



Travis County Commissioners Court Agenda Request

Meeting Date: February 21, 2012

Prepared By/Phone Number: Yolanda Reyes, (512) 854-9106

Elected/Appointed Official/Dept. Head: Leroy Nellis, Acting County Executive, Planning and Budget

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE: Consider and take appropriate action on budget amendments, transfers and discussion items.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:
Please see attached documentation.

STAFF RECOMMENDATIONS: Please see attached documentation.

ISSUES AND OPPORTUNITIES: Please see attached documentation.

FISCAL IMPACT AND SOURCE OF FUNDING: Please see attached documentation.

REQUIRED AUTHORIZATIONS:

Leroy Nellis – Planning and Budget Office, (512) 854-9106

Jessica Rio – Planning and Budget Office, (512) 854-9106

Cheryl Aker – County Judge's Office, (512) 854-9555

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

BUDGET AMENDMENTS AND TRANSFERS

FY 2012

2/21/2012

AMENDMENTS

BA#	Project Code	FUND	DEPT/DIV	ACT	ELM/ OBI	Dept.	Line Item	Increase	Decrease	Pg #
A1		001	9800	981	9891	Reserves	CAR Reserves		\$ 365,000	1
		001	4985	621	3011	TNR	Building Maint Equip/Supp	\$ 100,000		
		001	4985	621	3015	TNR	Other General Hardware	\$ 10,000		
		001	4985	828	8102	TNR	Purchsd Serv-Bldg Improv	\$ 255,000		




PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

314 W. 11th Street
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Sr. Budget Analyst 

DATE: February 14, 2012

RE: Request for \$365,000 from the CAR Reserve Earmark for the purchase of capital equipment and construction of a burial services pavilion for the new Travis County Cemetery

During the FY 12 budget process, Commissioners Court approved a \$365,000 earmark on the CAR Reserve to address capital expenses that were expected to be incurred in FY 12 related to the purchase of land for a new Travis County Cemetery. TNR's backup (attached) provides details on the equipment proposed to be purchased as well as photos of a burial services pavilion that is proposed to be built. In addition, TNR is proposing to have a commercial water meter and landscape irrigation system installed at the cemetery.

This item is on the agenda because TNR anticipates needing the new cemetery within the next 30-60 days. PBO recommends approval of this request.

cc: Leroy Nellis, Jessica Rio, PBO
Steven Manilla, Carol Joseph, Cynthia McDonald, Don Ward, TNR



Travis County Commissioners Court Agenda Request

Meeting Date: 2/21/12

Prepared By/Phone Number: Donald W. Ward, P.E. Phone #: 854-9317

Division Director/Manager: Donald W. Ward, P.E., Director Road Maintenance and Fleet Services

A handwritten signature in black ink, appearing to read "S. Manilla".

Department Head: Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Member: County Judge Samuel T. Biscoe

AGENDA LANGUAGE: Consider and take appropriate action on authorization to utilize an earmark on the CAR reserve fund of \$365,000 for the purchase of capital equipment and to construct a burial services pavillion for the new Travis County Cemetery on Wells School Road.

BACKGROUND/SUMMARY OF REQUEST:

In September 2011, Travis County approved the purchase of approximately 96 acres on Wells School Road for the purpose of developing a new cemetery to continue the current program of indigent burials. As part of the FY 2012 Budget, Commissioners Court earmarked \$365,000 for capital equipment and facilities for the new Wells School Cemetery. For proper and dignified burial operations, it is requested that capital equipment such as a burial vault handler, a landscape/multi-use tractor, concrete vault liners, landscape utility trailer, burial services pavillion and commercial water meter/landscape irrigation system be purchased and/or constructed at the Wells School Cemetery.

STAFF RECOMMENDATIONS:

Staff recommends the purchase of this capital equipment and the construction of a burial services pavillion as part of the continuation of the Indigent Burial Program for Travis County. Staff anticipates that the new cemetery will be needed within the next 30 to 60 days.

ISSUES AND OPPORTUNITIES:

TNR staff will have dependable equipment and burial service facilities to continue with the Indigent Burial Program provided by Travis County.

FISCAL IMPACT AND SOURCE OF FUNDING:

Staff is recommending that funding come from the earmark approved by the Commissioners Court in the CAR Reserve (001-9800-981-9891).

ATTACHMENTS/EXHIBITS:

N/A

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

CC:

Mike Joyce	Fleet Services Manager	TNR	854-4658
Don Ward	Dir. Road Main. & Fleet Service	TNR	854-9317
William Derryberry	PBO Analyst	PBO	854-4741
Sherri Fleming	Health and Human Services	HHS	854-4581

