49.9M in general revenue and registry account types from 8 receipting systems at 21 locations.
- The County Clerk Civil section processed approximately 18,070 new cases, and an additional 330,000 supporting documents.
- Audited all Guardianship cases for compliance with the statutes regarding National Instant Criminal Background Check System for firearms dating back to 2000.
- Monitored and handled Live Chat sessions for online customers.
- A sixth passport acceptance office location was added in downtown Fort Worth, given approval through the Tarrant County budget process, as well as approved by the Department of State.

- This included build-out of office space at the Plaza Building, the acquisition of furniture and supplies, as well as the hiring and training of new employees.
- Re-certification was approved by the Department of State for the other five passport application acceptance offices.
- Continued the collaboration with the TAD of having property fraud flyers inserted with the Property Tax Notices that are mailed out twice a year.
- First in Texas to become certified in the Remote Marriage process.
- Implemented the Remote Marriage License Application process.
- Secured the Texas Bureau of Vital Statistics Exemplary Five Star Service Award for outstanding performance and customer service.

## **DIVISION OBJECTIVES**

- Successful testing, implementation, and training of a new Agenda Management System for Commissioners Court Records, seeking to find new efficiencies and better utilization of resources.
- Implement an electronic process for notifying, receiving, filing, and maintaining Personal Financial Statements reducing paper, and storage space while increasing efficiency.
- Diligently evaluate internal controls to ensure effective and efficient financial tracking and reporting of all County Clerk financials.
- Conduct internal cash drawer audits of all departments to ensure policies and procedures are sufficient and followed.
- Implement an electronic exhibit process for all County Court at Law Court Reporters and follow statutes to destroy appropriate exhibits to reduce paper and storage space.
- Collaborate with IT and JP Courts to streamline the JP Small Claims going paperless.
- Continue working with our vendor for Artificial Intelligence in Civil to improve our workflow process.
- Scan the existing criminal paper files into the new court software and transition to a paperless office.
- Providing much-needed application acceptance services by increasing business at all six passport offices.
- Coordinating Saturday passport application acceptance events with permission from the US Department of State.

- Implement Artificial Intelligence software to increase the efficiency of indexing of recorded documents.
- Provide additional marriage license services in the Historical Tarrant County Courthouse for public convenience.
- Perform quality control to correct any discrepancies on historical data and images from the data conversion to recording management system.
- Monitor and assist online customers through Live Chat sessions and virtual Remote Marriage License Applications.
- Obtain the Department of State Health Services Five Star Vital Statistics service award for outstanding performance and customer service.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Court Orders	2,493	2,130	2,396
# of Documents Mailed	27,123	25,148	26,000
# of Live Chat Sessions	2,277	2,032	2,200
# of Live Chats Answered by Chat Bots	5,819	6,138	6,200
# of Permits (Beer/Wine)	479	520	500
# of Phone Calls Received	60,192	63,385	64,000

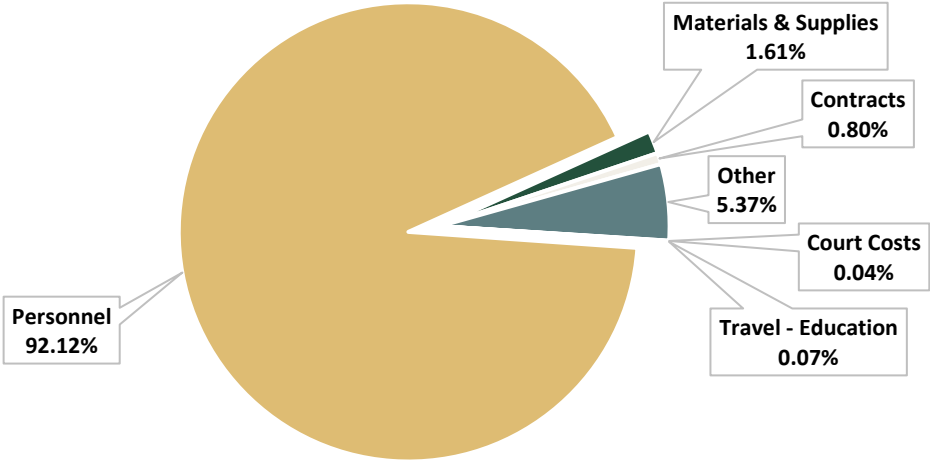
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$15,037,911 509,959** (3.51% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget County Clerk



■ Personnel ■ Materials & Supplies ■ Contracts ■ Other ■ Court Costs ■ Travel - Education

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	13,749,245	12,607,857	13,907,354	158,109
Materials & Supplies	243,100	187,824	230,950	(12,150)
Contracts	99,581	108,761	114,300	14,719
Other	407,826	19,370	770,107	362,281
Court Costs	18,200	175	5,200	(13,000)
Travel - Education	10,000	9,600	10,000	-
<b>Total Budget</b>	<b>14,527,952</b>	<b>12,933,587</b>	<b>15,037,911</b>	<b>509,959</b>

### EXPLANATION OF MAJOR CHANGES

Two expense types saw major increases: Personnel and Other. Personnel increases are driven by merit increases for eligible employees. Other expense type increases are driven by an increase in Software Maintenance and Licenses for the new GovOS software.



## **DOMESTIC RELATIONS OFFICE (DRO)**

### **MISSION STATEMENT**

The Tarrant County Domestic Relations Office consists of four distinct, yet inter-dependent divisions: Child Support, Family Court Services, Community Supervision, and Legal Support Services, with a Mission to ensure that:

- Every child is afforded quality time, in a safe environment, with both available parents.
- Every child receives adequate child support and medical support in a timely manner.
- Every parent understands the alternatives to litigation, the importance of keeping children out of parental conflict and the consequences of failing to follow court orders.
- To serve families, county departments, and the courts to maximize the quality of life for Tarrant County families by providing services and information to assist parties in understanding and complying with the party's duties and obligations concerning child support, medical support, access, and possession.

The Domestic Relations Office and its divisions were created under Chapter 203 of the Texas Family Code.

### **RECENT ACCOMPLISHMENTS**

#### **Child Support**

##### **Revenue Accomplishments:**

- Generated over \$2 million in revenue.
  - Initial Child Support    \$194,842
  - Income Withholding    \$4,530
  - ICSS                        \$1,826,030
  - Customer Service        \$24,454
  - State Case/Registry     \$17,316
  - Incentive                 \$210,060

Most of our revenue is generated by our Integrated Child Support System (ICSS) contract with the Office of the Attorney General (OAG).

- OAG conducted two security and equipment audits, and Family Court Services passed with an exceptional grade.
- Received exceptional on all 12 measurements each month from our ICSS contract with the OAG

**Additional achievements include:**

- Opened 4,401 Tarrant County cases.
- Referred 944 Title IV-D cases into the OAG TXCSES System, average entry was less than 1 day.
- Processed and audited \$347 million in child support.

The Monitoring Program was able to maintain an 87% paying case rate while taking on more complicated case types.

**Family Court Services**

- Provided custody evaluations and/or court services for an estimated 734 families.
- Supervised regular exchanges or visitations at the visitation center involving approximately 517 children.
- Supervised regular visitations through community visitation involving approximately 192 children.
- Provided Parenting Coordination and High Conflict services in cases involving 433 children.

**Community Supervision**

In September 2021, a new contract went into effect with the Office of The Attorney General that changed the “Performance Measures” used to determine paying case rates effectively changing the collection rate percentages of DRO’s across the state. The new measures caused a projected decrease in the collection rate for DRO-Community Supervision Unit (CSU) to drop to 49%, but we are still on track to collect over six (6) million dollars in child support by the end of FY24.

Under the OAG contract, CSU receives federal IV-D funding in exchange for community supervision services to monitor and enforce the collection of child support. The minimum standard for child support collections allowed under the contract is a 40%.

The County may qualify to receive an additional monthly payment of up to four- and one-half percent (4.5) of the monthly invoice over a progression of 9 months of collections if all exceptional bonus standards are met for each 3-month increments.

Again, because we have a high collections ratio CSU has met or exceeded one or more of the exceptional paying case ratio standards this FY. The Exceptional Performance Bonus is awarded for the number of cases that paid 70%, 50%, and 40% or more of the total monthly obligation in these 3 categories:

- Cases paying 70% consecutively for 3 months, receive a 1% bonus of monthly invoice.
- Cases paying 50% consecutively for 6 months, receive a 1.5% bonus of monthly invoice.
- Cases paying 40% consecutively for 9 months, receive a 2% bonus of monthly invoice.
- CSU has a projected revenue from our OAG contract of \$443,596 for FY24. CSU also collects additional revenue via court appointed attorney fees totaling \$6246, and other revenue for supervision fees of \$1040. CSU is projected to bring in revenue of \$450,882 for the current fiscal year.

## **Legal Support Services**

- Legal Support Services reorganized to be more focused on services rendered. Having two managing attorneys, one for child support programs and one for self-represented litigants' programs hiring attorneys and reassigning staff to make sure each program is robust as possible.
- Legal Support Services continues to seek resolutions working with the Tarrant County IT Department requesting enhancements to maximize the functionality and utility of APPIAN.
- Legal Support Services grew recently implemented Tarrant County Family Law Workshop in partnership with the Dell DeHay` Law Library and Texas A&M University School of Law offering two workshops a month.

## **DIVISION OBJECTIVES**

### **Child Support**

FY25 will bring a lot of changes to the OAG's case management system. We expect to spend a great deal of time training in their new system CHAMPs as each process goes live. Our goal is to have an expert on each process (i.e. Financial, Order Entry, etc.) who can learn ahead of time and work with staff so once that piece goes live, we will not see any interruptions to our daily workflow.

- Continue to provide excellent customer service by answering all calls presented in a timely manner and making sure all inquiries, complaints, adjustments, and research is preformed within 3-5 business days.
  - Child Support Services call center averages 175 calls daily.



- Maintain an 87% paying case rate with a goal of reaching 88% on our monitored (ICSS) cases.
- Exceed contract disbursement goals by 5%.
- Staff performing intake must open 65 new accounts monthly within 5 days of receiving the Record of Support. This goal has decreased due to a decline in court actions.
- Order entry must meet internal Quality Control at 85% passing rate and entered within 7 days and meet ICSS contract Quality Control standards and expectations.

## **Family Court Services**

Our Goals are to:

- Cultivate an environment for our staff in which they are supported and nurtured relative to the special work that we do in the safest environment possible.
- Assist and educate parents in appropriate communication, co-parenting, and conflict resolution.
- Effectively assist the Judges in pertinent and meaningful fact finding.

## **Community Supervision**

- CSU will continue to work closely with the Office of the Attorney General to provide community supervision services and meet the requirements of the OAG contract.
- CSU will continue to find ways to improve upon the services offered to the citizens of Tarrant County and toward increasing child support collections.
- CSU will continue to use e-mail notifications whenever possible to provide an alternative low-cost method of communicating with those persons on community supervision in Tarrant County. Email continues to be quite effective!
- CSU will continue to work closely with community resource partners like the Fort Worth Library, United Way, Texas Workforce Centers, and other agencies that will assist our clients with obstacles that may be preventing them from meeting court ordered compliance as well as the other needs of their children.

## **Legal Support Services**

- Collaborate with other DRO divisions with the goal of improving and/or expanding services.
- Continue to work closely with the ITD to implement, assess, and improve the new department wide case management system.

- Strengthen collaboration with leadership from other DROs throughout Texas, the OAG at the State Level, the local judiciary, and local attorneys, as well as staying abreast of legislative updates and developments.
- Grow the partnership with the Law Library, Texas A&M University law school, and other partners to grow the Self-Represented Docket Review Program and Family Law Workshop.
- Improve DRO divisional website and provide more information electronically.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Active Caseload	11,880	12,000	12,000
# of Child Support MOD Request	584	750	750
# of Children in Community Visitation	192	193	190
# of Closed Cases (Supervision)	427	296	200
# of Inquiries Received	6,131	4,600	5,000
# of New Cases (Legal Support)	607	580	600
# of New Cases (Supervision)	143	199	210
# of Pro Se Reviews	1,200	1,000	1,200
# of Request to Revoke	980	596	500
# of Reviews	18,808	18,528	18,300
# of Supervised Exchanges	84	60	75
# of Supervised Visitations	264	232	280

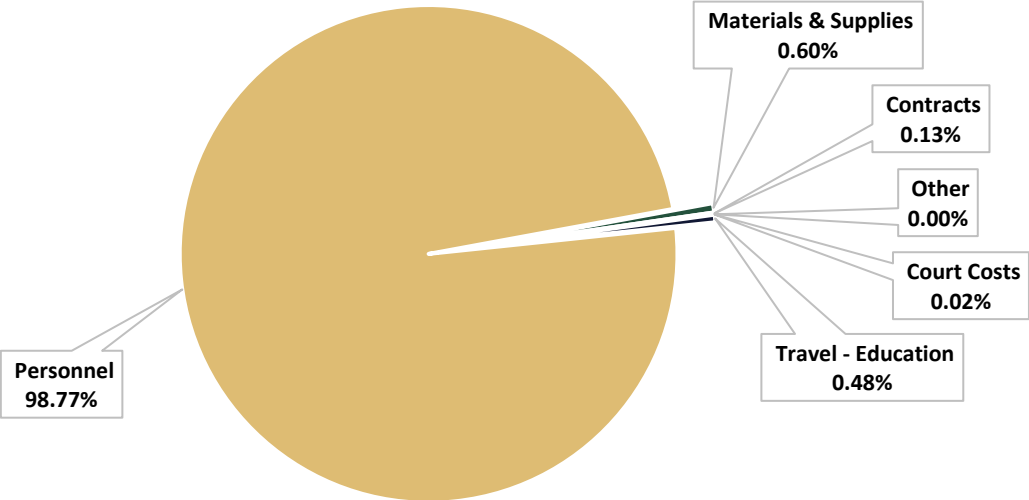
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$8,770,636 (\$330,613) (-3.63% vs. prior year)**

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Domestic Relations Office (DRO)



■ Personnel 
 ■ Materials & Supplies 
 ■ Contracts 
 ■ Other 
 ■ Court Costs 
 ■ Travel - Education

Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	8,977,490	8,481,178	8,662,777	(314,713)
Materials & Supplies	60,094	43,967	52,359	(7,735)
Contracts	-	11,000	11,000	11,000
Other	12,400	-	-	(12,400)
Court Costs	2,100	1,623	2,100	-
Travel - Education	49,165	32,884	42,400	(6,765)
<b>Total Budget</b>	<b>9,101,249</b>	<b>8,570,652</b>	<b>8,770,636</b>	<b>(330,613)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.



# JURY SERVICES

## MISSION STATEMENT

Jury Services has been the responsibility of the District Judges since 1990. The District Judges, in accordance with the Tarrant County Jury Plan, appoint a jury bailiff and assistant jury bailiffs to oversee the jury room. Jurors have a choice. They can report to the central jury room, request an excuse, defer service, or be sworn in to serve; then, wait for a court assignment.

The other option is to register and confirm their jury service through our online system, eResponse, at least 2 days prior to summons date. By using eResponse, the juror agrees to receive online instructions for reporting, as well as options to defer their service or apply for a legal exemption or disqualification. Our jury system has proven to be a very successful tool for all our 52 courts.

## RECENT ACCOMPLISHMENTS

- Jury Services has created a weekly schedule for the courts. Each court selects their own voir dire day(s). This allows jury services to summon the maximum number of jurors needed on any day. Courts can add or change information with 30 days' notice.
- We now have SMS texting which allows jurors to get information by text. Jurors can retrieve their status, profile information, defer their service, send a text message, or have the jury office call them. The call feature allows the juror to be placed in our phone que; the system calls the juror and connects with staff when available.
- Online confirmation started in FY2011 with 29% of our qualified jurors opting for online. Now, in FY202, we have leveled off at about 86% of jurors using online to confirm their service.
- The eResponse pool cancellation savings refers to jurors that were NOT needed by the courts:
  - FY2012 - FY2022 - \$786,198 pool savings.
  - FY2023 - \$113,728 pool cancellation savings.
  - FY2024 - \$192,840 pool cancellation savings.

- The online court assignment cancellation savings refers jurors that received cancellations AFTER they were assigned to a court:
  - FY2012 - FY2022: total court assignment cancellation savings of \$551,250; FY2023 - \$168,282; FY2024 - \$206,460.
  - Total combined savings: FY2012 - FY2022: \$1,337,438; FY2023 - \$282,010; FY2024 - \$399,300.
  - Total combined savings March 2012 – March 2024: combined savings \$2,018,748.

## DIVISION OBJECTIVES

Provide jurors to the 52 Tarrant County Courts for as many jury trials as requested. We will continue to use technology to make jury service as convenient as possible for jurors while being able to serve the courts.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

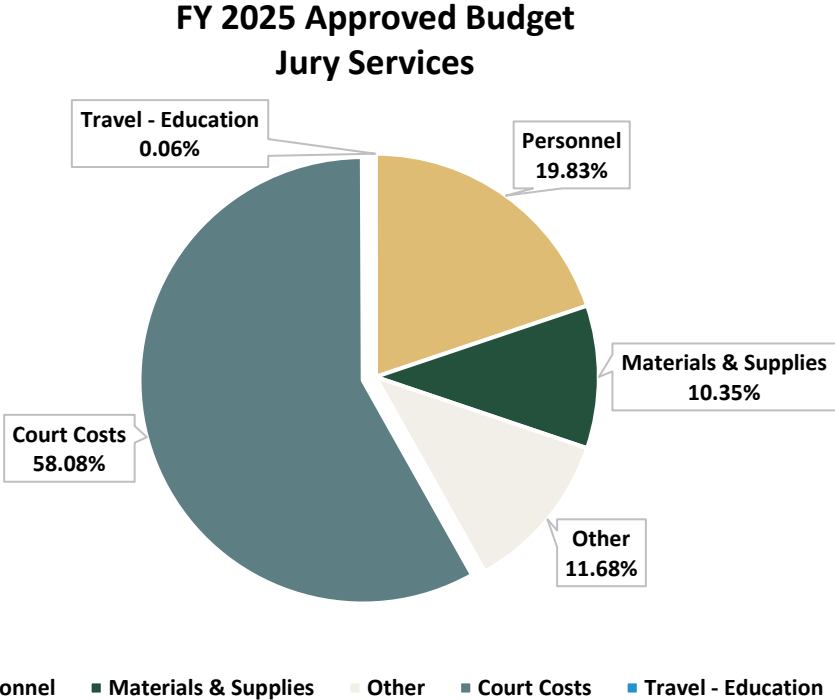
KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Court assignments	1,632	1,640	1,650
# of Court assignments (Online)	1,209	1,220	1,250
# of eResponse cancellations	38,716	39,000	38,000
# of Jurors (Confirmed)	76,564	81,000	80,000
# of Jurors (Excused)	71,176	75,000	70,000
# of Jurors (Failed to Appear)	52,390	55,000	56,000
# of Jurors (Summoned)	233,998	250,000	265,000

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$3,215,884** **\$940,576** (41.34% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	616,589	610,298	637,730	21,141
Materials & Supplies	332,463	276,036	332,720	257
Other	363,696	363,696	375,600	11,904
Court Costs	960,560	1,819,381	1,867,834	907,274
Travel - Education	2,000	-	2,000	-
<b>Total Budget</b>	<b>2,275,308</b>	<b>3,069,411</b>	<b>3,215,884</b>	<b>940,576</b>

## EXPLANATION OF MAJOR CHANGES

The increase in the Court Costs expense type is driven by increased daily jury service rates which was caused by a change in state law.



# CHILD PROTECTIVE SERVICES (CPS)

## MISSION STATEMENT

To promote safe and healthy families and protect children and vulnerable adults from abuse, neglect, and exploitation.

Child Protective Services and Child Protective Investigations' mission is to protect children from abuse, neglect, and exploitation involving clients, families, and communities.

Child Protective Investigations (CPI) examines reports of child abuse and neglect to determine if any child in the family has been abused or neglected. Investigators decide if there are any threats to the safety of all children in the home. If so, they determine whether the parents are willing and able to adequately manage those threats to keep children safe. If DFPS decides that the children are not safe, the investigator starts protective services.

Child Protective Services (CPS) provides services to children and families in their own homes. DFPS contracts with ***Our Community Our Kids*** (OCOK) to place Tarrant County children in foster care, kinship care and adoptive homes.

OCOK is responsible for the managing these programs and providing services to help youth in foster care make the transition to adulthood. Statutory authority, Human Resources Code, Chapter 40, subchapter 40.002, Dept of Family and Protective Services.

## RECENT ACCOMPLISHMENTS

**Note:** The most recent annual statistics available are from FY23.

- In FY23, Tarrant County CPI received 24,334 reports alleging child abuse or neglect; 16,358 reports were assigned for investigation and 12,609 investigations were completed.
  - This is an overall decrease as compared to FY22 when CPI received 24,697 reports of abuse and neglect, assigned 17,358 for investigation, and completed a total of 13,286 investigations.
  - Tarrant County has maintained the third highest number of confirmed cases in Texas with Harris (5,903) and Dallas (5,702) counties both having a higher total.

- In FY23, 498 Tarrant County children were removed and placed in foster care, a decrease from FY22 removals, when 555 children were removed by CPI.
- CPS opened new Family Based Safety Service (FBSS) cases on 1121 Tarrant County families in FY23, with 3,901 children served within these families. In FY22, FBSS served 894 families and 3101 children:
- A total of 670 children and young adults left DFPS custody in FY23:
  - 196 children were reunified with their parent(s),
  - 199 children were placed with relatives who assumed permanent legal custody,
  - 229 children were adopted either by a relative or non-relative, and
  - 63 youth emancipated from foster care.
- A total of 1,770 Tarrant County children were the legal responsibility of CPS at some point during FY23 (including both relative and non-relative care), a slight decrease from 1,943 children in FY22.
- Tarrant County funded DFPS Conservatorship staff previously served children who had been placed in state custody because of abuse or neglect.
- Tarrant County funded Legal Unit staff support the work of the nine Assistant Criminal District Attorneys who represent CPS in most civil court proceedings affecting the parent-child relationship.
- Tarrant County funded Drug Endangered Children Investigator is a liaison to the Narcotics Task Force and assists in investigations where children may have been exposed to drugs or toxic substances produced during the manufacture of drugs.
- Tarrant County funded Group Treatment Coordinator plans and facilitates individualized education and anger management groups for parents and support groups for family members involved in child sexual abuse.
- Tarrant County funded a SAVE Supervisor, Coordinator recruiter, and direct student interns who provide volunteer preventive services to children at risk of abuse and neglect in the Arlington, Fort Worth, and Northeast Tarrant County area.

## **DIVISION OBJECTIVES**

- Tarrant County CPS and CPI will continue to work together to protect children from abuse or neglect.
- CPS and CPI will provide services to maintain and strengthen the family while working to protect the children from further abuse or neglect.
  - When this is not possible, and children must be placed in foster care, OCOK makes efforts to achieve permanency for the child as quickly as possible.



- The Family Based Safety Service (FBSS) program will continue to serve children in their own homes during FY25, providing close supervision and assistance to the family to ensure the child is protected from further abuse.
- The Texas Family First (TFF) Pilot Program provides evidence-based services proven to work based on research studies.
  - These services increase positive results for children and families. The services are tailored to specific family needs and help to strengthen skills to help keep children safe.
  - Participation requires court involvement and provides legal counsel to children and caregivers.
- The Drug Endangered Children (CPI) Investigator will respond to reports of abuse and neglect in which children may have been exposed to drugs or chemicals produced during the manufacture of drugs.
- The SAVE Program will continue to offer this volunteer prevention program and serve families in the Arlington, Fort Worth, and Northeast Tarrant County area who are at risk of child abuse or neglect.
- The Juvenile Services Worker will continue to serve a caseload of youth who are in the permanent managing conservatorship of CPS and incarcerated in the juvenile justice system.
- The Rainbow Room Manager and Community Coordinator will continue to manage and disburse resources donated by the community to benefit Tarrant County CPI/CPS children and families.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of CPS Referrals	24,334	24,996	25,890
# of Children in Foster Care	1,140	1,180	1,210
# of Children Removed	498	512	569
# Of Completed Investigations	12,609	12,558	12,690

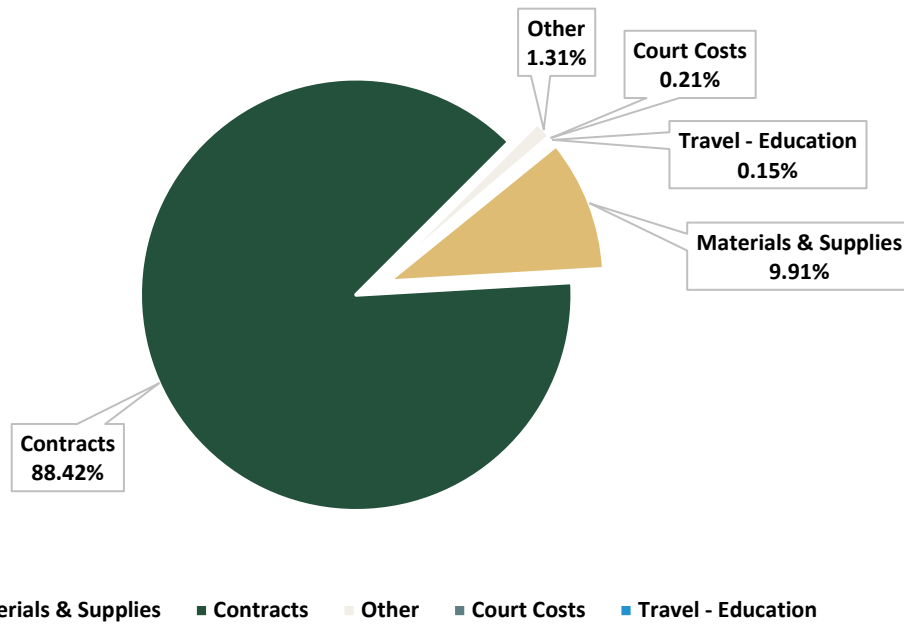
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$2,654,108** **\$177,813** (7.18% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

### FY 2025 Approved Budget Child Protective Services



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Materials & Supplies	263,000	184,429	263,000	-
Contracts	2,169,045	2,168,766	2,345,858	177,813
Other	34,750	28,855	34,750	-
Court Costs	5,500	5,500	5,500	-
Travel - Education	4,000	2,125	4,000	-
<b>Total Budget</b>	<b>2,476,295</b>	<b>2,389,675</b>	<b>2,654,108</b>	<b>177,813</b>

## **EXPLANATION OF MAJOR CHANGES**

Tarrant County's CPS liaison provided an estimated state contract increase based on the factors below. These estimates are revised as the state agency finalizes their budget.

- 7% increase across the board raise for caseworkers, supervisors, and support staff in FY25 and an additional 7% raise for caseworkers and supervisors who may qualify for a certification upgrade during this period.
- 2% increase in fringe benefit rate.
- An increase in support costs for overhead, central fund, cost pool, IT telecom, computer setup, and cell phone expenses for a potential total cost increase of \$26,094.
- 10% increase in the travel allotment, from \$3,769 to \$4,146 per full-time position. The potential total cost of this increase is \$9,304.
- A decrease in the federal participation rate, from 28.469% to 27.969%, which could result in an overall increase of \$16,703 to Tarrant County.
  - DFPS has provided no information about a rate change, but historically, the rate has changed periodically, resulting in increased cost to the county. The rate has remained the same for several years.



## RESOURCE CONNECTION

### OVERVIEW

The Resource Connection is a social service hub that was previously structured as an Enterprise Fund. However, due to the inability of this fund to remain profitable, the Resource Connection and its personnel were moved to the General Fund. There are a total of nine (9) full-time operational positions in the Resource Connection department. Six (6) Facilities staff, who were previously funded out of the Enterprise Fund, were moved to the Facilities Management budget in the General Fund.

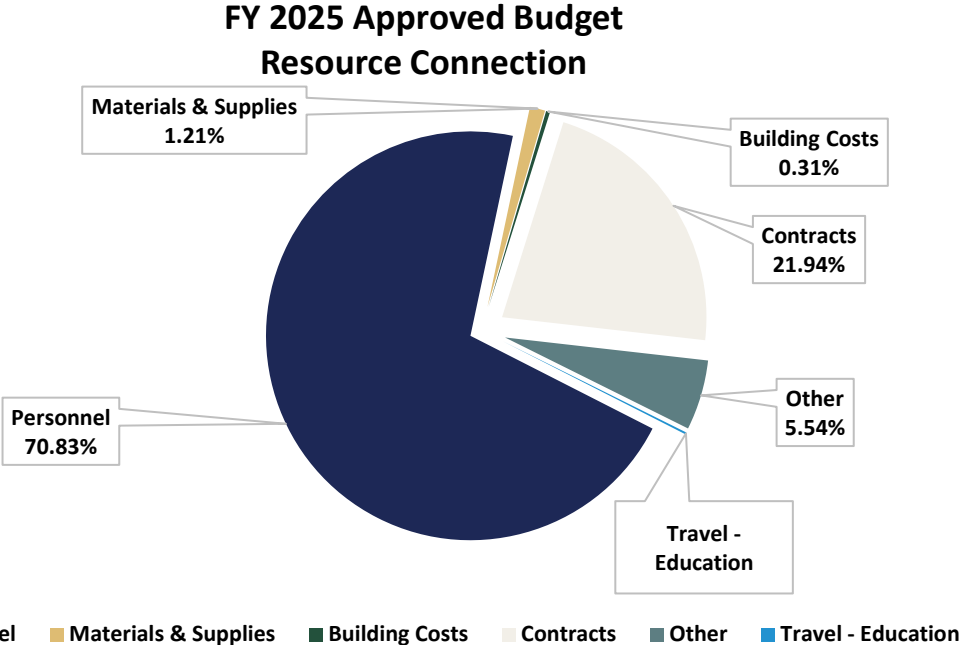
During the FY 2026 budget process, the Resource Connection will be engaged to create a Mission Statement, Accomplishments, Objectives, and Key Performance Indicators (KPIs). It is expected that the Resource Connection will participate in the pilot SMART goals program.

### EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$1,276,074** \$1,276,074 (100.00% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	-	-	903,882	903,882
Materials & Supplies	-	-	15,442	15,442
Building Costs	-	-	4,000	4,000
Contracts	-	-	280,000	280,000
Other	-	-	70,750	70,750
Travel - Education	-	-	2,000	2,000
<b>Total Budget</b>	-	-	<b>1,276,074</b>	<b>903,882</b>

## EXPLANATION OF MAJOR CHANGES

As stated above, the Resource Connection was established as a General Fund department during the FY 2025 budget process. This explains the absence of data from the **2024 Approved** and **2024 Actuals** columns.



## **PUBLIC ASSISTANCE**

### **OVERVIEW**

The Public Assistance budgeting fund is non-departmental in nature and captures expenses related to ongoing contracts and partnerships with community-based organizations and other local stakeholders.

### **COMMUNITY-BASED ORGANIZATIONS**

The community-based organizations and programs that received funds during FY2025 through the Public Assistance budget include:

- Meals on Wheels of Tarrant County, Inc.
- Women’s Center of Tarrant County, Inc.
- Tarrant County Black Historical and Genealogical Society
- Arts Fort Worth
- Arts Council of Northeast Tarrant County
- Sixty and Better
- Downtown Fort Worth, Inc.
- Youth Recovery Campus – MHMR
- Community Action Partners – City of Fort Worth

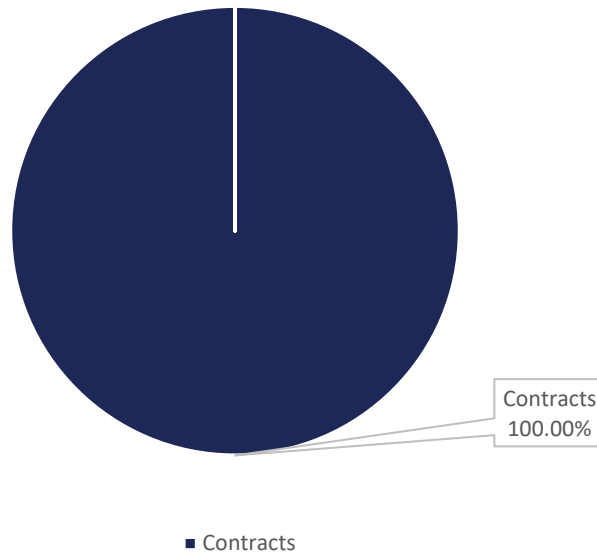
### **EXPENDITURES SUMMARY**

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$379,062 (\$843,682) (-69.00% vs. prior year)**

## BUDGETED EXPENDITURES BY EXPENSE TYPE

### FY 2025 Approved Budget Public Assistance



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Contracts	1,222,744	1,049,902	379,062	(843,682)
<b>Total Budget</b>	<b>1,222,744</b>	<b>1,049,902</b>	<b>379,062</b>	<b>(843,682)</b>

## EXPLANATION OF MAJOR CHANGES

The 69% decrease is driven by the transfer of budgets for contracts with the following community-based organizations to the County's Opioid Settlement Fund:

- One Safe Place
- Safe Haven of Tarrant County
- ACH Child and Family Services
- Alliance for Children



# TEXAS AGRILIFE EXTENSION SERVICE

## MISSION STATEMENT

The mission of Texas A&M AgriLife Extension Service in Tarrant County is to improve Tarrant County residents' quality of life with custom-made educational programs based on community identified needs and developed by local volunteers.

## RECENT ACCOMPLISHMENTS

### Employee Productivity Metrics

- **GROUP EVENTS:** 1,410 educational group events were planned, prepared, conducted and evaluated.
- **CONTACTS:** 227,661 total contacts at educational programs.
- **EDUCATIONAL HOURS:** 258,754 educational hours participants spent in educational programs.
- **VOLUNTEERS:** 981 volunteers assisted with educational programs and activities.
- **VOLUNTEERS:** 56,980 total hours
  - 282 Master Gardeners.
  - 178 4-H Leaders.
  - 204 Master Naturalists.
  - 58 Agriculture and Natural Resources.
  - 45 Family and Community Health.
  - 45 Expanded Food and Nutrition Education Program.
  - \$1,811,964 total value of volunteer time donated to Tarrant County at \$31.80 per hour.
- **Online Course Completions: 20,360**
  - 4-H enrollment: 538
  - School Enrichment: 5,284
  - Animals validated: 700+



- Texas A&M AgriLife Extension Service of Tarrant County leverages county support to enhance programming.
  - Community support: from area businesses generated for program support funds and in-kind product donations of \$48,488 to enhance educational activities.
  - Economic value of Extension volunteers' service 56,980 hours and total volunteer hours value at of \$1,811,964.
  - State and federal support for portion of salaries for 6 agents and director includes \$365,321 in partial salaries, travel, and complete benefits.
- **Total Grant Funds: \$606,165.43**

## **DIVISION OBJECTIVES**

Texas Agrilife department is excited to announce participation in the pilot program introducing **SMART Goals** as a new *strategic initiative* designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals**—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Boost employee productivity by 3% in FY25 through process improvements, volunteer training, and technology integration. The progress will be measured using Key Performance Indicators like enrollment, satisfaction, and completion rates. Realistic quarterly targets and support for employees ensure that productivity goals are met without compromising the quality of educational programs. The goals will be monitored and implemented within the first quarter of FY2025 to ensure timely achievement by year-end.

- **Specific:** Increase employee productivity by 3% in FY2025 by implementing strategies to enhance the delivery of top-quality educational programs and activities.
- **Measurable:** Measure productivity levels quarterly through key performance indicators (KPIs) such as program enrollment, attendance, participant satisfaction, and completion/graduation rates.
- **Achievable:** Implement process improvements, volunteer training programs, and technological solutions to streamline workflows and increase efficiency in educational program delivery.

- **Relevant:** Set realistic quarterly targets and provide employees with the necessary resources, training, and support to meet productivity goals while maintaining the quality of services.
- **Time-bound:** Launch productivity initiatives within the first quarter of FY2025 and monitor progress regularly to achieve a 3% productivity increase by the end of the fiscal year.

**Objective 2:** Improve educational program outcomes across five key areas, develop specific performance metrics, and collaborate with stakeholders. The use of local and state-level resources will ensure alignment with community priorities and goals will be met by the end of the 2025 fiscal year to measure the success and impact.

- **Specific:** Enhance educational outcomes in Tarrant County by focusing on five key areas: agriculture and natural resources, horticulture, 4-H and youth development, family and community health, and community economic development.
- **Measurable:** Develop performance metrics for each area, such as the number of completed projects, the economic impact of each program, and behavior changes observed through program surveys.
- **Achievable:** Collaborate with stakeholders, community organizations, and partners to design and implement educational programs tailored to address these key areas effectively.
- **Relevant:** Utilize local program committees to align initiatives with the needs of Tarrant County residents, while leveraging state and community resources to maximize impact within budgetary limits.
- **Time-bound:** Set programmatic goals with AgriLife Regional Program Leaders and meet them by the end of the 2025 fiscal year.

**Objective 3:** Leverage external resources to enhance Extension programming in Tarrant County by recruiting and training volunteers, measuring their impact, and utilizing state-level support. The goal is to build partnerships and increase funding and to report total leveraged funds and contributions annually, thereby expanding the local reach and effectiveness of the programs.

- **Specific:** Continue soliciting external support for Extension programming in Tarrant County, building capacity, partnerships, and funding to expand local reach.
- **Measurable:** Measure volunteer impact by tracking the number of trained volunteers, volunteer hours reported, and recertifications achieved.
- **Achievable:** Recruit and train new Extension volunteers, expanding the volunteer base and ensuring accountability through recertifications.

- **Relevant:** Leverage master volunteer programs and support from the state AgriLife team to provide high-quality training, while marketing programs locally to empower volunteers to engage in community outreach.
- **Time-bound:** Present the FY2025 annual total of leveraged funds and contributions to the Tarrant County Commissioners Court.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Group Events	1,172	1,410	1,452
# of Leveraged Funds	3,372,834	3,536,562	3,642,658
# of Program Planning & Impact	69	100	103
# of Total Contacts	77,949	227,661	234,490
# of Volunteer Hours	54,809	56,980	58,689
# of Volunteers	969	81	1,010

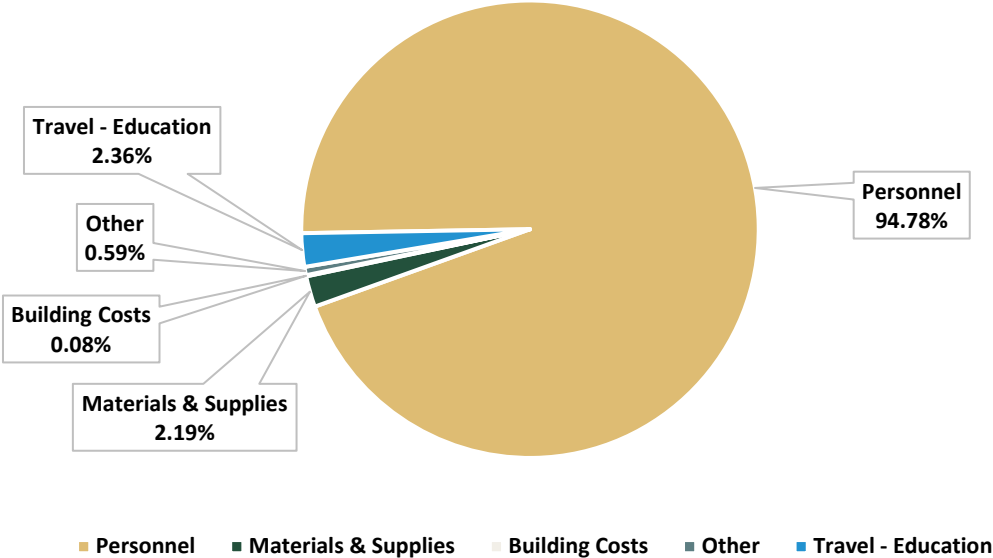
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$850,972 (\$31,153) (-3.53% vs. prior year)**

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Texas Agrilife



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	834,260	748,978	806,564	(27,696)
Materials & Supplies	22,345	12,688	18,638	(3,707)
Building Costs	700	417	700	-
Other	4,750	4,379	5,000	250
Travel - Education	20,070	11,766	20,070	-
<b>Total Budget</b>	<b>882,125</b>	<b>778,228</b>	<b>850,972</b>	<b>(31,153)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.



## **VETERAN SERVICES**

### **MISSION STATEMENT**

The Tarrant County Veterans Service Office provides aid to all veterans, survivors, and dependents with the preparation and submission claims against the Department of Veterans Affairs for compensation, hospitalization, pension, or any other benefits to which they may be entitled under the existing laws of the United States, or such laws as may be enacted.

The Tarrant County Veterans Service Office is an advocate agency established to assist veterans or their survivors obtain entitled benefits from the U.S. Department of Veterans Affairs and the state of Texas. The office provides educational programs to the veterans or survivors pertaining to veteran benefit programs to which they are or may become entitled. The office cooperates with local government and private agencies to assist clients in obtaining needed specialized services.

The Tarrant County Veterans Service Office additionally works with other Veteran led organizations to ensure the well-being of Tarrant County's Veterans and their families.

### **RECENT ACCOMPLISHMENTS**

Significant milestones for Veteran Services in FY 2024 were:

- Tarrant County Veteran population is the third largest within the state (254 counties) with approx. 125,000, which does not include surviving spouses and eligible dependents in which we serve as well.
  - The Veterans' services department was able to assist 4,664 Veterans during FY24 (Oct-Apr), 1,307 phone appointments, received 1,931 email claim submissions, and 1124 in person appointments.
- We created and maintained new innovative methods to reach Veterans by using a new Veteran's claim processing system. and We were able to efficiently assist Veterans by enabling to be able to digitally, sign VA forms with smartphones or tablet devices.
  - We have seen an increase in the number of veterans, surviving spouses, and eligible dependents stemming from promoting veteran services while teaching transitional classes for active-duty service members soon exiting the military from the NAS JRB.
    - The presentations are unique, and we offer more support than the department of veteran affairs.

- This office assisted 324 newly discharged service members complete their “Benefits Delivery at Discharge” claims to ensure they were leaving active duty with monetary benefits as they transition into the civilian workforce.
- Significant milestones for Veteran Services in FY 2024 were: continuation of new policies within the department to ensure we are assisting our clients in a timely fashion.
  - Tarrant County’s Veteran Services Director was awarded “The Excellence” award given by the Texas Veterans Commission for outstanding service and putting Veterans first, while representing Tarrant County and the state of Texas during FY2023.
  - The Tarrant County’s Commissioners Court recognized the Director of Veteran Services with a resolution affirming the award given by the Texas Veterans Commission.
- In April of 2023 this office reported that we had secured \$3,182,676.34 in retroactive monetary benefits and \$1,127,661.76 in monthly benefits. However, as of April 23, 2024, to-date, Tarrant County Veteran Services has brought in \$4,681,361.05 in retro benefits and \$1,870,476.55 in monthly benefits which is an increase of \$1,498,684.71 and \$742,814.79; a 47% & 65% year over year increase from the same reporting period within one calendar year. There are FY23 and FY24 claims still pending, so these amounts will continue to increase.

## **DIVISION OBJECTIVES**

Veteran Services department is excited to announce participation in the pilot program introducing **SMART Goals** as a new *strategic initiative* designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals** - specific, measurable, achievable, relevant, and time-bound - are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Ensure the timely submission of 300 veteran and surviving spouse claims per month to the Department of Veteran Affairs by optimizing workflows, improving documentation accuracy, and allocating sufficient staff resources throughout the 2025 fiscal year.

- **Specific:** Submit 300 timely and accurate veteran and surviving spouse claims each month to the Department of Veteran Affairs.

- **Measurable:** Track and monitor the number of claims submitted each month, ensuring progress toward the monthly goal of 300 claims.
- **Achievable:** Streamline claim submission processes, improve documentation accuracy, and allocate necessary staff resources to consistently meet the monthly goal of 300 claims.
- **Relevant:** Ensuring timely and accurate claim submissions supports veterans and their families in receiving entitled benefits while improving department efficiency.
- **Time-bound:** Meet the target of 300 claims submitted per month consistently throughout the 2025 fiscal year.

**Objective 2:** Implement a comprehensive system to track and record the annual funds generated from approved claims for veterans and spouses by the Department of Veteran Services, ensuring accurate reporting and financial transparency throughout the 2025 fiscal year.

- **Specific:** Accurately track and record the funds generated from approved veteran and spouse claims by the Department of Veteran Services on an annual basis.
- **Measurable:** Maintain detailed and categorized records of the total funds received from approved claims for both veterans and spouses, ensuring annual fiscal year reporting accuracy.
- **Achievable:** Implement a robust tracking system to accurately record and categorize funds, ensuring staff are trained to use it effectively for transparent financial management.
- **Relevant:** Proper tracking and reporting of funds generated from claims provide accountability and ensure the department meets its financial management goals.
- **Time-bound:** Regularly update, reconcile, and report the annual total of funds generated from approved claims, ensuring accurate documentation, and reporting throughout the 2025 fiscal year.

**Objective 3:** Attend one national training program annually to enhance skills related to veteran services and maintain VA accreditation, ensuring compliance with state law and professional development requirements.

- **Specific:** Annually participate in one national training program focused on veteran services to enhance skills and fulfill VA accreditation requirements as mandated by state law.

- **Measurable:** Track and document attendance and completion of one national training program each year, ensuring all required training activities are completed.
- **Achievable:** Identify and register for relevant national training programs that meet professional development and VA accreditation needs, ensuring the opportunity is available each year.
- **Relevant:** Attending national training programs supports the continued development of skills necessary for veteran services and ensures compliance with state accreditation standards.
- **Time-bound:** Complete one national training program within the 2025 fiscal year and ensure attendance and training align with VA accreditation requirements.

## KEY PERFORMANCE INDICATORS

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Client Visits	6,772	7,100	8,000
# of New Client Visits	1,944	2,000	2,500
# of Outreach Programs	9	10	10
# of Phone Calls Received	8,140	9,100	9,000

## EXPENDITURES SUMMARY

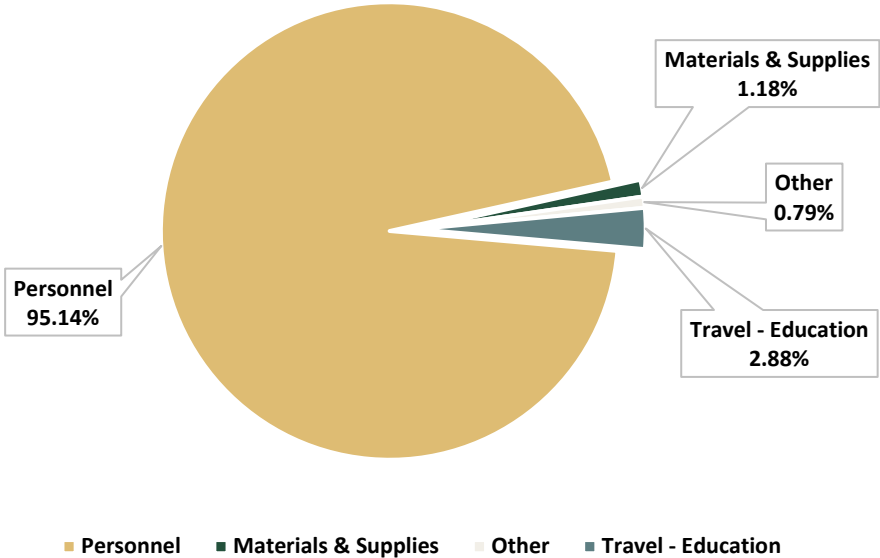
An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$693,719** (\$5,979) (-0.85% vs. prior year)



# BUDGETED EXPENDITURES BY EXPENSE TYPE

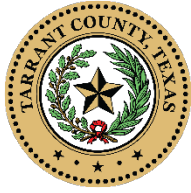
## FY 2025 Approved Budget Veteran Services



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	676,998	644,131	660,019	(16,979)
Materials & Supplies	7,700	5,869	8,200	500
Other	3,500	3,052	5,500	2,000
Travel - Education	11,500	17,047	20,000	8,500
<b>Total Budget</b>	<b>699,698</b>	<b>670,099</b>	<b>693,719</b>	<b>(5,979)</b>

### EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.



# COUNTY ARCHIVES

## MISSION STATEMENT

The purpose of the Tarrant County Office of Historic Preservation and Archives is to collect, preserve, and make available to the public archival materials documenting the history of Tarrant County, as well implement the Historic Preservation Plan for Tarrant County to document and preserve historic resources.

## RECENT ACCOMPLISHMENTS

The Historic Preservation and Archives staff, in the absence of a department head, created a 10-year strategic plan to bring the department into good standing, define processes to offer better service to patrons, and to plan for future growth. The list of accomplishments that follows includes both tasks from the strategic plan and additional accomplishments that took place in FY2024.

- Worked with the Auditor’s Office to establish cash handling procedures that are in line with the Auditor’s requirements.
- Created over 11,000 records in OnBase, our current content management system, and edited over 32,000 records, to help create a more accurate database to better facilitate searchability of archival materials.
- Accessioned 39 donations of archival collection materials.
- Completed a project to consolidate nearly 150 single item collections into umbrella collections by item type to clean up the database and physically consolidate collection materials.
- Published 19 new webpages for new collections to be made discoverable online.
- Fully processed (inventoried, organized, rehoused, entered database, created, or updated the collection webpage) 46 new collections, accretions to collections, or old collections requiring reprocessing.
- Removed and rehoused all materials that were on display in the Archives’ public space, consisting of 12 display cases and many framed items. Researched within the Archives to find interesting materials to create a display highlighting various topics covered in our collections.
- Provided scans and copies of archival materials to researchers upon request, totaling 994 scans and copies.

- Participated in 5 events to promote the Archives. These events include participation in the DFW Archives Bazaar where we talked with about 200 people at the Preservation Texas North Central Texas Regional Preservation Summit.
- Hosted two lunch and learn events for Tarrant County staff with a total of 17 attendees and presenting to an Intro to Historic Preservation class at University of Texas at Arlington with a total of 22 students.
- Loaned 9 aviation history related collection items to the Fort Worth Museum of Science and History for a year-long exhibition. Promoted the exhibition and the presence of our archival materials in it.
- Applied for and received a \$1,000 grant from the Tarrant County Historical Society to send 178 issues of the Grapevine Sun newspaper, dated 1898-1930, to UNT for digitization and upload to The Portal to Texas History for public access.

## DIVISION OBJECTIVES

The Historic Preservation and Archives department is excited to announce participation in the pilot program introducing **SMART Goals** as a new strategic initiative designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals**—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Develop and implement outreach programs to increase public engagement by 25% within one year, expanding the department's visibility and community connections.

- **Specific:** Create and execute outreach programs aimed at engaging the public and raising awareness of the department's services and initiatives.
- **Measurable:** Increase the number of outreach programs by 25% compared to the previous year.
- **Achievable:** Dedicate time, staff, and financial resources to plan, promote, and successfully implement additional outreach initiatives.
- **Relevant:** Expanding outreach programs strengthens community ties and enhances the department's presence within the public sphere.
- **Time-bound:** Achieve the 25% increase in outreach programs by the end of the 2025 fiscal year.

**Objective 2:** Increase collections storage capacity by 20% within one year by installing new shelving and optimizing the organization of current collections, allowing for continued intake of new materials.

- **Specific:** Increase the storage capacity for collections by adding new shelving units and reorganizing existing materials for improved space utilization.
- **Measurable:** Achieve a 20% increase in collections storage capacity compared to the current capacity.
- **Achievable:** Procure additional shelving units, remove unnecessary items, and reorganize the collections to maximize available space.
- **Relevant:** This goal supports the continued ability to accept and store new collections, ensuring long-term sustainability and preservation.
- **Time-bound:** Complete the installation of new shelving and reorganize the collections within one year while consistently evaluating storage efficiency during the processing of collections.

**Objective 3:** Complete a two-phase historic resources survey of unincorporated Tarrant County within one year, starting with a desktop survey followed by a prioritized reconnaissance survey, in collaboration with the Historic Preservation Office and CLG Committee.

- **Specific:** Conduct a two-phase historic resources survey in unincorporated Tarrant County, starting with a desktop survey and followed by a prioritized reconnaissance survey based on the desktop findings.
- **Measurable:** Complete the desktop-level survey within one year and develop a priority plan for the reconnaissance survey based on the desktop results.
- **Achievable:** Collaborate with CLG members to prioritize the desktop-level survey, engage the community through outreach efforts, and formulate a clear plan for the reconnaissance-level survey.
- **Relevant:** This survey directly supports the mission of the Historic Preservation Office and the CLG Committee by ensuring up-to-date information on historic resources within the county.
- **Time-bound:** Complete the desktop-level survey by the end of the 2025 fiscal year and develop the reconnaissance survey plan immediately afterward for future implementation.

## **KEY PERFORMANCE INDICATORS**

The chart below provides data collected for Key Performance Indicators (KPIs)

KEY PERFORMANCE INDICATOR	FY 2023 ACT	FY 2024 EST	FY 2025 EST
# of Archival Collection Items	3,475	3,500	3,700
# of Archival Collection Items (donated)	39	50	50
# of Collections Processed	29	40	50
# of Edited OnBase Records	32,087	25,000	20,000
# of Research Request	268	300	350

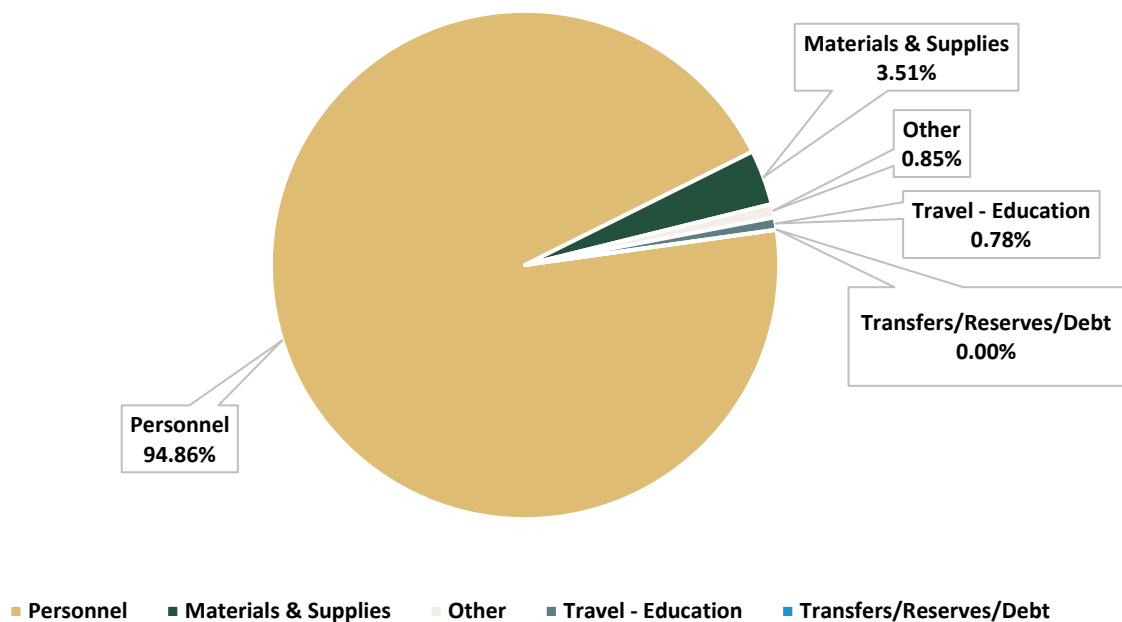
## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$320,726** **\$9,257** (2.97% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
County Archives



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	302,124	292,900	304,241	2,117
Materials & Supplies	5,745	5,621	11,245	5,500
Other	100	160	2,740	2,640
Travel - Education	3,500	3,079	2,500	(1,000)
Transfers/ Reserves/ Debt	-	-	-	-
<b>Total Budget</b>	<b>311,469</b>	<b>301,760</b>	<b>320,726</b>	<b>9,257</b>

**EXPLANATION OF MAJOR CHANGES**

The increase in the Materials & Supplies expense group is largely driven by an increase in the Equipment Maintenance line item. Specifically, the increase is for a maintenance agreement for a special oversized copier that enables the County Archives to digitize larger historical artifacts.



## **CENTRAL GARAGE**

### **MISSION STATEMENT**

The Central Garage is an internal service division within the Transportation Services Department. Our mission is to support, manage and repair fleet vehicles within Tarrant County Government.

### **RECENT ACCOMPLISHMENTS**

- Maintains the highest standard of quality workmanship to provide safe and reliable transportation.
- Service and repair Fleet Vehicles and Equipment for all departments within Tarrant County Government,
- Manage and maintain Emergency Equipment for Law Enforcement vehicles.
- Manage the DX Fuel Management System at four County Fuel Sites.
- Maintains MOUs for Fuel with the City of Blue Mound, City of Saginaw, Tarrant 911 and JPS Hospital.
- Licensed by the State of Texas as a Certified State Inspection Station.

### **DIVISION OBJECTIVES**

- The Central Garage will continue to work with all departments to keep maintenance cost down.
- Continue to work with the Purchasing Department and assist in making decisions for the purchase of vehicles, parts, and supplies.
- Continue to assist Risk Management as it relates to vehicle accident and incident repair to County vehicles.
- Continue to seek alternative solutions to reduce over-all cost for the Central Garage operations.

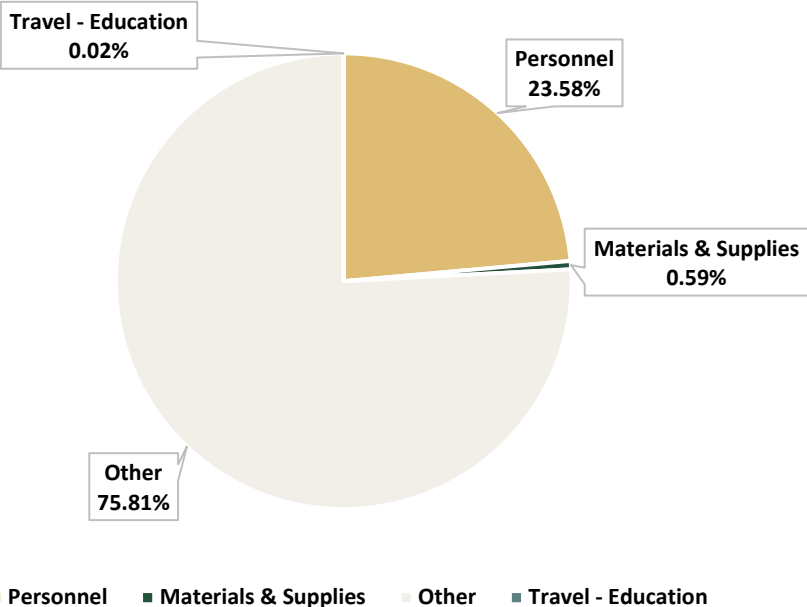
### **EXPENDITURES SUMMARY**

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$4,030,228** (\$71,152) (-1.73% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Central Garage



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	1,025,680	941,628	950,328	(75,352)
Materials & Supplies	19,500	10,773	23,700	4,200
Other	3,055,500	8,841	3,055,500	-
Travel - Education	700	-	700	-
<b>Total Budget</b>	<b>4,101,380</b>	<b>961,242</b>	<b>4,030,228</b>	<b>(71,152)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is largely due to the reduction in the County’s contribution rate to the retirement system.





## **COMMISSIONER - PRECINCT 1**

### **MISSION STATEMENT**

Precinct One is committed to the health and welfare of its residents. The Commissioner's Office provides services and assistance to the citizens in a collaborative, comprehensive and transparent manner.

### **RECENT ACCOMPLISHMENTS**

- Oversee County Budgets.
- Supervision of Transportation Operations and Activities Related to Road and Bridge Work.
- Assist cities with Road work through Interlocal Agreements.
- Effective Management of County as a Member of Commissioners Court.
- Host two annual Healthy Lives Matter Initiative events - Prostate Cancer Screening & Alzheimer's Education Series.
- Serve constituents daily with services related to road repairs, social services, housing, criminal justice, healthcare and more.
- The Commissioner's Office continues to serve as liaison to the following County Departments and Boards:
  - JPS
  - Child Protective Services Board
  - Human Services Advisory Committee
  - MHMR of Tarrant County Board of Trustees
  - Community Justice Council of Tarrant County
  - IT Steering Committee
  - Deferred Compensation Benefits Advisory Committee
  - Ex-Offender Re-Entry Initiative (TCRI)
  - Nurse Family Partnership
  - Tarrant County Housing Finance Corporation
  - Resource Connection Advisory Board

### **DIVISION OBJECTIVES**

- Continue oversight of County Budget.
- Continue effective management of Precinct 1 Road and Bridge Operations.

