



Travis County Commissioners Court Agenda Request

Meeting Date: September 11, 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 by Tuesdays at 5:00 p.m. for the next week’s meeting.

BUDGET AMENDMENTS AND TRANSFERS

FY 2012

9/11/2012

AMENDMENTS

| BA# | INTERNAL ORDER/WBS | FUND | COST CENTER | COMMITMENT | Dept. | Line Item | Increase | Decrease | Pg # |
|------------|---------------------------|-------------|--------------------|-------------------|--------------|---------------------------|-----------------|-----------------|-------------|
| A1 | | 0001 | 198000 | 580010 | Reserves | Allocated Reserves | | 1,293.00 | 1 |
| | | 0001 | 122001 | 500070 | Civil Courts | Sal-Temp Emp | 1,200.00 | | |
| | | 0001 | 122001 | 506010 | Civil Courts | FICA - OASDI | 74.00 | | |
| | | 0001 | 122001 | 506060 | Civil Courts | Workers Compensation | 2.00 | | |
| | | 0001 | 122001 | 506020 | Civil Courts | FICA - Medicare | 17.00 | | |
| A2 | | 0001 | 198000 | 580010 | Reserves | Allocated Reserves | | 1,293.00 | 1 |
| | | 0001 | 126001 | 500070 | JP Pct. 1 | Sal-Temp Emp | 1,200.00 | | |
| | | 0001 | 126001 | 506010 | JP Pct. 1 | FICA - OASDI | 74.00 | | |
| | | 0001 | 126001 | 506060 | JP Pct. 1 | Workers Compensation | 2.00 | | |
| | | 0001 | 126001 | 506020 | JP Pct. 1 | FICA - Medicare | 17.00 | | |
| A3 | | 0001 | 198000 | 580010 | Reserves | Allocated Reserves | | 1,293.00 | 1 |
| | | 0001 | 131001 | 500070 | Cons. Pct. 1 | Sal-Temp Emp | 1,200.00 | | |
| | | 0001 | 131001 | 506010 | Cons. Pct. 1 | FICA - OASDI | 74.00 | | |
| | | 0001 | 131001 | 506060 | Cons. Pct. 1 | Workers Compensation | 2.00 | | |
| | | 0001 | 131001 | 506020 | Cons. Pct. 1 | FICA - Medicare | 17.00 | | |
| A4 | | 0001 | 198000 | 580010 | Reserves | Allocated Reserves | | 1,293.00 | 1 |
| | | 0001 | 101001 | 500070 | County Judge | Sal-Temp Emp | 1,200.00 | | |
| | | 0001 | 101001 | 506010 | County Judge | FICA - OASDI | 74.00 | | |
| | | 0001 | 101001 | 506060 | County Judge | Workers Compensation | 2.00 | | |
| | | 0001 | 101001 | 506020 | County Judge | FICA - Medicare | 17.00 | | |
| A5 | | 0001 | 198000 | 580010 | Reserves | Allocated Reserves | | 1,308.00 | 7 |
| | | 0001 | 107001 | 511510 | Treasurer | Armored Motor Services | 1,308.00 | | |
| A6 | | 0001 | 112001 | 500010 | ITS | Sal. Appointed/Elect off. | | 80,282.00 | 12 |
| | | 0001 | 112004 | 500050 | ITS | Sal. Reg. Empl | | 80,282.00 | |
| | | 0001 | 198000 | 580010 | Reserves | Allocated Reserves | 160,564.00 | | |

OTHER

| | | |
|----|--|----|
| O1 | Request by Transportation and Natural Resources (TNR) to use realized capital savings for Playground Safety Initiative | 15 |
|----|--|----|

PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS



MEMORANDUM

TO: Commissioners Court
FROM: Travis R. Gatlin, Assistant Budget Director *Travis R. Gatlin*
DATE: September 4, 2012
RE: ACC Internship Program for the Fall Semester and Request use Earmark from those Departments without internal resources