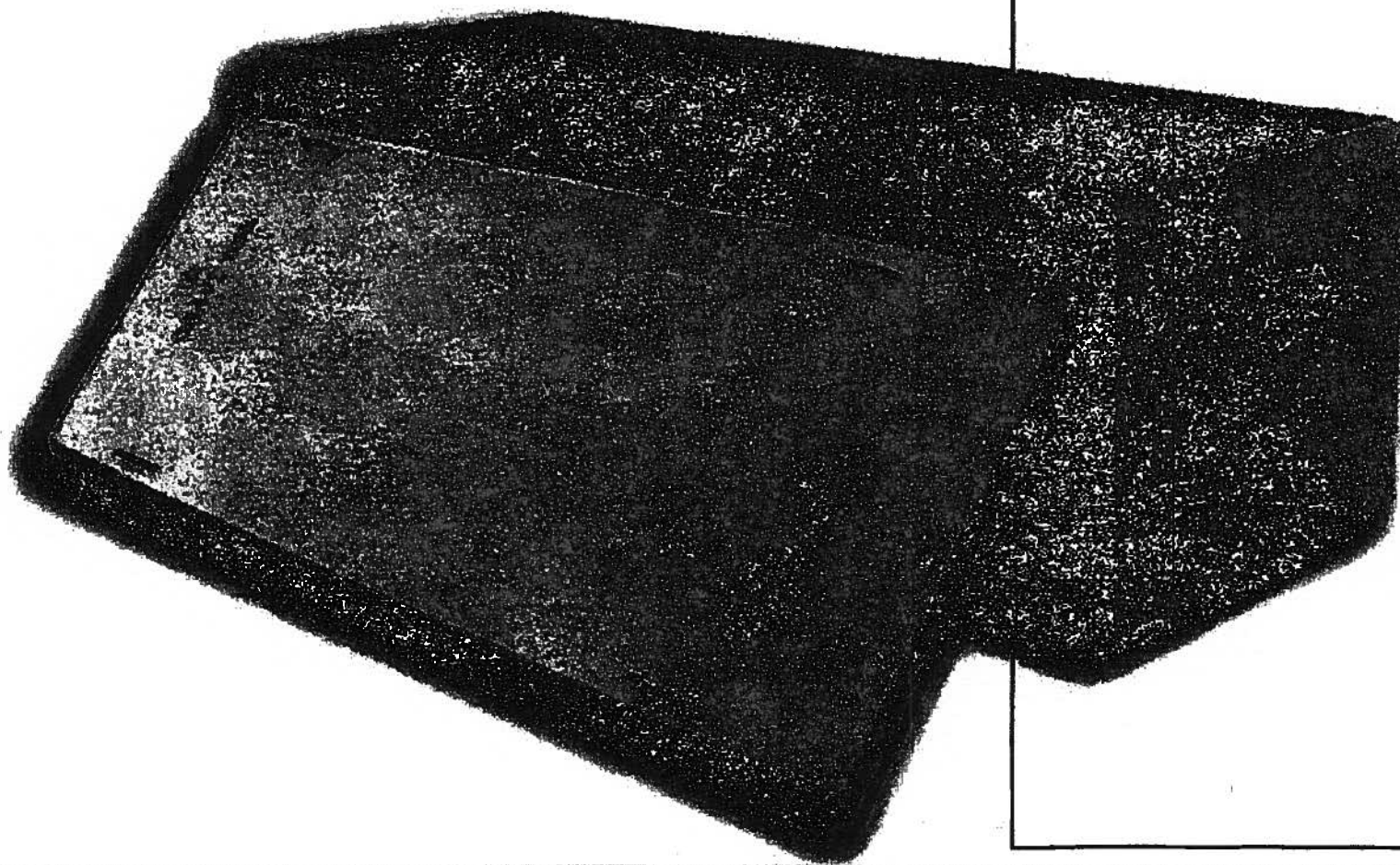
SM:DW:

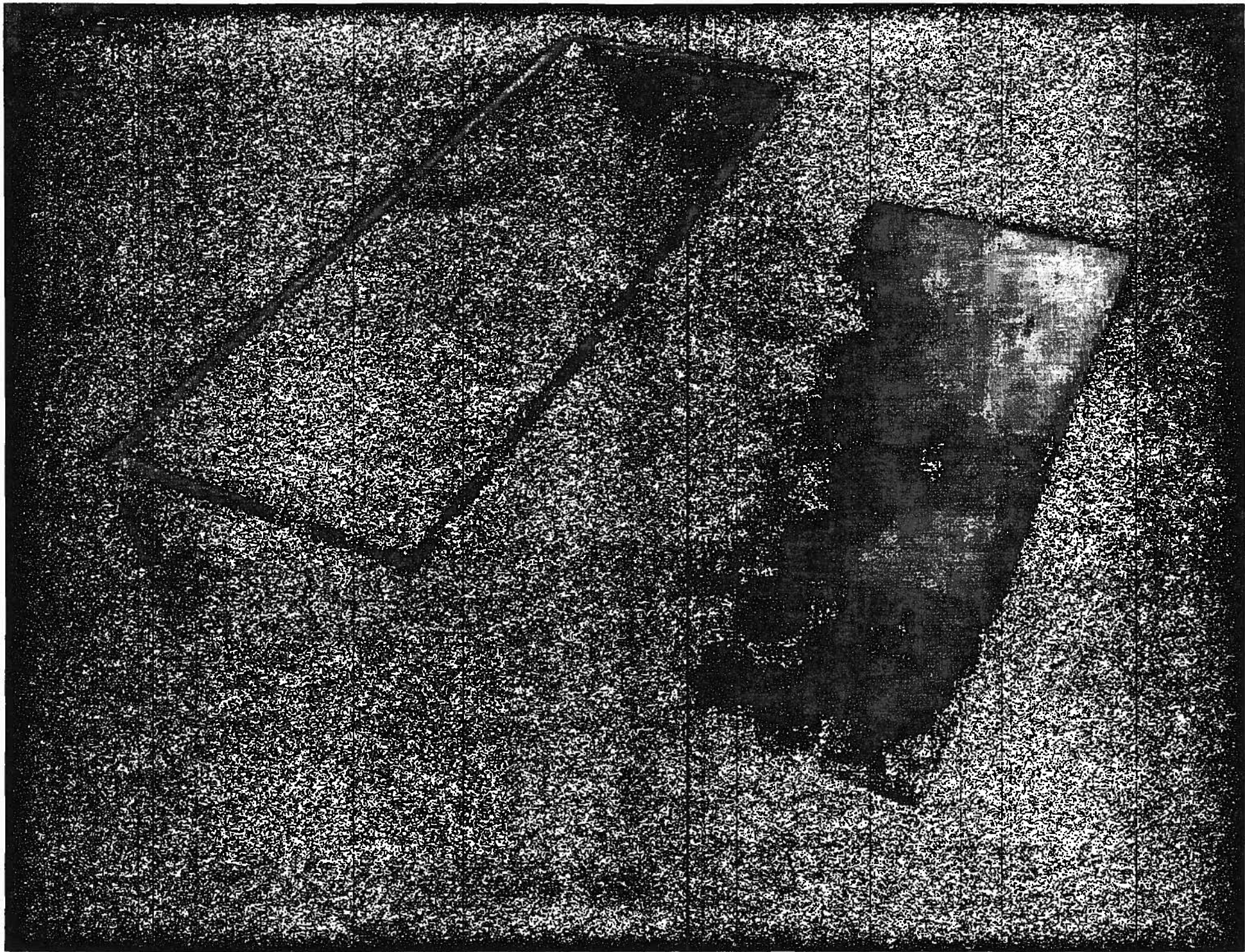
4101 - Road, Bridge, Fleet Svs

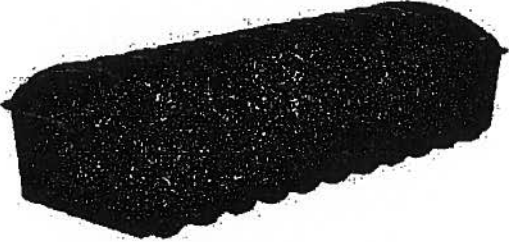
Concrete Grave Liner

Non-reinforced

- Concrete non-sealed receptacle
- Drainage holes in base







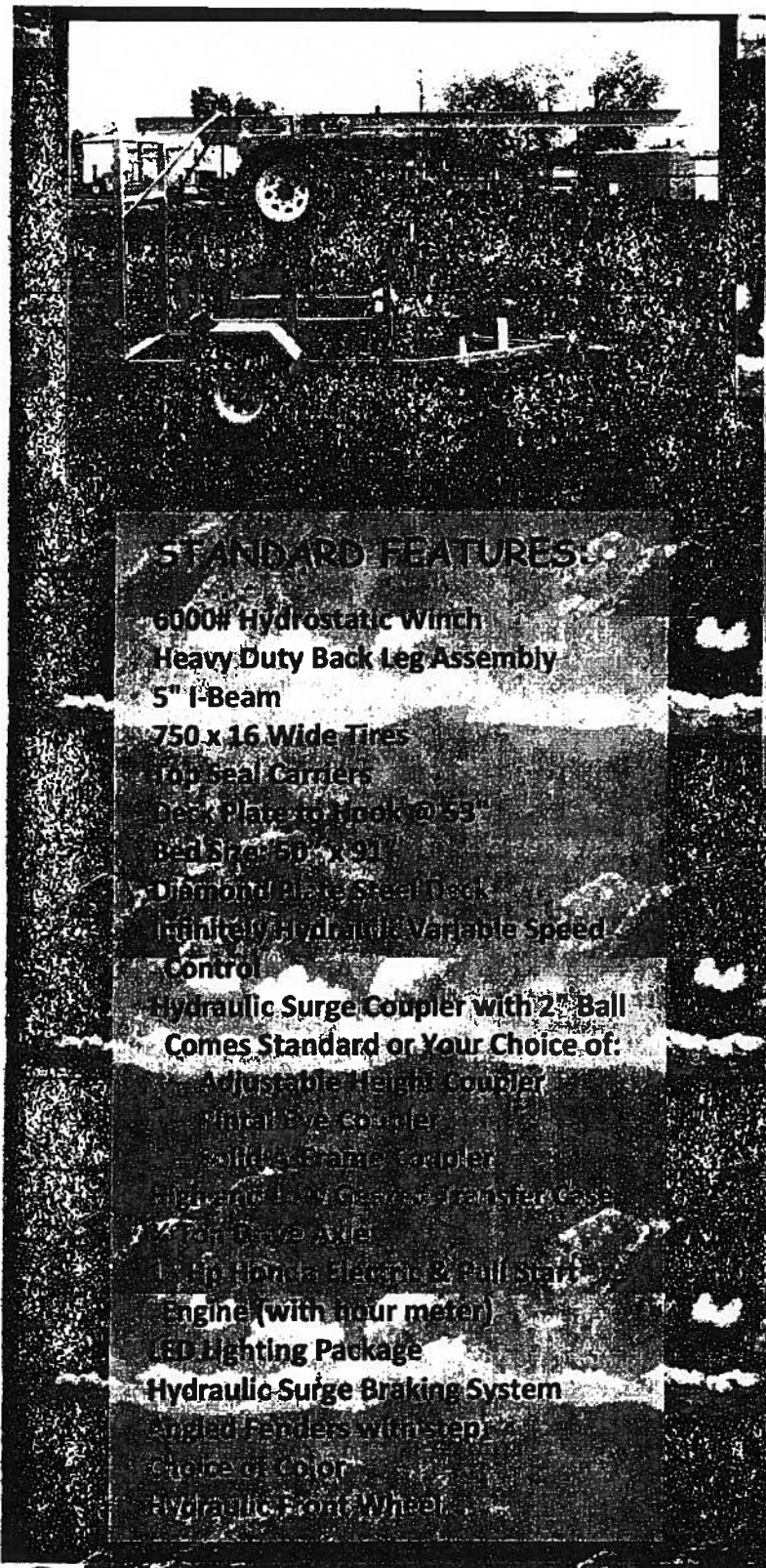
Graveliner (Plastic)

The Vantage Graveliner is an innovative design that is molded from polypropylene, yielding a highly engineered, exceptionally strong product that meets or exceeds cemetery regulations. For value and simplicity, there is no better choice available than the Vantage Graveliner.

- *Modern Technology*
- *Environmentally Friendly - Constructed of Recycled Materials*
- *Molded of Non-Biodegradable, Non-Porous Polypropylene for Performance*
- *Engineered of State-of-the-Art Materials that Effectively Resist the Forces of Nature and Man*
- *Seamless Construction*

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Vault/Casket Handler

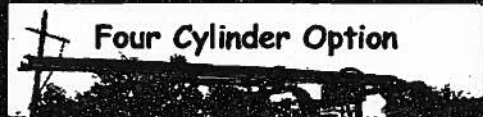


STANDARD FEATURES:

- 6000# Hydrostatic Winch
- Heavy Duty Back Leg Assembly
- 5" I-Beam
- 750 x 16 Wide Tires
- Top Seal Carriers
- Deck Plate to Hook @ 53"
- Bed Size: 56" x 91"
- Diamond Plate Steel Deck
- Infinite Hydraulic Variable Speed Control
- Hydraulic Surge Coupler with 2" Ball
- Comes Standard or Your Choice of:
 - Adjustable Height Coupler
 - Pinch Eye Coupler
 - Solid Frame Coupler
 - High and Low Gear Transfer Case
 - 2 Pin Drive Axle
 - 1.5 hp Honda Electric & Pull Start Engine (with hour meter)
 - LED Lighting Package
 - Hydraulic Surge Braking System
 - Angled Fenders with step
 - choice of color
 - Hydraulic Front Wheel

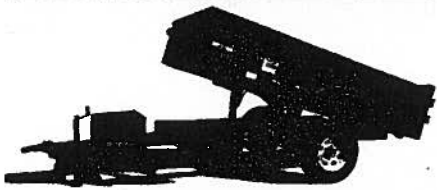
OPTIONAL FEATURES:

