



## Travis County Commissioners Court Agenda Request

**Meeting Date:** April 3, 2012

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

**Elected/Appointed Official/Dept. Head:** Leslie Browder, 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:

**Leslie Browder – Planning and Budget Office, (512)854-9106**

**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

4/3/2012

### 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	9891	Reserves	CAR Reserves		\$ 19,460	1
		001	9006	822	3001	ITS	Office Equip,Furn,&Supp	\$ 11,590		
		001	9006	822	3002	ITS	Software	\$ 6,720		
		001	9006	822	6099	ITS	Other Purchased Serv.	\$ 1,150		

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



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

March 27, 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: MHPDO Replacement Computers

Several replacement computers for the Mental Health Public Defender's Office were inadvertently left off the FY12 Computer Replacement list and were not budgeted. The department is requesting funding from the Capital Acquisitions Reserve for these replacements as their current computers are quite slow and replacement cannot wait until FY13. PBO concurs with this request and recommends approval of the transfer of \$19,460 from the CAR Reserve. Please contact me at 854-9346 if you have any questions.

CC: Roger Jefferies, County Executive for Justice & Public Safety  
Jeanette Kinard, Mental Health Public Defender  
Sheryl Holder, ITS  
Tonya Mills, Criminal Justice Planning  
Cory Cameron, Criminal Justice Planning  
Leroy Nellis, PBO  
Leslie Browder, PBO



## **JUSTICE & PUBLIC SAFETY DIVISION**

**Roger W. Jefferies, County Executive**  
P.O. Box 1748 Austin, Texas 78767 Phone (512) 854-4415 Fax (512) 854-4417

**Criminal Justice  
Planning**  
Roger W. Jefferies  
(512) 854-4415

**Counseling &  
Education Services**  
Caryl Colburn  
(512) 854-9540

**Juvenile Public  
Defender**  
Kameron D. Johnson  
(512) 854-4128

### **MEMORANDUM**

**To: Katie Pertersen-Gipson, Planning & Budget Office**

**From: Roger Jefferies, County Executive, Justice and Public Safety**

**Date: March 26, 2012**

**Subject: MHPDO Replacement Computers**

---

Criminal Justice Planning is requesting Commissioners Court approval to transfer \$19,460 (BA# 31869) from reserves to ITS on behalf of the Mental Health Public Defenders Office for replacement computers which were omitted from the FY12 ITS budget submission. These computers are old and have become problematic, causing productivity issues for the Social Workers and Attorneys in the office. All of the machines meet the criteria for replacement based on the guidelines provided by ITS. This transfer will cover all costs associated (hardware, software, installation) for the replacement of 4 notebook computers and 3 desktop computers.

Respectfully,

Roger Jefferies  
County Executive  
Justice and Public Safety Division

TRAVIS COUNTY

FY 12 Budget Personal Computer Inventory and Replacement Request

Department: Mental Health Public Defender

Seq	CPU Tag No.	Equipment Type	Dept/Div	Building/ Room No.	Replace Yes or No	Equipment Amount	PC Installation Costs	Recycle Costs	Total Central Line Item Amount	Comments
1	148162	Notebook Workstation-		Post Rd 200	Yes	2,300	165	60	2,525	
2	148163	Notebook Workstation-		Post Rd 200	Yes	2,300	165	60	2,525	
3	148164	Notebook Workstation-		Post Rd 200	Yes	2,300	165	60	2,525	
4	148165	Notebook Workstation-		Post Rd 200	Yes	2,300	165	60	2,525	
5	148166	Notebook Workstation-		Post Rd 200	Yes	2,300	165	60	2,525	
6	148167	Notebook Workstation-		Post Rd 200	Yes	2,300	165	60	2,525	
7	148168	Notebook Workstation-		Post Rd 200	Yes	2,300	165	60	2,525	
8	148245	PC-		Post Rd 200	Yes	1,300	165	60	1,525	
9	148246	PC-		Post Rd 200	Yes	1,300	165	60	1,525	
10	148249	PC-		Post Rd 200	Yes	1,300	165	60	1,525	
11	148239	PC-		Post Rd 200	Yes	1,300	165	60	1,525	
12						0	0	0	0	
13						0	0	0	0	
14						0	0	0	0	
15						0	0	0	0	
16						0	0	0	0	
17						0	0	0	0	
18						0	0	0	0	
19						0	0	0	0	
20						0	0	0	0	
21						0	0	0	0	
22						0	0	0	0	
23						0	0	0	0	
24						0	0	0	0	
25						0	0	0	0	
26						0	0	0	0	
27						0	0	0	0	
28						0	0	0	0	
29						0	0	0	0	
30						0	0	0	0	
31						0	0	0	0	
32						0	0	0	0	
33						0	0	0	0	
34						0	0	0	0	
35						0	0	0	0	
36						0	0	0	0	
37						0	0	0	0	
38						0	0	0	0	
39						0	0	0	0	
40						0	0	0	0	
41						0	0	0	0	
42						0	0	0	0	
43						0	0	0	0	
44						0	0	0	0	
45						0	0	0	0	
46						0	0	0	0	

