



# Nueces County, Texas Budget Transfer Form

RECEIVED  
NUECES COUNTY AUDITOR  
2017 APR 14 AM 3:28

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 1760 Department Name: Robstown Community Building  
(Please prepare a separate request for each department)

Key Code	Account Name	Increase	Decrease
5260	Maint & Repair - Bldg & Grounds		1,000
5240	Maint & Repair - Equip & Veh	1,000	
<b>TOTALS</b>		<u>1,000</u>	<u>1,000</u>

This budget transfer is necessary to:

- Cover outstanding purchase orders
- To balance line item categories until end of fiscal year
- To cover temporary employees
- Other **Cover items needed for necessary expenses.**

Contact Person: Janie Hernandez

Telephone No: 361-387-5904

*Edward Herrera*  
Signature of Official/Dept. Head

4/13/17  
Date

*[Signature]*  
County Auditor's Office

4/18/17  
Date

Budget Change Order BC012

**Notificaton of Commissioners Court Action:**

Approved by the Commissioner's Court on \_\_\_\_\_

Revised & Approved by the Commissioner's Court on \_\_\_\_\_

Disapproved by the Commissioner's Court on \_\_\_\_\_

County Auditors Office \_\_\_\_\_ Date \_\_\_\_\_



## Nueces County, Texas Budget Transfer Form

**The Honorable Commissioner's Court:**

Please approve the following budget transfer request for:

Department No. 3150 Department Name: County Court at Law 5  
 (Please prepare a separate request for each department)

Key Code	Account Name	<u>Increase</u>	<u>Decrease</u>
5210	Office Expense & Supplies		383.00
5441	Insurance Expense		717.00
5540	Travel	1,100.00	
TOTALS		<u>1,100.00</u>	<u>1,100.00</u>

This budget transfer is necessary to:

To cover expense for travel to attend guardianship conference in San Antonio

Contact Person: Lisa Davis, Budget Accountant *RAD* Telephone No: 0558

*[Signature]*  
 Signature of Official/Dept. Head \_\_\_\_\_ Date \_\_\_\_\_

Recommended by:  
Lisa Davis, Budget Accountant *RAD* 4/13/2017 Budget Change Order BC012  
 County Auditors Office \_\_\_\_\_ Date \_\_\_\_\_

**Notification of Commissioners Court Action:**

Approved by the Commissioner's Court on \_\_\_\_\_  
 Revised & Approved by the Commissioner's Court on \_\_\_\_\_  
 Disapproved by the Commissioner's Court on \_\_\_\_\_

\_\_\_\_\_  
 County Auditors Office Date



# Nueces County, Texas Budget Transfer Form

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. \_\_\_\_\_ Department Name: Multiple Departments  
(Please prepare a separate request for each department)

Department	Key Code	Account Name	Increase	Decrease
3250	5123	Salaries - Regular		8,470.00
3250	5150	Employee Benefits		2,730.00
3300	5123	Salaries - Regular	67,760.00	
3300	5150	Employee Benefits	21,840.00	
3310	5123	Salaries - Regular		8,470.00
3310	5150	Employee Benefits		2,730.00
3320	5123	Salaries - Regular		8,470.00
3320	5150	Employee Benefits		2,730.00
3340	5123	Salaries - Regular		8,470.00
3340	5150	Employee Benefits		2,730.00
Sub-Total of Page 1			<u>89,600.00</u>	<u>44,800.00</u>

This budget transfer is necessary to:

Reallocate Salary & Benefits for the two Roving Court Reports that were transferred to department 3300 that were previously budgeted in the Magistrate and all of the District Courts, excluding the 105th. Positions transferred effective 3/25/17. The reclassification and transfer of employees was approved by Commissioners Court on 3/21/17 (Agenda Item 4.A.1).

Contact Person: Lisa Davis, Budget Accountant *[Signature]* Telephone No: EXT 0558

Signature of Official/Dept. Head: *[Signature]* Date: \_\_\_\_\_

Recommended by: Lisa Davis, Budget Accountant *[Signature]* Date: 4/7/17 Budget Change Order BCO 12  
County Auditors Office

Notification of Commissioners Court Action:  
Approved by the Commissioner's Court on \_\_\_\_\_  
Revised & Approved by the Commissioner's Court on \_\_\_\_\_  
Disapproved by the Commissioner's Court on \_\_\_\_\_

County Auditors Office \_\_\_\_\_ Date \_\_\_\_\_



# Nueces County, Texas Budget Transfer Form

**The Honorable Commissioner's Court:**

Please approve the following budget transfer request for:

Department No. \_\_\_\_\_ Department Name: Multiple Departments  
 (Please prepare a separate request for each department)

Department	Key Code	Account Name	<u>Increase</u>	<u>Decrease</u>
3350	5123	Salaries - Regular		8,470.00
3350	5150	Employee Benefits		2,730.00
3360	5123	Salaries - Regular		8,470.00
3360	5150	Employee Benefits		2,730.00
3370	5123	Salaries - Regular		8,470.00
3370	5150	Employee Benefits		2,730.00
3380	5123	Salaries - Regular		8,470.00
3380	5150	Employee Benefits		2,730.00
Sub-Total of Page 2			-	44,800.00
<b>COMBINED TOTAL</b>			<u>89,600.00</u>	<u>89,600.00</u>

This budget transfer is necessary to:

Reallocate Salary & Benefits for the two Roving Court Reports that were transferred to department 3300 that were previously budgeted in the Magistrate and all of the District Courts, excluding the 105th. Positions transferred effective 3/25/17.