- Spare Tire with Bracket
- Hand-Powered Hoist Car Rollback
- Hydraulic Powered Boom & Rollback
- Swivel Hook
- Remote Winch Control
- Pendant Winch Control
- Higher Arch and Beam
- Longer I-Beam
- Blank Back
- Full Length Deck (Steel or Plywood)
- Plywood Deck
- Three Hydraulic Cylinder Package
- Four Hydraulic Cylinder Package
- Tool Box
- Air Seal Carriers
- Electric/Hydraulic Braking System



Utility Trailer

50DS



- 60" x 10' Single Axle Low Profile Dump Trailer
- 2,900# Approximate Payload
- 15" Tires (6 bolt) • 18", 12 Gauge Steel
- Enclosed Pump and Battery Box
- Lockable Control Unit • Self Containing
- 45 Degree Dump Angle
- Stake Pockets on Sides and Front

70LP



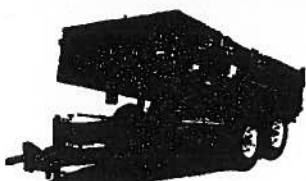
- 60" x 10' Low Profile Tandem Axle Dump Trailer
- 4,700# Approximate Payload
- 15" Tires (5 Bolt) • 18", 12 Gauge Steel
- Enclosed Pump and Battery Box
- Lockable Control Unit • Self Containing
- 45 Degree Dump Angle
- Stake Pockets on Sides and Front

70SR



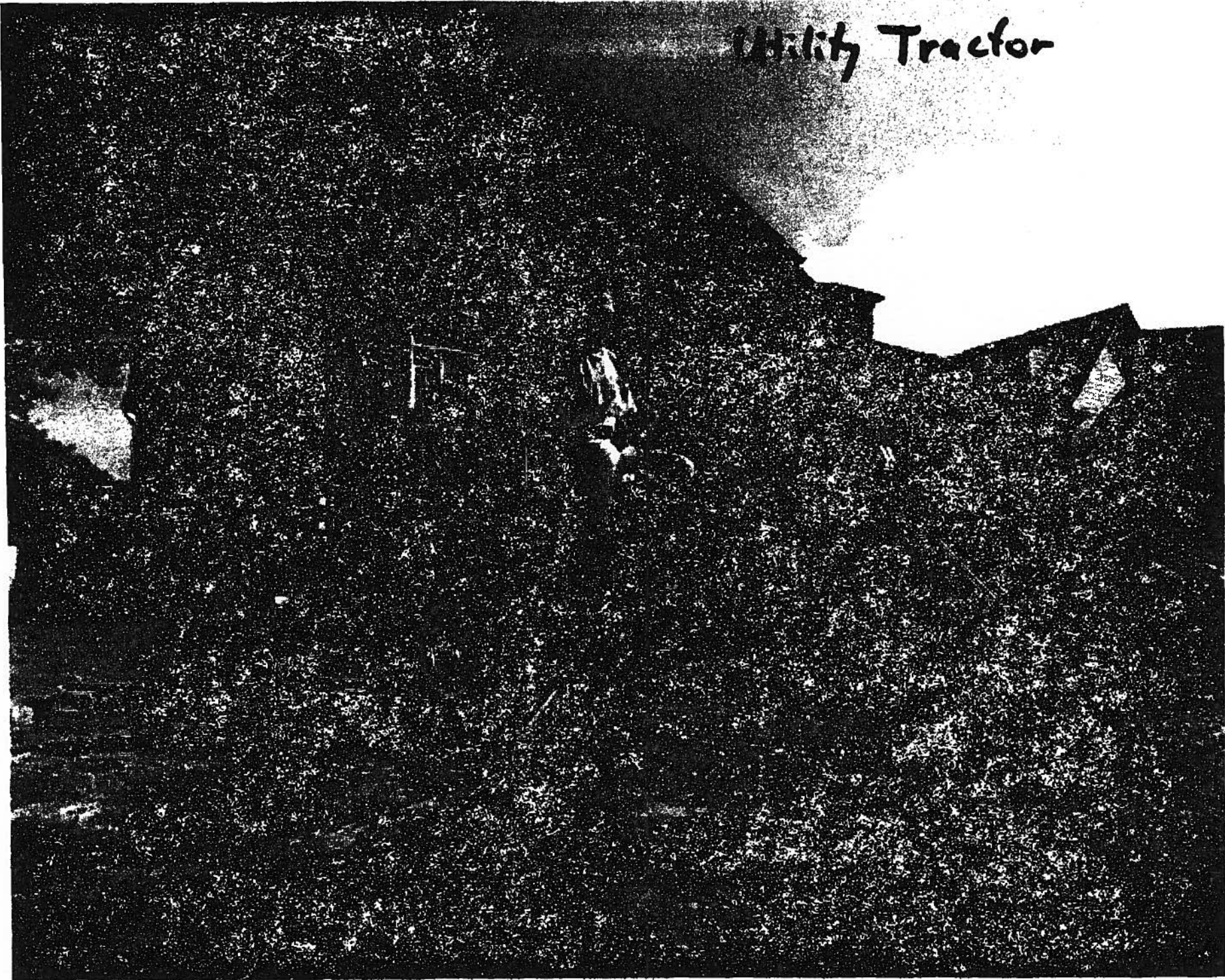
- Tandem Axle Single Ram Dump Trailer
- 2-5/16" Stamped A-Frame Coupler
- 5' Wide and 5,000# for the 6' Wide
- 5' Wide and 3,750# for the 6' Wide
- 15" Tires (5 bolt) • 20", 16 Gauge Steel
- Enclosed Pump and Battery Box
- Single Cylinder Lift • 45 Degree Dump Angle
- Tarp Brackets • 1" x 4" x 1/2" L

