

33rd & 424th JUDICIAL DISTRICT COURTS

ADMINISTRATIVE ORDER

SETTING COMPENSATION AND EXPENSES OF

AUDITOR AND ASSISTANTS OF BURNET COUNTY

On the 31st day of August, 2020, a public hearing was held in the District Courtroom #1, Burnet County Courthouse Annex, 1701 East Polk (Highway 29 East), Texas 78611, pursuant to Section 152.905, Texas Local Government Code, for the following purposes:

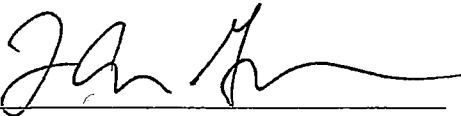
1. Setting the annual amount of compensation and travel allowances of the county auditor and assistant auditor in Burnet County for the 2020/2021 fiscal year.

After hearing and considering the testimony, evidence, questions, and comments of all persons appearing at the hearing;

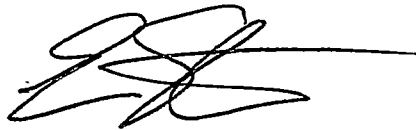
It is **ORDERED** for the fiscal year 2020/2021 that the salaries of the Auditor and Assistants, as set out in Schedule 1 attached hereto and made a part hereof as if set out in full herein, be paid in equal monthly installments and the travel expenses and other allowances, as set out therein, be paid, as incurred, from the General Fund of Burnet County, Texas.

It is further **ORDERED** that the District Clerk of Burnet County file this Order and certify same to the Commissioners' Court of said county, and that said Commissioners' Court shall cause this Order to be recorded in its minutes. Transcription of the public hearing of August 31, 2020, together with all documentary and/or written evidence introduced at said hearing are ordered to be filed in the office of the District Clerk of Burnet County, Texas, and maintained as a public record as part of this Order.

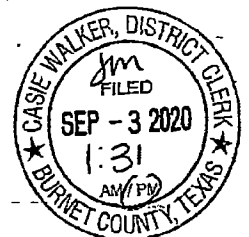
Signed this 31st day of August, 2020.



Allan Garrett
Presiding Judge
33RD Judicial District



Evan Stubbs
Presiding Judge
424TH Judicial District Court



I, Casie Walker, Burnet County District Clerk, hereby certify that the foregoing
Administrative Order was submitted to the Commissioners Court of Burnet County, Texas, on the
3rd day of September, ~~2013~~, for recording in the minutes of said Court.

