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IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY
FOR THE YEAR 2013

On this the 29th day of January 2012, the Commissioners' Court, with the following members being present:

Robert E. Hebert - County Judge
Richard Morrison - Commissioner Precinct #1
Grady Prestage - Commissioner Precinct #2
Andy Meyers - Commissioner Precinct #3
James Patterson - Commissioner Precinct #4

The following proceedings were had, to-wit,

THAT WHEREAS, theretofore, on September 11, 2012, the Court heard and approved the budget for the year 2013 for Fort Bend County; and

WHEREAS, on proper application, the Commissioners' Court has transferred an existing budget surplus to a budget of a similar kind and fund. The transfer does not increase the total of the budget.

The following transfers to said budget are hereby authorized:

Department Name: Bail Bond Board Accounting Unit: 100460100

TRANSFER TO:

ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT
Temp./Part-time	61100	\$ 3,400
Payroll Taxes	62000	\$ 260
WC/Unemployment	62300	\$ 40
TOTAL TRANSFERRED TO:		\$ 3,700

TRANSFER FROM:

ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT
Non-Departmental Contingency	66500	\$ 3,700
TOTAL TRANSFERRED FROM:		\$ 3,700

EXPLANATION: Transfer to 100460100 from 100409100 for essential clerical support of Bail Bond Board office

Department Head: Sara Rosas Boone Date: 29-Jan-13

*** USE WHOLE DOLLAR AMOUNTS ONLY ***

THE COUNTY OF FORT BEND

BY:

Robert E. Hebert
Robert E. Hebert, County Judge

☐ GL Transfer
☐ AC Transfer

Bail Bond Board Request for Temp Position for Agenda January 29, 2013

34 weeks x 10 hours/week x \$10/hour = \$3,400

61100 Temp./Part-time \$3,400

62000 Payroll Taxes \$260

62300 WC/Unemp. \$40

Total Transfer from Non-Departmental Contingency 100409100-66500 \$3,700

Agenda Item for January 29, 2013

Justification for position for Bail Bond Board office

A clerk is needed for this department. The goal is to move this office forward with the technology that would better suit this office, the county and the public which is long overdue. The County has grown tremendously and with that there have been an addition of bonding companies as well. Forty-two bonding companies have opened in the last ten years alone, not to mention the growth of all the courts. There has never been an increase in personnel in the Bail Bond office to date. There is only one employee. Every bond written for every court in Fort Bend County is entered at the Bail Bond Board office from felonies to municipal offenses, and also includes offenses of defendants arrested out of county and bonded by licensed here in Fort Bend. The data entry is extremely time consuming but is necessary for reporting purposes and for monitoring the liability limits of the bonding companies and reporting to the Bail Bond Board. The issue is that there is too much time being spent on data entry and filing and processing that is not spent on the administration of the office and dealing with many other important issues. In the event that something unforeseen should happen to the one employee of the office there is no one to cover the office for any reason. Should there be an emergency there is no person who could sit and answer the phones, questions, or process daily tasks. This problem was addressed last year by the Office of Emergency Management. If there were an extended leave this person would have knowledge of the duties and could assist as a back-up in the event of an emergency. A simple week of vacation right now would hinder this office tremendously. It would bring the office to a complete halt. There would be no way to accomplish anything further without assistance in this office.

This has been an unaddressed issue by this department. The advancement of technology has not been utilized to make this office efficient and productive, and the current administration looks forward to making great progress for the office in the near future, with the assistance that's badly needed.

The request is for 34 weeks, 10 hours per week at \$10 per hour for a temporary clerk through the rest of this budget year. I will be honest and say that I will be making the request during the budget process to add a part time or a temporary person as I do my research to see what will best fit the long term of this office to the budget as well, but at this time it's not possible to wait that long.