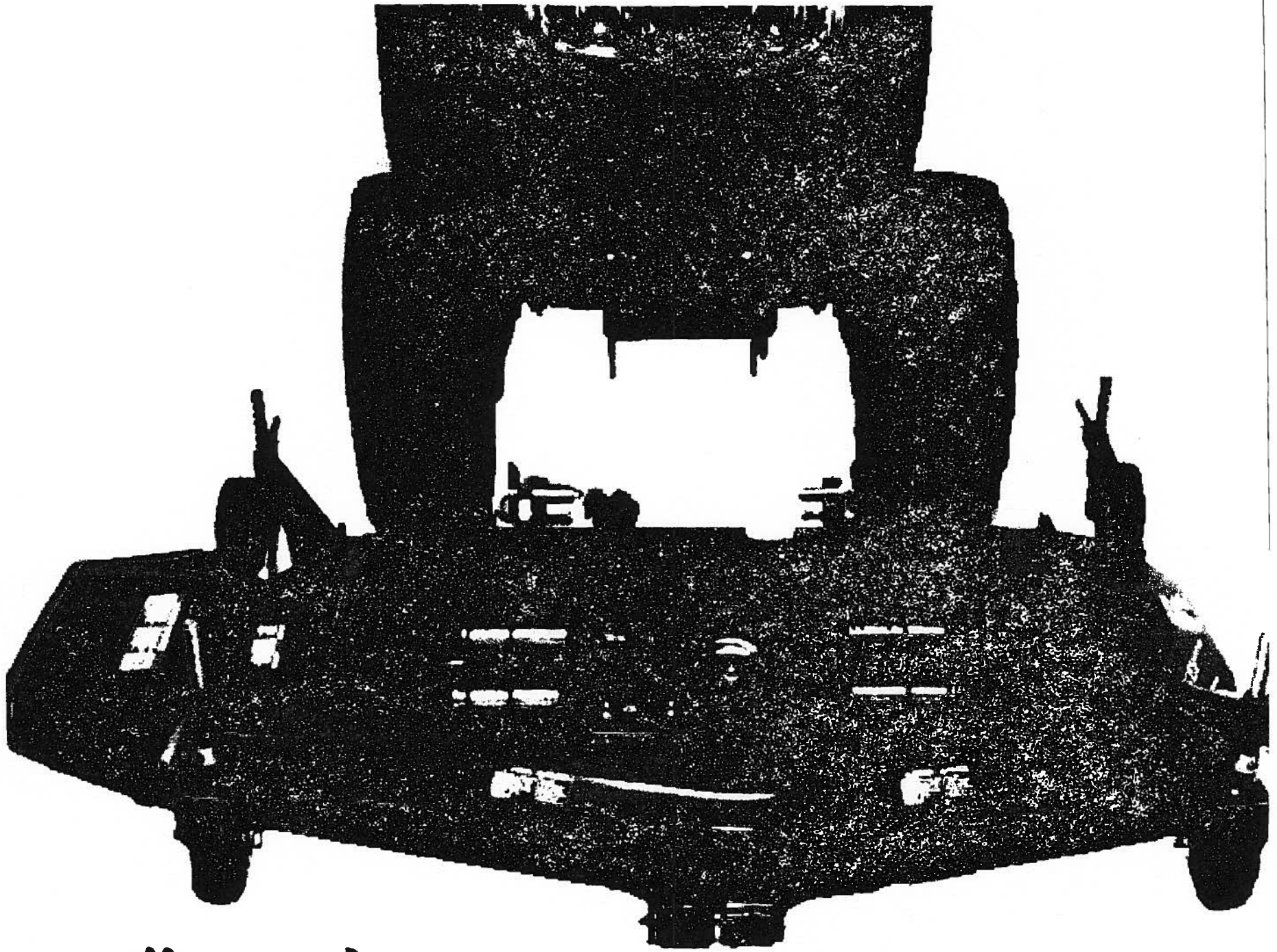
10SR



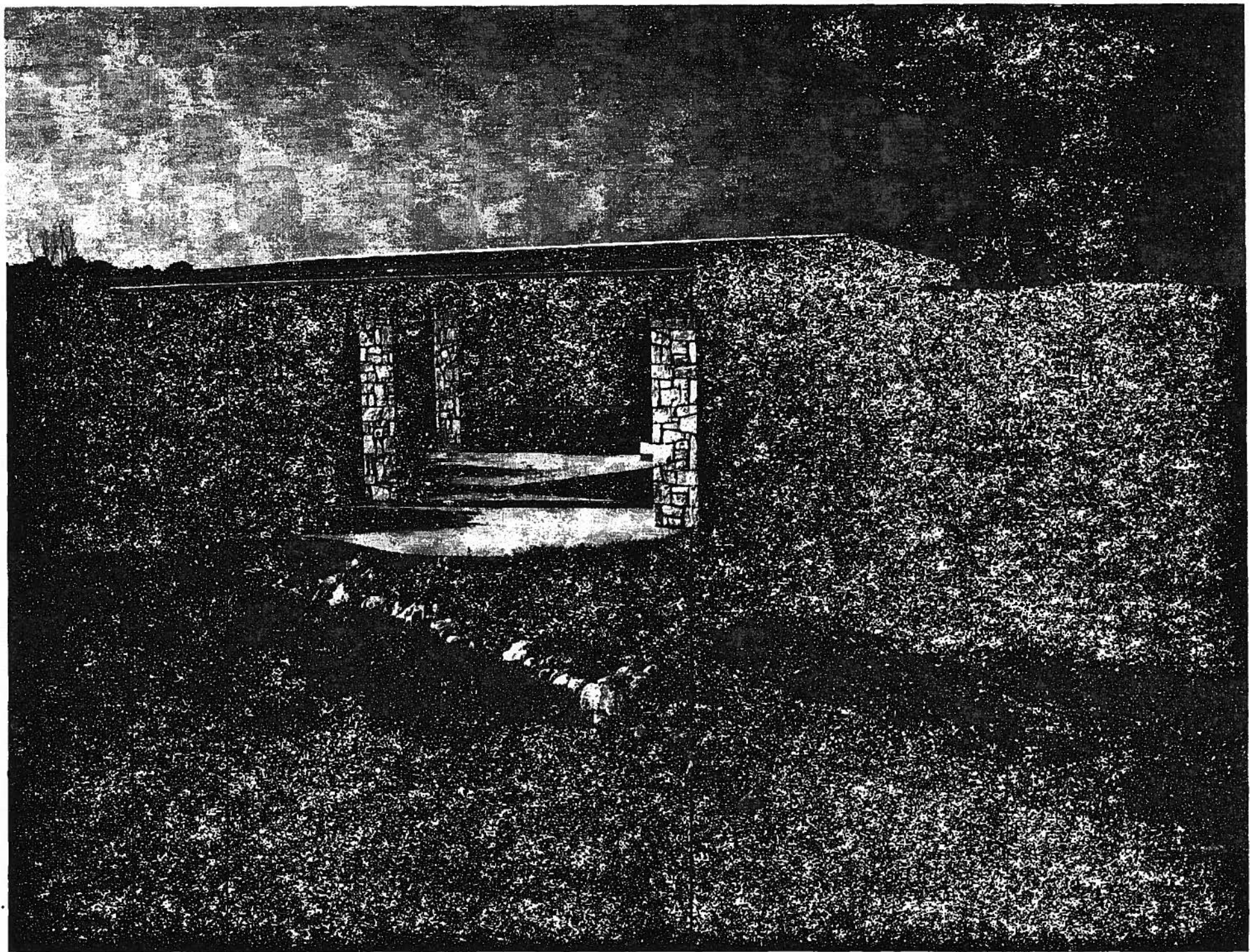
- 83" x 12' Low Profile Tandem Axle Dump Trailer
- 6,600# Approximate Payload
- 16" Tires (6 bolt) • 24" 12 Gauge Steel
- 10 Gauge Floor • Modular Sealed Wheel Well
- Hydraulic Single Cylinder Lift
- 1/2" Tie Rail on All Four Sides • Self Containing
- Tarp Brackets • Combo Gate