u

TRAVIS COUNTY										
FY 12 Budget Personal Computer Inventory and Replacement Request										
Department: <b>Mental Health Public Defender</b>										
Seq	CPU Tag No.	Equipment Type	Dept/Div	Building/ Room No.	Replace Yes or No	Equipment Amount	PC Installation Costs	Recycle Costs	Total Central Line Item Amount	Comments
47						0	0	0	0	
48						0	0	0	0	
49						0	0	0	0	
50						0	0	0	0	
						<b>21,300</b>	<b>1,815</b>	<b>660</b>	<b>23,775</b>	

F

**Budget Adjustment: 31869**

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

Author: 12 - HOLDER, SHERYL  
 Court Date: Tuesday, Apr 3 2012

Created: 3/26/2012 9:51:04 AM  
 Dept: RESERVES

Transfer necessary to fund the cost of computers in the CJP Mental Health Public Defender division that are eligible to be replaced for FY12.

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9891	CAPITAL ACQUISTN RESERVES			19,460
				<b>19,460</b>
To Account		Project		Amount
001-9006-822-3001	OFFICE EQUIP,FURN, & SUPP			11,590
001-9006-822-3002	SOFTWARE			6,720
001-9006-822-6099	OTHER PURCHASED SERVICES			1,150
				<b>19,460</b>

Approvals	Dept	Approved By	Date Approved
Originator	12	SHERYL HOLDER	3/26/2012 9:51:12 AM
DepOffice	12	RANDALL LOTT	3/26/2012 12:45:33 PM
DepOfficeTo	12	RANDALL LOTT	3/26/2012 12:45:50 PM

*Randy Nellis 3/27/12*

**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
\$13,136	Various	2/15/2012	Cancelled Purchase Orders
(\$37,954)	District Attorney	2/28/12	Child Protection Contract
(\$10,500)	TNR	2/28/12	CAPCOG Ozone Monitoring
\$22,585	Various	3/12/12	Cancelled Purchase Orders
(\$2,600,000)	Facilities	3/20/12	Property Purchase from Housing Authority
(\$5,100)	Facilities	3/20/12	Property Purchase from Housing Authority
(\$7,500)	Historical Commission	3/27/12	National Park Service grant match
\$99,176	Various	3/23/12	Cancelled Purchase Orders
<b>\$10,451,694</b>	<b>Current Balance</b>		

**Possible Future Expenses Against Allocated Reserve Previously Identified:**

Amount	Explanation
(\$750,000)	TNR - Landfill

6

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

(\$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
(\$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
(\$137,421)	TNR - Northeast Metro Park - Phase III
(\$294,139)	TCSO - 700 Lavaca Security
(\$5,941,788)	Compensation

**(\$8,889,639) Total Possible Future Expenses (Earmarks)**

**\$1,562,055 Remaining Allocated Reserve Balance After Possible Future Expenditures**

**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 Cemetery
(\$5,628)	Comm. Pct. 1	2/28/12	Intel Reader, CCTV and Magnifier
(\$63,850)	ITS	3/20/12	IT Related Improvements at Granger Bldg.
\$43,138	TNR	3/23/12	Cancelled Purchase Order
<b>\$952,106 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
(\$80,000)	RMCR - A/V Equipment for 700 Lavaca Street
(\$38,500)	TNR - Northeast Metro Park - Phase III
<b>(\$497,005) Total Possible Future Expenses (Earmarks)</b>	

**\$455,101 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>			

9

**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 (\$584,694)	ITS	3/7/12	Beginning Balance JP Case Management System
<b>\$4,115,306 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>			

\* Reserved for MHMR

**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>			

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

12