2020



Casie Walker

Casie Walker
District Clerk
Burnet County, Texas



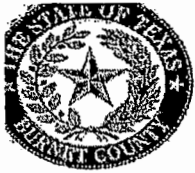
Burnet County, TX

Burnet Auditor
FY21 ADOPTED BUDGET

For Fiscal: 10/2020-09/2021 Period Ending: 10/31/2020

Account Number	Account Name	10/2018-09/2019 FY 2019 ACTUAL	10/2019-09/2020 FY 2020 BUDGET	10/2020-09/2021 FY 2021 ADOPTED
Fund: 100 - GENERAL				
Expense				
Department: 4950 - COUNTY AUDITOR				
SubCategory: 100 - SALARIES AND WAGES				
100-4950-1020	APPOINTED OFFICIAL	58,847.20	91,800.00	93,636.00
Budget Notes				
Budget Code				
FY 2021 ADOPTED				
Description				
Auditor/Purchasing Agent (see also dept 4960)				
100-4950-1030	ASSISTANTS/CHIEF DEPUTY	177,843.04	0.00	0.00
100-4950-1040	ASSISTANTS	52,085.67	321,633.00	345,135.00
Budget Detail				
Budget Code				
FY 2021 ADOPTED				
Description				
1st Assistant				
Accounting Manager				
Grant Administrator				
Internal Auditor				
Sr. Internal Auditor				
100-4950-1050	CLERK/SUPPORT STAFF	82,627.77	0.00	0.00
100-4950-1100	LONGEVITY	900.00	900.00	1,050.00
100-4950-1930	33RD FISCAL OFFICER COMP	6,097.97	6,281.16	6,406.78
Budget Detail				
Budget Code				
FY 2021 ADOPTED				
Description				
FSF-ACCOUNTING MANAGER				
FSF-AP AUDITOR				
100-4950-1990	OVERTIME	173.92	500.00	500.00
Total SubCategory: 100 - SALARIES AND WAGES:		378,575.57	421,114.16	446,727.78
SubCategory: 120 - BENEFITS				
100-4950-2010	FICA/MDCR	26,992.94	32,170.00	34,300.00
100-4950-2020	GROUP INSURANCE	68,651.73	74,711.00	74,711.00
100-4950-2030	RETIREMENT	41,623.40	47,685.00	52,000.00
100-4950-2040	WORKERS COMP INSURANCE	1,211.38	1,417.00	1,570.00
100-4950-2050	UNEMPL INSURANCE	815.78	990.00	1,120.00
100-4950-2070	SUPPLEMENTAL DEATH BENEFIT	1,172.76	1,400.00	1,350.00
Total SubCategory: 120 - BENEFITS:		140,467.89	158,373.00	165,051.00
SubCategory: 300 - SUPPLIES				
100-4950-3300	OPERATING SUPPLIES	522.35	1,700.00	1,700.00
Total SubCategory: 300 - SUPPLIES:		522.35	1,700.00	1,700.00
SubCategory: 400 - OTHER CHARGES & SERVICES				
100-4950-4250	TRAVEL/MILEAGE	393.64	400.00	400.00
100-4950-4270	CONFERENCE/DUES/TRAINING	3,496.86	4,500.00	4,500.00
100-4950-4350	PRINTING/BINDING	756.72	1,000.00	1,000.00
Total SubCategory: 400 - OTHER CHARGES & SERVICES:		4,647.22	5,900.00	5,900.00
SubCategory: 500 - CAPITAL OUTLAY				
100-4950-5750	MACH/EQUIP (INVENTORIED)	610.82	0.00	0.00
Total SubCategory: 500 - CAPITAL OUTLAY:		610.82	0.00	0.00
Total Department: 4950 - COUNTY AUDITOR:		524,823.95	587,087.16	619,378.78

Account Number	Account Name	10/2018-09/2019 FY 2019 ACTUAL	10/2019-09/2020 FY 2020 BUDGET	10/2020-09/2021 FY 2021 ADOPTED
Department: 4960 - PURCHASING				
SubCategory: 100 - SALARIES AND WAGES				
100-4960-1020	APPOINTED OFFICIAL	4,992.00	5,100.00	5,202.00
Budget Notes				
Budget Code	Description			
FY 2021 ADOPTED	Auditor/Purchasing Agent (see also dept 4950)			
100-4960-1030	ASSISTANTS/CHIEF DEPUTY	104.21	0.00	0.00
100-4960-1040	CLERK/SUPPORT STAFF	31,088.82	42,114.00	51,480.00
Budget Detail				
Budget Code	Description		Units	Price
FY 2021 ADOPTED	Chief Purchasing Deputy		1.00	51,480.00
				Amount
100-4960-1100	LONGEVITY	450.00	0.00	0.00
Total SubCategory: 100 - SALARIES AND WAGES:		36,635.03	47,214.00	56,682.00
SubCategory: 120 - BENEFITS				
100-4960-2010	FICA/MDCR	2,770.96	3,604.00	4,350.00
100-4960-2020	GROUP INSURANCE	6,794.77	10,656.36	10,673.00
100-4960-2030	RETIREMENT	4,044.11	5,324.00	6,590.00
100-4960-2040	WORKERS COMP INSURANCE	118.40	165.00	200.00
100-4960-2050	UNEMPL INSURANCE	76.66	106.00	150.00
100-4960-2070	SUPPLEMENTAL DEATH BENEFIT	114.17	148.00	175.00
Total SubCategory: 120 - BENEFITS:		13,919.07	20,003.36	22,138.00
Total Department: 4960 - PURCHASING:		50,554.10	67,217.36	78,820.00
Total Expense:		575,378.05	654,304.52	698,198.78
Total Revenues		0.00	0.00	0.00
Total Fund: 100 - GENERAL:		575,378.05	654,304.52	698,198.78
Report Total:		575,378.05	654,304.52	698,198.78