The reclassification and transfer of employees was approved by Commissioners Court on 3/21/17 (Agenda Item 4.A.1).

Contact Person: Lisa Davis, Budget Accountant *[Signature]* Telephone No: EXT 0558

Signature of Official/Dept. Head: *[Signature]* Date: \_\_\_\_\_

Recommended by: Lisa Davis, Budget Accountant *[Signature]* Date: 4/7/17 Budget Change Order BCO 12  
 County Auditors Office

**Notification of Commissioners Court Action:**

Approved by the Commissioner's Court on \_\_\_\_\_  
 Revised & Approved by the Commissioner's Court on \_\_\_\_\_  
 Disapproved by the Commissioner's Court on \_\_\_\_\_

County Auditors Office \_\_\_\_\_ Date \_\_\_\_\_

Commissioners Court - Special

4. A. 1.

Meeting Date: 03/21/2017

Court Reporters Salary Adjustment

Department: Commissioners Court Admin

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Information

## RECOMMENDATION

Discuss and consider request for increases to Court Reporter salaries to enable timely filling of vacant Court Reporter positions.

## BACKGROUND

## DISCUSSION

Over the last several years it has been increasingly more difficult to hire Court Reporters to fill vacant positions. Several positions have taken upwards to nine months to fill. Compounding this inability to attract certified Court Reporters is absence of private contract Court Reporters as well. Nueces County's starting salary for Court Reporters is \$48,880 while neighboring counties have starting salaries of \$65,000 and higher.

The District Courts cannot convene without a certified Court Reporter being present. The Courts believe they will reach a crisis very soon unless salaries for Court Reporters are increased to a more competitive level. Recently one Court could not convene for three days due to not having a Court Reporter.

It is recommended that the starting salary for Court Reporters be increased to \$65,249.60 and that the existing Court Reporter salaries also be adjusted. To offset the cost of this increase the District Judges will eliminate two roving Court Reporter positions.

The fiscal impact for the remainder of this fiscal year will be at most \$84,000. This will not require any additional appropriation for this year due to salary funding being available from the vacancies during the first six months of the year.

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Nueces County, Texas  
Budget Transfer Form

RECEIVED  
NUECES COUNTY CLERK  
2018 MAR 31 AM 10:20

The Honorable Commissioner's Court:

Please approve the following budget transfer request for:

Department No. 3610 Department Name: Justice of the Peace Pct. 1 P12  
(Please prepare a separate request for each department)

Key Code	Account Name	Increase	Decrease
<u>3610-5340</u>	<u>Travel</u>		<u>750<sup>00</sup></u>
<u>3610-5300</u>	<u>Professional Services</u>	<u>750<sup>00</sup></u>	
TOTALS		<u>750<sup>00</sup></u>	<u>750<sup>00</sup></u>

This budget transfer is necessary to:

Need monies in professional services Department to cover Registration fees for Legislative Update workshop. Workshop is local and there will not be Travel expenses requested for attendance to this workshop.

Contact Person: Beatrice C. Molina Telephone No: 361-888-0526

Signature of Official/Dept. Head: [Signature] Date: 3-30-17 BCO12

Recommended by: [Signature] Date: 4/18/17 Budget Change Order: BCO12  
County Auditors Office

Notification of Commissioners Court Action:

Approved by the Commissioner's Court on \_\_\_\_\_  
Revised & Approved by the Commissioner's Court on \_\_\_\_\_  
Disapproved by the Commissioner's Court on \_\_\_\_\_

County Auditors Office \_\_\_\_\_ Date \_\_\_\_\_



# Nueces County, Texas Budget Transfer Form

RECEIVED  
NUECES COUNTY CLERK  
2017 APR -5 AM 10:20

**The Honorable Commissioner's Court:**

Please approve the following budget transfer request for:

Department No. 0181 Department Name: Beach Improvement Fund  
 (Please prepare a separate request for each department)

Key Code	Account Name	<u>Increase</u>	<u>Decrease</u>
5350	Reserve Appropriation		14,000.00
5300	Professional Services	14,000.00	
<b>TOTALS</b>		<b>14,000.00</b>	<b>14,000.00</b>

This budget transfer is necessary to:

Additional funds are needed to cover the professional services for consulting work related to the British Petroleum (BP) Deepwater Horizon (DWH) restoration funding.

Contact Person: Alana Scott

Telephone No: 361-960-6428

Signature of Official/Dept. Head *[Handwritten Signature]*

Date 4/5/17

Recommended by: *[Handwritten Signature]*

4/18/17

Budget Change Order 30012

County Auditors Office

Date

**Notification of Commissioners Court Action:**

Approved by the Commissioner's Court on \_\_\_\_\_  
 Revised & Approved by the Commissioner's Court on \_\_\_\_\_  
 Disapproved by the Commissioner's Court on \_\_\_\_\_

County Auditors Office \_\_\_\_\_ Date \_\_\_\_\_