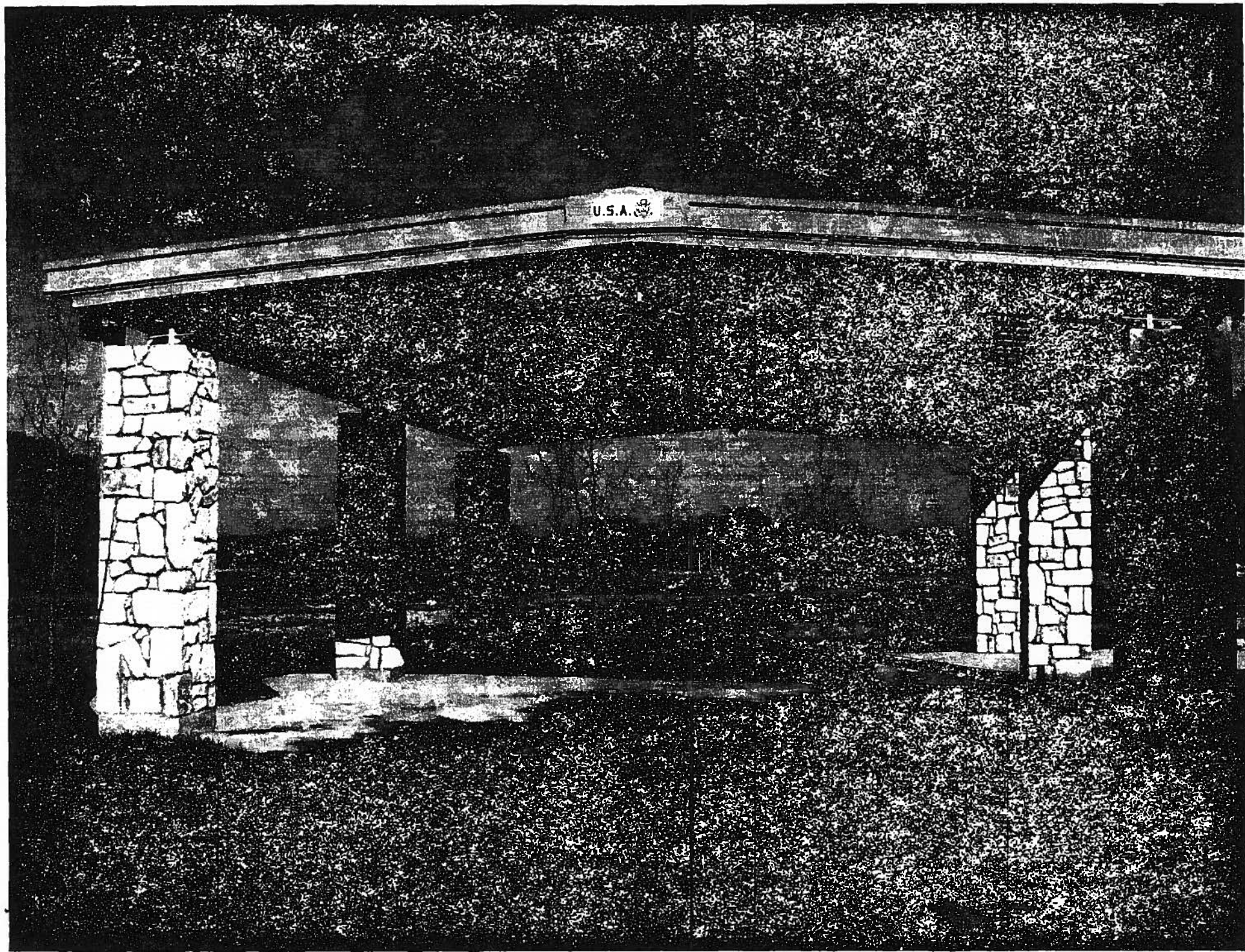
Utility Tractor



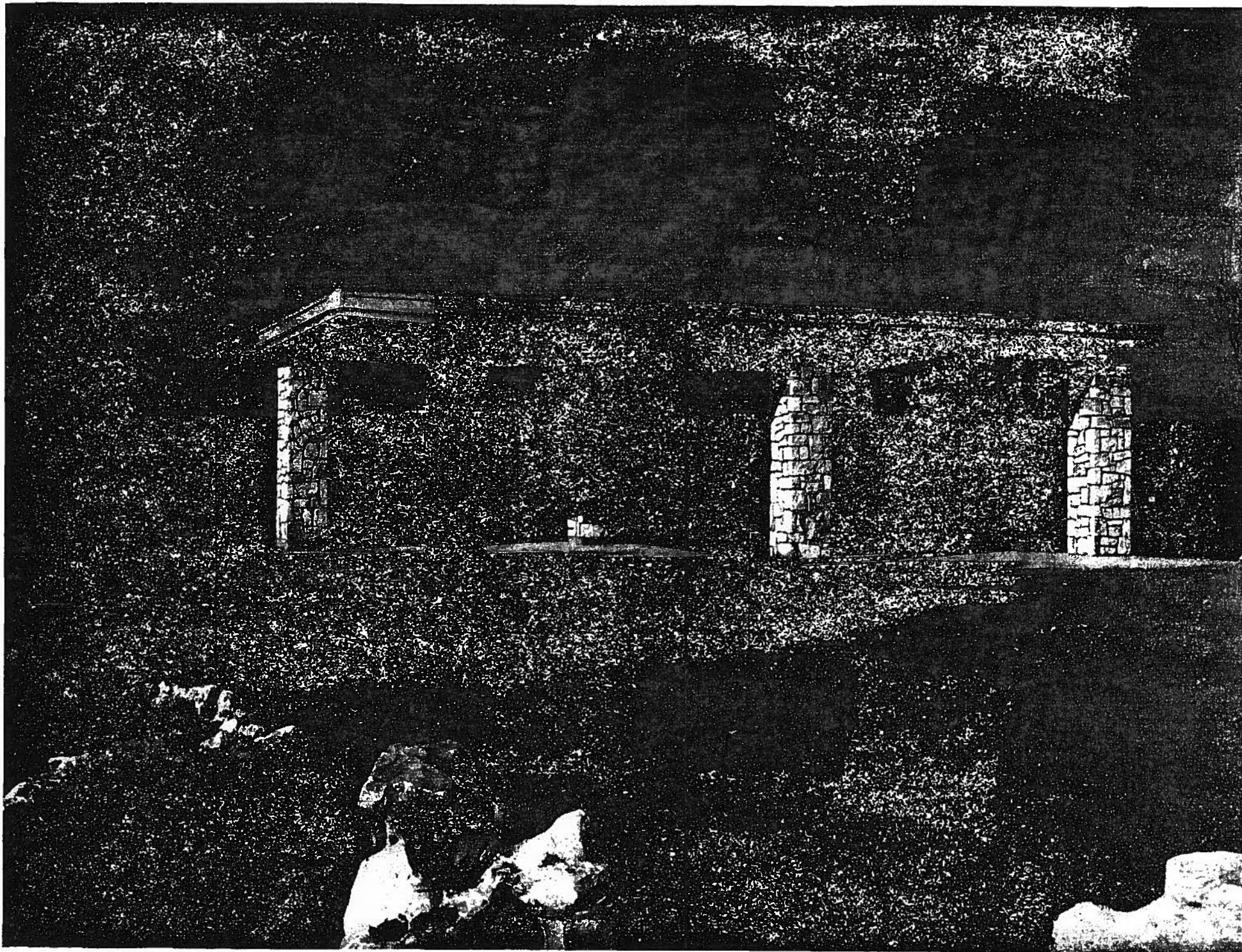


Mowing Deck for Utility Tractor





U.S.A.



Budget Adjustment: 31333

Fyr_ Budget Type: 2012-Reg
 PBO Category: Amendment
 Just: Other

Author: 49 - MCDONALD, CYNTHIA
 Court Date: Tuesday, Feb 21 2012
 Transfer funds from CAR for development of new cemetery at Well School Road.

Created: 2/13/2012 4:49:12 PM
 Dept: RESERVES

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9891	CAPITAL ACQUISTN RESERVES			365,000
				365,000
To Account		Project		Amount
001-4985-621-3011	BUILDING MAINT EQUIP/SUPP			100,000
001-4985-621-3015	OTHER GENERAL HARDWARE			10,000
001-4985-828-8102	PURCHSD SERV-BLDG IMPROVM			255,000
				365,000

Approvals	Dept	Approved By	Date Approved
Originator	49	CYNTHIA MCDONALD	2/13/2012 04:50:14 PM
DepOffice	49	CYNTHIA MCDONALD	2/13/2012 04:50:16 PM
DepOfficeTo	49	CYNTHIA MCDONALD	2/13/2012 04:50:18 PM

- Dan Ramin 2-14-12
Therapy Allis 2-14-12

Allocated Reserve Status (001-9800-981-9892)

Amount	Dept Transferred Into	Date	Explanation
\$15,196,426			Beginning Balance
(\$354,050)	County Clerk	10/13/2011	Voting Equip. for other entities elections
(\$3,559)	Comm. Pct. 4	10/18/11	ACC Internship Program
(\$3,559)	Records Mngt.	10/18/11	ACC Internship Program
(\$650)	Comm. Pct. 3	10/18/11	Office Supplies
(\$1,500)	Constable Pct. 1	10/25/2011	Bilingual Pay
\$37,432	Various	10/26/2011	Cancelled Purchase Orders
(\$41,044)	JP Pct. 1	10/26/2011	Special Project Temp. Employee
(\$41,044)	JP Pct. 1	10/26/11	Special Project Temp. Employee
\$24,673	Various	11/7/11	Cancelled Purchase Orders
(\$57,415)	Purchasing	11/8/2011	Temp. Empl-Transition to new accting sys.
(\$5,000)	General Admin.	11/22/2011	Redistricting Services