BURNET COUNTY AUDITOR'S OFFICE
SALARY ALLOCATION FY 2021 (Oct 1, 2020 - Sept 30, 2021)

	Pay Group	FY21 Hourly Base Rate	100-4950-1020 (Audit)	100-4960-1020 (Purchasing)	Fiscal Service Fee Supplement	FY21 Annual Salary
County Auditor	Smith		93,636.00	\$ 5,202.00		98,838.00
First Assistant County Auditor	Poppema	70 30.90	64,272.00			64,272.00
Accounting Manager	Fisher	70 30.90	64,272.00		2,792.43	67,064.43
Grant Administrator	Teague	68 28.83	59,967.00			59,967.00
Internal Auditor	Waechter	65 25.80	53,664.00			53,664.00
Internal Auditor	Cummins	65 24.75	51,480.00		3,614.35	55,094.35
Internal Auditor	Lawson	65 24.75	51,480.00			51,480.00
Assistant County Auditor - Purchasing	Dalrymple	65 24.75		\$ 51,480.00		51,480.00
Overtime			500.00			500.00
Longevity			900.00			1,050.00
			<u>\$ 440,171</u>	<u>\$ 56,682</u>	<u>\$ 6,407</u>	<u>\$ 503,410</u>

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REPORTER'S RECORD
VOLUME 1 OF 1 VOLUME

IN THE 33RD AND 424TH DISTRICT COURTS
BURNET COUNTY, TEXAS

PUBLIC HEARING REGARDING COUNTY AUDITORS FOR BURNET,
BLANCO AND LLANO COUNTIES, PURCHASING AGENT FOR BURNET
COUNTY AND COURT REPORTERS FOR THE 33RD AND 424TH
JUDICIAL DISTRICTS OF TEXAS

On the 31st day of August, 2020, the following
proceedings came on to be heard in the above-entitled
and numbered cause before the Honorable Allan Garrett,
Judge of the 33rd Judicial District and Honorable Evan
Stubbs, Judge of the 424th Judicial District, Judges
Presiding, held in Burnet, burnet County, Texas.

Proceedings reported by computerized stenotype
machine.

APPEARANCES

HONORABLE ALLAN GARRETT, Judge, 33rd District Court

HONORABLE EVAN STUBBS, Judge, 424th District Court

KARIN SMITH, Burnet County Auditor

CINDY LENT, Llano County Auditor

DAMON BEIERLE, Burnet County Commissioner, Precinct 2

LISA BELL, 33rd District Court Coordinator

STEPHANIE LARSEN, 33rd District Court Reporter

GLYN E. POAGE, CSR, RDR, CRR

1
2 (August 31, 2020, 8:13 a.m., Judge Garrett
3 appearing by phone)

4 JUDGE STUBBS: At this point it is about
5 8:15 and we're here for the public hearing on the
6 budgets and compensation for the auditors for, I guess,
7 Burnet, Blanco and Llano Counties. And we have our
8 auditor for Llano and Blanco County is present. We have
9 a court reporter taking down everything that's being
10 said.

11 We also have Damon Beierle present and --

12 AUDITOR SMITH: County Auditor for Burnet
13 County.

14 JUDGE STUBBS: Did I -- what did I -- did
15 I say Blanco? I'm sorry. Burnet County. I apologize.

16 And we have Judge Garrett present by
17 phone.

18 And so, I guess we'll just go through the
19 orders one at a time. The first is the administrative
20 order setting compensation and expenses of court
21 reporters.

22 And I guess before we go forward, the
23 courtroom is open. This was posted for a public hearing
24 and it's my understanding that anyone who wants to be
25 present is free to be here.

