



## Travis County Commissioners Court Agenda Request

**Meeting Date:** February 28, 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](mailto: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

2/28/2012

### AMENDMENTS

<b>BA#</b>	<b>Project Code</b>	<b>FUND</b>	<b>DEPT/DIV</b>	<b>ACT</b>	<b>ELM/ OBI</b>	<b>Dept.</b>	<b>Line Item</b>	<b>Increase</b>	<b>Decrease</b>	<b>Pg #</b>
A1		001	9800	981	9892	Reserves	Allocated Reserves		\$ 37,954	1
		001	2311	545	6099	Dist. Atty.	Other Purchased Services	\$ 37,954		
A2		001	9800	981	9840	Reserves	IJS/FACTS Reserve		\$ 533,619	3
		001	1243	523	6099	ITS	Other Purchased Services	\$ 533,619		
A3		001	9800	981	9891	Reserves	CAR Reserves		\$ 5,628	9
		001	0200	821	3013	Comm. Pct.1	Educ,Comm.Equip & Supp	\$ 5,628		

### OTHER

Approve cell phone allowances for two staff members in the District Clerk's office.

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**PLANNING AND BUDGET OFFICE**  
TRAVIS COUNTY, TEXAS



700 Lavaca, Ste 1560  
P.O. Box 1748  
Austin, Texas 78767

February 16, 2012

To: Commissioners Court

From: Katie Petersen Gipson, Sr. Planning & Budget Analyst

A handwritten signature in blue ink, appearing to read "Katie Petersen Gipson", is written over the name in the "From:" line.

Re: Budget amendment for Center for Child Protection Contract

Since 1999 Travis County has had a contract with the Center for Child Protection to provide for the coordination of collaborative investigations of child abuse. The funding for the contract resides in the District Attorney's Budget. The contract is normally funded in the Family Protection Fund (058). The contract is for \$100,000. If certified revenue in the fund is less than the \$100,000, one time funds have been added to the District Attorney's General Fund budget to make up the difference. For FY12, the Auditor's Office certified \$62,594 in the fund and \$37,046 was added to the District Attorney's budget.

Last week PBO and the DA's Office received information from the Auditor's Office that the fund is short on cash and can no longer pay out any invoices for the contract at this point in the fiscal year. The DA's Office is requesting \$37,954 from the Allocated Reserve in order to encumber the remainder of the contract. If the Family Protection Fund receives a sufficient amount of cash later in the fiscal year, these funds will be returned to the General Fund Allocated Reserve.

PBO recommends approval of this transfer. Please contact me at 854-9346 if you have any questions or comments.

CC: Vicki Skinner, District Attorney's Office  
Beverly Evans, District Attorney's Office  
Leroy Nellis, PBO

Budget Adjustment: 31318

Fyr \_ Budget Type: 2012-Reg  
PBO Category: Amendment  
Just: Negbal

Author: 23 - EVANS, BEVERLY  
Court Date: Tuesday, Feb 28 2012

Created: 2/13/2012 11:18:35 AM  
Dept: RESERVES

Transfer of funds required due to lower than anticipated receipted revenue to fund 058 to cover remainder of SafePlace contract.

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9892	ALLOCATED RESERVES			37,954
				37,954
To Account		Project		Amount
001-2311-545-6099	OTHER PURCHASED SERVICES			37,954
				37,954

Approvals	Dept	Approved By	Date Approved
Originator	23	BEVERLY EVANS	2/13/2012 11:38:46 AM
DepOffice	23	BEVERLY EVANS	2/13/2012 11:38:50 AM
DepOfficeTo	23	BEVERLY EVANS	2/14/2012 10:30:50 AM

*Raymond Melles 2/16/12*



**PLANNING AND BUDGET OFFICE**  
TRAVIS COUNTY, TEXAS

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

**MEMORANDUM**

**TO:** Commissioners Court

**FROM:** Alan Miller, Planning and Budget Analyst *AM*

**DATE:** February 21, 2012

**RE:** Request to transfer funds from the IJS/FACTS Reserve to ITS for the purchase of the Odyssey Case Management system for the Justice of the Peace Courts.

ITS is requesting \$533,619 from the IJS/FACTS Reserve to fund the implementation of the Odyssey Case Management System for use in the Justice of the Peace Courts. A contract for the purchase of the system is also on the agenda.