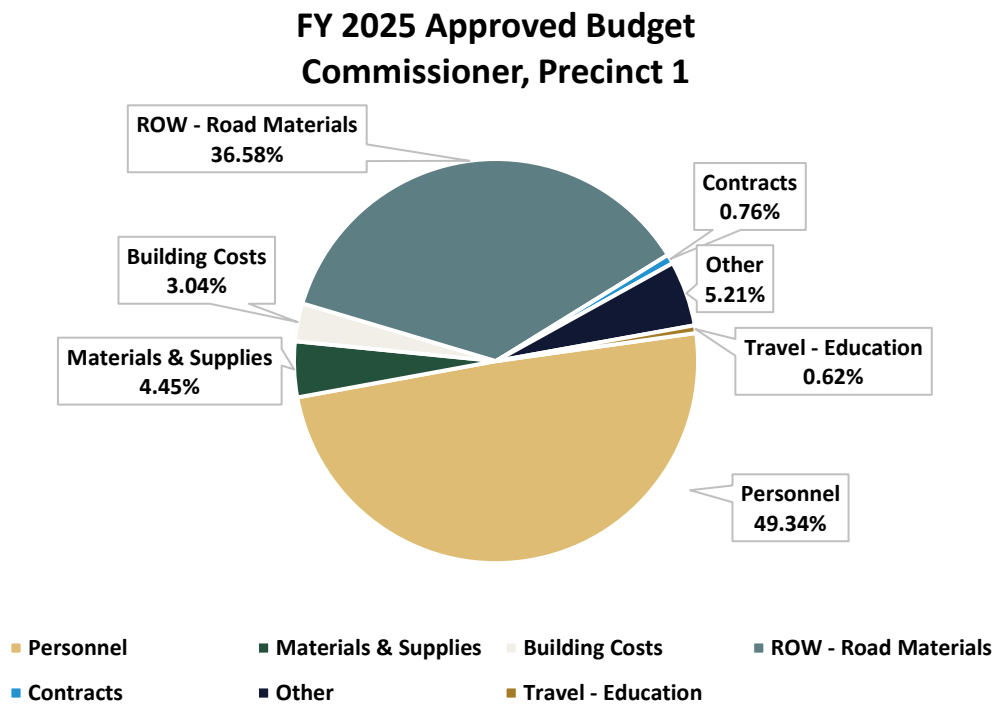
- Continue work with cities through Interlocal Agreements.
- Continue efficient administration and management as a member of Commissioner Court.
- Continue to provide and track services to Precinct 1 and Tarrant County residents.

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$13,578,450** (\$86,894) (-0.64% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actual	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	6,485,894	6,061,192	6,699,780	213,886
Materials & Supplies	552,000	603,772	604,720	52,720
Building Costs	411,050	301,355	412,250	1,200
ROW - Road Materials	4,452,200	3,426,514	4,967,000	514,800

Contracts	78,000	92,234	103,000	25,000
Other	1,602,200	1,121,003	707,700	(894,500)
Travel - Education	84,000	77,230	84,000	-
<b>Total Budget</b>	<b>13,665,344</b>	<b>11,683,300</b>	<b>13,578,450</b>	<b>267,806</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Other expense type is largely driven by a requested departmental decrease due to services no longer needed.



## COMMISSIONER - PRECINCT 2

### MISSION STATEMENT

#### Precinct 2 General

At Tarrant County Precinct 2, our mission is to enhance what county government can achieve, by serving more families and individuals, all while maintaining responsible and reasonable fiscal stewardship, operational efficiencies, and innovative ideas.

We provide purpose-driven leadership that prioritizes safe communities, inclusive public policy, justice, transparent and accountable governance, respectful public engagement, judicious exercise of authority, and responsible management of public resources. We will meet the needs and concerns of all our citizens, today and in the future, by delivering high quality services and upholding the values of integrity, fairness, and progress.

#### Precinct 2 Maintenance

Build quality roads efficiently while making safety a top priority.

### RECENT ACCOMPLISHMENTS

**Strategic Goal #1:** Improve Tarrant County's financial strength and effectiveness by proactively exercising fiscal disciplines and performance/evidence-based budget allocation.

- Maintained expenditures within approved budget.
- The last two-year average to install/replace a sign was \$98 per sign which is a 17% decrease.

**Strategic Goal #2:** Maximize Tarrant County's operational efficiency and productivity through streamlined policies and processes, enhanced communication, and targeted application of technologies.

- Maintained operational readiness of 82-piece fleet at 98% by providing repair and preventative maintenance service with no loss of road maintenance crew productivity due to equipment issues.
- Continued working within Carte Graph's OMS (web-based version) to analyze, track and maintain county assets.
- Continued use of mobile field devices allowing for efficient and accurate Carte Graph entry by field operators.

- Continued to cross-train all SEMC equipment operators to increase skill and team availability to operate all fleet inventory with a standard skill level and specific pieces of equipment with an exceptional skill level.
- Continued to cross-train all SEMC fleet maintenance employees to increase skill and availability to work on all fleet inventory.

**Strategic Goal #3:** Continue to cultivate an organizational culture in which people are nurtured, innovation is encouraged, and excellence is rewarded.

- Employees participated in various conferences, workshops, continuing education, and training classes for a total of 2072 hours to date with an average of 69+ hours per employee. Training includes the following:
  - Lunch and Learn series
  - Staff Development
  - CDL Training
  - Flagger Training
  - Defensive Driving
  - Carte Graph Training
  - Leadership, Communication and Teambuilding Sessions
  - Heavy Equipment Training
  - Safety Training

**Strategic Goal #4:** Enhance the satisfaction level for the residents and businesses of Tarrant County through the effective delivery and equitable administration of justice, public safety, health, transportation, and human and other services.

- Continued to provide maintenance assistance for three (3) historic cemeteries within Precinct 2 including regular maintenance for Arlington Heritage Cemeteries and on demand maintenance for Watson Cemetery and Hawkins Cemetery.
- Placement of millings and/or other material for roadways within the cemetery
- Maintained 609 retro-reflectivity signs at 99% proficiency by following MUTCD guidelines. After conducting the annual nightly inspection, we replaced only 7 failed signs.

**Strategic Goal #5:** Strategically engage the public and private stakeholders to improve the mobility of people and goods in Tarrant County and the North Texas Region.

- Inspected all 21 miles of county roads throughout the year for durability and safety.
- Maintained a three-year strategic plan on future road improvements and repairs.
- Completed extended guardrail along the newly installed headwalls on Newt Patterson (hold over from last fiscal year due to vendor issues).

- Reconstruction of Garcia Lane.

**Strategic Goal #6:** Proactively collaborate with Tarrant County cities and other stakeholders to grow and diversify the local economy through the enhancement of human and capital infrastructures.

- Met regularly with road and public works officials for the cities located within Precinct 2.
- Worked closely with the cities and officials within Precinct 2 on road construction through Interlocal Agreements.

## **DIVISION OBJECTIVES**

**Strategic Goal #1:** Improve Tarrant County's financial strength and effectiveness by proactively exercising fiscal disciplines and performance/evidence-based budget allocation.

- Maintain expenditures within approved budget; and
- The last two-year average to install/replace a sign decreased to \$97 per sign which is a 32% decrease. The FY2024 objective, at a minimum, is to maintain the current average; however, we will have to account for future inflationary price increases.

**Strategic Goal #2:** Maximize Tarrant County's operational efficiency and productivity through streamlined policies and processes, enhanced communication, and targeted application of technologies.

- Continue utilization of mobile field devices allowing for efficient and accurate Carte Graph entry by field operators.
- Maintain Precinct 2 roadways and signage at a high level of quality.

**Strategic Goal #3:** Continue to cultivate an organizational culture in which people are nurtured, innovation is encouraged, and excellence is rewarded.

- Continue education and training classes as listed under our Accomplishments - Tarrant County Strategic Goal #3.
- Continue attending relevant conferences and workshops.
- Hold our Annual Truck Rodeo to emphasize safety and driver performance.
- Our Annual Christmas Celebration and Food Drive promoting team building, giving back to the community, and friendly competition.
- Conduct bi-monthly Employee Recognition awards to encourage higher performance.
- Continue to reduce on-the-job accidents throughout the year through all our training programs.

**Strategic Goal #4:** Enhance the satisfaction level for the residents and businesses of Tarrant County through the effective delivery and equitable administration of justice, public safety, health, transportation, and human and other services.

- Respond to all constituent requests within one (1) business day, and complete in a timely manner.
- Ensure the facility is maintained in accordance with OSHA and EPA standards.
- Maintain 609 retro-reflectivity signs by conducting annual nightly inspection to meet MUTCD standards and Tarrant County procedures regarding retro reflectivity.

**Strategic Goal #5:** Strategically engage the public and private stakeholders to improve the mobility of people and goods in Tarrant County and the North Texas region.

- Inspect all 21 miles of county roads throughout the year for durability and safety. Maintain a three-year strategic plan on future road improvements and repairs.
- Continue to participate in regional transportation groups such as TRTC, and RTC.

**Strategic Goal #6:** Proactively collaborate with Tarrant County cities and other stakeholders to grow and diversify the local economy through the enhancement of human and capital infrastructures.

- Continue to meet regularly with road, park and public works officials for the cities located within Precinct 2. (cities include Arlington, Dal Worthington Gardens, Grand Prairie, Kennedale, Mansfield, and Town of Pantego).

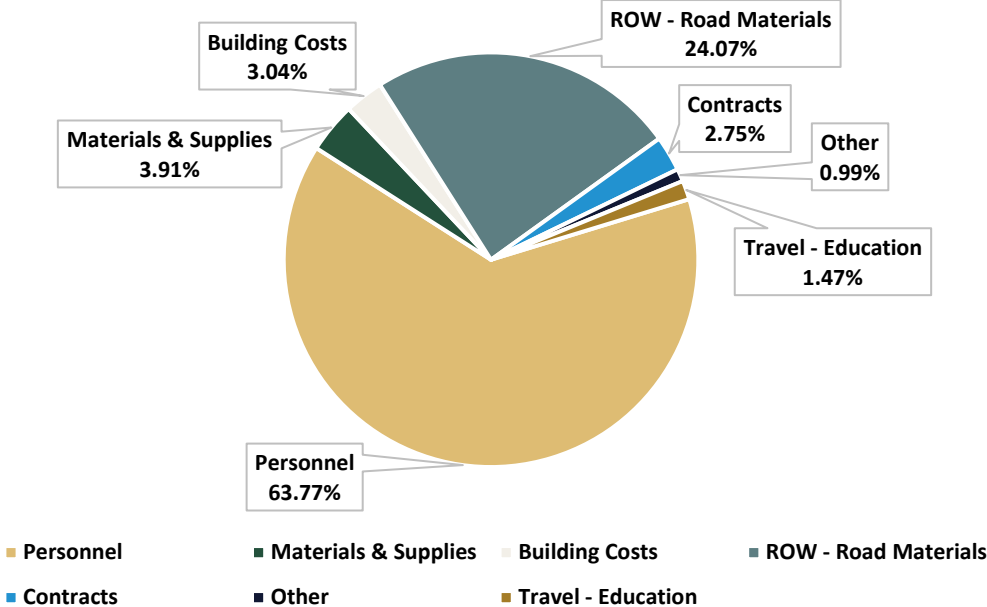
## **EXPENDITURES SUMMARY**

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$7,814,738** \$773,054 (10.98% vs. prior year)

# BUDGETED EXPENDITURES BY EXPENSE TYPE

## FY 2025 Approved Budget Commissioner, Pct. 2



Expense Type	2024 Approved	2024 Actual	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	4,939,544	4,405,001	4,983,818	44,274
Materials & Supplies	273,690	255,214	305,470	31,780
Building Costs	229,850	170,464	237,250	7,400
ROW - Road Materials	1,327,600	1,061,389	1,881,000	553,400
Contracts	96,000	89,068	215,000	119,000
Other	74,500	58,698	77,000	2,500
Travel - Education	100,500	85,466	115,200	14,700
<b>Total Budget</b>	<b>7,041,684</b>	<b>6,125,300</b>	<b>7,814,738</b>	<b>773,054</b>

### EXPLANATION OF MAJOR CHANGES

The increase in the ROW – Road Materials expense type is due to an increase in the Asphalt – Rock/Hot Mix line item.

The increase in the Contracts expense type is due to a new \$115,000 budgeted expense for the headwall installation on Dick Price Road/Rendon New Hope Road.





## **COMMISSIONER - PRECINCT 3**

### **MISSION STATEMENT**

#### **Precinct 3 General**

The mission of the Commissioner's Office is to provide services and assistance to the citizens of Precinct 3, governmental entities, and County agencies.

#### **Precinct 3 Maintenance**

To serve the citizens within the cities and unincorporated areas of Precinct 3 with their roadway construction and maintenance needs in order to provide a safe and well-maintained roadway system for all people which travel in and through Northeast Tarrant County.

### **RECENT ACCOMPLISHMENTS**

#### **Precinct 3 General**

- Oversight of County Budget.
- Monitored Interlocal Agreements with cities and assisted with other cooperative efforts.
- Organizer of 13th annual Empowering Seniors event.
- Organizer of 13th annual Tarrant Transportation Summit.
- Hosted Coffee with the Commissioner - Bimonthly
- Call A Ride Southlake (CARS)

#### **Precinct 3 Maintenance**

Precinct three county maintenance activities:

- We crack sealed and spot sealed all our major county roads and minor residential roads as needed.
- Mowed roadway right of ways 2 times per year.
- Performed Maintenance work on historical Cemeteries 2 days during FY23.
- Inspected county signs throughout Precinct 3. Our sign inspection program includes inspecting the signs during daylight hours and after dark to assure that

the integrity and reflection quality of the signs meet specifications. The signs have been cleaned and repaired or replaced as needed.

- To improve the driving safety of our citizens we place a sand/salt mixture and Magnesium Chloride at major intersections and hills during icy weather. We brought in crews 4 days during the 2022/2023 Season for winter weather response.

## **DIVISION OBJECTIVES**

### **Precinct 3 General**

- Effective management of Commissioner's offices and Precinct 3 Road and Bridge operations and activities.
- Serve as member of the Regional Transportation Council (RTC) through the North Central Texas Council of Governments (NCTCOG) Continue work on 13 Tax Increment Finance Districts.
- Continue active participation in Tarrant County Historical Commission.
- Assist JPS Health Network with continued expansion of services in Precinct 3.
- Continue annual Empowering Seniors event.
- Continue annual Tarrant Transportation Summit.
- Continue work and assistance with traffic congestion relief in Northeast Tarrant County Continue hosting the NETC Seniors Rock Program.

### **Precinct 3 Maintenance**

- Continue to provide a high standard of cooperation with the 15 cities of Northeast Tarrant County pertaining to their roadway maintenance and construction needs through Interlocal Agreements.
- Continue to provide a high quality and level of service on all projects.
- Continue to make safety and operational upgrades to the existing County Road system to meet the traffic needs resulting from the continued development of unincorporated Tarrant County.

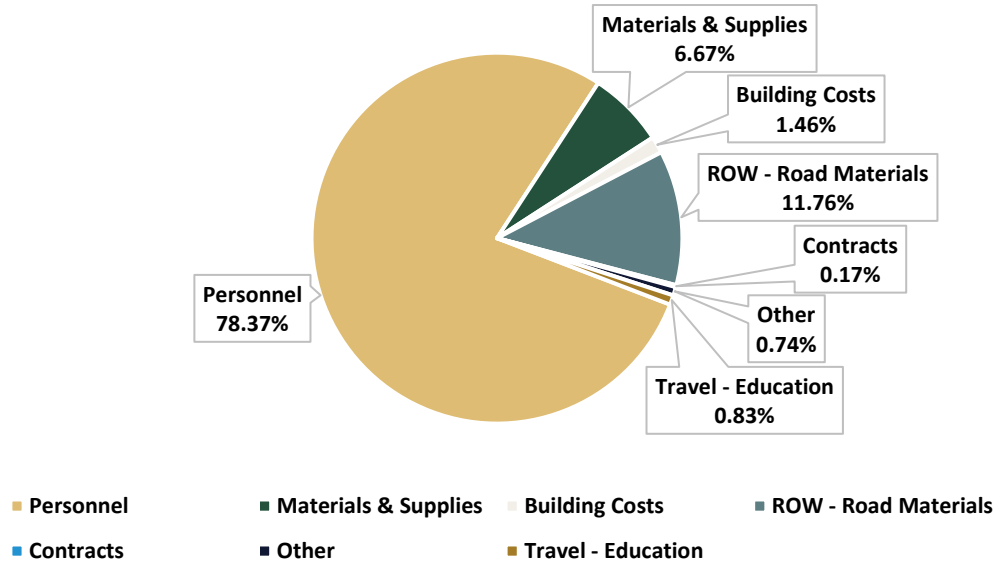
## **EXPENDITURES SUMMARY**

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$5,899,413 (\$8,990) (-0.15% vs. prior year)**

## BUDGETED EXPENDITURES BY EXPENSE TYPE

### FY 2025 Approved Budget Commissioner, Pct 3



Expense Type	2024 Approved	2024 Actual	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	4,839,353	3,751,925	4,623,323	(216,030)
Materials & Supplies	375,600	367,733	393,440	17,840
Building Costs	89,000	77,161	86,000	(3,000)
ROW - Road Materials	501,600	503,828	693,600	192,000
Contracts	10,000	9,537	10,000	-
Other	43,750	48,405	43,950	200
Travel - Education	49,100	34,898	49,100	-
<b>Total Budget</b>	<b>5,908,403</b>	<b>4,793,490</b>	<b>5,899,413</b>	<b>(8,990)</b>

## EXPLANATION OF MAJOR CHANGES

The decrease in the Personnel expense type is due to changes in incumbents in budgeted positions which cause vacant positions to be budgeted at the hire-in rate.

The increase in ROW – Road Materials is due to an increase in the Asphalt – Hot/Rock Mix line item.



## **COMMISSIONER - PRECINCT 4**

### **MISSION STATEMENT**

#### **Precinct 4 General**

The mission of the Precinct 4 Tarrant County Commissioner's office is to provide efficient and effective county services to ensure Tarrant County remains the best place in America to live, work, and raise a family. Precinct 4 staff consists of best-in-class road maintenance operators, dedicated and professional administrative staff, and fiscally conservative budget professionals.

The Tarrant County Commissioner's office of Precinct 4 prioritizes:

- Supporting Public Safety.
- Transparent, ethical, and disciplined budgetary practices.
- Building and maintaining county roads and bridges that satisfy infrastructure needs.
- Supporting purposeful Economic Development to guide growth within the precinct.
- Open Communication with the public to identify needs, information, and assistance.
- Saving taxpayer dollars through public-private partnerships.

#### **Precinct 4 Maintenance**

Precinct 4's maintenance department will continue to provide an efficient, cost-effective road and bridge maintenance service to the citizens of this area by utilizing the most modern road condition/inventory system and employing the most recent techniques available. This task will include the following:

- Maintain 161 centerline miles of county roads.
- Construct or re-construct county roads, city streets and parking areas for thirteen incorporated cities, five school districts, Tarrant Regional Water District, hospital district and other county departments under the interlocal agreement program.
- Maintain positive drainage throughout the rural areas of the precinct by repairing or replacing drainage structures and maintaining ditches.
- Provide accurate sign placement and replacement of damaged or obsolete fixtures.

- Assure proper sign reflectivity and maintenance by utilizing a Reflectometer device and periodic visual inspections, tracked in the Cartegraph Asset Management System.
- Establish an (OCI) Overall Condition Indicator for all roads in Precinct 4.
- Provide litter removal from county right-of way.
- Provide effective and cost-efficient training in areas of defensive driving, traffic control, operations of heavy and complex equipment, general job site safety knowledge.
- Develop, administer, and monitor budget issues for all precinct departments.
- Maintain accurate records of work schedules, equipment maintenance and pavement condition index.
- Prepare, monitor, and execute Interlocal Agreements.
- Public relations and liaison with state, local entities, and other county entities.
- Provide and maintain preventative fleet maintenance schedule including many necessary repairs.

## **RECENT ACCOMPLISHMENTS**

### **Precinct 4 General**

- Actively working with the 15 municipalities, 10 school districts, and local Chambers of Commerce in Precinct 4: increasing interaction and flow of information between the administrative staff of Precinct Four and its constituents.
- Efficient and effective management of the Commissioner's office and Precinct 4 Road and Bridge Department. Some projects completed during FY 2023 include completing 25 interlocal agreement contracts within Precinct 4, repair, and reconstruction of roads in several subdivisions, and improving facilities at local schools.
- Several projects are in planning, design, or under construction to provide better emergency access to neighborhoods and relieve congestion in preparation for planned growth. Road and Bridge employees are regularly recognized by the community for their professionalism, courtesy, and ability to complete quality road improvements and repairs.
- Successful fund-raising efforts for both the United Way of Tarrant County and the Tarrant County Jr. Livestock Show and Sale. This year's Jr. Livestock show raised over half a million dollars for the FFA and 4H students who participated.
- Commissioner Ramirez and his administrative staff have taken an active role in establishing partnerships and communication with outside agencies and other

government entities including the Regional Transportation Council with the North Central Texas Council of Governments, the NASJRB, TXDOT, and State Legislators.

### **Precinct 4 Maintenance**

- Completion of the Asphalt Overlay of Allyn.
- Completion of the Asphalt Overlay of Jay Lane.
- Completion of the Asphalt Overlay of Liberty School Rd.
- Continued maintenance and vegetation control on County rights-of way.
- Management of GPS sign and post replacement program.
- Implementation of the storm culvert identification program.
- Continuation of the road sign replacement and maintenance programs.
- Inspect and maintain all roadways and bridge structures within Precinct 4.
- Continued education on new construction techniques.
- Continuation of work release and labor detail programs.
- Compliant in the disposal of waste products within EPA standards.
- County road and right-of-way litter removal.

## **DIVISION OBJECTIVES**

### **Precinct 4 General**

- Position Tarrant County Precinct 4 as the most effective and efficient Commissioner Precinct in the State of Texas.
- Help guide Precinct 4 through the next generation of infrastructure and growth.
- Strengthen partnerships with the State of Texas, local municipalities, and non-profit organizations.
- Support our regional partners through interlocal agreements to foster collaborative relationships and save taxpayer dollars.
- Improve County operations by collaborating with elected officials and department heads to find efficiencies for county government.

### **Precinct 4 Maintenance**

- Continue to provide updated education and training for precinct employees.
- Upgrade, improve and maintain existing county road surfaces.

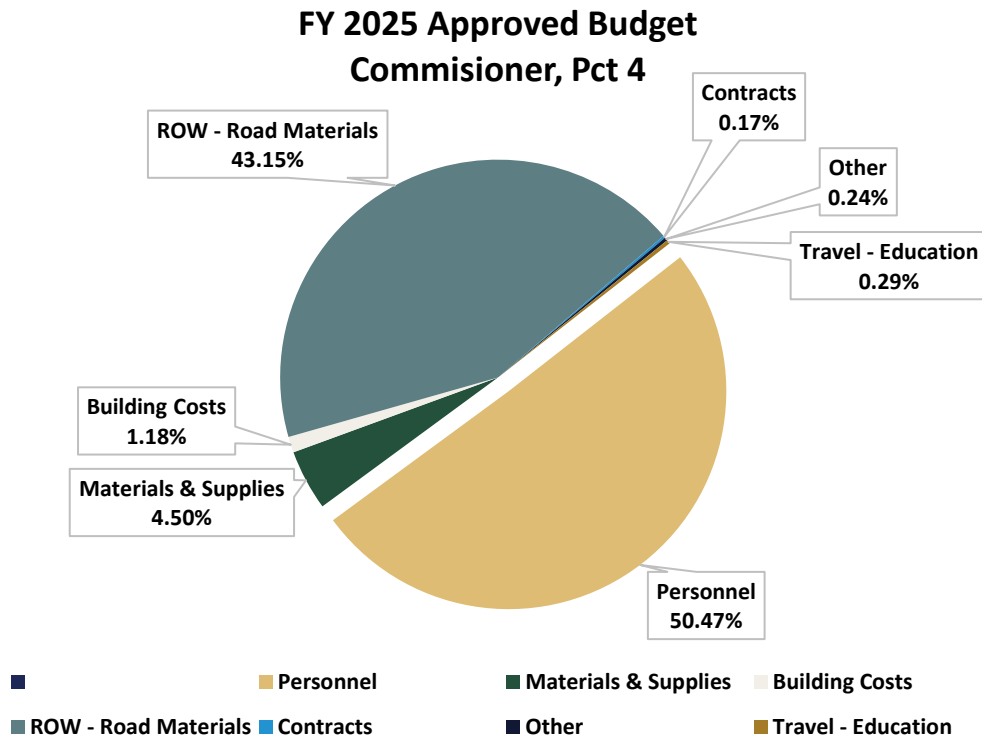
- Continued maintenance on drainage systems and structures on county roads.
- Continue to upgrade and maintain accurate computerized fleet maintenance programs.
- Provide cost efficient, quality maintenance and service for all assigned vehicles and equipment Continue to improve accountability of labor and parts cost on work orders.
- Continued implementation of sign replacement program.
- Develop and maintain drainage culvert placement inventory.
- Establish an overall pavement condition for precinct road inventory.
- Inspect and maintain all Precinct 4 roadways and bridge structures to state standards.

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$6,440,591** (\$5,406,671) (-45.64% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



<b>Expense Type</b>	<b>2024 Approved</b>	<b>2024 Actual</b>	<b>2025 Approved</b>	<b>2025 Budget vs. 2024 Budget</b>
Personnel	6,081,032	5,815,883	5,839,106	(241,926)
Materials & Supplies	516,885	468,827	520,235	3,350
Building Costs	136,275	89,899	136,275	-
ROW - Road Materials	4,991,500	3,598,499	4,991,500	-
Contracts	25,000	-	20,000	(5,000)
Other	42,250	9,366	28,250	(14,000)
Travel - Education	54,320	61,378	33,000	(21,320)
<b>Total Budget</b>	<b>11,847,262</b>	<b>10,043,853</b>	<b>11,568,366</b>	<b>(278,896)</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Personnel expense type is largely driven by the decrease in the county’s retirement contribution rate.





## NON-DEPARTMENTAL (ROAD & BRIDGE)

### NON-DEPARTMENTAL (ROAD AND BRIDGE)

The Non-Departmental (Road & Bridge) budgeting fund center captures expenses which are not specific to any department in the Road and Bridge Fund. Unbudgeted expenses may be covered with funds budgeted in the Undesignated line item if approved by Commissioners Court.

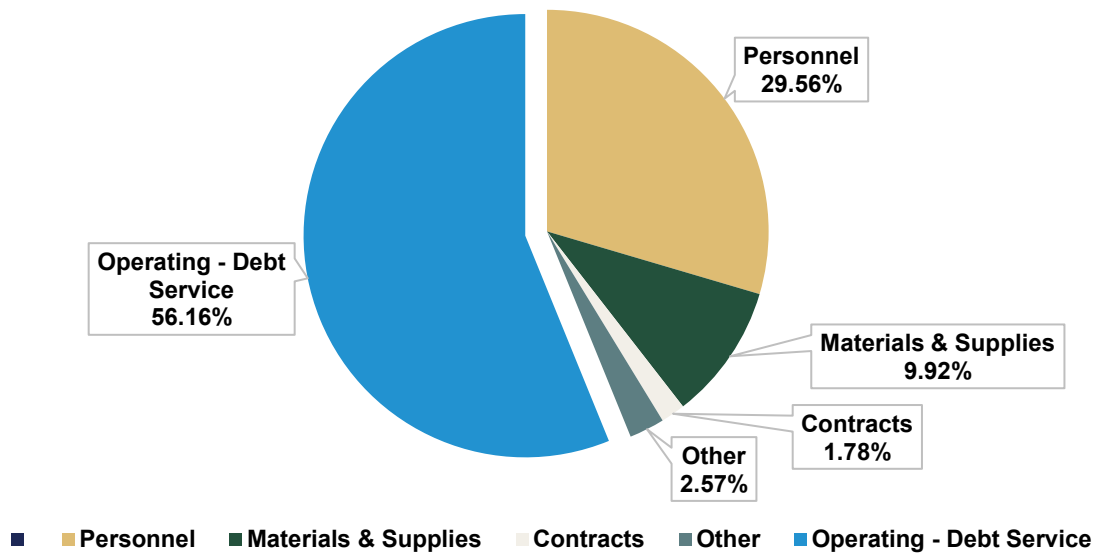
### EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$994,008** (\$74,337) (-6.96% vs. prior year)

### BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Non-Departmental (Road & Bridge)



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	315,845	301,186	310,000	(5,845)
Materials & Supplies	106,000	62,000	106,000	-
Contracts	19,000	3,211	19,000	-
Other	27,500	37,876	37,500	10,000
Transfers/Reserves/Debt	600,000	-	521,508	(78,492)
<b>Total Budget</b>	<b>1,068,345</b>	<b>404,272</b>	<b>994,008</b>	<b>(74,337)</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Transfers/Reserves/Debt expense type is due to a decrease in the Undesignated line item.



## RIGHT OF WAY

### MISSION STATEMENT

To acquire by donation, negotiation, or condemnation all right of way and easements needed to widen and improve designated roads throughout Tarrant County. To manage the sale, abandonment and release of certain abandoned roads or easements within Tarrant County and to successfully relocate utilities impacted by road improvements.

### RECENT ACCOMPLISHMENTS

- Completed right-of-entry for survey purposes.
- Coordinated with various utility companies to complete utility relocations.
- Completed sales of surplus real property.
- Contributed funds to TXDOT projects in a timely manner to facilitate acquisition of 90/10 highway projects.
- Completed necessary acquisitions for county projects.

### DIVISION OBJECTIVES

**SMART Goals**—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

**Objective 1:** Efficiently acquire necessary right-of-way for county/city projects by following a structured approach. The process includes requesting title commitments, ordering appraisals, and negotiating with property owners while adhering to Texas Property Code Chapter 21. Progress will be measured at key steps, and timely completion of negotiations will help prevent project delays, ensuring smooth execution of county/city initiatives.