1 And so at this point we have the
2 administrative order for setting compensation and
3 expenses of the court reporters. And is there any
4 discussion of the proposed compensation for the court
5 reporters?

6 (No response)

7 JUDGE STUBBS: Any discussion from your
8 end?

9 MS. LARSEN: No, Your Honor. Thank you.

10 JUDGE STUBBS: Okay. Anyone else?

11 (No response)

12 JUDGE STUBBS: Not hearing any other
13 discussion, Judge Garrett, do you have a motion
14 regarding approval of the compensation and expenses for
15 the court reporters?

16 JUDGE GARRETT: Yes, I do. I make a
17 motion that we approve it, the compensation and expenses
18 as written out.

19 JUDGE STUBBS: All right. Then I'll
20 second that motion.

21 And any discussion at this point?

22 (No response)

23 JUDGE STUBBS: Hearing no discussion, then
24 the compensation and expenses for the court reporters
25 will be approved as set out in the administrative order

1 that's in front of us.

2 Then we have an administrative order
3 dealing with finding that Karin Smith is qualified to
4 serve as the County Auditor for Burnet County, and that
5 she be reappointed as the auditor for Burnet County for
6 a two-year term, effective October 1st of 2020, with
7 such annual salary as may be from time to time set by
8 the Court, payable in equal monthly installments from
9 the general funds of Burnet County. And that annual
10 compensation is included in the previously approved
11 budget.

12 And is there any discussion of Ms. Smith's
13 qualifications and/or compensation as regards to the
14 administrative order that is proposed?

15 (No response)

16 JUDGE STUBBS: Do you have anything you'd
17 like to say?

18 AUDITOR SMITH: No. I just appreciate the
19 opportunity to serve Burnet County.

20 JUDGE STUBBS: Well, we appreciate you.
21 So Judge Garrett, do you have a motion?

22 JUDGE GARRETT: I do. I have a motion
23 that we appoint Karin Smith to be the Burnet County
24 Auditor and at such compensation as outlined in the
25 budget.

GLYN E. POAGE, CSR, RDR, CRR

1 JUDGE STUBBS: All right. Then I'll
2 second that motion. And I guess all in favor say aye.

3 Aye.

4 JUDGE GARRETT: Aye.

5 JUDGE STUBBS: And all opposed?

6 (No response)

7 JUDGE STUBBS: Hearing no opposition, then
8 that passes, and we'll sign off on that administrative
9 order, as well.

10 Then we have an administrative order that
11 is setting the compensation and expenses of the auditor
12 for Blanco County. And it appears to -- let's see -- be
13 for fiscal year 2021 and the salaries of the auditor and
14 assistants are set out in Schedule I, which is attached,
15 again with equal monthly installments payable from the
16 Blanco County General Fund.

17 And is there any discussion of the Blanco
18 County Auditor or assistant's expenses and compensation?

19 (No response)

20 JUDGE STUBBS: Hearing none, then Judge
21 Garrett, do you have a motion?

22 JUDGE GARRETT: I do. I have a motion
23 that we approve Blanco County Auditor compensation,
24 expenses as set out in the motion there and in the
25 Schedule I.

1 JUDGE STUBBS: All right. Then I'll
2 second that motion. And any discussion at this point?

3 (No response)

4 JUDGE STUBBS: Hearing no discussion, then
5 all in favor say aye.

6 Aye.

7 JUDGE GARRETT: Aye.

8 JUDGE STUBBS: All opposed?

9 (No response)

10 JUDGE STUBBS: Hearing no opposition, then
11 that passes and we will sign off on that order, as well.

12 And I believe when I was talking about the
13 court reporters I didn't actually take a vote. And so
14 going back to the court reporter's compensation and
15 expenses, all in favor say aye.

16 Aye.

17 JUDGE GARRETT: Aye.

18 JUDGE STUBBS: All opposed?

19 (No response)

20 JUDGE STUBBS: No opposition. Then that
21 will pass and we will sign off on that order as
22 discussed previously.

23 And then we have the administrative order
24 for setting compensation and expenses for the auditor
25 and assistant auditor for Llano County. And it appears

1 to be in line with the same as the Blanco County order.