On the August 23<sup>rd</sup> 2011 agenda, item 39, Commissioners Court heard and discussed a proposal to purchase a case management system for the JP courts similar to one in use in Tarrant County and in Dallas County. The Court unanimously approved for negotiations to commence and for a final contract to be brought back to the Court. During the FY 12 budget process, the Court approved an allocation of \$1.2 million in the IJS/FACTS reserve to fund the estimated FY 12 costs of the contract. Purchasing has worked with the vendor and has returned a contract. ITS is requesting that funds for the contract be moved from the reserve into the ITS budget.

PBO notes that this request represents the FY 12 costs for this new system and that there will need to be an additional appropriation made in the FY 13 budget to complete implementation of this project as well (ITS anticipates \$1,236,081) as on-going system support expenses. At the August 23<sup>rd</sup> meeting the estimated total five year outlook was a cost of \$2,710,891.

cc: Leroy Nellis, PBO  
Yvonne Williams, Justice of the Peace Precinct 1  
Glenn Bass, Justice of the Peace Precinct 2  
Susan Steeg, Justice of the Peace Precinct 3  
Raul Gonzalez, Justice of the Peace Precinct 4  
Herb Evans, Justice of the Peace Precinct 5  
Lori Clyde, Purchasing  
Joe Harlow, ITS  
Randy Lott, ITS  
Kapp Schwbke, County Auditor's Office



Travis County Courthouse, Austin, Texas

**TRAVIS COUNTY INFORMATION TECHNOLOGY SERVICES**

**Joe Harlow, Chief Information Officer**

700 Lavaca Street, P.O.Box 1748, Austin, Tx 78767 (512) 854-9666

**Date:** February 14, 2012  
**To:** Katie Gipson, Planning & Budget Office  
**From:** Joe Harlow, Chief Information Officer   
**Subject:** Request to Transfer Funds from the IJS/FACTS Reserve

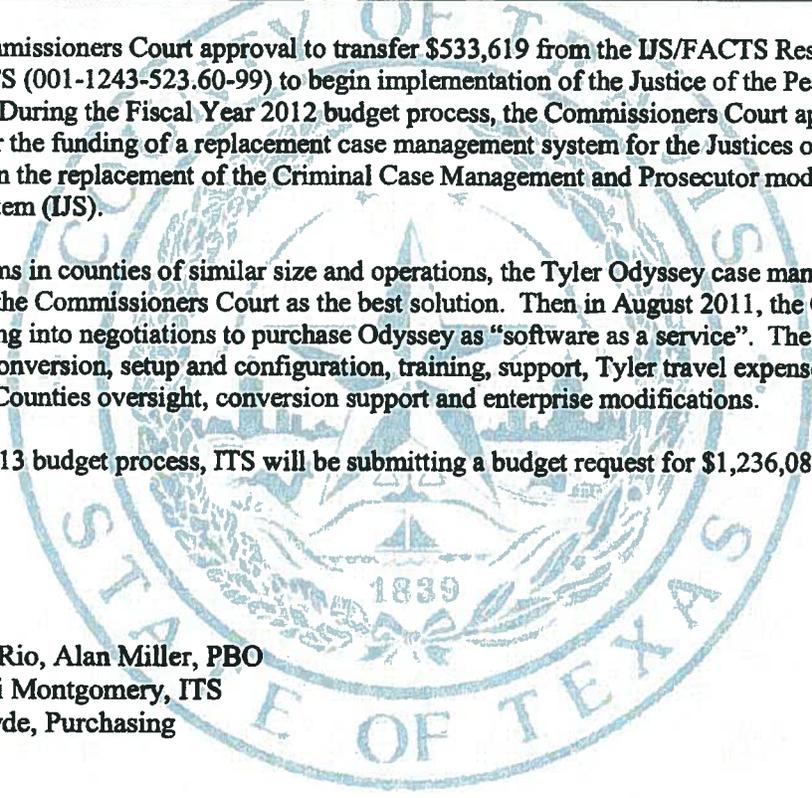
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ITS is requesting Commissioners Court approval to transfer \$533,619 from the IJS/FACTS Reserve (line item 001-9800-981.98-40) to ITS (001-1243-523.60-99) to begin implementation of the Justice of the Peace new case management system. During the Fiscal Year 2012 budget process, the Commissioners Court approved the \$4,700,000 reserve for the funding of a replacement case management system for the Justices of the Peace along with resources to begin the replacement of the Criminal Case Management and Prosecutor modules of the Integrated Justice System (IJS).