- **Specific:** Acquire the necessary right-of-way for county/city projects by working with property owners and completing legal requirements.

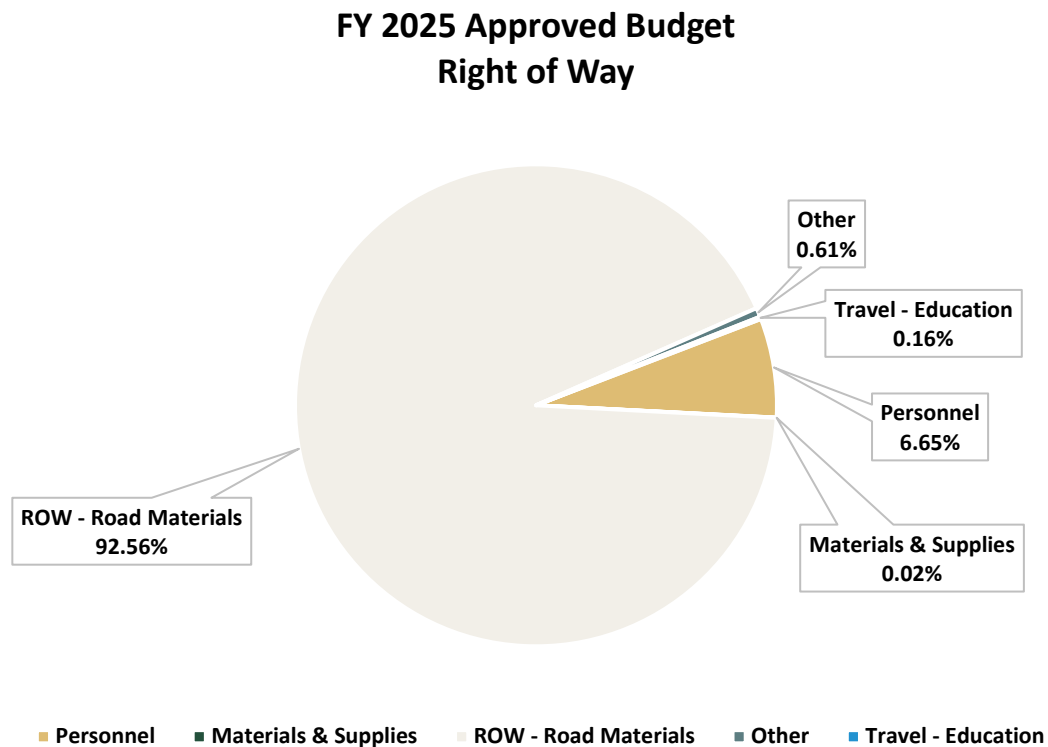
- **Measurable:** Request title commitment, order appraisal, locate the property owner, and negotiate the acquisition of the property, ensuring each step is tracked for progress.
- **Achievable:** Maintain open communication with the property owner to facilitate negotiations and secure property acquisition efficiently.
- **Relevant:** Ensure all negotiations and processes comply with Texas Property Code Chapter 21, aligning with legal and project standards.
- **Time-bound:** Complete negotiations and the closing process in a timely manner to avoid project delays and maintain alignment with the project timeline.

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$4,072,973** (\$1,433,889) (-26.04% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	276,061	275,409	270,817	(5,244)
Materials & Supplies	646	617	656	10
ROW - Road Materials	5,199,155	65,226	3,770,000	(1,429,155)
Other	25,000	18,400	25,000	-
Travel - Education	6,000	1,961	6,500	500
<b>Total Budget</b>	<b>5,506,862</b>	<b>361,613</b>	<b>4,072,973</b>	<b>(1,433,889)</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the ROW – Road Materials expense type is due to the elimination of the State Right of Way budget based on guidance received from the state transportation agency TxDOT.



## **TRANSPORTATION SERVICES**

### **MISSION STATEMENT**

Provide efficient and cost-effective support services including engineering, planning, environmental, right of way and fleet management to enhance public mobility.

### **RECENT ACCOMPLISHMENTS**

#### **Engineering:**

Assisted the Precincts with paving plans/profiles, grading plans, drainage area maps with flow calculations, culvert sizing, and traffic control device analyses and recommendations. Additionally, staff provided briefings and hearings to Commissioner's Court as necessary. A recurring duty performed by staff is providing research for various plats, deeds, ROW, and other items as requested by the public.

#### **Project Work:**

- Tinsley Lane Extension – Project Management
- Grants Lane Improvements – Project Management
- Boat Club Road Design Improvements – Project Management
- Bonds Ranch Road West Design Improvements – Project Management
- Pyramid Boulevard at Stroup Drive Drainage Improvements – Project

#### **Management**

- Wichita Street Design – Project Management
- Markum Ranch Road Improvements – Project Management
- Stevens Drive Culvert Replacement – Project Management
- White Settlement Bridge Replacement – Project Coordination
- Heritage Court – Drainage improvements/Plans
- Retta Mansfield / Levy County Line – Intersection Re-design

#### **Utility Project Coordination/Permitting:**

- Aledo Road 27" Sanitary Sewer
- Aledo Road Rockbrook Sanitary Sewer and Water Line

- Westside III Water Transmission Main

### **Surveying:**

Assisted the Precincts with drainage troubleshooting, grade staking, right-of-way research and driveway culvert procedures as well as providing the County Engineer with recommendations, as requested. The survey crew remained injury-free while performing required duties that are located within the county rights-of-way and the increased volume of traffic traveling the county roads.

### **Environmental:**

- In cooperation with the Public Health Department, continued the program for the County's MS4 Phase II Permit as required by the TCEQ. Completed
- required BMPs and submitted the annual MS4 report to the TCEQ.
- UST Program - Completed Self-Certification Forms and continued with equipment testing and record keeping for five sites.
- Managed the County's Household Hazardous Waste Program.

### **Planning:**

- Reviewed and submitted comments on extraterritorial jurisdiction (ETJ) subdivision plat and construction plan submittals from the
- Represented the County at bi-weekly Fort Worth Development Review Committee (DRC), Pre-DRC, and Pre-Development Conferences (PAC) meetings with citizens and developers to provide an overview of the County's regulations and to inform them of any other city, state, or federal requirements. that may impact their proposed development.
- Continued to manage the administration of the County's 2006 and 2021 Transportation Bond Programs.
- Represented the County on various North Central Texas Council of Governments (NCTCOG) regional transportation committees, including the Surface Transportation

## **DIVISION OBJECTIVES**

Tarrant County's Transportation department is excited to announce participation in the pilot program introducing **SMART Goals** as a new *strategic initiative* designed to drive performance improvement, foster staff efficiency, and facilitate alignment with the overarching goals of Tarrant County. Currently, the Budget and Risk Management department is working collaboratively with pilot departments to create and track **revamped Key Performance Indicators (KPIs)** in alignment with these new SMART goals.

- **SMART Goals**—specific, measurable, achievable, relevant, and time-bound—are designed to bring greater clarity and focus to individual and team objectives, aligning them more closely with our broader organizational goals.

**Objective 1:** Evaluate and enhance the effectiveness of Tarrant County's Flood Damage Prevention Order by analyzing historical flood data and current measures. A committee of experts will conduct a comprehensive review, ensuring the order remains relevant in mitigating flood risks. The reviews will be completed within six months to ensure timely updates by the end of the 2025 fiscal year.

- **Specific:** Conduct a thorough review of the current Flood Damage Prevention Order to assess its effectiveness and ensure it aligns with current flood risk management practices.
- **Measurable:** Analyze historical flood data, assess the impact of current prevention measures, and identify areas that need updates or improvements.
- **Achievable:** Form a review committee of experts in flood management, engineering, and environmental sciences to conduct a detailed evaluation.
- **Relevant:** Reviewing and updating the Flood Damage Prevention Order helps to reduce flood risks, safeguarding properties, and lives.
- **Time-bound:** Complete the review and propose necessary revisions to the Flood Damage Prevention Order within the next six months.

**Objective 2:** Improve traffic safety and efficiency in Tarrant County through comprehensive traffic control device studies by collecting traffic data, analyzing patterns, and collaborating with authorities. The county aims to enhance road safety, particularly in school zones, with a target to complete the studies and recommendations within ten months of the 2025 fiscal year.

- **Specific:** Conduct traffic control device studies and provide recommendations for all precincts in Tarrant County, focusing on improving safety and efficiency.
- **Measurable:** Collect data on traffic volumes, speeds, and turning movements, and analyze patterns to recommend new or improved traffic control devices.
- **Achievable:** Collaborate with authorities and allocate resources to perform thorough studies and develop actionable recommendations.



- **Relevant:** Enhancing traffic control, particularly in high-traffic areas like school zones, increases road safety and efficiency.
- **Time-bound:** Complete the requested traffic control device studies and deliver recommendations for all precincts within ten months.

**Objective 3:** Establish a clear geometric relationship between the existing and future right-of-way for Stephenson Levy and Mitchell Saxton Roads by leveraging modern survey methods and addressing substandard portions of the roads, the county seeks to assist developers in dedicating right-of-way according to current design standards, with a timeline for completion of 1 to 2 years.

- **Specific:** Establish a clear geometric relationship between the existing right-of-way and occupation lines to guide developers in dedicating future right-of-way for Stephenson Levy and Mitchell Saxton Roads.
- **Measurable:** Accurately record the relationship between existing pavement, occupation lines, and right-of-way using easement documents and strip maps.
- **Achievable:** Utilize modern survey methods to assess the substandard portions of the right-of-way acquired in 1959, showing the relationship between the physical features and recorded rights-of-way.
- **Relevant:** Aligning the right-of-way with current design standards will help developers understand and comply with future dedication requirements.
- **Time-bound:** Completion of the alignment project is expected within 1 to 2 years, depending on support from the Precinct Maintenance departments.

**Objective 4:** Review and update the Development Regulations and Engineering Standards Manuals to enhance clarity and compliance by forming a review committee, gathering stakeholder input, and identifying areas for revision, the county aims to improve the effectiveness of regulations within a nine-month timeframe, supporting orderly development and infrastructure quality.

- **Specific:** Conduct a comprehensive review of the Development Regulations and Engineering Standards Manuals to identify areas that require revisions or clarifications to ensure compliance and effectiveness.
- **Measurable:** Evaluate the current regulations and standards, pinpoint specific areas that need updates or additional detail, and document proposed revisions.

- **Achievable:** Establish an internal review committee, solicit input from key stakeholders, and carry out a detailed analysis of the existing regulations and standards to make necessary improvements.
- **Relevant:** Updating the Development Regulations and Engineering Standards ensures that the county promotes organized development, infrastructure integrity, and regulatory adherence.
- **Time-bound:** Complete the review, including stakeholder input and proposed revisions, within the next nine months.

**Objective 5:** Serve as the primary county liaison for ETJ subdivision plat and construction plan submissions to Fort Worth and other cities by ensuring compliance with state laws and local regulations, maintaining effective communication with stakeholders, and continuously processing submissions, the county will support orderly and legally compliant development throughout the 2025 fiscal year.

- **Specific:** Act as the primary liaison for the county on ETJ subdivision plat and construction plan submittals for Fort Worth and other cities, ensuring all plans comply with state laws and local regulations.
- **Measurable:** Review and process all subdivision plat and construction plan submissions, track the number of completed submissions, and ensure that all legal and regulatory requirements are fulfilled.
- **Achievable:** Establish regular communication with city officials, developers, and stakeholders to facilitate a smooth and timely submission and approval process.
- **Relevant:** Ensuring compliance with state laws and city regulations for subdivision plats and construction plans supports orderly development, legal adherence, and community growth.
- **Time-bound:** Manage ETJ subdivision plat and construction plan submittals consistently throughout the 2025 fiscal year, ensuring timely review and approval for all submissions.

**Objective 6:** Focus on achieving full compliance with the MS4 Phase II storm water regulations by preparing the required annual reports, implementing the necessary control measures, and ensuring staff are trained, Tarrant County will meet environmental protection standards and regulatory requirements on time. Regular monitoring and collaboration with relevant stakeholders will ensure the program is effectively managed within the set timeline.

- **Specific:** Prepare an annual report and meet all training requirements to ensure compliance with the MS4 Phase II stormwater rules and regulations.
- **Measurable:** Track progress by monitoring the implementation of Minimum Control Measures (MCMs) and ensuring that all regulatory deadlines are met, as well as assessing compliance through regular audits and reviews.
- **Achievable:** Collaborate with relevant county departments and external agencies to collect necessary data, evaluate needs, and implement required MCMs and staff training to achieve full compliance.
- **Relevant:** Ensuring adherence to Phase II stormwater regulations is crucial for protecting the environment, reducing pollution, and maintaining the county's legal and regulatory obligations.
- **Time-bound:** Complete the preparation, reporting, and implementation of all MCMs, including required training, within the established timeline, ensuring full compliance with the MS4 Phase II regulations by the set deadline.

**Objective 7:** Focus on prompt and effective response to spills and emergencies caused by Tarrant County by training staff, maintaining necessary equipment, and coordinating with relevant agencies, the county will minimize environmental damage and protect public health. Response efforts will be immediately initiated and monitored, with measurable steps and timely completion to ensure the highest safety standards.

- **Specific:** Respond effectively to spills and emergency situations caused by Tarrant County, utilizing established protocols to minimize environmental damage and health risks.
- **Measurable:** Assess the severity of each incident, mobilize response teams within 30 minutes, and monitor cleanup efforts until full resolution, ensuring compliance with environmental safety standards.
- **Achievable:** Ensure all staff are trained in emergency response protocols, maintain a supply of response equipment, and establish clear communication lines with local, state, and federal agencies for coordinated efforts.
- **Relevant:** Timely and effective responses to spills/emergencies are crucial to minimizing environmental impact, safeguarding public health, and maintaining Tarrant County's compliance with environmental regulations.

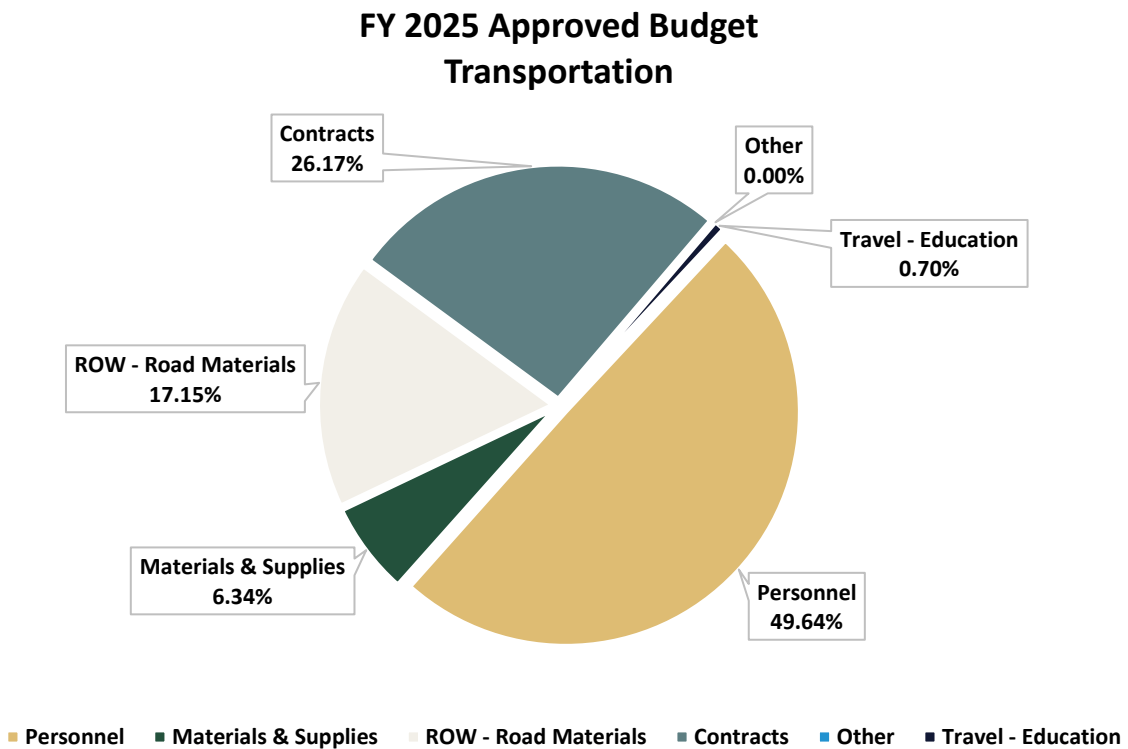
- **Time-bound:** Immediately initiate response efforts upon notification and continue monitoring until the situation is fully resolved within the shortest time possible, aiming for resolution within 48 hours for minor incidents and ensuring ongoing progress for larger events.

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$4,285,968** **\$272,459** (6.79% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs. 2024 Budget
Personnel	1,808,333	2,040,881	2,127,600	319,267
Materials & Supplies	69,776	151,469	271,868	202,092
ROW - Road Materials	735,000	390	735,000	-

Contracts	1,369,900	277,043	1,121,500	(248,400)
Other	500	-	-	(500)
Travel - Education	30,000	11,863	30,000	-
<b>Total Budget</b>	<b>4,013,509</b>	<b>2,481,646</b>	<b>4,285,968</b>	<b>272,459</b>

**EXPLANATION OF MAJOR CHANGES**

The decrease in the Contracts expense type is driven by to updated contract amounts.



# PUBLIC BUILDINGS

## OVERVIEW

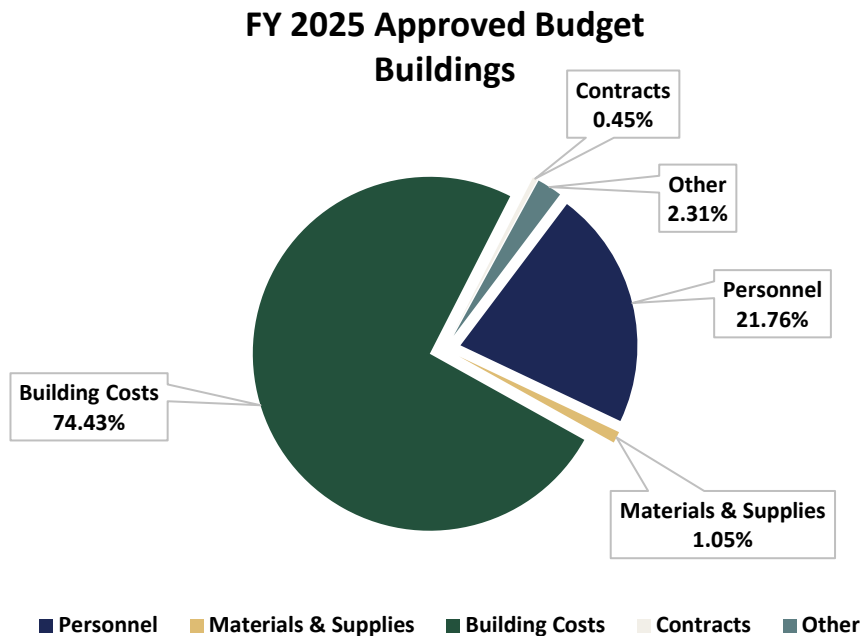
Tarrant County's public buildings are operated by the Facilities Management department. On this page, you will be provided with an overview of the aggregate budgeted expenditures for all public buildings.

## EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year's approved budget.

**\$31,679,927** \$3,112,906 (10.90% vs. prior year)

## BUDGETED EXPENDITURES BY EXPENSE TYPE



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Personnel	6,731,669	6,408,349	6,894,062	162,393
Materials & Supplies	299,881	258,424	332,492	32,611
Building Costs	20,842,775	20,836,256	23,578,908	2,736,133
Contracts	85,000	52,726	142,500	57,500
Other	607,696	553,398	731,965	124,269
<b>Total Budget</b>	<b>28,567,021</b>	<b>28,109,152</b>	<b>31,679,927</b>	<b>3,112,906</b>

**EXPLANATION OF MAJOR CHANGES**

The budget for Tarrant County’s public buildings saw a 10.9% increase which was mainly due to an increase in the Building Costs expense group.

- Budgeted costs for utilities, such as electricity, gas, and water, increased by a combined \$1,373,384.
- Budgeted costs for building maintenance increased by \$452,232.
- Budgeted costs for the County’s A/C maintenance contract increased by \$441,052.
- Budgeted costs for custodian services increased by \$408,297.



## DEBT SERVICE

### OVERVIEW

The Debt Service budgeting fund center captures expenses related to the servicing of county debt. For more detailed information regarding the County’s debt obligations, please reference the Debt Obligations section of this document.

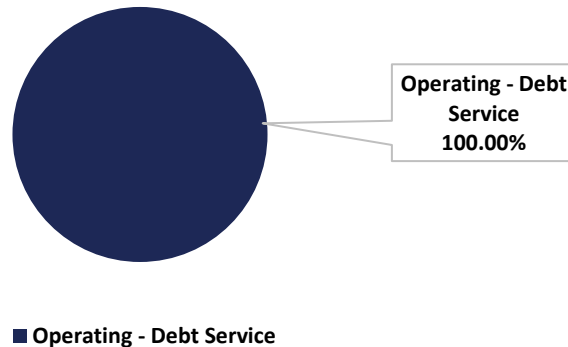
### EXPENDITURES SUMMARY

An overview of the total budgeted expenditures for the next fiscal year and the change from the prior year’s approved budget.

**\$45,242,629** **\$-1,295,251** (-2.78 %vs. prior year)

### BUDGETED EXPENDITURES BY EXPENSE TYPE

FY 2025 Approved Budget  
Debt Service



Expense Type	2024 Approved	2024 Actuals	2025 Approved	2025 Budget vs 2024 Budget
Operating - Debt Service	46,537,880	44,536,580	45,242,629	(1,295,251)
<b>Total Budget</b>	<b>46,537,880</b>	<b>44,536,580</b>	<b>45,242,629</b>	<b>(1,295,251)</b>



## **EXPLANATION OF MAJOR CHANGES**

The decrease in the Operating – Debt Service expense type is due to a decrease in the County's required interest payments on voter-approved bond debt. Additionally, the County decreased the debt reserves from \$2,000,000 to \$1,500,000.



# **CAPITAL BUDGET**



# TARRANT COUNTY CAPITAL BUDGET

## CAPITAL FUNDS SUMMARY

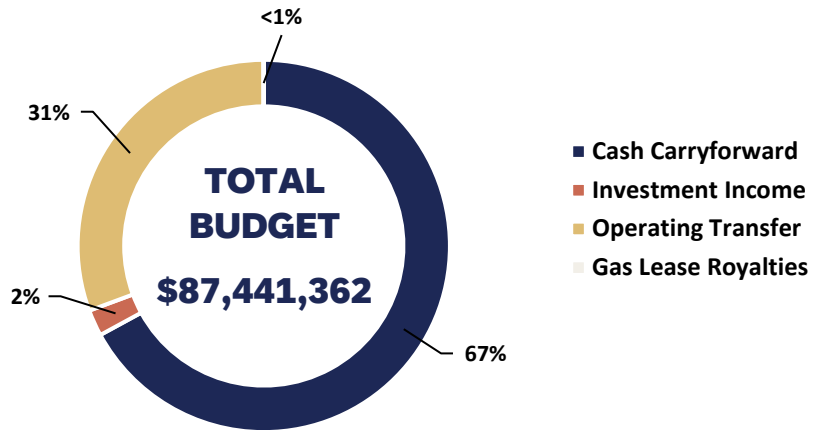
### NON-DEBT CAPITAL PROJECTS FUND

#### Revenues

Cash Carryforward:	\$58,642,512
Investment Income:	\$2,000,000
Operating Transfer:	\$26,773,850
Gas Lease Royalties:	\$25,000
<b>Total Revenues:</b>	<b>\$87,441,362</b>

#### Expenditures

<b>Total Expenditures:</b>	<b>\$87,441,362</b>
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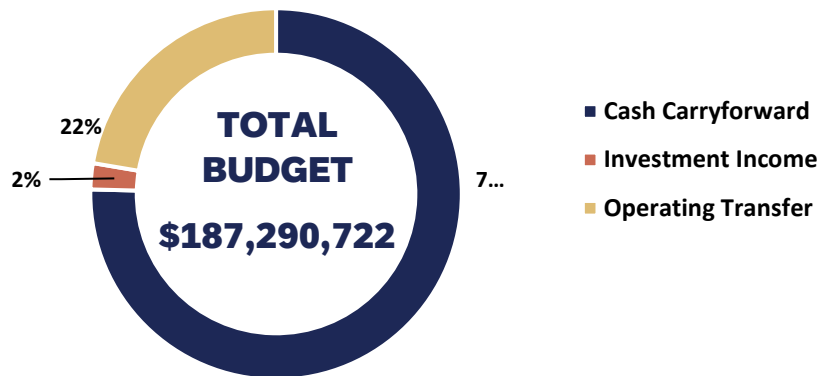
### CAPITAL IMPROVEMENT/ REPLACEMENT FUND

#### Revenues

Cash Carryforward:	\$141,207,994
Investment Income:	\$4,250,000
Operating Transfer:	\$41,832,728
<b>Total Revenues:</b>	<b>\$187,290,722</b>

#### Expenditures

<b>Total Expenditures:</b>	<b>\$187,290,722</b>
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## WHAT IS A CAPITAL EXPENDITURE?

Capital expenditures are expenses related to the acquisition and/or construction of facilities, vehicles, software, and equipment for County operations. Capital assets have a useful life of more than one (1) year. Examples of budgeted capital expenditures for Fiscal Year 2025 include:



### COMMUNICATION EQUIPMENT FOR LAW ENFORCEMENT



### ROAD CONSTRUCTION & MAINTENANCE EQUIPMENT



### REPLACEMENT OF THE GREENBAY BUILDING ROOF

## WHERE ARE CAPITAL EXPENDITURES BUDGETED?

Capital expenditures are mainly budgeted in two (2) special purpose funds: the Non-Debt Capital Projects Fund and the Capital Improvement/Replacement Fund.

The Non-Debt Capital Projects Fund is funded by cash carryforward funding, investment income, and an operating transfer from the General Fund. Within the fund, items are requested and budgeted on a departmental level through the regular budget request process with the exception of projects submitted through the Facilities prioritization process (discussed in further detail below). In Fiscal Year 2025, the Non-Debt Capital Projects Fund has a total budget of **\$87,441,362**.

The Capital Improvement/Replacement Fund is funded by cash carryforward funding, investment income, and an operating transfer from the General Fund. Budgets for these strategic projects are developed in conjunction with senior leadership in various departments, including the Facilities Management, Information Technology, and Transportation departments. In Fiscal Year 2025, the Capital Improvement/Replacement Fund has a total budget of **\$187,290,722**.

Capital expenditures associated with voter-approved bond debt are isolated in funds named after their enabling election. Currently, Tarrant County has three different bond-related capital funds:

### **2006 Bond Election (Jail Building)**

#### **Ongoing Projects**

- ❖ Boiler System Upgrade
- ❖ Inmate Shower Replacement

**FY2025 Total Budgeted Expenditures: \$1,505,630**

### **2021 Bond Election (Transportation)**

#### **Selected Projects**

- ❖ Arlington – Debbie Lane
- ❖ Fort Worth – Camp Bowie Boulevard
- ❖ Sansom Park – Skyline Drive

**FY2025 Total Budgeted Expenditures: \$175,974,962**

More information related to transportation projects funded through the 2021 Bond Election Fund can be found by clicking the button below or visiting [TarrantCountyBond2021.com](http://TarrantCountyBond2021.com):

**2021 Bond Election  
Transportation Projects**

## **HOW ARE CAPITAL EXPENDITURES BUDGETED?**



### **FACILITIES CAPITAL PROJECT PROCESS**

The Director of Facilities Management is responsible for creating initial cost estimates of all departmental capital project requests submitted to the Facilities Management department. The Director is responsible for prioritizing these capital project requests and submitting the prioritized recommendations to the Budget and Risk Management department. The Director of Budget and Risk Management is responsible for making recommendations for departmental capital projects to be funded in the context of Facilities Management’s priority list and available resources.



## IT STEERING COMMITTEE

In the Capital Improvement/Replacement Fund, there is a line item labeled Strategic Projects with a total budget of \$12,632,460. These funds are designated for projects approved by the Information Technology (IT) Steering Committee, which meets on a quarterly basis to ensure alignment of capital project expenditures with the IT strategic plan. The IT Steering Committee was initially formed in 1988 with a membership comprised of twelve individuals, both appointed and elected, from various County departments. Today, the IT Steering Committee has expanded to 18 members, including:

- ❖ Two (2) Commissioners Court members
- ❖ County Administrator
- ❖ County Auditor
- ❖ Chief Information Officer – IT
- ❖ Budget and Risk Management Director
- ❖ County Clerk
- ❖ Constable Representative
- ❖ Associated Presiding Judge – Administrative Criminal Judges Panel
- ❖ Criminal District Attorney
- ❖ District Clerk
- ❖ Justice of the Peace Representative
- ❖ Purchasing Agent
- ❖ Sheriff
- ❖ Tax Assessor/Collector
- ❖ Public Health Director
- ❖ Presiding Judge of the Eighth Administrative Judicial Region
- ❖ Project Portfolio Management Office Director – IT

## VEHICLE REPLACEMENT PROCESS



The Director of Fleet Management is responsible for creating the replacement schedule for Tarrant County’s fleet of vehicles. Several factors are considered in assessing whether a vehicle needs to be replaced, including mileage, maintenance costs, new vehicle cost, and more. However, different departments’ vehicles have different service needs and replacement schedules. Non-law enforcement vehicles, for instance, are typically replaced after 7 years or 125,000 miles. Sheriff’s Office patrol vehicles, on the other hand, are typically replaced after 80,000 miles due to the greater level of wear-and-tear resulting from the nature of patrol-related services.



## BOND PROJECTS

The projects funded by the 2021 Transportation Bond Election were mainly selected through a Call for Projects process with a small fraction of projects being chosen through discretionary selection. The total amount of voter-approved bond debt authorized through this election is \$225,000,000. For more information on the County’s voter-approved debt burden, please **click here** or navigate to the section called Debt.



## REMAINING REQUESTS

The Director of Budget and Risk Management is responsible for providing recommendations on the remaining departmental capital requests in the context of available resources and need. These requests often consist of capital items that support everyday departmental needs like copiers, office furniture, and radios.