The FY 12 Adopted Budget includes an earmark against the General Fund Allocated Reserve to assist departments that are not able to internally fund the cost of participating in the ACC Internship Program. The Fall Semester overlaps FY 12 and FY 13 and has seven departments participating in program. Four of the seven positions require the use of the earmark for the FY 12 and FY 13 portions of the cost. The estimated cost of each intern for the Fall Semester is \$4,140 based on 20 hrs per week for 16 weeks at \$12 per hour. This is \$1,037 less per intern compared to previous semesters, which were based on \$15 per hour instead of \$12 per hour. The table below summarizes those departments participating in the program for the Fall Semester and amounts requested from the Allocated Reserve.

| Department | # of Interns | Request from FY 12 Earmark | Request from FY 13 Earmark | Budget Notes |
|------------------------------|--------------|----------------------------|----------------------------|---|
| County Judge | 1 | \$1,293 | N/A | Office is requesting \$1,293 for FY 12 portion. FY 13 portion is internally funded. |
| Justice of the Peace, Pct. 1 | 1 | \$1,293 | \$2,847 | Office is requesting \$4,140 from earmarks. |
| Civil Courts | 1 | \$1,293 | \$2,847 | Office is requesting \$4,140 from earmarks. |
| Constable, Pct. 1 | 1 | \$1,293 | \$2,847 | Office is requesting \$4,140 from earmarks. |
| RMCR | 1 | N/A | \$2,847 | Office is requesting \$2,847 for FY 13 portion. FY 12 portion is internally funded. |
| Commissioner, Pct. 3 | 1 | N/A | N/A | Office will internally fund |
| HRMD | 1 | N/A | N/A | Office will internally fund |
| Total | 7 | \$5,172 | \$11,388 | |

PBO recommends approval of the attached four budget amendments for the FY 12 portion of the cost to support the program. The FY 12 requests of \$5,172 exceed the remaining balance of the FY 12 earmark of \$3,145 by \$2,027, but there are sufficient resources in the Allocated Reserve for the requests. This is first time the earmark for the program has been

exceeded. The FY 13 earmark is \$25,885, which is the same as the earmark in the FY 11 and FY 12 Adopted Budgets. PBO is also requesting Commissioners Court approval to process the budget adjustments totaling \$11,388 for the FY 13 portion as automatics once the FY 13 Adopted Budget is loaded into SAP. The FY 13 balance of the earmark after these transfers would be \$14,497. While the cost per intern has been reduced it appears the number of departments that are participating and requesting the use of earmarks has increased. PBO will work with HRMD during FY 13 to determine if future earmarks for the program require an adjustment.

cc: Judge Yvonne Williams, Justice of the Peace, Pct. 1
Danny Thomas, Constable, Pct. 1
Peg Liedtke, Civil Courts
Melissa Velasquez, County Judge's Office
Garry Brown, Commissioner, Pct. 3
Diane Blankenship, HRMD
Kim Austin-Smith, HRMD
Harve Franklin, HRMD
Steven Broberg, RMCR
Tom Ashburn, RMCR
Leslie Browder, PBO
Leroy Nellis, PBO
Jessica Rio, PBO
Alan Miller, PBO
William Derryberry, PBO
Aerin Toussaint, PBO

Entry Document

Document 2012 / 40000549 - Preposted FM Area 1000
 Process Transfer 1,293.00 USD
 Total Sender 1,293.00
 Total Receiver 1,293.00
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 Version 0
 Fiscal Year 2012
 Document Type TRAN
 Document Date 08/29/2012
 Document Text ACC Intern