After reviewing systems in counties of similar size and operations, the Tyler Odyssey case management software was recommended to the Commissioners Court as the best solution. Then in August 2011, the Commissioners Court approved entering into negotiations to purchase Odyssey as "software as a service". The requested funding will be used for data conversion, setup and configuration, training, support, Tyler travel expenses as well as Conference of Urban Counties oversight, conversion support and enterprise modifications.

For the Fiscal Year 2013 budget process, ITS will be submitting a budget request for \$1,236,081 to complete implementation.

Cc:  
Leroy Nellis, Jessica Rio, Alan Miller, PBO  
Tanya Acevedo, Terri Montgomery, ITS  
Cyd Grimes, Lori Clyde, Purchasing



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*Clerk's Note: A Vote on the Standing Motion was taken.*

**RESULT:** APPROVED [4 TO 1]  
**MOVER:** Sarah Eckhardt, Commissioner  
**SECONDER:** Margaret J. Gómez, Commissioner  
**AYES:** Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez  
**NAYS:** Karen L. Huber

*Clerk's Note: The Court without objection directed Staff to:*

- o *Distribute a short summary of the changes made to the Commissioners Court and Travis County residents*
- o *Upload Map 168 to the Travis County website as soon as possible*
- o *Post an item on the Agenda for Tuesday, August 30, 2011 in case any subsequent action is necessary*

38. Consider and take appropriate action on Fiscal Year 2012 Travis County District Clerk's Records Management Plan.

**RESULT:** ADDED TO CONSENT

39. Consider and take appropriate action on request to enter into negotiations with the Conference of Urban Counties and Tyler Technologies for purchase of the Odyssey Case Management System as "software as a service" for the Justice of the Peace Courts. (Commissioner Gómez)

Members of the Court heard from:

Judge Susan Steeg, Justice of the Peace Precinct 3  
Charles Grey, Techshare Program, Conference of Urban Counties (CUC)  
Judge Yvonne Williams, Justice of the Peace, Precinct 1  
Judge Herb Evans, Justice of the Peace Precinct 5  
Tanya Acevedo, Division Director, Project Management, Information Technology Services (ITS)  
Teresa Montgomery, Project Manager, ITS

**MOTION:** Authorize negotiation of an appropriate contract through the CUC and direct Staff to bring back the final contract for approval by the Court.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Margaret J. Gómez, Commissioner  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

40. Consider and take appropriate action regarding the replacement of Chapter 11 of the Travis County Code relating to the parking policy and other related issues.

Members of the Court heard from:

Sydnia Crosbie, Lead Financial Analyst, TNR, and Chair, Parking Committee  
Daniel Bradford, Assistant County Attorney, and Member, Parking Committee  
Tenley Aldrege, Assistant County Attorney

**RESULT:** DISCUSSED

**Reset for: 8/30/2011**

41. Receive report from the Compensation Committee and take appropriate action.

Members of the Court heard from:

Sherri Fleming, County Executive, TCHHS&VS, and Voce-Chair, Compensation Committee  
Todd Osburn, Compensation Manager, HRMD  
Diane Blankenship; Director, HRMD  
Vicky Skinner, Administrative Director, District Attorney's Office, and Member,



## Travis County Commissioners Court Agenda Request

**Meeting Date:** August 23, 2011

**Prepared By/Phone Number:** Judge Susan Steeg, 854-8878

**Elected/Appointed Official/Dept. Head:** Justice of the Peace, Pct. 3

**Commissioners Court Sponsor:** Commissioner Margaret Gomez

**AGENDA LANGUAGE:** Approval to enter into negotiations with the Conference of Urban Counties (CUC) and Tyler Technologies for purchase of the Odyssey case management system as "Software as a Service" (SaaS) for the Justice of the Peace courts.

### **BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

The Conference of Urban Counties offers the Odyssey case management software for Justice of the Peace courts through its collaborative TechShare program. In April 2011, the Commissioners Court approved payment of \$18,000 to Tyler Technologies to develop an implementation plan and final cost numbers. Two options were submitted. The first option is the traditional purchase of the software license. The county would be required to purchase servers and maintain the system. The second option is to rent the software through a "software-as-a-service" option. This option would reduce (1) capital investment in servers, (2) operational costs, and (3) labor costs associated with maintaining the system.