## WHAT IS THE DIFFERENCE BETWEEN THE TWO MAIN CAPITAL FUNDS?

The main differentiating factor between the Capital Projects Fund and the Capital Improvement/Replacement Fund is the strategic nature of the expense. Large capital expenses which have a long-term, strategic component, such as the relocation of the Second Court of Appeals or the upgrading of the County's Enterprise Resource Planning (ERP) system, will be budgeted within the Capital Improvement/Replacement Fund. Smaller capital expenses with the intention of supporting daily operations, such as a copier or office furniture, will be budgeted within the Capital Projects Fund.

## NON-DEBT CAPITAL PROJECTS FUND LIST

In this section, you will find a list of approved capital projects by department.

<b>Non-Debt Capital Fund</b>			
<b>Department</b>	<b>New in FY25 or Re-Budgeted</b>	<b>Capital Item</b>	<b>Amount</b>
County Administrator	Re-Budgeted	Furniture	22,000
<b>County Administrator Total</b>			<b>22,000</b>
Communications	FY25	Camera	17,000
<b>Communications Total</b>			<b>17,000</b>
County Auditor	FY25	Chairs	800
County Auditor	FY25	Copier Replacement	5,967
County Auditor	FY25	Shredder	400
<b>County Auditor Total</b>			<b>7,167</b>
Budget and Risk Management	FY25	Chairs	3,000
Budget and Risk Management	FY25	Copier Replacement	6,000
<b>Budget and Risk Management Total</b>			<b>9,000</b>
Tax Administration	FY25	Email Platform	6,200
Tax Administration	FY25	Chairs	7,500
Tax Administration	FY25	Copiers	16,500

Tax Administration	FY25	Paper Cutter	1,500
Tax Administration	FY25	Paper Jogger	1,500
Tax Administration	FY25	Furniture	5,000
<b>Tax Office Total</b>			<b>38,200</b>
Elections	FY25	Power Cords	12,000
Elections	FY25	Apple USB Cable	7,000
Elections	FY25	Ballot Stock Boxes	80,000
Elections	FY25	Cart Mover	105,000
Elections	FY25	Chairs	3,900
Elections	FY25	Conference Table	10,000
Elections	FY25	Curbside Cart Storage	250,000
Elections	FY25	Daisy Chain Cable	42,500
Elections	FY25	Forklift Camera	7,000
Elections	FY25	Forklift Power Protector	4,500
Elections	FY25	iPad	199,500
Elections	FY25	iPad Screen Protector	5,250
Elections	FY25	Pollpad Carry Stand	45,500
Elections	FY25	Pollpad Flip Stand	47,250
Elections	FY25	Step Ladder	430
Elections	FY25	Supply Boxes	32,500
Elections	FY25	Verity Power Supply	98,100
Elections	FY25	Wide Screen Monitor	15,000
<b>Elections Total</b>			<b>965,430</b>
IT Administration	FY25	Officer Furniture/Chairs	20,000
IT Administration	FY25	Audio-Visual Equipment	40,000
IT Network Operations/Communications	FY25	Internet Routers Upgrade	40,000
IT Network Operations/Communications	FY25	ISP Upgrade	10,000
IT Network Operations/Communications	FY25	L3 Switch Upgrade	750,000
IT Network Operations/Communications	FY25	Optical Routers Upgrade	100,000
IT Network Operations/Communications	FY25	Secure IT Racks	120,000
IT Network Operations/Communications	FY25	Server Replacement	20,000
IT Network Operations/Communications	FY25	Site2Site Firewall Upgrade	10,000
IT Network Operations/Communications	FY25	Thousand Eyes Internet Path Tool	80,000
IT Network Operations/Communications	FY25	UPS Replacement	60,000
IT Network Operations/Communications	FY25	WiFi Concentrator Upgrade	22,000
IT Network Operations/Communications	Re-Budgeted	Build-Out Development Environment for BADS	400,000



IT Network Operations/Communications	Re-Budgeted	Megaport To AWS	40,000
IT Network Operations/Communications	Re-Budgeted	Network Security Improvements	8,600
IT Network Operations/Communications	Re-Budgeted	Plaza ACI Swith Fabric Upgrade	121,689
IT Network Operations/Communications	Re-Budgeted	Public Safety Radio Fleet Signal Test Gear	35,778
IT Network Operations/Communications	Re-Budgeted	Enterprise Contact Center Upgrade	459,247
IT Network Operations/Communications	Re-Budgeted	Network Router Deployment	18,000
IT Network Operations/Communications	Re-Budgeted	Wi-Fi Infrastructure Upgrade	16,646
IT Network Operations/Communications	Re-Budgeted	Server - SO	11,465
IT Project Management Office	Re-Budgeted	LIMS Go Live	36,456
IT Project Management Office	Re-Budgeted	LIMS Replacement - ME	149,697
IT Project Management Office	Re-Budgeted	Pretrial SW	99,670
IT Project Management Office	Re-Budgeted	RFID Tracking System	368,583
IT Project Management Office	Re-Budgeted	Case Financials	151,436
IT Project Management Office	Re-Budgeted	Constable System Replacement	8,657
IT Project Management Office	Re-Budgeted	Contract Management Software - CDA	120,948
IT Project Management Office	Re-Budgeted	Enterprise Management	14,947
IT Project Management Office	Re-Budgeted	Tech Share Dev Completion	465,967
IT Project Management Office	Re-Budgeted	Mass Billing Phase 3	14,016
IT Project Management Office	Re-Budgeted	Notifications	90,000
IT Project Management Office	Re-Budgeted	Tax System Enhancements	68,908
IT Records Management	FY25	Image Scanners	8,100
IT Security	Re-Budgeted	Threat Management Augmentation	17,621
IT Service Delivery	FY25	Audio Visual Equipment	80,000
IT Service Delivery	FY25	Loop Request	525,000
IT Service Delivery	FY25	Printer/Scanner Refresh	100,000
IT Service Delivery	Re-Budgeted	Loop Request	899,188
IT Service Delivery	Re-Budgeted	Printer/Scanner Refresh	34,166
IT Service Delivery	Re-Budgeted	Service Now Relaunch	451,929
IT Service Delivery	Re-Budgeted	AV Magistration	54,381
IT Disaster Mgmt/Business Continuity	FY25	Router	60,000

IT Disaster Mgmt/Business Continuity	FY25	NCS2006 Processor Module	95,000
IT Disaster Mgmt/Business Continuity	FY25	WiFi Concentrator	25,000
IT Disaster Mgmt/Business Continuity	Re-Budgeted	ACI Fabric Upgrade	28,435
<b>Information Technology Total</b>			<b>6,351,530</b>
Human Resources	FY25	Chairs	1,900
Human Resources	FY25	Copier	4,633
Human Resources	FY25	Office Furniture	500
Human Resources	FY25	Time-Stamp Machine	1,250
<b>Human Resources Total</b>			<b>8,283</b>
Purchasing	FY25	Copier	6,431
<b>Purchasing Total</b>			<b>6,431</b>
Facilities Administration	FY25	Air Scrubber/Negative Air Machine	20,000
Facilities Administration	FY25	Leaf and Litter Vacuums	30,000
Facilities Administration	FY25	Moving Crates	10,000
Facilities Administration	FY25	Pipe and Drape Backdrop	10,000
Facilities Administration	FY25	ID Badge Camera	600
Facilities Administration	FY25	Tables	30,000
Facilities Administration	FY25	Table Covers with Logo	12,000
Facilities Administration	Re-Budgeted	Access Control readers	142,487
Facilities Administration	Re-Budgeted	Ballistic Glass Partitions for Constables	750,000
Facilities Administration	Re-Budgeted	Card Readers	66,196
Facilities Administration	Re-Budgeted	Parking Lot Cameras	29,999
Facilities Graphics	FY25	Black and White Copier System	50,000
Facilities Graphics	FY25	Computer to Plate System	30,000
Facilities Graphics	FY25	Wide Format Printer	40,000
<b>Facilities Management Total</b>			<b>1,221,282</b>
Sheriff Administration	FY25	Copier	7,300
Sheriff Administration	FY25	Drone Photo	150
Sheriff Employee Resource	FY25	Copier	5,500
Sheriff Employee Resource	FY25	Gun Safe	20,000
Sheriff Employee Resource	FY25	Gun Shot Box	4,500
Sheriff Employee Resource	FY25	Furniture	11,000
Sheriff Employee Resource	FY25	Range Target System	125,000
Sheriff Employee Resource	FY25	Stool Instructors	1,600
Sheriff Employee Resource	FY25	Tasers	120,000
Sheriff Warrants	FY25	Helmets	31,200
Sheriff Warrants	FY25	Shields	11,280
Sheriff Communications	FY25	911 Workstations	300,000
Sheriff Communications	FY25	Cell Phone	6,000

Sheriff Communications	FY25	Audio Transcription	35,000
Sheriff Communications	FY25	Copier	32,500
Sheriff Communications	FY25	MDC Equipment	10,500
Sheriff Communications	FY25	Public Access Software	100,000
Sheriff Communications	Re-Budgeted	CAD	1,006,400
Sheriff Investigations	FY25	Body Cameras	14,950
Sheriff Investigations	FY25	Camera Flash	2,000
Sheriff Investigations	FY25	Canon Camera	6,900
Sheriff Investigations	FY25	Chairs	2,500
Sheriff Investigations	FY25	Copier	7,300
Sheriff Investigations	FY25	Drying Chamber	9,815
Sheriff Investigations	FY25	Hot Spots	456
Sheriff Investigations	FY25	Interview Camera	11,700
Sheriff Investigations	FY25	Mannequin	1,000
Sheriff Investigations	FY25	Office Furniture	2,000
Sheriff Investigations	FY25	Pelican Cases	800
Sheriff Investigations	FY25	Refrigerator	1,600
Sheriff Investigations	FY25	Shelving Unit	3,120
Sheriff Investigations	FY25	Spectrum Camera	4,000
Sheriff Investigations	FY25	Surveillance Equipment	40,000
Sheriff Investigations	FY25	Tripods	500
Sheriff Investigations	FY25	Updraft Chamber	4,300
Sheriff Patrol	FY25	AED	88,800
Sheriff Patrol	FY25	Crash Data Hardware	14,885
Sheriff Patrol	FY25	K9	23,000
Sheriff Patrol	FY25	K9 Storage	3,900
Sheriff Patrol	FY25	LEEP Trailer Wench	4,900
Sheriff Patrol	FY25	Lighting System	4,500
Sheriff Patrol	FY25	Night Vision SWAT	265,000
Sheriff Patrol	FY25	Chair	910
Sheriff Patrol	FY25	Tranquilizer Rifle	5,000
Sheriff Courts/Security	FY25	Autoclear X-Ray Machine	17,598
Sheriff Courts/Security	FY25	Ballistic Shields	12,000
Sheriff Courts/Security	FY25	Breaching Equipment	1,500
Sheriff Courts/Security	FY25	Electric Police Bikes	13,500
Sheriff Courts/Security	FY25	Inmate Transportation Chair	8,000
Sheriff Courts/Security	FY25	Kubota 4WD Tractor	27,000
Sheriff Courts/Security	FY25	Metal Detectors	13,500
Sheriff Courts/Security	FY25	SCBA with Mask	7,250
Sheriff Courts/Security	FY25	X-Ray Machines	65,000
Sheriff Confinement	FY25	File Cabinets	6,500

Sheriff Confinement	FY25	Chairs	80,863
Sheriff Confinement	FY25	Microwave	525
Sheriff Confinement	FY25	Shelving Units	720
Sheriff Confinement	FY25	Portable Blower	2,800
Sheriff Confinement	FY25	Floor Buffers	16,200
Sheriff Confinement	FY25	Front Loading Insulated Food Transporters	16,731
Sheriff Confinement	FY25	Ice and Water Dispenser	32,880
Sheriff Confinement	FY25	Office Furniture	10,000
Sheriff Confinement	FY25	Mailflow Closed Back Sorter	1,467
Sheriff Confinement	FY25	Pallet Jack	3,580
Sheriff Confinement	FY25	Portable Radios	16,500
Sheriff Confinement	FY25	Refrigerators	8,040
Sheriff Confinement	FY25	Self Contained Breathing Apparatus	152,110
Sheriff Confinement	FY25	Step Ladder	700
<b>Sheriff's Office Total</b>			<b>2,866,730</b>
Constable Precinct 1	FY25	Copier	3,745
Constable Precinct 1	FY25	Pistols	4,000
Constable Precinct 1	FY25	Chairs	1,926
Constable Precinct 1	FY25	Tables	4,044
<b>Constable Precinct 1 Total</b>			<b>13,715</b>
Constable Precinct 2	FY25	Rifle	7,508
Constable Precinct 2	FY25	Time Stamp	2,500
<b>Constable Precinct 2 Total</b>			<b>10,008</b>
Constable Precinct 3	FY25	Copiers	9,500
Constable Precinct 3	FY25	Pistols	11,000
Constable Precinct 3	FY25	Rifles	27,500
<b>Constable Precinct 3 Total</b>			<b>48,000</b>
Constable Precinct 4	FY25	Time Stamp	1,250
<b>Constable Precinct 4 Total</b>			<b>1,250</b>
Constable Precinct 5	FY25	Gun Safe	1,593
Constable Precinct 5	FY25	Pistols	11,000
Constable Precinct 5	FY25	Rifles	27,500
<b>Constable Precinct 5 Total</b>			<b>40,093</b>
Constable Precinct 6	FY25	Pistols	7,000
Constable Precinct 6	FY25	Rifles	17,500
<b>Constable Precinct 6 Total</b>			<b>24,500</b>
Constable Precinct 7	FY25	Copier	6,400
Constable Precinct 7	FY25	Pistols	13,000
Constable Precinct 7	FY25	Rifles	5,000
<b>Constable Precinct 7 Total</b>			<b>24,400</b>
Constable Precinct 8	FY25	Gun Safe	1,500

Constable Precinct 8	FY25	Laptop	7,800
Constable Precinct 8	FY25	Rifles	10,000
Constable Precinct 8	FY25	Shield	5,000
Constable Precinct 8	FY25	Tasers	55,000
Constable Precinct 8	FY25	Timestamp	1,250
Constable Precinct 8	Re-Budgeted	Copier	6,500
<b>Constable Precinct 8 Total</b>			<b>87,050</b>
Medical Examiner	FY25	6-Column Selector Valve Head	5,000
Medical Examiner	FY25	Liquid Chromatography Mass Spectrometry System	300,000
Medical Examiner	FY25	Autopsy Saws	54,450
Medical Examiner	FY25	Camera	3,000
Medical Examiner	FY25	Portable Handheld X-Ray Unit for Dental	5,000
Medical Examiner	FY25	Copier	5,000
Medical Examiner	FY25	Walk Behind Floor Scrubber	8,000
<b>Medical Examiner Total</b>			<b>380,450</b>
CSCD	FY25	ADA Chairs	1,000
CSCD	FY25	ADA Desks	2,681
CSCD	FY25	Chairs	8,805
CSCD	FY25	Desks	12,530
CSCD	FY25	Laptops	45,530
<b>CSCD Total</b>			<b>70,546</b>
Juvenile Services	FY25	Copiers	7,866
Juvenile Services	FY25	Office Furniture	12,410
Juvenile Detention	FY25	Can Opener	1,522
Juvenile Detention	FY25	Cell Phone Detector	19,945
Juvenile Detention	FY25	Control Room Chairs	4,800
Juvenile Detention	FY25	Hand Held Metal Detectors	639
Juvenile Detention	FY25	TVs and Carts	2,400
<b>Juvenile Total</b>			<b>49,582</b>
Administration Building	FY25	AIPhone IP Intercom	10,000
Administration Building	FY25	Dock Lift	18,750
Administration Building	FY25	Domestic Water Pump	150,000
Administration Building	FY25	Paint and New Carpet in Audit	8,000
Administration Building	FY25	Replace Outdoor Trash Cans	10,200
Administration Building	FY25	Two Additional Offices - HR	63,800
Administration Building	Re-Budgeted	Carpet/Electrical - Tax	11,381
Administration Building	Re-Budgeted	Commissioners Court Renovations	250,000
Tarrant County Plaza Building	FY25	Ballistic Tint to Entrance	27,000
Tarrant County Plaza Building	FY25	Emergency Shower	10,000

Tarrant County Plaza Building	FY25	CRAC Unit #1	75,000
Tarrant County Plaza Building	FY25	Landscape Upgrades	59,000
Tarrant County Plaza Building	FY25	UPS Capacitor and Fan Replacement for Liebert's Units	128,450
Tarrant County Plaza Building	FY25	Water Fountain	42,500
Tarrant County Plaza Building	Re-Budgeted	County Clerk Passport Remodel	12,060
Tarrant County Plaza Building	Re-Budgeted	Fire Panel System	432,934
Andersen Building	FY25	RTU #1	25,000
Bagsby SW Sub-Courthouse	Re-Budgeted	Detached Garage	298,000
Miller Avenue Campus	FY25	Ballistic Tint to Entrance	34,570
Miller Avenue Campus	FY25	Water Fountains	7,000
Miller Avenue Campus	Re-Budgeted	Metal Perimeter Sec Fence	146,158
Miller Avenue Campus	Re-Budgeted	Irrigation System	173,708
Miller Avenue Campus	Re-Budgeted	Video Surveillance	163,584
Mansfield Sub-Courthouse	FY25	Duress Button Install	15,461
Mansfield Sub-Courthouse	FY25	Fire Panel Replacement	10,000
Mansfield Sub-Courthouse	FY25	Foundation Repairs	250,000
Mansfield Sub-Courthouse	FY25	Card Reader - JP#7	20,000
Mansfield Sub-Courthouse	FY25	Revolving Door	200,000
Southlake Sub-Courthouse	FY25	Fan Power Box Controller Upgrade	42,500
Southlake Sub-Courthouse	FY25	Roof Repair and Recoat	50,000
Southlake Sub-Courthouse	Re-Budgeted	Townhall Elevator Modernization Project	52,500
Southlake Sub-Courthouse	Re-Budgeted	HVAC System	454,840
Southlake Sub-Courthouse	Re-Budgeted	Security Access Card Readers	20,025
Southlake Sub-Courthouse	Re-Budgeted	Paint Public Spaces All Floors	20,000
Southlake Sub-Courthouse	Re-Budgeted	Restrooms Remodel	94,000
Premier St Annex	FY25	Resurface Parking Lot	25,000
Arlington Sub-Courthouse	Re-Budgeted	Expand Passport Office	249,320
Arlington Sub-Courthouse	Re-Budgeted	Irrigation System	202,175
Northwest Sub-Courthouse	Re-Budgeted	Exterior Cleaning & Sealing	125,000
Northwest Sub-Courthouse	Re-Budgeted	Remodel	110,274
350 W. Belknap Building	FY25	Install Television Enclosures	51,024
350 W. Belknap Building	FY25	Replace Gym Lights	6,714
350 W. Belknap Building	FY25	Replace VAV Boxes	93,705
350 W. Belknap Building	Re-Budgeted	Jail Locks	65,000
350 W. Belknap Building	Re-Budgeted	Renovation Project	1,220,694
350 W. Belknap Building	Re-Budgeted	Security Electronics Equipment	15,008
Green Bay Building	FY25	Ice Machine	9,000

Green Bay Building	FY25	Dishwasher	800,000
Green Bay Building	FY25	Retrofit Lights	750,000
Green Bay Building	Re-Budgeted	Kitchen Equipment	20,954
Green Bay Building	Re-Budgeted	Dock and Perimeter	47,663
Green Bay Building	Re-Budgeted	Security Electronics Equipment	10,000
Cold Springs Building	FY25	Water/Ice Machine	10,000
Cold Springs Building	FY25	Generator Tank	25,000
Cold Springs Building	Re-Budgeted	Site Improvements	79,810
Cold Springs Building	Re-Budgeted	Security Electronics Equipment	10,000
Impound Facility	FY25	Metal Security Fence	135,000
Corrections Center Building	FY25	Inmate Housing Unit Shower	1,280,070
Corrections Center Building	FY25	Renovate Room 270 & 275	5,500
Corrections Center Building	FY25	Loading Dock Roll-Up Door	28,455
Corrections Center Building	FY25	Trash Compactor Roll-Up Door	12,810
Corrections Center Building	FY25	Split System for Electronics Room	12,000
Corrections Center Building	Re-Budgeted	Gym Doors	438,800
Corrections Center Building	Re-Budgeted	Sliding Partitions	14,265
Corrections Center Building	Re-Budgeted	Exterior Skin Remediation	8,209,500
Corrections Center Building	Re-Budgeted	Water Filtration System	20,447
Corrections Center Building	Re-Budgeted	Security Electronics Equipment	146,063
Corrections Center Building	Re-Budgeted	Kitchen Equipment	7,500
Lon Evans Corrections Center	FY25	Exhaust Fan for Weld Shop	8,000
Lon Evans Corrections Center	FY25	Ice Machines	37,245
Lon Evans Corrections Center	FY25	Pulpers	22,500
Lon Evans Corrections Center	FY25	Tilt Skillets	165,070
Lon Evans Corrections Center	Re-Budgeted	Daylight Improvement for Inmate Access	159,997
Lon Evans Corrections Center	Re-Budgeted	Kitchen Equipment	32,203
Lon Evans Corrections Center	Re-Budgeted	Security Electronics Equipment	12,500
Juvenile Center	FY25	Ballistic Tint	103,680
Juvenile Center	FY25	Outdoor Bench and Picnic Tables	4,000
Juvenile Center	FY25	Carpet	163,000
Juvenile Center	FY25	Courtroom Renovations	45,100
Juvenile Center	FY25	Medical Clinic Expansion	27,000
Juvenile Center	FY25	Camera System	290,000
Juvenile Center	FY25	Refurbish Gymnasium	50,000
Juvenile Center	FY25	Repaint and Reletter Monuments	300,000
Juvenile Center	FY25	Restroom Renovations	94,028
Juvenile Center	Re-Budgeted	Expand Medical Clinic	25,000

Juvenile Center	Re-Budgeted	H-Pod Foundation Leveling	500,000
Juvenile Center	Re-Budgeted	Detention Security Control Equipment	197,999
Juvenile Center	Re-Budgeted	Building Automation System	8,863
Medical Examiner Building	FY25	Halogen Bulb Light Fixtures	600,000
Medical Examiner Building	FY25	Water Fountains	25,000
Medical Examiner Building	Re-Budgeted	New Offices - 4	281,600
Medical Examiner Building	Re-Budgeted	Cubicles	92,500
Medical Examiner Building	Re-Budgeted	Remodel	290,749
North Patrol Building	FY25	Handicap Buttons to Front Doors	10,000
North Patrol Building	FY25	Large Volume Ice Machine	20,000
North Patrol Building	FY25	HVAC Units	59,553
1895 Courthouse	FY25	Automatic Door Opener for Law Library	10,000
1895 Courthouse	FY25	Electrical Outlets for Public Computers & Photocopiers	15,000
1895 Courthouse	FY25	Exterior Lighting Upgrade	250,000
1896 Courthouse	FY25	Feasibility Study to Repoint Exterior Walls	30,000
1897 Courthouse	FY25	Install Electrical Outlets Under Counsel Tables	15,000
1898 Courthouse	FY25	Acoustic Panels in Courtrooms	100,000
1899 Courthouse	FY25	VAV Boxes	500,000
1900 Courthouse	Re-Budgeted	Drainage Repairs	21,190
1895 Courthouse	Re-Budgeted	Cistern Improvements	31,000
1895 Courthouse	Re-Budgeted	Office Remodel Constable Pct 1	25,000
1895 Courthouse	Re-Budgeted	Exterior Painting	208,674
1895 Courthouse	Re-Budgeted	Fire Alarm System	1,058,490
Tim Curry Criminal Justice Center	FY25	5th Floor Lawyers Lounge Renovation	240,900
Tim Curry Criminal Justice Center	FY25	Ballistic Tint to Building Entrance	119,520
Tim Curry Criminal Justice Center	Re-Budgeted	Domestic Water Pump	139,942
Tim Curry Criminal Justice Center	Re-Budgeted	Family Waiting Area Extention	13,622
Tim Curry Criminal Justice Center	Re-Budgeted	Maglocks on Store Front Doors	44,500
Tim Curry Criminal Justice Center	Re-Budgeted	Judicial Compliance Workstation Modifications	10,000
Tim Curry Criminal Justice Center	Re-Budgeted	Workstations County Clerk	12,000
Tim Curry Criminal Justice Center	Re-Budgeted	Porch Tiles	364,321
Family Law Center	FY25	Ballistic Tint to Juvenile Center Entrance	18,720
Family Law Center	FY25	Modify Cubicle Walls	4,200
Family Law Center	FY25	Remodel DRO for More Office Space	30,000



Tom Vandergriff Civil Courts	FY25	Ballistic Tint to CCA Office	218,880
Tom Vandergriff Civil Courts	FY25	Window Coverings	3,000
Tom Vandergriff Civil Courts	FY25	Courtroom iPhone System	45,000
Resource Connection Building	Re-Budgeted	Electrical Switchboards	733,500
Parking - Taylor Street	Re-Budgeted	Camera System	25,580
Parking - Calhoun Street	Re-Budgeted	Camera System	4,976
Parking - Plaza Garage	Re-Budgeted	Expansion	8,394,487
Parking - Plaza Garage	Re-Budgeted	Camera System	7,652
Elections Center	FY25	Ballot Board Room Expansion	19,800
Elections Center	FY25	Exterior Window Film	22,440
Elections Center	FY25	Raised Floor Decking	1,056
Elections Center	FY25	Security Upgrades	125,000
Elections Center	Re-Budgeted	Fire Suppression System	315,000
Elections Center	Re-Budgeted	Elections Mercantile Space Finish Out	221,435
Reproduction Center	Re-Budgeted	Recycling Center Dust Collector	350,546
<b>Public Buildings Total</b>			<b>34,999,190</b>
342nd District Court	FY25	Copier	6,000
233rd District Court	FY25	Copier	5,000
<b>District Courts Total</b>			<b>11,000</b>
County Courts at Law #1	FY25	Copier	4,053
<b>County Courts at Law Total</b>			<b>4,053</b>
Probate Court No. 2	FY25	Chairs	1,500
<b>Probate Court No. 2 Total</b>			<b>1,500</b>
Justice of the Peace Precinct 1	FY25	Time/Date Stamp Machines	6,250
<b>Justice of the Peace Precinct 1 Total</b>			<b>6,250</b>
Justice of the Peace Precinct 2	FY25	Chairs	4,316
Justice of the Peace Precinct 2	FY25	Copier	6,721
<b>Justice of the Peace Precinct 2 Total</b>			<b>11,037</b>
Justice of the Peace Precinct 4 Total	FY25	Copier	4,087
<b>Justice of the Peace Precinct 4 Total</b>			<b>4,087</b>
Justice of the Peace Precinct 5 Total	FY25	Copier	7,490
<b>Justice of the Peace Precinct 5 Total</b>			<b>7,490</b>
Justice of the Peace Precinct 6 Total	FY25	Copier	5,349
<b>Justice of the Peace Precinct 6 Total</b>			<b>5,349</b>
Criminal District Attorney Administration	FY25	Chairs	20,010
Criminal District Attorney Administration	FY25	Copiers	33,000

Criminal District Attorney Administration	FY25	Forensic Towers	21,670
Criminal District Attorney Administration	FY25	Furniture	8,008
<b>Criminal District Attorney Total</b>			<b>82,688</b>
District Clerk	FY25	Alarm Equipment	8,535
District Clerk	FY25	Copier	10,456
District Clerk	FY25	Chairs	36,460
District Clerk	FY25	Paper Folder	993
District Clerk	FY25	Shelving Hardware	110,997
<b>District Clerk Total</b>			<b>167,441</b>
County Clerk Passports	FY25	Benches and Chairs	14,775
County Clerk Passports	FY25	Desks	6,000
County Clerk Passports	FY25	FastID Passport Photo System	7,000
County Clerk Vital Records	FY25	Pedestal	800
County Clerk Civil	FY25	Safe	1,500
<b>County Clerk Total</b>			<b>30,075</b>
DRO Administration	FY25	Chairs	2,730
DRO Family Court Services	FY25	Printer	2,500
<b>Domestic Relations Office Total</b>			<b>5,230</b>
Courts/Judiciary	Re-Budgeted	Furniture/Equipment for Courts	93,986
<b>Courts/Judiciary Total</b>			<b>93,986</b>
Human Services	FY25	Chairs	2,750
<b>Human Services Total</b>			<b>2,750</b>
Commissioner Precinct 1 - Maintenance	FY25	4X4 LWB Crew Cab	210,000
Commissioner Precinct 1 - Maintenance	FY25	Asphalt Distributor	336,550
Commissioner Precinct 1 - Maintenance	FY25	Cold Planer	900,000
Commissioner Precinct 1 - Maintenance	FY25	Diagnostic Service Kit	9,800
Commissioner Precinct 1 - Maintenance	FY25	Dump Truck	545,817
Commissioner Precinct 1 - Maintenance	FY25	Four Wheeler	69,000
Commissioner Precinct 1 - Maintenance	FY25	Gradall	590,000
Commissioner Precinct 1 - Maintenance	FY25	Laser Printer	550
Commissioner Precinct 1 - Maintenance	FY25	Message Board	50,000
Commissioner Precinct 1 - Maintenance	FY25	Reclaimer	865,000
Commissioner Precinct 1 - Maintenance	FY25	Retroreflectometer	10,890
Commissioner Precinct 1 - Maintenance	FY25	Shredder	2,400

Commissioner Precinct 1 - Maintenance	FY25	Steel Wheel Roller	340,000
Commissioner Precinct 1 - Maintenance	FY25	Temporary Traffic Signal	66,000
Commissioner Precinct 1 - Maintenance	FY25	Pickup 1 Ton	90,000
Commissioner Precinct 1 - Maintenance	FY25	Pickup 1/2 Ton	50,000
Commissioner Precinct 1 - Maintenance	Re-Budgeted	Re-Budgeted Capital	1,430,981
<b>Commissioner Precinct 1 Total</b>			<b>5,566,988</b>
Commissioner Precinct 2 - General	FY25	Folding Tables	3,300
Commissioner Precinct 2 - General	FY25	Monitor	1,700
Commissioner Precinct 2 - General	FY25	Community Room AV Add-On Features	12,500
Commissioner Precinct 2 - Garage	FY25	Building Expansion	1,436,287
Commissioner Precinct 2 - Garage	FY25	Office Furniture	40,000
Commissioner Precinct 2 - Garage	FY25	Oil Storage Room Extension	123,420
Commissioner Precinct 2 - Garage	FY25	Overhead Shop Door Operators	30,000
Commissioner Precinct 2 - Garage	FY25	Overhead Washbay Doors	50,000
Commissioner Precinct 2 - Garage	FY25	Restroom/Locker Room Renovation	827,750
Commissioner Precinct 2 - Garage	FY25	Shop Exhaust Fans	45,000
Commissioner Precinct 2 - Garage	FY25	Storage Unit/Air Compressor	25,000
Commissioner Precinct 2 - Garage	Re-Budgeted	Re-Budgeted Capital	2,252,924
Commissioner Precinct 2 - Maintenance	FY25	Chair	500
Commissioner Precinct 2 - Maintenance	FY25	Cold Planer	741,950
Commissioner Precinct 2 - Maintenance	FY25	Desk	1,500
Commissioner Precinct 2 - Maintenance	FY25	Haul Truck	224,400
Commissioner Precinct 2 - Maintenance	FY25	Industrial Concrete Saw	52,800
Commissioner Precinct 2 - Maintenance	FY25	Motor Grader	489,500
Commissioner Precinct 2 - Maintenance	Re-Budgeted	Re-Budgeted Capital	739,583
<b>Commissioner Precinct 2 Total</b>			<b>7,098,114</b>
Commissioner Precinct 3 - Maintenance	FY25	2-Way Radio	4,720
Commissioner Precinct 3 - Maintenance	FY25	Air Jacks	1,200

Commissioner Precinct 3 - Maintenance	FY25	Asphalt Paver	565,000
Commissioner Precinct 3 - Maintenance	FY25	Copier	6,000
Commissioner Precinct 3 - Maintenance	FY25	Mower	6,200
Commissioner Precinct 3 - Maintenance	FY25	Pressure Washer	12,900
Commissioner Precinct 3 - Maintenance	FY25	Scanner	7,900
Commissioner Precinct 3 - Maintenance	FY25	Skid Steer Loader	118,000
Commissioner Precinct 3 - Maintenance	FY25	Steel Wheel Drum Roll	88,600
Commissioner Precinct 3 - Maintenance	Re-Budgeted	Re-Budgeted Capital	330,405
<b>Commissioner Precinct 3 Total</b>			<b>1,140,925</b>
Commissioner Precinct 4 - General	FY25	Copier	10,000
Commissioner Precinct 4 - Maintenance	FY25	14 Yard Dump Truck	900,000
Commissioner Precinct 4 - Maintenance	FY25	7 Yard Dump Trucks	560,000
Commissioner Precinct 4 - Maintenance	FY25	Boom Mower	260,000
Commissioner Precinct 4 - Maintenance	FY25	Copier	10,000
Commissioner Precinct 4 - Maintenance	FY25	Gradall	575,000
Commissioner Precinct 4 - Maintenance	FY25	Haul Truck	214,000
Commissioner Precinct 4 - Maintenance	FY25	Message Board	23,000
Commissioner Precinct 4 - Maintenance	FY25	Mowing Tractor	110,000
Commissioner Precinct 4 - Maintenance	FY25	Patch Truck	247,500
Commissioner Precinct 4 - Maintenance	FY25	Portable Lift	67,000
Commissioner Precinct 4 - Maintenance	Re-Budgeted	Re-Budgeted Capital	1,521,736
<b>Commissioner Precinct 4 Total</b>			<b>4,498,236</b>
Transportation Sign Shop	FY25	Paint shakers	10,900
Transportation Sign Shop	FY25	Drafting chair	500
<b>Transportation Services Total</b>			<b>11,400</b>
Non-Departmental	FY25	Ballistic Shields and Helmets	48,030
Non-Departmental	Re-Budgeted	Copier Replacement	100,000
Non-Departmental	Re-Budgeted	Ballistic Shields and Helmets	200,000
<b>Non-Departmental Total</b>			<b>348,030</b>
<b>Non-Debt Capital Fund Total* (less undesignated funds)</b>			<b>66,358,466</b>

\*Excludes non-capital items budgeted within this fund, such as undesignated funds, financial contracts, and other related items.