Created by MICHAEL
 Created on 08/29/2012
 Created at 16:39:39

| Line | +/+ | Fund | Fund Name | Funds Ctr | FC Name | Cent I Cen | Item Name | F. A. | Functional Area Name | Grant | Funded Program | Type | Amount TO | Amount LG | LC | DS | Add. Line |
|--------|-----|------|-----------|------------|-----------------|------------|-----------------|-------|-------------------------|--------------|----------------------|------|-----------|-----------|-----|----|-----------|
| 000001 | - | 0001 | General | 1980000000 | 198Reserves0000 | 580010 | Resrv-Allocated | 1120 | GenGovt-Financial Admin | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 1,293.00 | 1,293.00 | USD | 1 | |
| 000002 | + | 0001 | General | 1220010001 | 122Dist0001 | 500070 | Sal-Temp Emp | 1220 | Jssys-Civil Justice | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 1,200.00 | 1,200.00 | USD | 1 | |
| 000003 | + | 0001 | General | 1220010001 | 122Dist0001 | 506010 | FICA Tax-OASDI | 1220 | Jssys-Civil Justice | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 74.00 | 74.00 | USD | 1 | |
| 000004 | + | 0001 | General | 1220010001 | 122Dist0001 | 506060 | Workers Comp | 1220 | Jssys-Civil Justice | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 2.00 | 2.00 | USD | 1 | |
| 000005 | + | 0001 | General | 1220010001 | 122Dist0001 | 506020 | FICA Tax-Mdcr | 1220 | Jssys-Civil Justice | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 17.00 | 17.00 | USD | 1 | |

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Entry Document

Document 2012 / 40000557 - Preposted
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 Total Receiver 1,293.00
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 Version 0
 Document Type TRAN
 Budget Category Payment
 Fiscal Year 2012
 Document Date 08/31/2012

Created by JOHNSOC

Created on 08/31/2012

Created at 14:25:52

| Line | Fund | Fund Name | Funds Cty | FC Name | Chart Item | Item Name | F. Ar | Functional Area Name | Grant | Funded Program | Type | Amount TC | Amount LC | LC | DR | Mod. Line |
|----------|------|-----------|-------------|-----------------|------------|-----------------|-------|-------------------------|--------------|----------------------|------|-----------|-----------|-------|----|-----------|
| 000001 - | 0001 | General | 19800000000 | 198Reserves0000 | 580010 | Resrv-Allocated | 1120 | GenGovt-Financial Admin | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 1,293.00 | 1,293.00 | USD 1 | | |
| 000002 + | 0001 | General | 1260010001 | 126Civ0001 | 500070 | Sal-Temp Emp | 1220 | Jssys-Civil Justice | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 1,200.00 | 1,200.00 | USD 1 | | |
| 000003 + | 0001 | General | 1260010001 | 126Civ0001 | 506010 | FICA Tax-OASDI | 1220 | Jssys-Civil Justice | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 74.00 | 74.00 | USD 1 | | |
| 000004 + | 0001 | General | 1260010001 | 126Civ0001 | 506060 | Workers Comp | 1220 | Jssys-Civil Justice | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 2.00 | 2.00 | USD 1 | | |
| 000005 + | 0001 | General | 1260010001 | 126Civ0001 | 506020 | FICA Tax-Mdcr | 1220 | Jssys-Civil Justice | NOT-RELEVANT | NON-FUNDED-PROGRAM 1 | 1 | 17.00 | 17.00 | USD 1 | | |

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Entry Document

Document 2012 / 40000577 - Preposted FM Area 1000
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 Total Receiver 1,293.00
 Value Type Budget
 Version 0 Fiscal Year 2012
 Document Type TRAN Document Date 09/04/2012