The Commissioners Court has recently approved working with the CUC to develop a "next-generation" case management solution for the courts and prosecutors. This process will involve developing system plans and requirements, soliciting requests for proposals, awarding contracts, converting systems, and training personnel. The prosecutor and criminal courts are now under development. It will be years before planning begins for JP courts. The purchase of the Odyssey Case Management System for the JP courts will align Travis County with other CUC counties, e.g. Tarrant and Dallas, who have previously implemented it and are participating in the upcoming TechShare projects.

**RECOMMENDATIONS:** It is recommended that the County Commissioners approve entering into negotiations to purchase Odyssey as "software-as-a service."

**ISSUES AND OPPORTUNITIES:** It is anticipated that the contract will be presented for approval to the Commissioners Court before the end of the year with implementation to begin on January 1, 2012 and completed by April 2013.

**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](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

**FISCAL IMPACT AND SOURCE OF FUNDING:** Five year financial information is attached comparing both proposals. A recommendation for funding estimated FY12 costs in the amount of \$1.2M has been reserved in the 2012 Preliminary Budget. The remaining project costs will not be incurred until FY13.

	SaaS (Recommended)	License Model
15 month project duration	\$1,778,815	\$2,181,824
5 year outlook	\$2,710,891	\$2,657,760*

\*Does not include Travis County Staffing by 0.25FTE Server Specialist

**REQUIRED AUTHORIZATIONS:**

Information & Telecommunications Services: Joe Harlow/854-9372  
Planning and Budget Office: Leroy Nellis/854-9066  
Purchasing: Cyd Grimes/854-9700

Attachments: Tyler Proposal  
Financials

**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](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

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Budget Adjustment: 31376

Fyr \_ Budget Type: 2012-Reg

Author: 12 - LOTT, RANDALL

Created: 2/16/2012 9:17:46 AM

PBO Category:

Court Date: None

Dept: RESERVES

Just: Other

Transfer from IJS/FACTS reserve to begin implementation of JP case mgmt system. Contract going to Comm Court on 2/28/12

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9840	IJS/FACTS RESERVE			533,619
				533,619
To Account		Project		Amount
001-1243-523-6099	OTHER PURCHASED SERVICES			533,619
				533,619

Approvals

Dept

Approved By

Date Approved

*Raymond M. Ellis*  
2-22-12

**PLANNING AND BUDGET OFFICE**  
TRAVIS COUNTY, TEXAS



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700 Lavaca, Ste. 1560  
P.O. Box 1748  
Austin, Texas 78767

**MEMORANDUM**

**TO:** Members of Commissioners Court  
**FROM:** Aerin-Renee Toussaint, Budget Analyst  
**DATE:** February 15, 2012  
**RE:** Magnifying Equipment Purchase (Commissioner Precinct 1)

Commissioner, Precinct One is requesting a budget transfer of \$5,628 from the Capital Acquisition Resources (CAR) Account to the 001-0200-821.30-13 line-item to purchase new magnifying equipment for Commissioner Davis.

The Commissioner last purchased a "Magnification Station Clearview" device in November 2000 and has not received updated equipment since that time.

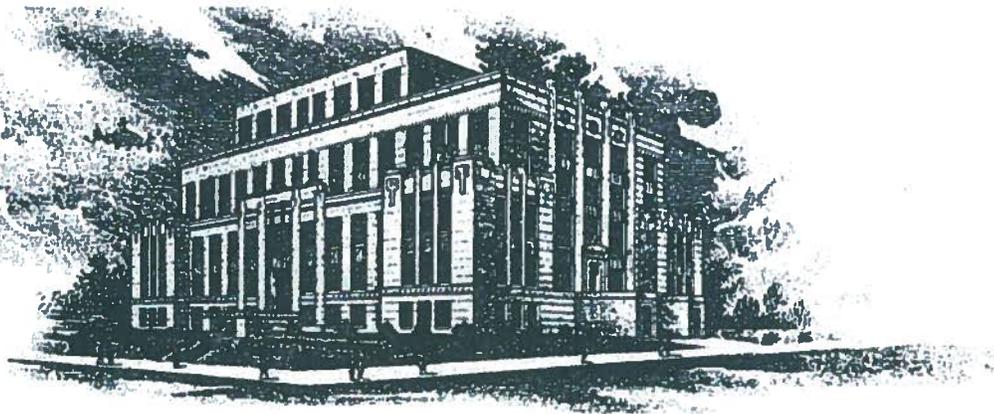
The items will be purchased from the CAR Reserve Account, and the total request amount is \$5,628, as detailed below:

- Intel Reader \$849.00
- Reading Station \$299.00
- Lifestyle HD 22" CCTV \$3595.00
- Sense View Light Portable Magnifier \$495.00
- Shipping, Delivery and Set Up \$390.00

The CAR Reserve has an account balance of \$978,446. If the Commissioners Court approves this budget adjustment, the CAR Reserve will have a revised balance of \$972,818. There are earmarks totaling \$587,005 against the Reserve.

PBO concurs with this budget request and supports these purchases.

**cc:** Ron Davis, Travis County Commissioner, Precinct One  
Leroy Nellis, Jessica Rio, PBO



**RON DAVIS**  
COMMISSIONER, PRECINCT 1  
Office: 512-854-9111  
Fax: 512-854-4897  
Email: ron.davis@co.travis.tx.us

314 W. 11<sup>th</sup> St., Room 510  
AUSTIN, TEXAS 78701  
Mailing Address:  
P.O. Box 1748  
Austin, Texas 78767

**TO: Leroy Nellis, Acting Director, Planning and Budget  
Aerin Toussaint, Planning and Budget**

**FROM: Commissioner Ron Davis  
Precinct 1**

**DATE: February 14, 2012**

**SUBJECT: Approve a Budget Transfer from CAR Reserves for purchase of New or Replacement Equipment: Intel Reader, CCTV(electronic magnifier) and Handheld Magnifier.**

**Commissioner Precinct One office is requesting that the Commissioners Court approve a budget transfer from the CAR Reserve Account 001-0200-821.30-13 for the purchase of new and improved equipment: an Intel Reader, CCTV (electronic magnifier) and a handheld magnifier. This new equipment will replace the outdated equipment that was purchased for my office in 2000.**

Budget Adjustment: 31439

Fyr\_ Budget Type: 2012-Reg  
PBO Category: Amendment  
Just: Negbal

Author: 2 - SPEARS, SUE  
Court Date: Tuesday, Feb 28 2012  
Req# 0000553057 will go to court on 2/28/12

Created: 2/21/2012 11:47:03 AM  
Dept: RESERVES

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9891	CAPITAL ACQUISTN RESERVES			5,628
				5,628
To Account		Project		Amount
001-0200-821-3013	EDUC,COMMUNCATN,EQ & SUPP			5,628
				5,628

Approvals	Dept	Approved By	Date Approved
Originator	2	SUE SPEARS	2/21/2012 11:48:40 AM
DepOffice	2	SUE SPEARS	2/21/2012 11:48:45 AM
DepOfficeTo	2	SUE SPEARS	2/21/2012 11:48:48 AM

*Sue Spears*  
2-22-12



**PLANNING AND BUDGET OFFICE**  
TRAVIS COUNTY, TEXAS

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700 Lavaca, Ste 1560  
P.O. Box 1748  
Austin, Texas 78767

February 15, 2012

To: Commissioners Court

From: Katie Petersen Gipson, Sr. Planning & Budget Analyst

A handwritten signature in blue ink, appearing to read "Katie Petersen", is written over the "From:" line.

Re: Cell phone allowance

The District Clerk's Office is requesting to internally fund a monthly cellular allowance for two staff members (slots 134 & 123) who use their personal phone for a significant amount of work-related business. According to Travis County Code Chapter 39 of the Wireless Communications Policy, PBO is required to place the item on the Commissioners Court agenda.

PBO concurs with this request. The budget transfers were approved automatically per FY12 budget rules but are attached for information purposes.

CC: Amalia Rodriguez-Mendoza, Travis County District Clerk  
Michelle Brinkman, District Clerk's Office  
Laura Jones, District Clerk's Office  
Leroy Nellis, PBO

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# Travis County Monthly Cellular Service Allowance REQUEST

**FORM** Pursuant to Travis County Ordinance Chapter 35, Wireless Communications Policy, I am submitting this request for additions (A) or changes (C) of monthly cellular service allowances within my Office/Department.