## CAPITAL IMPROVEMENT/REPLACEMENT FUND LIST

In this section, you will find a list of approved capital improvement/replacement projects by department.

<b>Capital Improvement &amp; Replacement Fund</b>			
<b>Department</b>	<b>New in FY25 or Re-Budgeted</b>	<b>Capital Item</b>	<b>Amount</b>
Elections	Re-Budgeted	Election Equipment Replacement	2,000,000
<b>Elections Total</b>			<b>2,000,000</b>
IT Network Operations/Comms	FY25	Radios	1,000,000
IT Network Operations/Comms	FY25	Security XDR and MDR Solution	1,100,000
IT Network Operations/Comms	Re-Budgeted	Radios	2,713,238
IT Project Management Office	FY25	Strategic Projects	400,000
IT Project Management Office	Re-Budgeted	Strategic Projects	12,232,460
IT Project Management Office	Re-Budgeted	Meal Management Program for Juvenile Services	19,677
IT Service Delivery	FY25	Tech Refresh - New Computers, MDCs, etc.	150,000
IT Service Delivery	FY25	Mobile Data Computer (MDC) for Sheriff's Office	100,000
IT Service Delivery	Re-Budgeted	Tech Refresh - New Computers, MDCs, etc.	1,241,796
IT Disaster Mgmt/Business Continuity	Re-Budgeted	Computer, Storage & Network Refresh/Upgrade	4,000,000
<b>Information Technology Total</b>			<b>22,957,171</b>
Facilities Administration	Re-Budgeted	Building Renovations for all County Facilities	65,534,254
<b>Facilities Management Total</b>			<b>65,534,254</b>
Mansfield Sub-Courthouse	FY25	Chiller Replacement	850,000
Mansfield Sub-Courthouse	FY25	Emergency Generator System	1,350,000
Mansfield Sub-Courthouse	Re-Budgeted	Building Renovation/Expansion	27,896,417
Green Bay Building	FY25	Roof	8,500,000
Green Bay Building	Re-Budgeted	Jail Security Upgrade	1,902,800
Cold Springs Building	FY25	Jail Renovation	8,762,756
Corrections Center Building	Re-Budgeted	Jail Security Electronics Upgrade	4,295,650
Corrections Center Building	Re-Budgeted	Generator	4,669,000

Lon Evans Correction Center	Re-Budgeted	Jail Security Electronics Upgrade	2,868,500
Tim Curry Criminal Justice Center	FY25	Roof Replacement	2,900,000
Vandergriff Civil Courts Building	Re-Budgeted	Second Court of Appeals Relocation/Remodel	9,350,000
Public Health 1101 S Main	Re-Budgeted	Public Health Campus Remodel/Renovations	5,000,000
<b>Public Buildings Total</b>			<b>78,345,123</b>
Central Garage	FY25	Vehicles Replacement	2,554,034
Central Garage	Re-Budgeted	Vehicles Replacement	2,000,000
<b>Central Garage Total</b>			<b>4,554,034</b>
Central Garage	FY25	Maintenance Building and Land	10,828,694
<b>Precinct #4 Maintenance Total</b>			<b>10,828,694</b>
<b>Capital Improvement/Replacement Fund Total* (less undesignated funds)</b>			<b>184,219,276</b>

\*Excludes non-capital items budgeted within this fund, such as undesignated funds, financial contracts, and other related items.

## **SIGNIFICANT NON-RECURRING CAPITAL INVESTMENTS AND THEIR IMPACT ON OPERATING BUDGET**

Some capital investments are non-recurring but will have a fiscal impact on the operating budgets of departments in future fiscal years. The construction of a building, for instance, will have associated operating costs such as electricity, water, gas, and personnel. To provide transparency in the operating costs, or savings, of capital items, we have described the impacts of major capital items on operating budgets below:

### ***Public Access Software***

**Department:** Sheriff's Office

**Budget:** \$100,000

**Estimated Increased Operating Costs:** \$25,000 for annual software license and maintenance

### ***Audio Transcription System***

**Department:** Sheriff's Office

**Budget:** \$100,000

**Estimated Increased Operating Costs:** \$25,000 for annual software license and maintenance

## **5-Year Capital Improvement Program**

Tarrant County is in the process of developing a 5-year Capital Improvement Program which will identify potential major capital needs in the near future. These needs include maintenance of all County facilities (HVAC, roofs, plumbing, electrical, etc.), elections equipment, vehicles for both law and non-law enforcement, and major IT initiatives. The facilities portion of the program is informed by data compiled from a space study completed by Parkhill, a local architecture and engineering firm.

The current program covers Fiscal Year 2025 to 2029, but the program will be updated annually, keeping up with the needs of the County and changing conditions. The Program acts as a tool for medium- and long-term planning for the County but is distinct from budgeted capital appropriations approved by the Commissioners Court.



# **DEBT OBLIGATIONS**





## TARRANT COUNTY DEBT OBLIGATIONS



### WHY DO GOVERNMENTS HAVE DEBT?

For capital expenses which support daily county operations, such as a copier or chair, Tarrant County uses a non-debt financing method called cash carryforward funding. Cash carryforward funding utilizes unused cash from the previous fiscal year to make capital purchases in the current fiscal year.

For large capital projects which span multiple years, however, the County has the option to seek voter approval to issue of debt as a financing method. Currently, the County holds voter-approved debt resulting from two (2) elections: the 2006 and 2021 bond elections. Both bond elections placed collaborative transportation projects with cities as a central focus.

The 2006 bond election asked voters to consider the approval of \$200 million in bonds to finance the construction and improvement of County buildings and roads. The Commissioners Court allocated the approved funding to four (4) focus areas: local arterial improvements, transit-related improvements, improvements to projects on the Texas Department of Transportation's (DoT) highway system, and commissioner discretionary road improvements.

The 2021 bond election asked voters to consider the approval of \$400 million in bonds to finance the construction and improvement of County roads. More detailed information regarding projects funded by the 2006 and 2021 bond elections can be found at <https://www.tarrantcounty.com/en/transportation/bond-program/transp-imprvements.html>.



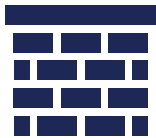
### BOND RATING

Tarrant County proudly maintains AAA and Aaa bond ratings from Standard & Poor's (S&P) and Moody's, respectively. According to [Moody's Rating Action press release](#), the Aaa rating "incorporates the County's trend of improving financial operations that continues to bolster reserves." The AAA ratings from S&P and Moody's demonstrate the County's commitment to cost-effective governance, financial stability, and the generation of savings for taxpayers.



## DEBT SERVICE FUND

Tarrant County’s Debt Service Fund is the sole source of funding for principal, interest, and other related payments on the County’s bonded indebtedness. Revenues for the Debt Service Fund include ad valorem (property) taxes, including current and delinquent tax collections, and investment interest income. The ad valorem revenue budgeted for the Debt Service Fund is supported by the County’s Interest & Sinking (I&S) tax rate of \$0.015793 per \$100 in assessed property value.



## DEBT LIMITS AND COVERAGE REQUIREMENTS

The State of Texas has provided for debt limits and coverage requirements through state statutes. The debt limit established by state statute is five (5) percent of the total taxable value of property within the County. With a net taxable value of \$270,340,317,137, the current statutory debt limit for Tarrant County is \$13,517,015,857, which is more than the County’s total outstanding debt obligation of \$345,130,000.

<b>TOTAL TAXABLE VALUE:</b>	<b>\$ 270,340,317,137</b>
<b>COUNTY DEBT LIMIT:</b>	<b>\$ 13,517,015,857</b>
<b>TOTAL DEBT OBLIGATION:</b>	<b>\$ 345,130,000</b>

Debt coverage refers to the ability of an entity to service, or “cover”, their existing debt obligations. While there are no legal debt coverage requirements, there are several measures which gauge the health of an entity’s debt service capabilities, including the debt ratio. The debt ratio is calculated by dividing the entity’s total debt by the entity’s total assets and, according to industry best practices, should not exceed a ratio of 0.5.

**DEBT RATIO:                    0.3**

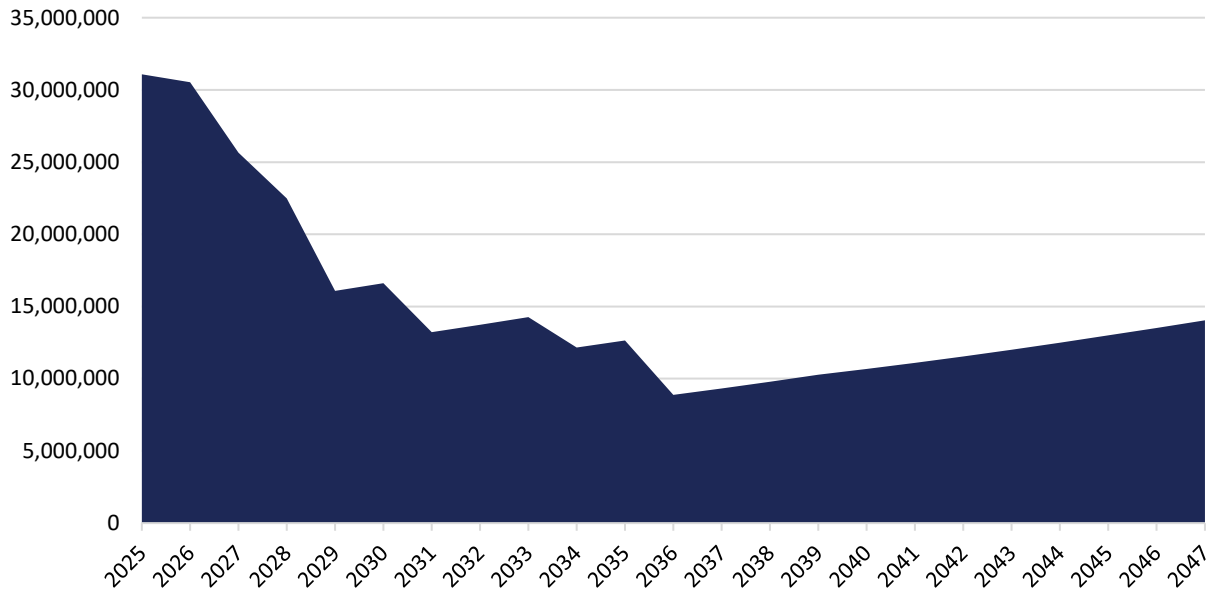
As of the adoption of the Fiscal Year 2025 budget, Tarrant County has no plans to seek voter approval for any further issuance of debt.



## TARRANT COUNTY DEBT VISUAL AIDS

In the section below, you will find graphs and tables illustrating Tarrant County's debt obligations.

### Tarrant County Debt Obligations by Year



The Tarrant County Outstanding Debt Obligations by Year graph illustrates the principal debt requirements from Fiscal Year 2025 through Fiscal Year 2047.

**TARRANT COUNTY OUTSTANDING DEBT OBLIGATIONS BY YEAR  
(FY2025 - FY2047)**

2025	31,080,000
2026	30,535,000
2027	25,660,000
2028	22,480,000
2029	16,075,000
2030	16,615,000
2031	13,235,000
2032	13,740,000
2033	14,260,000
2034	12,150,000
2035	12,655,000
2036	8,870,000
2037	9,315,000
2038	9,780,000
2039	10,270,000
2040	10,680,000
2041	11,105,000
2042	11,550,000
2043	12,015,000
2044	12,495,000
2045	12,995,000
2046	13,515,000
2047	14,055,000

**TOTAL**

**345,130,000**

**TARRANT COUNTY FY 2025 DEBT SERVICE  
OUTSTANDING BONDED DEBT PRINCIPAL AND INTEREST**

2015 Limited Tax Refunding and Improvement Bonds	3,460,000
2015A Limited Tax Refunding and Improvement Bonds	14,215,000
2016 Limited Tax Refunding Bonds	27,120,000
2017 Limited Tax Refunding Bonds	22,000,000
2022A Limited Tax Refunding and Improvement Bonds	22,505,000
2022B Limited Tax Refunding and Improvement Bonds	45,495,000
2022 Limited Tax Bonds	210,335,000
<b>TOTAL</b>	<b>345,130,000</b>



# **APPENDICES & GLOSSARY**



# TARRANT COUNTY STATISTICAL SECTION



## STATISTICAL DATA

While the background section found in the beginning of the budget document provides a narrative overview of Tarrant County’s basic demographic information, this section provides more in-depth supplementary statistics related to top taxpayers, employment levels, and more. You will find a variety of tables which provide information on Tarrant County alone and in the context of other comparable local communities such as Bexar, Dallas, and Travis Counties.

### Tax Year 2024 – Top Taxpayers in Tarrant County

Tax Year 2024 – Top Taxpayers			
Type of Account	Name of Entity	Total Market Value	Total Taxable Value
Individual Accounts	ONCOR ELECTRIC DELIVERY CO LLC	2,433,321,177	2,433,320,458
	AMERICAN AIRLINES INC/ENVOY AIR INC	2,335,588,661	1,545,810,141
	ATMOS ENERGY/MID TEX DIVISION	963,612,050	962,617,506
	WINNER LLC/META PLATFORMS INC/TECHNOLOGIES	2,477,165,364	950,695,787
	GENERAL MOTORS LLC/ GENERAL MOTORS CO	1,237,631,295	910,095,565
	BELL TEXTRON INC/BELL HELICOPTER INC	681,644,309	599,694,463
	OPRYLAND HOTEL	503,041,304	503,041,304
	AMAZON.COM SERVICES LLC	730,024,388	467,229,542
	AT&T MOBILITY LLC/SOUTHWESTERN BELL	951,631,027	425,090,527
	WAL-MART STORES TEXAS LLC/ WAL-MART REAL ESTATE BUS	378,593,211	378,593,211

Commercial Accounts	AMERICAN AIRLINES INC/ENVOY AIR INC	2,464,687,436	1,674,908,916
	WINNER LLC/META PLATFORMS INC/TECHNOLOGIES	2,293,609,037	950,695,787
	OPRYLAND HOTEL	501,109,615	501,109,615
	AMAZON.COM SERVICES LLC	730,024,388	467,229,542
	WAL-MART STORES TEXAS LLC/ WAL-MART REAL ESTATE BUS	378,168,049	378,168,049
Industrial Accounts	GENERAL MOTORS LLC/ GENERAL MOTORS CO	957,729,345	850,403,268
	BELL TEXTRON INC/BELL HELICOPTER INC	395,549,473	394,622,112
	MOLSON COORS USA LLC	196,222,475	165,323,420
	ALCON LABORATORIES INC	513,109,861	150,445,342
	BALL METAL BEVERAGE CONTAINER CORP	65,205,768	61,361,797

Source: TAD 2025 Top Taxpayer Reports (<https://www.tad.org/resources/reports.php>)

## Comparative Analysis of the Top 5 Largest Counties in Texas (FY 2022 – 2024)

### Population

Comparative Population Analysis of the Top 5 Largest Counties in Texas (FY 2022 - 2024)			
County	FY 2022	FY 2023	FY 2024
Harris	4,779,880	4,790,000	4,922,752
Dallas	2,635,516	2,623,000	2,687,159
Tarrant	2,091,320	2,157,740	2,182,947
Bexar	2,003,554	2,009,324	2,097,689
Travis	1,226,805	1,334,961	1,342,372

Source: Denton County Budget Office Annual Surveys (Note: most recently available data is from FY24)



**Adopted Tax Rate**

Comparative Tax Rate Analysis of the Top 5 Largest Counties in Texas (FY 2022 - 2025)				
County	FY 2022	FY 2023	FY 2024	FY 2025
Harris	0.376930	0.343730	0.350070	0.385290
Dallas	0.227946	0.217946	0.215718	0.215500
Tarrant	0.229000	0.224000	0.194500	0.187500
Bexar	0.276331	0.299999	0.299999	0.299999
Travis	0.357365	0.318239	0.304655	0.344445

**Source:** County Tax Websites

## Housing, Economy, Geography, Education, and Transportation

Comparative Demographic Analysis of the Top 5 Largest Counties in Texas			
Housing			
County	Housing (# of Units)	Households with a Computer (Percentage)	Households with Broadband Internet
Harris	1,952,966	96.1	91.0
Dallas	1,079,120	95.8	90.2
Tarrant	860,969	96.9	92.6
Bexar	836,149	96.1	90.3
Travis	644,968	97.6	93.3
Economy			
County	Total Population in Civilian Workforce (Percentage)	Total Employer Establishments	Total Annual Payroll (Thousands)
Harris	67.3	109,876	160,312,571
Dallas	68.9	70,472	119,814,402
Tarrant	68.5	46,946	50,373,025
Bexar	64.6	39,091	44,372,000
Travis	73.1	41,596	59,348,551
Geography			
County	Population per Square Mile (2010)	Population per Square Mile (2020)	Land Area in Square Miles
Harris	2,402.4	2,771.7	1,707.0
Dallas	2,718.0	2,993.6	873.1
Tarrant	2,094.7	2,439.2	863.6
Bexar	1,383.1	1,620.0	1,240.3
Travis	1,034.4	1,297.9	994.1
Education and Transportation			
County	High School Graduate or Higher (Percentage)	Bachelor's Degree or Higher (Percentage)	Mean Travel Time to Work (Minutes)
Harris	82.5	33.7	29.0
Dallas	81.7	34.8	27.2
Tarrant	87.1	34.5	26.7
Bexar	86.4	31.5	25.8
Travis	91.5	55.5	25.4

Source: U.S. Census Bureau QuickFacts ([U.S. Census Bureau QuickFacts: Tarrant County, Texas](https://www.census.gov/quickfacts/tarrant-county-texas))



# TARRANT COUNTY

## GLOSSARY



### DEFINITION OF TERMS

In this section, you will find the definition of financial terms and other terms which are commonly used throughout this budget document.

#### **Ad Valorem Tax**

A tax, also known as the property tax, which is calculated using the assessed value of property and tax rates set by governmental entities.

#### **ARPA**

The American Rescue Plan Act (ARPA) is a law which provided a grant allocation to state and local governments to respond to the negative impacts of the pandemic.

#### **Appropriation Adjustment**

The transfer of budget from one line item to another line item.

#### **Balanced Budget**

A budget with budgeted expenditures which are equal to budgeted revenues.

#### **Bonds**

A form of debt which governments often utilize to finance large-scale infrastructure projects such as transportation projects. Bonds are subject to voter approval and are serviced through the Interest & Sinking (I&S) portion of the property tax rate.

#### **Budget**

A financial plan which ties revenues and expenditures to departmental operations and service delivery.

#### **Budget Document**

A tool which budget staff use to communicate the County's financial plans to the Commissioners Court, staff, and the public.

#### **Budget Portal**

The web-based portal in which departments enter their budget requests for the upcoming fiscal year.

## **Capital Asset**

A significant piece of property, tangible or intangible, which the County purchases or invests in. Examples range from building renovations and office furniture to computers and software.

## **CARES Act**

The Coronavirus Aid, Relief, and Economic Security (CARES) Act is a law which provided a grant allocation to state and local governments to respond to the negative impacts of the COVID-19 pandemic.

## **Cash Carryforward**

Unused revenue at the end of a fiscal year which is rolled over to the next fiscal year as cash. This is commonly referred to as fund balance by other entities.

## **Commissioners Court**

The elected body which presides over county government and consists of 4 elected County Commissioners and one elected County Judge.

## **County Administrator**

The professionally educated and trained administrator which is hired by the Commissioners Court to oversee the daily administrative operations of the County and implementation of policies passed by the Court.

## **County Commissioner**

An elected representative to the Commissioners Court which represents 1 of 4 precincts.

## **County Judge**

The elected head of the Commissioners Court which represents the entire County.

## **Debt Service Fund**

The fund which accounts for activities related to the servicing of debt principal and interest. This fund is financed by the Interest & Sinking (I&S) portion of the ad valorem (property) tax rate.

## **ERP**

The Enterprise Resource Planning (ERP) system is the financial system which County departments utilize to conduct daily business and where financial planning and tracking is conducted.

## **General Fund**

The fund which accounts for those required to be accounted for in another fund such as the Debt Service Fund. This fund accounts for general government services such as the

Criminal District Attorney's Office, Fire Marshal, Medical Examiner's Office, the Sheriff's Office, and more. This fund is financed by the Maintenance & Operations (M&O) portion of the ad valorem (property) tax rate.

**Expenditure**

The outflow of resources in exchange for a good or service.

**Goals**

Focal points or plans to improve within the department or organization.

**Interdepartmental Transfer**

The transfer of a position or amount of funds from one department to another department.

**Interfund Transfer**

The transfer of a position or amount of funds from one fund to another fund.

**Intergovernmental Revenue**

Revenue which is obtained from other governments such as reimbursements from the federal government for services provided by the County.

**Investment Income**

Revenue which is obtained from returns on investments made by the County Investment Office and guided by the County Investment Policy.

**Key Performance Indicator**

A measure of performance which captures the inputs, outputs, or outcomes of services delivered by a department.

**Objectives**

Granular and shorter term focal points or plans which fit within the context of goals.

**Operating Budget/Fund**

A budget/fund which captures current revenues and expenditures that are to be utilized for the regular operations of the County government.

**Reduction-In-Force**

The permanent elimination of a position from the budget and organization. This action can be requested by departments and can only be authorized by the Commissioners Court.

**Revenue**

The inflow of resources, such as taxes or fees, which are available for use by the government.

**S.M.A.R.T. Goal**

A goal or objective which meets the criteria of being **S**pecific, **M**easurable, **A**ctionable, **R**elevant, and **T**ime-Bound. This pilot program was implemented to move the County away from objectives that are ambiguous and difficult to measure.

**Special Purpose Budget**

An adopted budget which is supported by revenue sources other than taxes levied by the Tarrant County Commissioners Court. Examples include revenue and expenditures associated with contract elections that are administered by the County on behalf of cities and school districts; revenue and expenditures associated with federal funds received through ARPA; revenue and expenditures associated with law enforcement forfeiture activities; and more.

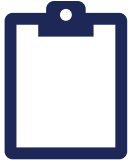
**Taxes**

Revenue which is obtained from taxes levied by the government on its residents such as property taxes.



# TARRANT COUNTY

## FINANCIAL POLICIES



### FINANCIAL POLICIES OVERVIEW

The County abides by the budgeting policies below during the development and implementation of the budget.

- Departmental annual budget requests for the upcoming fiscal year are submitted by the department head to the Budget and Risk Management department from March to April of each calendar year.
- The County Auditor prepares revenue estimates for the upcoming fiscal year and transmits the estimates to the Budget and Risk Management department.
- The Budget and Risk Management department develops the proposed annual operating budget to be presented to the Commissioners Court for their consideration. The budget represents the financial plan for the new fiscal year.
- Annual special purpose budgets are developed and adopted separately from the operating budget.
- Public hearings are held on the proposed budget.
- The Commissioners Court must adopt annual budgets by a majority vote of the Commissioners Court before September 30. To support the budget, property taxes are assessed on October 1, creating a legally enforceable claim.
- The adopted budget must be balanced which means budgeted revenues and expenditures must be equal.
- The legal level of budgetary control is 10 categorical levels within each department. Commissioners Court may legally amend the budget. Management must seek approval of Commissioners Court to transfer appropriations between categories even within the same department.
- Some budgets are developed at a “sub-fund” level. These “sub-funds” may not be budgeted at the 10 categorical levels but budgeted at the total “sub-fund” level.
- A separate budget report detailed to the legal level of control is available upon request or can be viewed at [tarrantcounty.com](http://tarrantcounty.com) under the Budget and Risk Management department.

- The detailed budget report has “sub-funds” and contains more detail than the budget information provided within this report.
- Annual appropriated budgets are legally adopted for all funds except the Tarrant County Housing Finance Corporation (TCHFC), Tarrant County Industrial Development Corporation (TCIDC), and the Grants Fund.
- The budget is prepared utilizing a modified cash basis of accounting, as allowed by state statutes. Beginning fund balance is budgeted as revenue, as required by state statutes.
- Encumbrances are used for the budgetary basis of accounting for the appropriated budgets. Encumbrances consume budget as an actual expense when a purchase order is issued. Encumbrances do not represent expenditures or liabilities for modified accrual basis until the goods or services are received.
- Unencumbered appropriations lapse at year-end for all funds.

The County has formally adopted an investment policy and a reserve and excess cash balance policy.

- The reserve and excess cash balance policy:
  - Establishes the goal of a ten (10) percent budgeted reserve of the combined budget of the General Fund and Road and Bridge Fund.
  - Establishes the goal of a budgeted reserve of \$1,000,000 for the Debt Service Fund.
  - Establishes the goal of a budgeted reserve of \$1,000,000 for the Self-Insurance Fund.
  - Establishes the requirement of a budgeted reserve of \$1,000,000 for the Workers Compensation Fund.
  - Establishes an annual review in the budget process to determine the budgeted reserve amount based on historical and projected claims and projected funding needs in the context of historical fund stability and volatility.
  - Defines excess cash balance as the difference between estimated cash carryforward and actual cash carryforward.
  - Defines excess reserve balance as the difference between budgeted reserves and fiscal year end reserves.
  - Restricts the usage of excess cash balances to one-time expenditures that are non-reoccurring in nature.



- The investment policy:
  - Designates the County Investment Officer as the County Auditor.
  - Outlines investment objectives including, but not limited to, maintenance of adequate liquidity, investment strategies, and portfolio diversification.
  - Establishes policies regarding authorized investments, prohibited investments, and the safety of the principal.
  - Defines the scope of investment responsibilities and controls.
  - Discusses reporting and performance evaluation requirements.

For the detailed financial policies, please visit the Appendix.

1. Approval of Tarrant County Investment Policy



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 28

DATE: 11/22/2022

SUBJECT: **APPROVAL OF TARRANT COUNTY INVESTMENT POLICY**

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that Commissioners Court adopt an order acknowledging the annual review of the Tarrant County Investment Policy.

**BACKGROUND**

The Public Funds Investment Act (Chapter 2256.005 (e), Government Code) requires the governing body to review the investment policy strategy annually.

“The governing body of an investing entity shall review its investment policy and investment strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.”

The Tarrant County Investment Policy was last approved November 23, 2021. The Auditor has reviewed the policy and feels no changes are needed at this time.

**FISCAL IMPACT**

There is no fiscal impact associated with this item.