2 And is there any discussion of the Llano
3 County auditor's or assistant auditor's compensation and
4 expenses?

5 (No response)

6 JUDGE STUBBS: Anything you'd like to say.

7 AUDITOR LENT: No, sir. Just thank you.

8 JUDGE STUBBS: Okay. Then with no other
9 discussion, Judge Garrett, do you have a motion?

10 JUDGE GARRETT: I do. I have a motion
11 that we approve the Llano County Auditor compensation
12 and expenses as outlined in the order and any attached
13 schedules.

14 JUDGE STUBBS: All right. I'll second
15 that motion.

16 And is there any other discussion?

17 (No response)

18 JUDGE STUBBS: Hearing no other
19 discussion, any opposition?

20 (No response)

21 JUDGE STUBBS: No opposition. And so,
22 that will pass as well and we will sign off on that
23 administrative order approving the Llano County Auditor
24 compensation and expenses.

25 And so, just for the record, I would

GLYN E. POAGE, CSR, RDR, CRR

1 simply like to say we think that both of you are doing a
2 wonderful job and we appreciate your work. And anything
3 we can do to help you moving forward, please let us
4 know; otherwise, thank you very much for the job that
5 you do.

6 Is there anyone else that -- and also for
7 the court reporters.

8 Is there anyone else that has anything
9 you'd like to add while we're on the record?

10 Okay. So then we have another
11 administrative order for -- no. I went over that, no?
12 Oh, okay.

13 Then Judge Garrett, we also have an
14 administrative order to appoint Karin Smith as the
15 purchasing agent for Burnet County. Is there any
16 discussion of Ms. Smith being appointed as the
17 purchasing agent?

18 (No response)

19 JUDGE STUBBS: Anything you'd like to say?

20 AUDITOR SMITH: No.

21 JUDGE GARRETT: Well, I'd just say that I
22 think Ms. Smith has done a wonderful job in Burnet
23 County. We're lucky to have her, along with Ms. Wenmohs
24 and Ms. Lent in the other counties. We just appreciate
25 all their work and so I want to make sure I say that.

GLYN E. POAGE, CSR, RDR, CRR

1 JUDGE STUBBS: Okay. And I would agree
2 with that. And so, do you have a motion to approve?

3 JUDGE GARRETT: I do. I have a motion to
4 appoint Karin Smith as the purchasing agent for Burnet
5 County.

6 JUDGE STUBBS: All right. Then I'll
7 second that motion.

8 Any discussion?

9 (No response)

10 JUDGE STUBBS: Hearing no discussion, then
11 all in favor say aye.

12 Aye.

13 JUDGE GARRETT: Aye.

14 JUDGE STUBBS: All opposed?

15 (No response)

16 JUDGE STUBBS: Hearing no opposition, then
17 that passes. And we'll sign off on the administrative
18 order appointing Ms. Smith as the purchasing agent.

19 And then we also have an administrative
20 order appointing Ms. Smith as the auditor for a two-year
21 term effective October 1st of 2020 -- for a two-year
22 term. And any discussion?

23 (No response)

24 JUDGE STUBBS: Anything you want to say?

25 AUDITOR SMITH: No. Just thank you for

GLYN E. POAGE, CSR, RDR, CRR

1 the opportunity.

2 JUDGE STUBBS: Okay. Then Judge Garrett,
3 do you have a motion?

4 JUDGE GARRETT: I do. I have a motion we
5 appoint Karin Smith to be auditor of Burnet County and
6 we're very pleased to have her and excited that she's
7 with us for two more years.