(\$299,500)	TNR	11/22/11	Purchase 244 Acres-Wilbarger Crk
(\$1,248,996)	ITS	11/22/11	BEFIT Hardware and Software
(\$70,000)	Sheriff's Office	12/6/2011	TCSO Training Funds
\$30,927	Various	12/8/11	Cancelled Purchase Orders
(\$34,620)	TNR	12/16/11	FTE Monitor Nonpotable Water
\$11,865	Various	12/16/11	Cancelled Purchase Orders
(\$25,000)	TNR	12/22/2011	Envision Central Texas
(\$30,000)	County Attorney	12/22/11	Redistricting Outside Counsel
(\$45,640)	Criminal Courts	12/27/2011	Continue Veterans Court Program
(\$10,000)	TNR	12/28/11	Clean Air Force
\$28,827	Auditor	1/13/12	Technical correction for Excess rollover amt.
(\$5,500)	Facilities	1/17/12	Palm Square Appraisal Fee
(\$3,089)	TNR	1/17/12	Lake Travis Economic Study
(\$5,177)	County Judge	1/24/12	ACC Internship Program
(\$5,177)	Records Mngt.	1/24/12	ACC Internship Program
(\$5,177)	JP Pct. 1	1/24/12	ACC Internship Program
(\$14,415)	Tax Office	1/24/12	Temp. Empl-extension for Redistricting
(\$15,000)	Facilities	1/24/12	Renovations to 1101 Nueces for PlanetSafe
\$26,321	Various	1/24/12	Cancelled Purchase Orders
\$6,985	Various	1/30/12	Cancelled Purchase Orders
\$16,150	Various	2/13/2012	Cancelled Purchase Orders
(\$45,000)	CES	2/14/12	SafePlace additional staff position
(\$31,643)	Sheriff's Office	2/14/12	Bailiff Position-390th Dist. Court
\$12,977,851	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$750,000)	TNR - Landfill
(\$300,000)	Criminal Courts - Possible Capital Cases
(\$208,000)	RMCR - Offsite Storage
(\$200,000)	HRMD - Revised Tuition Reimbursement Policy
(\$175,000)	PBO - Bank Depository Contract
(\$149,135)	County Clerk - Redistricting effects on Elections
(\$100,000)	RMCR - Postage
(\$55,208)	TNR - TXI Environmental Monitoring