SUBMITTED BY:	Auditor Office	PREPARED BY: APPROVED BY:	S. Renee Tidwell
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# **TARRANT COUNTY, TEXAS**

## **INVESTMENT POLICY**

ORIGINALLY ADOPTED MAY 20, 1997

LAST APPROVED BY COMMISSIONERS COURT November 23, 2021

Court Order Number: 136901

IVSTPOL.DOC

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# TARRANT COUNTY, TEXAS INVESTMENT POLICY

## **I. Investment Authority and Scope of Policy**

### **A. Formal Adoption**

This Investment Policy and strategies are authorized by Tarrant County Commissioners Court in accordance with Chapter 2256, Texas Government Code, the Public Funds Investment Act and the statutory requirements of Local Government Code 116.112. See *Attachment A: Resolution to Adopt Investment Policy*. This policy will be reviewed and adopted by resolution at least annually according to Section 2256.005(e).

### **B. General Policy Statement**

It is the policy of Tarrant County, giving due regard to the safety and risk of an investment, that all available funds under the custody and control of the County Auditor shall be invested in conformance with state and federal regulations, including the Public Funds Investment Act and adopted Investment Policy. Furthermore, such activities shall be designed to adhere to guidelines and standards promulgated by such professional organizations as the American Institute of Certified Public Accountants (AICPA), the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). The County will invest according to investment strategies for each fund as they are adopted by Commissioners Court in accordance with Sec. 2256.005(d). See *Attachment B* for Investment Strategy.

### **C. Scope**

This Investment Policy applies to all financial assets of all funds of Tarrant County, Texas, at the present time and any funds to be created in the future and any other funds held in custody by the County Auditor, unless expressly prohibited by law or unless it is in contravention of any depository contract between Tarrant County and any depository bank.

### **D. County's Investment Officer**

In accordance with a Constitutional Amendment passed in 1984, the County Auditor is the Treasurer for Tarrant County. By adoption of this policy, Commissioners Court expressly designates the County Auditor (Auditor) as the official Investment Officer to handle the investment of County funds.

The Auditor may delegate authority to one or more employees to be responsible for investment transactions. The Auditor may, in accordance with this policy, invest County funds that are not immediately required to pay obligations of the County in accordance with Sec. 116.112(a) Local Government Code and/or Chapter 2256, Sec. 2256.005(f) and (g). All investment decisions shall be Governed by the following objectives in order of priority:

- (a) preservation and safety of principal,
- (b) liquidity, and
- (c) yield.

If the Auditor has a personal business relationship with an entity, or is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the County, the Auditor must file a statement disclosing that personal business interest or relationship with the Texas Ethics Commission and the Commissioners Court in accordance with Government Code 2256.005(i).

It is the County's policy to provide training required by the Public Funds Investment Act, Section 2256.008, and periodic training in investments for the Auditor and other persons designated by the Auditor to ensure the quality, capability, and current knowledge of the Auditor in making investment decisions.

## **II. Investment Objectives**

### **A. Safety of Principal**

The primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. Each investment transaction shall seek to ensure first that capital losses are avoided, whether they are from securities defaults or erosion of market value.

### **B. Maintenance of Adequate Liquidity**

The investment portfolio will remain sufficiently liquid to meet the cash flow requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements; investing in securities with active secondary markets; and maintaining appropriate portfolio diversification.

### **C. Diversification**

The investment portfolio will be diversified to eliminate the risk of loss resulting from overconcentration of assets in a specific maturity, a specific issuer or a specific class of investments. Tarrant County's investments will always be selected to provide for stability of income and reasonable liquidity.

**D. Yield**

Tarrant County will earn the maximum rate of return allowed on its investments within the policies imposed by its safety and liquidity objectives, investment strategies for each fund, and state and federal laws governing investment of public funds. No investments shall be made for the purpose of trading or speculation, such as anticipating an appreciation of capital through changes in market interest rates.

The benchmark for comparing the performance of the County's investment portfolio will be the 90-day moving average of the yield of the 90-day Treasury bill on the last day of the month being reported. The 90-day Treasury bill is the simplest, safest security a portfolio can own. The 90-day moving average of its yield represents the return of a purely passive management approach in which equal amounts of the portfolio are invested in every month's current Treasury bill. As one month's investment matures, it is automatically invested in the new 90-day Bill. The County's objective is to exceed the 90-day moving average of the Treasury bill each month through active portfolio management.

**E. Maturity**

Portfolio maturities will be structured to meet the obligations of the County first and then to achieve the highest return. When County funds will not be needed to meet current year obligations; maturity restraints will be imposed based upon the investment strategy of each fund. The maximum allowable stated maturity of any individual investment owned by the County is five years. This restriction is in effect unless specific authorization by Commissioners Court is obtained.

**F. Investment Strategies**

In accordance with the Public Funds Investment Act, Section 2256.005(d), a separate written investment strategy will be developed for each of the funds under Tarrant County's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities of importance:

- (1) understanding of the suitability of the investment to the financial requirements of the entity
- (2) preservation and safety of principal
- (3) liquidity
- (4) marketability of the investment if the need arises to liquidate the investment before maturity
- (5) diversification of the investment portfolio
- (6) yield
- (7) maturity restrictions

*Attachment B* includes investment strategies for all funds. In accordance with the Public Funds Investment Act, Section 2256.005(e), investment strategies will be reviewed and adopted at least annually by Commissioners Court resolution.



### III. Investment Policies

#### A. Authorized Investments.

Investments described below are authorized by Chapter 2256, Texas Government Code as eligible for Tarrant County. Any additional restrictions or limitations for each type of specific investment are listed. Certain securities authorized by the Public Funds Investment Act are prohibited by Commissioners Court and this policy. These are shown in **B. Prohibited Investments**.

Except as provided by Government Code 2256.009(b), County funds governed by this policy may be invested in:

1. Obligations of the United States or its agencies and instrumentalities and other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the United States or its agencies, and instrumentalities: including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by explicit full faith and credit of the United States:

- US Treasury Bills
- US Treasury Notes
- US Treasury Bonds
- Government National Mortgage Association (GNMA)
- Student Loan Marketing Association (SLMA)
- Any other security with an explicit guarantee by the United States Federal Government as to the payment of principal and interest, currently including:
  - Federal National Mortgage Association (FNMA)
  - Federal Home Loan Mortgage Corporation (FHLMC)

2. Other obligations of the United States or its respective agencies and instrumentalities. Specific United States Government Agency Securities include:

- Federal Home Loan Bank (FHLB)
- Federal Farm Credit Bank (FFCB)
- Floating rate securities will be allowed if the pricing "reset" period is every 30 days or less. "Inverse floaters" will not be allowed.

3. Direct obligations of the State of Texas or its agencies and instrumentalities.

4. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by at least one nationally recognized investment rating firm not less than A or its equivalent.

5. A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is:

- (a) guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successor or the National Credit Union Share Insurance Fund or its successor;
- (b) secured by obligations that are described by Section 2256.009(a) of the Public Funds Act, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of certificates, but excluding those mortgage backed securities of the nature described by Section 2256.009(b); or
- (c) secured in any other manner and amount provided by law for deposits of the investing entity.

6. A fully collateralized repurchase agreement, as defined in the Public Funds Investment Act, if it:
  - (a) has a defined termination date
  - (b) is secured by a combination of cash and/or obligations described by Section 2256.009(a)(1) of the Public Funds Investment Act and allowed by this policy. Specifically, full faith and credit US Government securities with a final maturity date of five years or less from the date of the inception of the agreement with a market value of 102 percent of the principal amount of the funds disbursed are acceptable
  - (c) requires the securities being purchased by the County be pledged to the County, held in the County's name, and deposited at the time the investment is made with the County or with a third party selected and approved by the County
  - (d) is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in the state of Texas

A signed PSA Master Repurchase Agreement must be on file between each counterparty broker/dealer and the County prior to execution of any transactions of this type.

Collateral value must be maintained at not less than 102% of the value of the investment, plus interest earned on the County's investment for US Treasury Securities and US Agency and Instrumentalities.

On occasion, the County may elect to “reverse” certain of its portfolio securities under the terms of a “reverse repurchase agreement” or “portfolio lending” program. This authority shall be restricted, requiring written authorization from the Auditor. Notwithstanding any law, the term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered.

Money received by the County under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

No more than 50% of the entire portfolio will be invested under this type of agreement with a single broker.

7. Commercial paper is an authorized investment under this subchapter if it:
  - (a) has a stated maturity of 365 days or fewer from the date of issuance
  - (b) is rated not less than A- I or P- I or an equivalent rating by at least two nationally recognized credit rating agencies or one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state
  - (c) if the issuer has senior debt outstanding, such debt must be rated at least A+ and/or A
8. Mutual funds *and* money market mutual funds authorized as described below.
  - (a) No-load money market mutual funds are authorized if:
    - (i) is registered with and regulated by Securities and Exchange Commission
    - (ii) provides the investing entity with a prospectus and other information required by the Securities and Exchange Act of 1934 or the Investment Company Act of 1940
    - (iii) complies with federal Securities and Exchange Commission Rule 2a-7, promulgated under the Investment Company Act of 1940

- (b) No-load mutual funds are authorized if:
  - (i) is registered with the Securities and Exchange Commission
  - (ii) has an average weighted maturity of less than two years; and
  - (iii) either: (A) has a duration of one year or more and is invested exclusively in obligations approved by Chapter 2256.014 of the Government Code; or (B) has a duration of less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities
  - (iv) invest dollar-for-dollar all County funds without sales commissions or loads
- (c) For mutual funds or money market mutual funds, the County may not:
  - (i) invest in the aggregate more than 80 percent of its monthly average fund balance, excluding bond proceeds and other funds held for debt service in money market mutual funds or mutual funds, either separately or collectively
  - (ii) invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and other funds held for debt service, in mutual funds
  - (iii) invest any portion of bond proceeds, and funds held for debt service in mutual funds
  - (iv) invest its funds or funds under its control including bond proceeds and other funds held for debt service, in any one mutual fund or money market mutual fund in an amount that exceeds 10 percent of the total asset of the mutual fund or money market mutual fund

9. Investment Pools are eligible, as defined in Section 2256.016 of the Texas Government Code provided that:

- (a) Investment in the particular pool has been authorized by Commissioners Court by resolution
- (b) The pool shall have furnished the Auditor an offering circular containing the information required by Section 2256.016(b) of the Government Code
- (c) The pool shall furnish the Auditor or other authorized representatives of the County investment transaction confirmations with respect to all investments made with it and monthly reports that contain the information required by Section 2256.016(c) of the Government Code
- (d) The pool's assets consist exclusively of the obligations that are allowed under this policy and described by 1-8 above
- (e) The investment philosophy and strategy are consistent with this policy and the County's ongoing investment strategy
- (f) The pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.
- (g) An investment pool may invest its funds in money market mutual funds to the extent permitted by and consistent with this subchapter and the investment policies and objectives adopted by the investment pool.

The Auditor will consider other characteristics of pools before submitting them for Commissioners Court approval. These characteristics include the size of the pool, number of participants and the size of their deposits, and the pool's use of reverse repurchase agreements. In general, the County will avoid pools with less than \$750 million in deposits and a small number of participants because of possible instability in the pools and the resulting threat to County's funds. See *Attachment C* for a current listing of authorized pools.

## **B. Prohibited Investments**

The Auditor has no authority to use any investment instruments, which are strictly prohibited by the Public Funds Investment Act, Section 2256.009(b).

### **1. Specific exclusions under 2256.009 are:**

- Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal
- Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest
- Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years
- Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index

### **2. County Exclusions:**

The Auditor also has no authority to invest in the following securities, which are authorized under the Public Funds Investment Act, but prohibited by this Policy and Commissioners Court:

- Bankers' acceptances
- Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States
- Options or future contracts

## **C. Protection of Principal**

The County will seek to control the risk of loss due to the failure of a security issuer or grantor. Such risk will be controlled by investing only in the safest types of securities as defined in this Policy by pre-qualifying the financial entities with which the County does business; by collateralization as required by law; and through portfolio diversification by maturity and type. The purchase of individual securities will be executed delivery versus payment (DVP) through the County's Safekeeping Agent. By so doing, County funds are not released until the County has received, through the Safekeeping Agent, the securities purchased. Similarly, on sales, securities are not released until funds are received.

### **1. Diversification by Investment Type**

Diversification by investment type will be maintained by ensuring an active efficient secondary market in portfolio investments and by controlling the market and opportunity risks associated with specific investment types.

However, the County's currently eligible investments are all virtually "riskless", given their inherent individual creditworthiness and the maturity limitations, which the County has imposed. In such circumstances, simply requiring some designed "mixture" of security types neither improves the portfolio's level of safety nor enhances its yield. Therefore, no maximums or minimums are currently observed regarding to the County's portfolio mix.

In the event the County's **Authorized Investments** are modified by the addition of other investments or changes in maturity parameters, the question of diversification will be reviewed, and appropriate regulatory and/or administrative actions will be taken at that time.

The County will diversify its investments by institution. Except for US Treasury securities, no more than 50% of the County's total investment portfolio will be invested with a single financial institution. Debt proceeds may be invested in a single security or investment if such an investment is necessary to comply with Federal arbitrage restrictions or to facilitate arbitrage record keeping and calculation.

## **2. Diversification by Investment Maturity**

To minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. Maturity guidelines are outlined in the investment strategies for each fund. See *Attachment B*

## **3. Ensuring Liquidity**

Liquidity will be achieved by anticipating cash flow requirements, by investing in securities with active secondary markets and by investing in eligible money market mutual funds and local government investment pools.

A security may be liquidated to meet unanticipated cash requirements, to re-deploy cash into other investments expected to outperform current holdings or otherwise adjust the portfolio.

## **4. Collateralization**

The Auditor will ensure all County funds are fully collateralized or insured consistent with federal and state laws and the current Depository Contract. See Section III A. for allowable collateral and collateral levels required for each investment type.

### **(a) Monitoring Collateral Adequacy**

(i) The County will require monthly reports with market values of pledged securities from all financial institutions with which the County has collateralized investments. The Auditor will monitor adequacy of collateralization levels to verify market values and total collateral positions.

(ii) At least weekly monitoring by the Auditor of market values of all underlying securities purchased for County repurchase transactions is required. More frequent monitoring may be necessary during periods of market volatility.

### **(b) Additional Collateral Securities**

(i) If the collateral pledged for a collateralized investment falls below the par value of the deposit plus accrued interest less FDIC insurance, the institution issuing the collateralized investment will be notified by the Auditor and will be required to pledge additional securities no later than the end of the next succeeding business day.

(ii) If the value of the securities underlying a repurchase agreement falls below the margin maintenance levels specified above, the Auditor will request additional securities. If the repurchase agreement is scheduled to mature within five business days and the amount is considered to be immaterial, then the request may not be necessary.

### **(c) Collateral Substitution**

Collateralized certificates of deposit and repurchase agreements often require substitution of collateral. Any broker dealer or financial institution requesting substitution must contact the Auditor for approval and settlement. The substituted security value will be calculated, and substitution approved if its value is equal to or greater than the required security level. The Auditor must provide written notification of the decision to the bank or the safekeeping agent holding the security prior to any security release. Substitution is allowable for all transactions, but should be limited, if possible, to minimize potential administrative problems and transfer expense. The Auditor may limit substitutions and assess appropriated fees if substitution becomes excessive or abusive.

## 5. Safekeeping and Custody

All purchased securities will be held in safekeeping by the County, or a County account in a 3rd party financial institution, or with the Federal Reserve Bank. In no instance will securities safekeeping services be provided by a bank that is a “principal” or “counterparty” in the investment transaction itself. Furthermore, bank safekeeping may not be provided by a “parent” or “holding company” bank, which is financially related to any bank, which is a principal in a specific securities transaction.

All investment transactions will be executed based on “delivery versus payment.” By doing so, County funds are not released until the County has received, through (1) the Safekeeping Department of the Depository Bank, selected pursuant to the provisions of Local Government Code Section 116, (2) another banking institution acceptable to and under contract with the County or (3) the Federal Reserve wire, the securities purchased.

## 6. Loss of Credit Rating

An investment that requires a minimum credit rating does not qualify as an **Authorized Investment** during the period the investment does not have the required minimum credit rating, even if the investment had the appropriate rating at the time of purchase. Credit ratings will be monitored continuously with a monthly document approved as backup. The Auditor will take all prudent measures that are consistent with this Policy to liquidate and investment that does not have the minimum rating.

## IV. Investment Responsibility and Control

### A. Investment Institutions Defined

The Auditor will invest County funds with any or all of the following institutions or groups consistent with federal and state laws and the current Depository Bank contract:

- Depository bank
- Other state or national banks that have a main office or branch office in Texas that are insured by the FDIC
- Public funds investment pools. See *Attachment C* for a listing of current
- authorized pools
- Government securities brokers and dealers selected by credit worthiness (minimum capital requirement \$10,000,000 and at least five years of operation), authorized to provide investment services in the State of Texas. Upon recommendation of the County Auditor, firms not meeting these requirements may be approved by the Commissioners Court if additional factors warrant approval.

1. Investment selection for all funds will be based on legality, appropriateness, liquidity and risk/return considerations. All County investment portfolios will be actively managed to enhance overall interest income. Investment Advisors shall adhere to the spirit, philosophy and specific term of this Policy and shall invest within the same Standard of Care. Investment Broker/Dealers shall adhere to the spirit, philosophy and specific term of this Policy and shall avoid recommending or suggesting transactions outside that Standard of Care.

2. Selection of Investment Advisors and Broker/Dealers will be performed by the Auditor. The Auditor will establish criteria to evaluate Investment Advisors and Broker/Dealers, including:

- a) adherence to the County's policies and strategies
- b) investment performance and transaction pricing within accepted risk constraints
- c) responsiveness to the County's request for services, information and open communication
- d) understanding of the inherent fiduciary responsibility of investing public funds
- e) similarity in philosophy and strategy with the County's objectives
- f) continued competitive pricing

3. In accordance with 2256.005(k), broker/dealers eligible to transact investment business with the County will be presented a written copy of this Investment Policy. Additionally, the registered principal of the business organization seeking to transact investment business shall execute a written instrument substantially to the effect that the registered principal has:

- a) received and thoroughly reviewed this Investment Policy, and
- b) acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions with the County

The County will not enter into an investment transaction with a Broker/Dealer prior to receiving the written instrument described above according to Section 2256.005(l).

Also, all financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Auditor with the following:

- a) audited financial statements
- b) proof of National Association of Security Dealers certification
- c) trading resolution
- d) proof of State of Texas registration, and
- e) completed broker/dealer questionnaire

An annual review of the financial condition and registrations of qualified bidders will be conducted by the Auditor. Securities dealers will be dropped or continued on the eligible list of bidders, based on an evaluation using the following criteria:

- (a) number of transactions competitively won
- (b) prompt and accurate confirmation of transactions
- (c) efficient securities delivery
- (d) accurate market information, and
- (e) account serving

A current audited financial statement is required to be on file for each financial institution and broker dealer in which the County invests.

## **B. Standards of Operation**

The Auditor has developed and maintains written administrative procedures for the operation of the investment program, consistent with this Investment Policy.

All in investment transactions governed by this Policy will be competitively bid, whether the transaction is executed by the Auditor or by a contracted Investment Advisor. Quotes may be solicited orally, if documented contemporaneously.

## **C. Wire Transactions**

All wire transactions required to execute the purchase and sale transactions shall be supported by written instructions to the County Depository, unless the timely preparation of such written instructions would hinder the orderly completion of the transaction. In such cases the County will prepare follow-up letters confirming the oral instructions and forward such written instructions to the bank without undue delay, either by mail or facsimile transmission. Other wire procedures shall be established pursuant to banking systems and policies and procedures approved by the Auditor.

## **D. Standards of Care**

In accordance with Government Code 2256.006, investments will be made with judgment and care, under prevailing circumstance, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investments of funds shall be governed by the following investment objectives, in order of priority; preservation and safety of principal; liquidity; and yield.



In determining whether the Auditor has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

1. the investment of all funds, or funds under the County's control, over which the Auditor had responsibility, rather than a consideration as to the prudence of a single investment
2. whether the investment decision was consistent with the written Investment Policy of the County

The Auditor and designees acting in accordance with this Policy and any written procedures, and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

While the County will strive to avoid investment losses, the occurrence of a "book" or "accounting" loss does not necessarily indicate an inappropriate investment activity or faulty portfolio management strategy. In fact, occurrence of a "book" loss may actually be part of a transaction producing an aggregate gain. In other cases, occurrence of a smaller "book" loss may be preferable to occurrence of a much larger potential loss. No legal or administrative prohibitions are imposed against occurrence of portfolio losses, so long as such transactions can be justified in the overall portfolio management process.

#### **E. Audit Control**

The Auditor shall establish a system of internal controls over the investment activities of Tarrant County consistent with this Investment Policy. The Commissioners Court, at a minimum, will have an annual financial audit of all County funds by an independent auditing firm, as well as an annual compliance audit of management controls on investments and adherence to the entity's established investment policies in accordance with Gov. Code 2256.005(m).

## **V. Investment Reporting and Performance Evaluation**

### **A. Quarterly Report**

In accordance with Government Code 2256.023, not less than quarterly, the Auditor will provide to the Commissioners Court a written report of investment transactions for all funds for the preceding reporting period within a reasonable time after the end of the period. The report must:

- (1) describe in detail the investment position of the County on the date of the report
- (2) be prepared and signed by the Auditor
- (3) contain a summary statement of each pooled fund group that states the:
  - (a) beginning market value for the reporting period
  - (b) ending market value for the period
  - (c) fully accrued interest for the period
- (4) state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested
- (5) state the maturity date of each separately invested asset that has a maturity date
- (6) state the account or fund or pooled group fund in the County for which each individual investment was acquired
- (7) state the compliance of the investment portfolio of the County as it relates to:
  - (a) the investment strategy expressed in the County's Investment Policy
  - (b) relevant provisions of this chapter

### **B. Notification of Investment Changes**

It shall be the duty of the Auditor of Tarrant County, Texas to notify the Commissioners Court of any significant changes in current investment methods and procedures prior to their implementation, regardless of whether they are required by this policy or not.

Court Order # 76364

76364      **REVISED TARRANT COUNTY INVESTMENT POLICY IN  
ACCORDANCE  
WITH CHAPTER 2256, TEXAS GOV. CODE, THE PUBLIC  
FUNDS INVESTMENT  
ACT & STATUTORY REQUIREMENTS OF LOCAL GOV.  
CODE 116.112  
RESOL.                      -                      AUDITOR'S                      OFC.  
APPROVED**

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**May 20, 1997**

**The full order text for this document is unavailable, please visit the County Clerk Commissioners Court Office for additional details.**

This Court Order is in Volume 110 on page 494 of the Commissioners Court Minutes.

**INVESTMENT STRATEGY**

Currently, all funds are invested as a single pool. The general strategy for this pool is indicated in the following discussion of the OPERATING (GENERAL FUND PORTFOLIO). Within this portfolio are amounts from the Interest and Sinking Fund, Capital Project Funds, General Liability/Workers' Compensation, and Errors & Omissions Funds. Depending on market conditions, the County's investment portfolio may continue to be combined into a single pool or it may be invested into five separate pools per the following strategies.

**OPERATING (GENERAL FUND PORTFOLIO)**

The primary objective of this fund is to ensure liquidity to allow the payment of County obligations as they become due, without the need for liquidating security positions prior to stated maturity dates.

**Suitability**

Any investment authorized by this policy is suitable for the Operating Pool.

**Preservation of Principal**

All investments will be in high quality securities with no perceived default risk.

**Liquidity**

The Operating Pool requires the greatest short-term liquidity of any of the fund types. Short term investment pools and money market mutual funds will provide daily liquidity and may be used as a competitive alternative to fixed maturity investments. Investment maturities will be scheduled or "staggered" to correspond with expected cash requirement dates. Cash requirement dates are weekly claim payments and payroll dates. To enhance the ability to liquidate investments prior to final maturity, the following general rule will be applied: "The longer the maturity, the higher the quality of the investment."

**Marketability**

Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement.

**Diversification**

Investment maturities will be staggered throughout the budget cycle.

**Yield**

Attaining a competitive market yield for comparable highly secure and highly liquid securities will be the objective. The benchmark or target yield will be the three-month US Treasury bill rate as determined at the weekly auctions, calculated on a monthly basis.

**Interest and Sinking Fund**

Interest and Sinking Funds will be invested to ensure adequate funding for each consecutive debt service payment. Investments will be made in such a manner as not to exceed an unfunded debt service date with the maturity of any investment. An unfunded debt service date is defined as a coupon or principal payment date that does not have cash or investment securities available to satisfy such payment. The majority of these payments are on two dates during the fiscal year, January 15 and July 15.

**Suitability**

Any investment authorized by the policy is suitable for the Interest and Sinking Fund.

**Preservation of Principal**

All investments will be in high quality securities with no perceived default risk. Market risk will be minimized by managing the Debt Service's portfolio to not exceed the debt service payment schedule.

**Liquidity**

Interest and Sinking funds have predictable payment schedules. Accordingly, maturities will be scheduled to coincide with debt service payment dates.

**Marketability**

Securities with active and efficient secondary markets are not necessary, as the event of an unanticipated cash requirement is not probable.

**Diversification**

Diversification will be achieved by staggering the maturity of fixed rate investments.

**Yield**

Attaining a competitive market yield for comparable highly secure securities will be the objective. The benchmark or target yield will be the six-month US Treasury bill rate as determined at the weekly auctions, calculated on a monthly basis.

**Maturity Restriction**

Investments with final stated maturities beyond five years will be prohibited.

## **CAPITAL PROJECT FUNDS**

Many of these projects are funded by the issuance of debt securities by the County. A portion of these are building construction projects that have extended construction schedules. The investment maturity of debt proceeds (excluding debt service funds) shall generally be limited to the anticipated cash flow requirement or the temporary period, as defined by Federal Tax law, which is generally three years. During the temporary period, debt proceeds may be invested at an unrestricted yield. After the expiration of the temporary period, debt proceeds subject to yield restriction will be invested considering the anticipated cash flow requirements of the fund and market conditions to achieve compliance with applicable regulations.

### **Suitability**

Any investment authorized by the policy is suitable for this portfolio.

### **Preservation of Principal**

All investments will be in high quality securities with no perceived default risk. Market risk will be minimized by managing the Capital Projects Funds portfolio to coincide with the anticipated expenditure schedule.

### **Liquidity**

To the extent cash draw down schedules can be obtained and verified, investments maturities will be scheduled to correspond with these schedules. To ensure liquidity, investment pools, mutual funds and other short-term investments will be used. Structured Flexible Repurchase Agreements may be utilized. These investments are term repurchase agreements with a pre-authorized draw schedule.

Additionally, due to current regulations governing allowable investment yield on unexpended bond proceeds, municipal securities may be utilized in this fund in circumstances where interest earnings would otherwise be "rebated" to the federal government.

### **Marketability**

Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement.

### **Diversification**

Diversification will be achieved by staggering the maturity of fixed rate investments.

### **Yield**

Attaining a competitive market yield for comparable highly secure securities will be the objective. The benchmark or target yield will be the one-year US Treasury bill rate as determined at the weekly auctions, calculated on a monthly basis.

### **Maturity Restriction**

Investments with final stated maturities beyond five years will be prohibited.

## **GENERAL LIABILITY/WORKERS'COMPENSATION FUNDS**

The County initiated a formalized risk management program on September 1, 1988. In 1989, the County issued Certificates of Obligation to "Pre-fund" the cash requirements of the County's self insurance program. The occurrence of workers' compensation claims can be trended, while the timing of general liability claims is much harder to estimate. Since both activities were funded through the issuance of tax-exempt debt, the net remaining balance must be viewed together.

### **Suitability**

Any investment authorized by the policy is suitable for this portfolio.

### **Preservation of Principal**

All investments will be high quality securities with no perceived default risk. Market risk will be managed by (1) not exceeding the highest average monthly draw schedule for workers' compensation and (2) managing the weighted average days to maturity for the general liability reserve fund to less than 365 days.

### **Liquidity**

A significant portion of the workers' compensation funds will be maintained in investment pools or mutual funds to ensure liquidity. The remainder will be invested in short term securities with maturity dates that correspond with trends for workers' compensation payments. The general liability reserve will be invested in intermediate high-quality securities. A single repurchase agreement may be used if disbursements are allowed in the amount necessary to satisfy any expenditure request; this investment structure is commonly referred to as a flexible repurchase agreement. Large settlements are usually known far enough in advance to accommodate this type of investment. Additionally, due to current regulations governing allowable investment yield on unexpended bond proceeds, municipal securities may be used in this fund in circumstances where interest earnings would otherwise be "rebated" to the federal government.

### **Marketability**

Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement.

### **Diversification**

Investment maturities will be staggered throughout the budget cycle.

### **Yield**

Attaining a competitive market yield for comparable highly secure securities will be the objective. The benchmark or target yield will be the six-month US Treasury bill rate as determined at the weekly auctions, calculated on a monthly basis.

### **Maturity Restriction**

Investments with final stated maturities beyond five years will be prohibited.

**ERRORS AND OMISSIONS FUNDS**

These funds are collected by the District and County Clerks to provide protection from liability for errors and omissions. These funds replace commercially available insurance. Claims against this fund and new cash inflows are infrequent.

**Suitability**

Any investment authorized by the policy is suitable for this portfolio.

**Preservation of Principal**

All investments will be in high quality securities with no perceived default risk. Market risk will be minimized by managing the weighted average days to maturity for the Errors and Omissions fund to less than 365 days.

**Liquidity**

Unexpected significant cash requirements in this fund are rare. Investments will be scheduled beginning with six months maturities. Incoming cash receipts will be added to investment pools or mutual funds for unexpected cash needs.

**Diversification**

The maturity of fixed rate investments will be staggered.

**Yield**

Attaining a competitive market yield for comparable highly secure securities will be the objective. The benchmark or target yield will be the six months US Treasury bill rate as determined at the weekly auctions, calculated on a monthly basis.

**Maturity Restriction**

Investments with final stated maturities beyond five years will be prohibited.



**LIST OF AUTHORIZED MUTUAL FUNDS AND INVESTMENT POOLS  
FOR INVESTMENT OF COUNTY FUNDS**

INVESTMENT POOLS

TEXPOOL  
LOGIC  
LONE STAR  
TEXAS CLASS  
TEXSTAR

MUTUAL FUNDS

NONE.