Created by DOYLEG

Created on 09/04/2012

Created at 08:54:54

| Line | FC | Fund | Fund Name | Funds Ctr | FC Name | Ent Item | Item Name | Obj | Functional Area Name | Grant | Funded Program | Type | Amount TC | Amount LC | LC | DR | Add. Line |
|--------|----|------|-----------|------------|-----------------|----------|-----------------|------|-------------------------|--------------|--------------------|------|-----------|-----------|-----|----|-----------|
| 000001 | - | 0001 | General | 1980000000 | 198Reserves0000 | 580010 | Resrv-Allocated | 1120 | GenGovt-Financial Admin | NOT-RELEVANT | NON-FUNDED-PROGRAM | 1 | 1,293.00 | 1,293.00 | USD | 0 | |
| 000002 | + | 0001 | General | 1310010001 | 131Civ0001 | 500070 | Sal-Temp Emp | 1310 | PbcSft-Law Enforcement | NOT-RELEVANT | NON-FUNDED-PROGRAM | 1 | 1,200.00 | 1,200.00 | USD | 0 | |
| 000003 | + | 0001 | General | 1310010001 | 131Civ0001 | 506010 | FICA Tax-OASDI | 1310 | PbcSft-Law Enforcement | NOT-RELEVANT | NON-FUNDED-PROGRAM | 1 | 74.00 | 74.00 | USD | 0 | |
| 000004 | + | 0001 | General | 1310010001 | 131Civ0001 | 506060 | Workers Comp | 1310 | PbcSft-Law Enforcement | NOT-RELEVANT | NON-FUNDED-PROGRAM | 1 | 2.00 | 2.00 | USD | 0 | |
| 000005 | + | 0001 | General | 1310010001 | 131Civ0001 | 506020 | FICA Tax-Mdcr | 1310 | PbcSft-Law Enforcement | NOT-RELEVANT | NON-FUNDED-PROGRAM | 1 | 17.00 | 17.00 | USD | 0 | |

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 Amount = 1,293.00 USD
 Date = Sept 4, 2012

Entry Document

Document 2012 / 40000538 - Preposted FM Area 1000
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 Total Receiver 1,293.00
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 Version 0 Fiscal Year 2012
 Document Type TRAN Document Date 08/31/2012

Created by VELASQM

Created on 08/31/2012

Created at 09:21:25

| Line | FA | Fund | Fund Name | Funde Ctr | FC Name | Grant Item | Item Name | F.Aid | Functional Area Name | Grant | Funded Program | Type | Amount-FC | Amount-LC | LC | DR | Add.Line |
|--------|----|------|-----------|------------|-----------------|------------|-----------------|-------|-------------------------|--------------|----------------------|------|-----------|-----------|-----|----|----------|
| 000001 | - | 0001 | General | 1980000000 | 198Reserves0000 | 580010 | Resrv-Allocated | 1120 | GenGovt-Financial Admin | NOT-RELEVANT | NON-FUNDED-PROGRAM 2 | TYPE | 1,293.00 | 1,293.00 | USD | 1 | |
| 000002 | + | 0001 | General | 1010010001 | 101Adm0001 | 500070 | Sal-Temp Emp | 1110 | GenGovt-General Admin | NOT-RELEVANT | NON-FUNDED-PROGRAM 2 | TYPE | 1,200.00 | 1,200.00 | USD | 1 | |
| 000003 | + | 0001 | General | 1010010001 | 101Adm0001 | 506010 | FICA Tax-OASDI | 1110 | GenGovt-General Admin | NOT-RELEVANT | NON-FUNDED-PROGRAM 2 | TYPE | 74.00 | 74.00 | USD | 1 | |
| 000004 | + | 0001 | General | 1010010001 | 101Adm0001 | 506060 | Workers Comp | 1110 | GenGovt-General Admin | NOT-RELEVANT | NON-FUNDED-PROGRAM 2 | TYPE | 2.00 | 2.00 | USD | 1 | |
| 000005 | + | 0001 | General | 1010010001 | 101Adm0001 | 506020 | FICA Tax-Mdcr | 1110 | GenGovt-General Admin | NOT-RELEVANT | NON-FUNDED-PROGRAM 2 | TYPE | 17.00 | 17.00 | USD | 1 | |

Handwritten signature and date: [Signature] = A22 n Sept. 4, 2012



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of Commissioners Court
FROM: Aerin-Renee Toussaint, Budget Analyst
DATE: September 4th, 2012
RE: Request for Funds for Expand Treasurer's Office Armored Car Pickup Services

The Treasurer's Office is requesting Commissioners Court approval to expand the armored car service currently in use by the County. The armored car picks up cash and check deposits from the Treasurer's Office and other County Offices in the CJC/Gault/Civil Courthouse complex. When the Treasurer's Office was located in the Granger Building, other offices that were co-located in the building were able to easily make their deposits to the Treasurer's office so that these could also be collected by the armored car service.