*[Signature]*  
 Official/Department Head Signature and Date

2/10/12  
 effective date

TRAVIS COUNTY  
 PLANNING & BUDGET OFFICE

NOTE: All requests for new monthly allowances or increases to previously approved monthly allowances must first go through PBO, then be processed through the Auditor's Office. Along with this request form, a budget transfer sheet must be completed for a transfer of funds into line items 2002 (6.2%), 2005 (9.64%), 2006 (1.95 POPS positions), 2007 (1.45%), and the remaining into 4107. Unless the allowance is for a limited time, the budget transfer used to fund the allowance can only be made on an annualized permanent basis.

A cellular service monthly allowance is requested for (A or C, Employee ID #, position title and slot number):	\$10/mo	\$20/mo	\$30/mo
A Ted Nicholson, #85434, Business Analyst III, Slot #134	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A Matthew Nelms, #952080, Business Analyst II, Slot #123	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Comments: To begin March 1, 2012 - Budget transfer reflects remaining months in FY 2012 (March – September) 7 mos.**

Reviewed by PBO

*[Signature]* 2/15/12

Approved by Commissioner's Court

\_\_\_\_\_

Processed by Auditor's Office

\_\_\_\_\_

Return a copy to: Brad Bearden, Emergency & Wireless Communications Manager  
 Travis County Emergency Services Phone 854-4895 Fax 854-4786 Email  
 Brad.Bearden@co.travis.tx.us

Budget Adjustment: 31294

Fyr \_ Budget Type: 2012-Reg  
 PBO Category: Automatic  
 Just: Other

Author: 21 - JONES, LAURA  
 Court Date: None  
 Cell phone allowance for Ted Nicholson

Created: 2/10/2012 11:50:19 AM  
 Dept: DISTRICT CLERK

From Account	Acct Desc	Project	Proj Desc	Amount
001-2101-543-4106	CELLULAR AIR TIME			252
				252
To Account		Project		Amount
001-2102-543-2002	FICA TAX - OASDI			13
001-2102-543-2005	RETIREMENT CONTRIBUTION			26
001-2102-543-2007	FICA TAX - MEDICARE			3
001-2102-543-4107	CELL PHONE ALLOWANCE			210
				252

Approvals	Dept	Approved By	Date Approved
Originator	21	LAURA JONES	2/10/2012 11:50:26 AM
DepOffice	21	ROBERT CHAPPELL	2/10/2012 12:52:50 PM
PBOAnalyst	9	DIANA RAMIREZ	2/10/2012 3:30:47 PM
PBOManager	9	WILLIAM DERRYBERRY	2/10/2012 4:18:00 PM
AudAP	6	HOLLY HUFF	2/13/2012 8:51:07 AM

1.4

Budget Adjustment: 31293

Fyr\_ Budget Type: 2012-Reg  
 PBO Category: Automatic  
 Just: Other

Author: 21 - JONES, LAURA  
 Court Date: None  
 Cell phone allowance for Matthew Nelms

Created: 2/10/2012 11:49:08 AM  
 Dept: DISTRICT CLERK

From Account	Acct Desc	Project	Proj Desc	Amount
001-2101-543-4106	CELLULAR AIR TIME			252
				252
To Account		Project		Amount
001-2101-543-4107	CELL PHONE ALLOWANCE			210
001-2101-543-2002	FICA TAX - OASDI			13
001-2101-543-2005	RETIREMENT CONTRIBUTION			26
001-2101-543-2007	FICA TAX - MEDICARE			3
				252

Approvals	Dept	Approved By	Date Approved
Originator	21	LAURA JONES	2/10/2012 11:50:28 AM
DepOffice	21	ROBERT CHAPPELL	2/10/2012 12:52:47 PM
PBOAnalyst	9	DIANA RAMIREZ	2/10/2012 3:30:48 PM
PBOManager	9	WILLIAM DERRYBERRY	2/10/2012 4:18:01 PM
AudAP	6	HOLLY HUFF	2/13/2012 8:51:08 AM

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**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
<b>\$12,977,851</b>	<b>Current Balance</b>		

**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
<b>(\$8,947,139)</b>	<b>Total Possible Future Expenses (Earmarks)</b>
<b>\$4,030,712</b>	<b>Remaining Allocated Reserve Balance After Possible Future Expenditures</b>

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

<b>Amount</b>	<b>Dept Transferred Into</b>	<b>Date</b>	<b>Explanation</b>
\$1,433,446			Beginning Balance
(\$90,000)	TNR	12/13/11	Guardrail Improvements
(\$365,000)	TNR	2/21/12	International Cemetary
<b>\$978,446 Current Reserve Balance</b>			