8 JUDGE STUBBS: Okay. Then I'll second the
9 motion.

10 Any discussion?

11 (No response)

12 JUDGE STUBBS: No discussion. Then all in
13 favor say aye.

14 Aye.

15 JUDGE GARRETT: Aye.

16 JUDGE STUBBS: And all opposed?

17 (No response)

18 JUDGE STUBBS: Hearing no opposition, that
19 passes and Ms. Smith is appointed for another two-year
20 term.

21 And now is that everything?

22 MS. BELL: Did we do your budget?

23 JUDGE STUBBS: I thought I did.

24 MS. BELL: I don't remember if we did your
25 budget. I thought we just appointed her and then did

1 the two-year term.

2 JUDGE STUBBS: Well, we did it the first
3 time through, I think.

4 Do you know?

5 AUDITOR SMITH: I'm pretty sure.

6 JUDGE STUBBS: Let's go off the record for
7 just a second.

8 (Off the record 8:24 a.m. to 8:25 a.m.)

9 JUDGE STUBBS: Back on the record, and out
10 of an abundance of caution, we also have an
11 administrative order that I think I already went
12 through, but it has to do with setting the compensation
13 and expenses for the Burnet County Auditor. And is
14 there any discussion regarding the proposed budget for
15 the auditor and assistants for Burnet County?

16 COMMISSIONER BEIERLE: I'd just like to
17 take a moment to echo some of your sentiments about our
18 auditor and how privileged we are as a county to have
19 her. The integrity she brings to that office gives a
20 lot of confidence from the court. So I just want to
21 personally say thank you to her and to you guys. Great
22 job. And I really recommend the two-year appointment.

23 JUDGE STUBBS: Okay. Well, thank you.

24 And so, any other discussion regarding
25 compensation for the Burnet County Auditor?

GLYN E. POAGE, CSR, RDR, CRR

1 (No response)

2 JUDGE STUBBS: Hearing none, then Judge
3 Garrett, do you have a motion?

4 JUDGE GARRETT: I do. I have a motion to
5 approve the compensation expenses and budget of the
6 Burnet County Auditor.

7 JUDGE STUBBS: All right. I'll second
8 that motion.

9 Any discussion at this point?

10 (No response)

11 JUDGE STUBBS: Then all in favor say aye.
12 Aye.

13 JUDGE GARRETT: Aye.

14 JUDGE STUBBS: And all opposed?

15 (No response)

16 JUDGE STUBBS: Hearing no opposition, then
17 that passes as well and we'll sign off on that order as
18 well.

19 So I believe that will conclude our public
20 hearing, and unless anyone has something else you want
21 to say on record.

22 (No response)

23 JUDGE STUBBS: Okay. Then we can go off
24 the record.

25 (Hearing adjourned at 8:26 a.m.)

GLYN E. POAGE, CSR, RDR, CRR

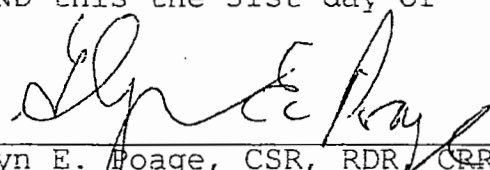
1 STATE OF TEXAS

2 COUNTY OF LLANO

3 I, Glyn E. Poage, Certified Shorthand Reporter in
4 and for the State of Texas, do hereby certify that the
5 above and foregoing contains a true and correct
6 transcription of all the proceedings which occurred at
7 the Public Hearing in Courtroom #1, Burnet County
8 Courthouse Annex North, 1701 E. Polk, Burnet, Texas on
9 August 31, 2020, all of which occurred in open court and
10 were reported by me.

11 I further certify that the total cost for the
12 preparation of this Reporter's Record is \$84.00 and will
13 be paid by Burnet County.

14 WITNESS MY OFFICIAL HAND this the 31st day of
15 August, 2020.

16 
17 Glyn E. Poage, CSR, RDR, CRR
18 Certified Shorthand Reporter
19 923 Cozy Lane
20 Tow, Texas 78672
21 Telephone: (210) 249-1043
22 CSR No. 359
23 Expiration: 04/30/2021
24 poageg@yahoo.com
25

GLYN E. POAGE, CSR, RDR, CRR