Allocated Reserve Status (001-9800-981-9892)

(\$18,767)	HRMD - ACC Internship Program
(\$20,000)	Emergency Services - HazMat Reserve
(\$347,012)	Criminal Courts - Drug Court, Veterans Court Grants
(\$193,169)	Civil Courts - Family Drug Court Grant
(\$45,000)	HHS&VS - Coordinator Position - SafeHaven/SafePlace
(\$137,421)	TNR - Northeast Metro Park - Phase III
(\$12,500)	TNR - Ozone Monitoring at McKinney Roughs
(\$294,139)	TCSO - 700 Lavaca Security
(\$5,941,788)	Compensation
(\$8,947,139)	Total Possible Future Expenses (Earmarks)
\$4,030,712	Remaining Allocated Reserve Balance After Possible Future Expenditures

Capital Acquisition Resources Account Reserve Status (001-9800-981-9891)

Amount	Dept Transferred Into	Date	Explanation
\$1,433,446 (\$90,000)	TNR	12/13/11	Beginning Balance Guardrail Improvements
\$1,343,446 Current Reserve Balance			

Possible Future Expenses Against CAR Identified During the FY12 Budget Process:

Amount	Explanation
(\$365,000)	TNR - International Cemetery
(\$330,000)	EMS - EMS Interlocal Base Agreement - Ambulances
(\$48,505)	TCSO - Security
(\$90,000)	TNR - New Guardrail Installations
(\$80,000)	RMCR - A/V Equipment for 700 Lavaca Street
(\$38,500)	TNR - Northeast Metro Park - Phase III
(\$952,005)	Total Possible Future Expenses (Earmarks)

\$391,441 Remaining CAR Balance After Possible Future Expenditures

Salary Savings Reserve Status (001-9800-981-9803)

Amount	Dept Transferred Into	Date	Explanation
\$330,703			Beginning Balance
\$330,703 Current Reserve Balance			

Emergency Reserve Status (001-9800-981-9814)

Amount	Dept Transferred Into	Date	Explanation
\$4,950,000			Beginning Balance
\$4,950,000 Current Reserve Balance			

Fuel & Utility Reserve Status (001-9800-981-9819)

Amount	Dept Transferred Into	Date	Explanation
\$1,000,000			Beginning Balance
\$1,000,000 Current Reserve Balance			

Planning Reserve Status (001-9800-981-9821)

Amount	Dept Transferred Into	Date	Explanation
\$4,000,000			Beginning Balance
(\$425,000)	CJP	12/27/11	Related to Civil Courthouse Contract
(\$65,000)	CJP	1/19/2012	Legal Services Contract
\$3,510,000 Current Reserve Balance			

Juvenile Justice TYC (001-9800-981-9829)

Amount	Dept Transferred Into	Date	Explanation
\$250,000			Beginning Balance
\$250,000 Current Reserve Balance			

Future Grant Requirements Reserve Status (001-9800-981-9837)

Amount	Dept Transferred Into	Date	Explanation
\$596,369			Beginning Balance
\$596,369 Current Reserve Balance			

Smart Bldg. Facility Maintenance Reserve Status (001-9800-981-9838)

Amount	Dept Transferred Into	Date	Explanation
\$60,250			Beginning Balance
\$60,250 Current Reserve Balance			

IJS/FACTS Reserve Status (001-9800-981-9840)

Amount	Dept Transferred Into	Date	Explanation
\$4,700,000			Beginning Balance
\$4,700,000 Current Reserve Balance			

Transition Reserve Status (001-9800-981-9841)

Amount	Dept Transferred Into	Date	Explanation
\$750,000			Beginning Balance
\$750,000 Current Reserve Balance			

Reserve for State Cuts Status (001-9800-981-9842)

Amount	Dept Transferred Into	Date	Explanation
\$300,000			Beginning Balance
*\$300,000 Current Reserve Balance			

Starflight Maintenance Reserve Status (001-9800-981-9843)

Amount	Dept Transferred Into	Date	Explanation
\$640,000 (\$245,000)	EMS	11/15/11	Beginning Balance Rescue Hoist
\$395,000 Current Reserve Balance			

TCSO Overtime Reserve Status (001-9800-981-9844)

Amount	Dept Transferred Into	Date	Explanation
\$1,500,000			Beginning Balance
\$1,500,000 Current Reserve Balance			

* Reserved for MHMR

Annualization Reserve Status (001-9800-981-9890)

Amount	Dept Transferred Into	Date	Explanation
\$1,043,855			Beginning Balance
\$1,043,855 Current Reserve Balance			

Unallocated Reserve Status (001-9800-981-9898)

Amount	Dept Transferred Into	Date	Explanation
\$51,367,824			Beginning Balance
(\$27,695,392)	TNR	11/22/11	Park Land, Vehicles and Rd.Impvts.
(\$5,886,705)	Facilities	11/22/11	700 Lavaca, 1st and 2nd floor Renovations
\$17,785,727 Current Reserve Balance			