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

<b>Amount</b>	<b>Explanation</b>
(\$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
<b>(\$587,005) Total Possible Future Expenses (Earmarks)</b>	

**\$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
<b>\$330,703 Current Reserve Balance</b>			

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

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

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

Amount	Dept Transferred Into	Date	Explanation
\$1,000,000			Beginning Balance
<b>\$1,000,000 Current Reserve Balance</b>			

**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
<b>\$3,510,000 Current Reserve Balance</b>			

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

Amount	Dept Transferred Into	Date	Explanation
\$250,000			Beginning Balance
<b>\$250,000 Current Reserve Balance</b>			

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

Amount	Dept Transferred Into	Date	Explanation
\$596,369			Beginning Balance
<b>\$596,369 Current Reserve Balance</b>			

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

Amount	Dept Transferred Into	Date	Explanation
\$60,250			Beginning Balance
<b>\$60,250 Current Reserve Balance</b>			

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

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

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

Amount	Dept Transferred Into	Date	Explanation
\$750,000			Beginning Balance
<b>\$750,000 Current Reserve Balance</b>			

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

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

**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
<b>\$395,000 Current Reserve Balance</b>			

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

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

\* Reserved for MHMR

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

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

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

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

# BUDGET AMENDMENTS AND TRANSFERS

## FY 2012

### ADD-ON

2/28/2012

#### AMENDMENTS

<b>BA#</b>	<b>Project Code</b>	<b>FUND</b>	<b>DEPT/DIV</b>	<b>ACT</b>	<b>ELM/OBI</b>	<b>Dept.</b>	<b>Line Item</b>	<b>Increase</b>	<b>Decrease</b>	<b>Pg #</b>
A1		001	9800	981	9892	Reserves	Allocated Reserves		\$ 10,500	1
		001	4908	628	6099	TNR	Other Purchased Services	\$ 10,500		



**PLANNING AND BUDGET OFFICE**  
TRAVIS COUNTY, TEXAS

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

**MEMORANDUM**

**TO:** Members of Commissioners Court

**FROM:** Diana A. Ramirez, Sr. Budget Analyst *DAR Ramirez*

**DATE:** February 23, 2012

**RE:** Request by TNR to transfer \$10,500 from an Earmark on Allocated Reserve to purchase air monitoring equipment for McKinney Roughs in accordance with an interlocal agreement with the Capital Area Council of Governments (CAPCOG)

TNR is requesting to transfer \$10,500 of a \$12,500 Earmark on Allocated Reserve for ozone monitoring at McKinney Roughs. The interlocal agreement with CAPCOG is on the Court's agenda on February 28, 2012 as is this add-on budget adjustment.

Due to a miscommunication, the posting of this adjustment was not included in the regular budget amendments and transfers agenda item. It is considered an emergency add-on under the budget rules the funding of the interlocal agreement is required on 2/28/12.

cc: Leroy Nellis, Jessica Rio, PBO  
Steven Manilla, County Executive, TNR  
Carol Joseph, Cynthia McDonald, Adele Noel, Christina Jensen, TNR

RECEIVED



**TRANSPORTATION AND NATURAL RESOURCES** FEB 17 PM 3:47  
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

411 West 13<sup>th</sup> Street  
Executive Office Building, 11<sup>th</sup> Floor  
P. O. Box 1748  
Austin, Texas 78767  
(512) 854-9383  
FAX (512) 854-4697

TRAVIS COUNTY  
PLANNING & BUDGET OFFICE

February 16, 2012

MEMORANDUM

TO: Leroy Nellis, PBO  
FROM: *Charles B. Josephson*  
Steven M. Manilla, P.E., TNR

SUBJECT: Request for Transfer from Allocated Reserves

TNR is requesting a transfer from the Allocated Reserves for CAPCOG Ozone Monitoring. On September 13, 2011, an earmark of \$12,500 was placed in the allocated reserves for assisting CAPCOG in the funding of an air quality station at McKinney Roughs to monitor ozone during the 2012 ozone season.

An interlocal agreement has been drafted and should be placed on the February 28, 2012 agenda. If the item is approved, TNR requests the transfer of \$10,500 to 001-4908-628-6099 be approved as well.

If you have any questions please contact Adele Noel at 4-7211

*AS* CJ:SM:cj