**LIST OF APPROVED BANKS AND BROKER/DEALERS FOR  
INVESTMENT-OF COUNTY FUNDS**

UBS FINANCIAL SERVICES (PAINWEBBER)  
CITIGROUP GLOBAL MARKETS (SMITH BARNEY)  
CANTOR FITZGERALD  
MULTI-BANK SECURITIES, INC.

**GLOSSARY**

**BROKER:** A broker brings buyers and sellers together for a. commission paid by the initiator of the transaction or by both sides.

**COLLATERAL:** Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

**COUNTERPARTY:** Another party to a transaction. In the case of deposits and investments made by governmental entities, a counterparty could be the issuer of a security, a financial institution holding a deposit, a broker-dealer selling securities, or a third-party holding securities or collateral.

**DEALER:** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for the dealer's own account.

**DELIVERY VERSUS PAYMENT:** There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities.

**FEDERAL HOME LOAN BANKS:** The institutions that regulate and lend to savings and loan associations.

**FEDERAL HOME LOAN MORTGAGE CORPORATION (FHLMC):** A U.S. Corporation and instrumentality of the U.S. Government. Through its purchases of conventional mortgages, it provides liquidity to the mortgage markets, much like FNMA. FHLMC's securities are highly liquid and widely accepted. FHLMC assumes and guarantees that all security holders will receive timely payment of principal and interest.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA):** FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing & Urban Development. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**FEDERAL RESERVE SYSTEM:** The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., 12 Regional Banks and about 5,700 commercial banks that are members of the system.

**FEDERAL FARM CREDIT BANK (FFCB):** The Farm Credit Administration which operates as an independent agency of the U.S. government, oversees the Farm Credit System, which operates in all states plus Puerto Rico. Under this system, the country is divided into 12 farm credit districts. In each, there is a Federal Land Bank, a Federal Intermediate Credit Bank, and a Bank for Cooperatives; each bank supplies specific types of credit to qualified borrowers in its district. Since January 1979, the 36 banks plus a Central Bank for Cooperatives have obtained funds by issuing securities on a consolidated basis under the name of the Federal Farm Credit Bank (FFCB). All bonds and notes issued by the FFCB must be secured by acceptable collateral in the form of cash, Treasury securities, and notes or other obligations of borrowers from these banks. Although FFCB securities are not guaranteed either directly or indirectly by the U.S. government, nevertheless, given the semiofficial status of the FFCB's and the government's high sensitivity to farmers' needs, it is highly unlikely that the government would permit a FFCB default.

**GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA. or Ginnie Mae):** Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations and other institutions. Security holder is protected by full faith and credit of the U.S. Government.

**LIQUIDITY:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value.

**MASTER REPURCHASE AGREEMENT:** A written contract covering all future transactions between the parties to repurchase-reverse repurchase agreements that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

**MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.

**PORTFOLIO:** Collection of securities held by an investor.

**PRIMARY DEALER:** A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight.

**RATE OF RETURN:** The yield obtainable on a security, based on its purchase price or its current market price.

**REPURCHASE AGREEMENT:** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate the buyer for this. Dealers use repurchase agreements extensively to finance their positions.

**SAFEKEEPING:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held for protection.

**STUDENT LOAN MARKETING ASSOCIATION (SLMA):** "Sallie Mae" is a publicly traded stock company that guarantees securities backed by pools of student loans traded in secondary markets. SLMA's guarantee carries the full faith and credit of the U.S. government. SLMA was created in 1972 to increase the availability of educational loans to institutions of higher learning.

**TREASURY BILL:** A discount security issued by the U.S. Treasury to finance the national debt that matures from three months to one year.

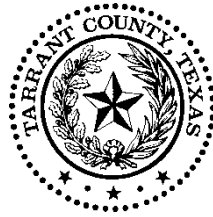
**TREASURY BONDS:** Long-term U.S. Treasury securities having initial maturities of more than ten years.

**TREASURY NOTES:** Intermediate term U.S. Treasury securities having initial maturities of from one to ten years.

**YIELD:** The rate of annual income-return on an investment, expressed as a percentage. INCOME YIELD is obtained by dividing the current dollar income by the current market price for the security. NET YIELD OR YIELD TO MATURITY is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the security.

**LIST OF APPROVED TRAINING PROVIDERS**

UNIVERSITY OF NORTH TEXAS  
ANY STATE UNIVERSITY  
TEXAS ASSOCIATION OF COUNTY AUDITORS  
TEXAS ASSOCIATIONS OF COUNTIES  
GOVERNMENT TREASURERS' ORGANIZATION OF TEXAS  
GOVERNMENT FINANCE OFFICERS ASSOCIATION  
ANY ADVISOR THAT IS A REGISTERED CPE SPONSOR THROUGH THE STATE BOARD OF PUBLIC  
ACCOUNTANCY



# TARRANT COUNTY

## RESERVE AND EXCESS CASH BALANCES POLICY

1 **I. POLICY STATEMENT**

2  
3 The Tarrant County Commissioners Court, being the policy development and  
4 budgetary control unit of county government, has formulated a policy to protect  
5 the health and stability of county government by maintaining adequate reserve  
6 balances and determining the utilization of excess cash balances.  
7

8 **II. DEFINITIONS**

9  
10 Reserves are used to ensure short-term cash flow requirements are met, protect  
11 the County's creditworthiness, ensure the ability to effectively react with existing  
12 resources in the event of extraordinary, unusual or infrequent events of a  
13 material nature, and to maintain service levels in the event that an economic  
14 downturn should cause a shortfall in revenue.  
15

16 Undesignated expense is a budget allocation that provides the ability to address  
17 unforeseen needs without having an impact on reserves. Since direct  
18 expenditures are not made from the undesignated expense budget line item,  
19 expense budget adjustments are presented to the Commissioners Court for  
20 approval so funds are transferred to a specific expense budget line item(s).  
21

22 Contingency expense and revenue are budget allocations that allow the County  
23 to recognize unplanned revenue that may be received during the year. If there is  
24 not a corresponding contingency expense associated with the recognized  
25 contingency revenue, the offsetting contingency expense allocation is moved to  
26 the undesignated expense budget line item.  
27

28 Estimated cash carryforward is calculated during the annual budget process as  
29 cash available from the current fiscal year that is a resource for the upcoming  
30 fiscal year. The calculation considers actual cash carryforward from the previous  
31 fiscal year, plus estimated revenues for the current fiscal year, less estimated  
32 expenses (including encumbrances) for the current fiscal year.  
33

1 Actual cash carryforward is determined after the previous fiscal year is  
2 substantially closed and is calculated using the actual cash balance as of the end  
3 of the fiscal year, plus short-term receivables, less short-term liabilities, less  
4 remaining encumbrances.

5  
6 **III. POLICY GUIDELINES**

7  
8 A. Reserves.

9  
10 1. General Fund and Road and Bridge Fund – Tarrant County’s goal  
11 is to maintain a budgeted reserve in the General Fund of at least  
12 10% of the combined operating expense budget of the General and  
13 Road and Bridge Funds. The combined operating expense budget  
14 will be calculated using the overall expense budget less reserves,  
15 undesignated expense, contingency expense, operating transfers  
16 to capital funds, Employee Group Insurance Fund allocations and  
17 Workers Compensation Fund allocations.

18  
19 2. Debt Service Fund – Tarrant County’s goal is to maintain a  
20 budgeted reserve in the Debt Service Fund of at least \$1,000,000.

21  
22 3. Self-Insurance Fund – Tarrant County’s goal is to maintain a  
23 budgeted reserve in the Self-Insurance Fund of at least \$1,000,000.

24  
25 4. Workers Compensation Fund – Tarrant County will maintain a  
26 budgeted reserve in the Workers Compensation Fund of at least  
27 \$1,000,000.

28  
29 5. Employee Group Insurance Fund – During the annual budget  
30 process, Tarrant County will evaluate and determine the budgeted  
31 reserve in the Employee Group Insurance Fund based on historical  
32 and projected claims experience and the projected funding needs  
33 while considering the stability and volatility of the fund from plan  
34 year to plan year.

35  
36 B. Excess cash balances.

37  
38 1. While other components may be identified, the following major  
39 components typically make-up excess cash balances at the end of  
40 a fiscal year:

- 41  
42 • The difference between the estimated cash carryforward and  
43 the actual cash carryforward.



- The difference between budgeted reserves and the fiscal year end calculated reserves based on the established Tarrant County reserve goals.

2. The Commissioners Court may explore the use of excess cash balances available during the fiscal year. The use of excess cash balances will be for one-time expenditures that are not typically of a reoccurring nature.

#### IV. ADMINISTRATIVE GUIDELINES

- A. The County Auditor will notify the Commissioners Court during the first quarter of the subsequent fiscal year, or as soon as practical thereafter, in the event any excess cash balances are available in the General and Road and Bridge Funds.

**690 Reserve and Excess Cash Balances Policy**

Adopted: Court Order ##### (May 26, 2015)

# 2024 Tax Rate Calculation Worksheet

## Taxing Units Other Than School Districts or Water Districts

Form 50-856

Tarrant County	817.884.1100
Taxing Unit Name	Phone (area code and number)
100 E Weatherford St. Fort Worth, TX 76196	www.tarrantcounty.com
Taxing Unit's Address, City, State, ZIP Code	Taxing Unit's Website Address

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

### SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	<b>Prior year total taxable value.</b> Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). <sup>1</sup>	\$ 272,259,434,529
2.	<b>Prior year tax ceilings.</b> Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$ 32,791,316,558
3.	<b>Preliminary prior year adjusted taxable value.</b> Subtract Line 2 from Line 1.	\$ 239,468,117,971
4.	<b>Prior year total adopted tax rate.</b>	\$ 0.194500 /\$100
5.	<b>Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.</b> <div style="margin-left: 20px;"> <b>A. Original prior year ARB values:</b> ..... \$ 32,616,861,649  <b>B. Prior year values resulting from final court decisions:</b> ..... - \$ 28,192,887,470  <b>C. Prior year value loss.</b> Subtract B from A.<sup>3</sup> </div>	\$ 4,423,974,179
6.	<b>Prior year taxable value subject to an appeal under Chapter 42, as of July 25.</b> <div style="margin-left: 20px;"> <b>A. Prior year ARB certified value:</b> ..... \$ 7,331,248,226  <b>B. Prior year disputed value:</b> ..... - \$ 879,749,787  <b>C. Prior year undisputed value.</b> Subtract B from A.<sup>4</sup> </div>	\$ 6,451,498,439
7.	<b>Prior year Chapter 42 related adjusted values.</b> Add Line 5C and Line 6C.	\$ 10,875,472,618

<sup>1</sup> Tex. Tax Code §26.012(14)  
<sup>2</sup> Tex. Tax Code §26.012(14)  
<sup>3</sup> Tex. Tax Code §26.012(13)  
<sup>4</sup> Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	<b>Prior year taxable value, adjusted for actual and potential court-ordered adjustments.</b> Add Line 3 and Line 7.	\$ 250,343,590,589
9.	<b>Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2023.</b> Enter the prior year value of property in deannexed territory. <sup>5</sup>	\$ 0
10.	<p><b>Prior year taxable value lost because property first qualified for an exemption in the current year.</b> If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.</p> <p><b>A. Absolute exemptions.</b> Use prior year market value: ..... \$ 8,379,837</p> <p><b>B. Partial exemptions.</b> Current year exemption amount or current year percentage exemption times prior year value: ..... + \$ 14,964,317,664</p> <p><b>C. Value loss.</b> Add A and B.<sup>6</sup></p>	\$ 14,972,697,501
11.	<p><b>Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year.</b> Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.</p> <p><b>A. Prior year market value:</b> ..... \$ 6,358,340</p> <p><b>B. Current year productivity or special appraised value:</b> ..... - \$ 16,249</p> <p><b>C. Value loss.</b> Subtract B from A.<sup>7</sup></p>	\$ 6,342,091
12.	<b>Total adjustments for lost value.</b> Add Lines 9, 10C and 11C.	\$ 14,979,039,592
13.	<b>Prior year captured value of property in a TIF.</b> Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. <sup>8</sup> If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 5,052,134,010
14.	<b>Prior year total value.</b> Subtract Line 12 and Line 13 from Line 8.	\$ 230,312,416,987
15.	<b>Adjusted prior year total levy.</b> Multiply Line 4 by Line 14 and divide by \$100.	\$ 447,957,651
16.	<b>Taxes refunded for years preceding the prior tax year.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. <sup>9</sup>	\$ 10,195,026
17.	<b>Adjusted prior year levy with refunds and TIF adjustment.</b> Add Lines 15 and 16. <sup>10</sup>	\$ 458,152,677
18.	<p><b>Total current year taxable value on the current year certified appraisal roll today.</b> This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.<sup>11</sup></p> <p><b>A. Certified values:</b> ..... \$ 270,340,317,137</p> <p><b>B. Counties:</b> Include railroad rolling stock values certified by the Comptroller's office: ..... + \$ 59,177,382</p> <p><b>C. Pollution control and energy storage system exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: ..... - \$ 0</p> <p><b>D. Tax increment financing:</b> Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.<sup>12</sup> ..... - \$ 4,762,914,553</p> <p><b>E. Total current year value.</b> Add A and B, then subtract C and D.</p>	\$ 265,636,579,966

<sup>5</sup> Tex. Tax Code §26.012(15)  
<sup>6</sup> Tex. Tax Code §26.012(15)  
<sup>7</sup> Tex. Tax Code §26.012(15)  
<sup>8</sup> Tex. Tax Code §26.03(c)  
<sup>9</sup> Tex. Tax Code §26.012(13)  
<sup>10</sup> Tex. Tax Code §26.012(13)  
<sup>11</sup> Tex. Tax Code §26.012, 26.04(c-2)  
<sup>12</sup> Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	<b>Total value of properties under protest or not included on certified appraisal roll.</b> <sup>13</sup> <b>A. Current year taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. <sup>14</sup> ..... § 6,653,041,865 <b>B. Current year value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. <sup>15</sup> ..... + § 5,999,659,860 <b>C. Total value under protest or not certified.</b> Add A and B. § 12,652,701,725	
20.	<b>Current year tax ceilings.</b> Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. <sup>16</sup>	§ 30,630,652,603
21.	<b>Current year total taxable value.</b> Add Lines 18E and 19C. Subtract Line 20. <sup>17</sup>	§ 247,658,629,088
22.	<b>Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.</b> Include both real and personal property. Enter the current year value of property in territory annexed. <sup>18</sup>	§ 0
23.	<b>Total current year taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for the current year. <sup>19</sup>	§ 4,852,960,443
24.	<b>Total adjustments to the current year taxable value.</b> Add Lines 22 and 23.	§ 4,852,960,443
25.	<b>Adjusted current year taxable value.</b> Subtract Line 24 from Line 21.	§ 242,805,668,645
26.	<b>Current year NNR tax rate.</b> Divide Line 17 by Line 25 and multiply by \$100. <sup>20</sup>	§ 0.188691 /\$100
27.	<b>COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. <sup>21</sup>	§ 0.188691 /\$100

**SECTION 2: Voter-Approval Tax Rate**

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	<b>Prior year M&amp;O tax rate.</b> Enter the prior year M&O tax rate.	§ 0.178836 /\$100
29.	<b>Prior year taxable value, adjusted for actual and potential court-ordered adjustments.</b> Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	§ 250,343,590,589

<sup>13</sup> Tex. Tax Code §26.01(c) and (d)  
<sup>14</sup> Tex. Tax Code §26.01(c)  
<sup>15</sup> Tex. Tax Code §26.01(d)  
<sup>16</sup> Tex. Tax Code §26.012(6)(B)  
<sup>17</sup> Tex. Tax Code §26.012(6)  
<sup>18</sup> Tex. Tax Code §26.012(17)  
<sup>19</sup> Tex. Tax Code §26.012(17)  
<sup>20</sup> Tex. Tax Code §26.04(c)  
<sup>21</sup> Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	<b>Total prior year M&amp;O levy.</b> Multiply Line 28 by Line 29 and divide by \$100.	\$ 447,704,463
31.	<b>Adjusted prior year levy for calculating NNR M&amp;O rate.</b>	
	<p><b>A. M&amp;O taxes refunded for years preceding the prior tax year.</b> Enter the amount of M&amp;O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2023. This line applies only to tax years preceding the prior tax year..... + \$ 9,428,033</p> <p><b>B. Prior year taxes in TIF.</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0..... - \$ 8,473,398</p> <p><b>C. Prior year transferred function.</b> If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. .... +/- \$ 0</p> <p><b>D. Prior year M&amp;O levy adjustments.</b> Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function..... \$ 954,635</p> <p><b>E. Add Line 30 to 31D.</b></p>	\$ 448,659,098
32.	<b>Adjusted current year taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 242,805,668,645
33.	<b>Current year NNR M&amp;O rate (unadjusted).</b> Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.184781 /\$100
34.	<b>Rate adjustment for state criminal justice mandate.</b> <sup>23</sup>	
	<p><b>A. Current year state criminal justice mandate.</b> Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 9,353,847</p> <p><b>B. Prior year state criminal justice mandate.</b> Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies..... - \$ 5,451,135</p> <p><b>C. Subtract B from A and divide by Line 32 and multiply by \$100.....</b> \$ 0.001607 /\$100</p> <p><b>D. Enter the rate calculated in C. If not applicable, enter 0.</b></p>	\$ 0.001607 /\$100
35.	<b>Rate adjustment for indigent health care expenditures.</b> <sup>24</sup>	
	<p><b>A. Current year indigent health care expenditures.</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose..... \$ 0</p> <p><b>B. Prior year indigent health care expenditures.</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose..... - \$ 0</p> <p><b>C. Subtract B from A and divide by Line 32 and multiply by \$100.....</b> \$ 0.000000 /\$100</p> <p><b>D. Enter the rate calculated in C. If not applicable, enter 0.</b></p>	\$ 0.000000 /\$100

<sup>22</sup> [Reserved for expansion]

<sup>23</sup> Tex. Tax Code §26.044

<sup>24</sup> Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	<p><b>Rate adjustment for county indigent defense compensation.</b> <sup>25</sup></p> <p><b>A. Current year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose..... \$ 26,336,002</p> <p><b>B. Prior year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose..... \$ 26,164,205</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0.000070 /\$100</p> <p><b>D.</b> Multiply B by 0.05 and divide by Line 32 and multiply by \$100..... \$ 0.000538 /\$100</p> <p><b>E.</b> Enter the lesser of C and D. If not applicable, enter 0.</p>	\$ 0.000070 /\$100
37.	<p><b>Rate adjustment for county hospital expenditures.</b> <sup>26</sup></p> <p><b>A. Current year eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year..... \$ 0</p> <p><b>B. Prior year eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. .... \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0.000000 /\$100</p> <p><b>D.</b> Multiply B by 0.08 and divide by Line 32 and multiply by \$100..... \$ 0.000000 /\$100</p> <p><b>E.</b> Enter the lesser of C and D, if applicable. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
38.	<p><b>Rate adjustment for defunding municipality.</b> This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.</p> <p><b>A. Amount appropriated for public safety in the prior year.</b> Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. .... \$ 0</p> <p><b>B. Expenditures for public safety in the prior year.</b> Enter the amount of money spent by the municipality for public safety during the preceding fiscal year. .... \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100 ..... \$ 0.000000 /\$100</p> <p><b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
39.	<p><b>Adjusted current year NNR M&amp;O rate.</b> Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.</p>	\$ 0.186458 /\$100
40.	<p><b>Adjustment for prior year sales tax specifically to reduce property taxes.</b> Cities, counties and hospital districts that collected and spent additional sales tax on M&amp;O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.</p> <p><b>A.</b> Enter the amount of additional sales tax collected and spent on M&amp;O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent. .... \$ 0</p> <p><b>B.</b> Divide Line 40A by Line 32 and multiply by \$100 ..... \$ 0.000000 /\$100</p> <p><b>C.</b> Add Line 40B to Line 39.</p>	\$ 0.186458 /\$100
41.	<p><b>Current year voter-approval M&amp;O rate.</b> Enter the rate as calculated by the appropriate scenario below.</p> <p><b>Special Taxing Unit.</b> If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08.</p> <p style="text-align: center;">- or -</p> <p><b>Other Taxing Unit.</b> If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.</p>	\$ 0.192984 /\$100

<sup>25</sup> Tex. Tax Code §26.0442  
<sup>26</sup> Tex. Tax Code §26.0443



Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<p><b>Disaster Line 41 (D41): Current year voter-approval M&amp;O rate for taxing unit affected by disaster declaration.</b> If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of:</p> <p>1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or</p> <p>2) the third tax year after the tax year in which the disaster occurred.</p> <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. <sup>27</sup> If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p>	\$ 0.000000 /\$100
42.	<p><b>Total current year debt to be paid with property taxes and additional sales tax revenue.</b> Debt means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes;</p> <p>(2) are secured by property taxes;</p> <p>(3) are scheduled for payment over a period longer than one year; and</p> <p>(4) are not classified in the taxing unit's budget as M&amp;O expenses.</p> <p><b>A. Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. <sup>28</sup></p> <p>Enter debt amount ..... \$ 43,742,629</p> <p><b>B. Subtract unencumbered fund amount</b> used to reduce total debt. .... - \$ 0</p> <p><b>C. Subtract certified amount spent from sales tax to reduce debt</b> (enter zero if none) ..... - \$ 0</p> <p><b>D. Subtract amount paid</b> from other resources ..... - \$ 0</p> <p><b>E. Adjusted debt.</b> Subtract B, C and D from A. .... \$ 43,742,629</p>	\$ 43,742,629
43.	<b>Certified prior year excess debt collections.</b> Enter the amount certified by the collector. <sup>29</sup>	\$ 0
44.	<b>Adjusted current year debt.</b> Subtract Line 43 from Line 42E.	\$ 43,742,629
45.	<p><b>Current year anticipated collection rate.</b></p> <p><b>A.</b> Enter the current year anticipated collection rate certified by the collector. <sup>30</sup> ..... 100.00 %</p> <p><b>B.</b> Enter the prior year actual collection rate..... 99.38 %</p> <p><b>C.</b> Enter the 2022 actual collection rate. .... 100.48 %</p> <p><b>D.</b> Enter the 2021 actual collection rate. .... 99.94 %</p> <p><b>E.</b> If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. <sup>31</sup></p>	100.00 %
46.	<b>Current year debt adjusted for collections.</b> Divide Line 44 by Line 45E.	\$ 43,742,629
47.	<b>Current year total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 247,658,629,088
48.	<b>Current year debt rate.</b> Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.017662 /\$100
49.	<b>Current year voter-approval M&amp;O rate plus current year debt rate.</b> Add Lines 41 and 48.	\$ 0.210646 /\$100
D49.	<p><b>Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration.</b> Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.</p>	\$ 0.000000 /\$100

<sup>27</sup> Tex. Tax Code §26.042(a)  
<sup>28</sup> Tex. Tax Code §26.012(7)  
<sup>29</sup> Tex. Tax Code §26.012(10) and 26.04(b)  
<sup>30</sup> Tex. Tax Code §26.04(b)  
<sup>31</sup> Tex. Tax Code §526.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.210646 /\$100

**SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes**

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	<b>Taxable Sales.</b> For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller’s estimate of taxable sales for the previous four quarters. <sup>32</sup> Estimates of taxable sales may be obtained through the Comptroller’s Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
52.	<b>Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. <sup>33</sup> <b>Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year.</b> Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. <sup>34</sup> - or - <b>Taxing units that adopted the sales tax before November of the prior year.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 0
53.	<b>Current year total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 247,658,629,088
54.	<b>Sales tax adjustment rate.</b> Divide Line 52 by Line 53 and multiply by \$100.	\$ 0.000000 /\$100
55.	<b>Current year NNR tax rate, unadjusted for sales tax.</b> <sup>35</sup> Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.188691 /\$100
56.	<b>Current year NNR tax rate, adjusted for sales tax.</b> <b>Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year.</b> Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.188691 /\$100
57.	<b>Current year voter-approval tax rate, unadjusted for sales tax.</b> <sup>36</sup> Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.210646 /\$100
58.	<b>Current year voter-approval tax rate, adjusted for sales tax.</b> Subtract Line 54 from Line 57.	\$ 0.210646 /\$100

**SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control**

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit’s expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	<b>Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ. <sup>37</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>38</sup>	\$ 0
60.	<b>Current year total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 247,658,629,088
61.	<b>Additional rate for pollution control.</b> Divide Line 59 by Line 60 and multiply by \$100.	\$ 0.000000 /\$100

<sup>32</sup> Tex. Tax Code §26.041(d)

<sup>33</sup> Tex. Tax Code §26.041(f)

<sup>34</sup> Tex. Tax Code §26.041(d)

<sup>35</sup> Tex. Tax Code §26.04(c)

<sup>36</sup> Tex. Tax Code §26.04(c)

<sup>37</sup> Tex. Tax Code §26.045(d)

<sup>38</sup> Tex. Tax Code §26.045(i)



Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	<b>Current year voter-approval tax rate, adjusted for pollution control.</b> Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.210646 /\$100

**SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate**

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.<sup>39</sup> The Foregone Revenue Amount for each year is equal to that year’s adopted tax rate subtracted from that year’s voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year’s current total value.<sup>40</sup>

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;<sup>41</sup>
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);<sup>42</sup> or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.<sup>43</sup>

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.<sup>44</sup>

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	<b>Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value</b>	
	A. Voter-approval tax rate (Line 67) .....	\$ 0.241578 /\$100
	B. Unused increment rate (Line 66) .....	\$ 0.023779 /\$100
	C. Subtract B from A .....	\$ 0.217799 /\$100
	D. Adopted Tax Rate .....	\$ 0.194500 /\$100
	E. Subtract D from C .....	\$ 0.023299 /\$100
	F. 2023 Total Taxable Value (Line 60) .....	\$ 247,118,800,351
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 57,576,209
64.	<b>Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value</b>	
	A. Voter-approval tax rate (Line 67) .....	\$ 0.232794 /\$100
	B. Unused increment rate (Line 66) .....	\$ 0.010136 /\$100
	C. Subtract B from A .....	\$ 0.222658 /\$100
	D. Adopted Tax Rate .....	\$ 0.224000 /\$100
	E. Subtract D from C .....	\$ -0.001342 /\$100
	F. 2022 Total Taxable Value (Line 60) .....	\$ 223,832,507,524
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 0
65.	<b>Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value</b>	
	A. Voter-approval tax rate (Line 67) .....	\$ 0.239136 /\$100
	B. Unused increment rate (Line 66) .....	\$ 0.000000 /\$100
	C. Subtract B from A .....	\$ 0.239136 /\$100
	D. Adopted Tax Rate .....	\$ 0.229000 /\$100
	E. Subtract D from C .....	\$ 0.010136 /\$100
	F. 2021 Total Taxable Value (Line 60) .....	\$ 198,451,060,196
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 20,114,999
66.	<b>Total Foregone Revenue Amount.</b> Add Lines 63G, 64G and 65G	\$ 77,691,208 /\$100
67.	<b>2024 Unused Increment Rate.</b> Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.031370 /\$100
68.	<b>Total 2024 voter-approval tax rate, including the unused increment rate.</b> Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.242016 /\$100

<sup>39</sup> Tex. Tax Code §26.013(b)  
<sup>40</sup> Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)  
<sup>41</sup> Tex. Tax Code §26.04(c)(2)(A) and 26.042(a)  
<sup>42</sup> Tex. Tax Code §26.0501(a) and (c)  
<sup>43</sup> Tex. Local Gov't Code §120.007(d)  
<sup>44</sup> Tex. Local Gov't Code §120.007(d)

**SECTION 6: De Minimis Rate**

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.<sup>44</sup> This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.<sup>45</sup>

Line	De Minimis Rate Worksheet	Amount/Rate
69.	<b>Adjusted current year NNR M&amp;O tax rate.</b> Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.186458 /\$100
70.	<b>Current year total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 247,658,629,088
71.	<b>Rate necessary to impose \$500,000 in taxes.</b> Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.000201 /\$100
72.	<b>Current year debt rate.</b> Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.017662 /\$100
73.	<b>De minimis rate.</b> Add Lines 69, 71 and 72.	\$ 0.204321 /\$100

**SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate**

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.<sup>48</sup>

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.<sup>49</sup>

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	<b>2023 adopted tax rate.</b> Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.194500 /\$100
75.	<b>Adjusted 2023 voter-approval tax rate.</b> Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line.  If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. <sup>50</sup> Enter the final adjusted 2023 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
76.	<b>Increase in 2023 tax rate due to disaster.</b> Subtract Line 75 from Line 74.	\$ 0.000000 /\$100
77.	<b>Adjusted 2023 taxable value.</b> Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 230,312,416,987
78.	<b>Emergency revenue.</b> Multiply Line 76 by Line 77 and divide by \$100.	\$ 0
79.	<b>Adjusted 2023 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 242,805,668,645
80.	<b>Emergency revenue rate.</b> Divide Line 78 by Line 79 and multiply by \$100. <sup>51</sup>	\$ 0.000000 /\$100

<sup>43</sup> Tex. Tax Code §26.04(c)(2)(B)

<sup>44</sup> Tex. Tax Code §26.012(8-a)

<sup>45</sup> Tex. Tax Code §26.063(a)(1)

<sup>46</sup> Tex. Tax Code §26.042(b)

<sup>47</sup> Tex. Tax Code §26.042(f)

<sup>48</sup> Tex. Tax Code §26.042(c)

<sup>51</sup> Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
<b>81.</b>	<b>Current year voter-approval tax rate, adjusted for emergency revenue.</b> Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ 0.242016 /\$100

**SECTION 8: Total Tax Rate**

Indicate the applicable total tax rates as calculated above.

- No-new-revenue tax rate.** ..... \$ 0.188691 /\$100  
As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).  
Indicate the line number used: 27
  
- Voter-approval tax rate.** ..... \$ 0.242016 /\$100  
As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).  
Indicate the line number used: 68
  
- De minimis rate.** ..... \$ 0.204321 /\$100  
If applicable, enter the current year de minimis rate from Line 73.

**SECTION 9: Taxing Unit Representative Name and Signature**

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.<sup>52</sup>

**print here** → Wendy Burgess  
 \_\_\_\_\_  
 Printed Name of Taxing Unit Representative

**sign here** → *Wendy Burgess*  
 \_\_\_\_\_  
 Taxing Unit Representative

*8-8-2024*  
 \_\_\_\_\_  
 Date

<sup>52</sup> Tex. Tax Code §§26.04(c-2) and (d-2)