Because the Treasurer's Office has moved to 700 Lavaca, the departments that relied on the proximity of the armored car service must now plan how to safely transport their deposits to the armored car. The County Attorney, District Attorney, and District Clerk Offices now desire to be included as stops for pickup by the armored car. This expanded service is needed because the departments are concerned about the safety of employees transporting large amounts of cash receipts between county buildings. Additionally, county departments must follow statutory requirements to deposit money within 24 hours of receipt.

The current armored car contract in the Treasurer's budget is \$137,424. The additional daily pickups will require an increase of \$1,308 for the remainder of FY 12. The Treasurer's Office requests permission from Commissioners Court to pay for this using the Allocated Reserves, since this department is small and cannot absorb the cost of additional contract costs.

If the Court accepts the expansion of armored car services for additional County offices, the Treasurer's FY 13 budget will also need to reflect increased funding for additional services. The armored car contract for FY 13 is \$140,724. The vendor has quoted a cost of \$15,696 for FY 13 increases to daily pickups. With the Court's approval, this amount will be added to the Treasurer's budget as a "Change After Markup."

PBO recommends approval of this request.

cc: Leslie Browder, County Executive, PBO
David Escamilla, County Attorney
Rosemary Lehmberg, District Attorney
Leroy Nellis, Jessica Rio, PBO
Delores Ortega-Carter, County Treasurer
Amalia Rodriguez, District Clerk



**DOLORES ORTEGA CARTER
COUNTY TREASURER**

(512) 854-9365 Fax (512) 854-9361
e-mail: dolores.ortega-carter@co.travis.tx.us

700 Lavaca, Suite 1.300
P.O. Box 1748
Austin, Texas 78767

August 28, 2012

To: Aerin Toussaint
Planning and Budget

From: Dolores Ortega Carter *DOC*
Certified County Treasurer

Subject: Armored Courier Service

Attached you will find emails from three county offices requesting an armored courier pickup.

We are requesting a budget adjustment of \$1,308 for FY12 and an increase to FY13 of \$15,696 to cover these additional pickups beginning in September.

The increase is based on the most recent courier contract effective July 24, 2012 of \$436 per month per location (copy attached).

Thank you for your assistance.

triple d security

Bid Contact **jay lack**
lara@triplesecurity.com
 Ph 361-578-4951

Address **901 profit**
victoria, TX 77902

| Item # | Line Item | Notes | Unit Price | Qty/Unit | Total Price | Attch. Docs |
|-------------------|-----------------|------------------------------|---------------------------------|------------|---------------------|-------------|
| B120230-CW--01-01 | LOCATION "A" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-02 | LOCATION "B" | Supplier Product Code: | First Offer - \$262.00 Text: | 12 / month | \$3,144.00 Text: | Y |
| B120230-CW--01-03 | LOCATION "C" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-04 | LOCATION "D" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-05 | LOCATION "E" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-06 | LOCATION "F" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-07 | LOCATION "G" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-08 | LOCATION "H" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-09 | LOCATION "I" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-10 | LOCATION "J" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-11 | LOCATION "K" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-12 | LOCATION "L" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-13 | LOCATION "M" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-14 | LOCATION "N" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-15 | LOCATION "O" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: | Y |
| B120230-CW--01-16 | LOCATION "P" | Supplier | First Offer - \$436.00 | 12 / month | \$5,232.00 | Y |

| | | Product Code: | Text: | Text: | |
|-------------------|---|------------------------|---------------------------------|----------------|-----------------------|
| B120230-CW--01-17 | SPECIAL PICK-UP LOCATION "Q" (ON ROUTE) | Supplier Product Code: | First Offer - \$186.00 Text: | 8 / each | \$1,488.00 Text: Y |
| B120230-CW--01-18 | SPECIAL PICK-UP LOCATION "R" (ON ROUTE) | Supplier Product Code: | First Offer - \$186.00 Text: | 8 / each | \$1,488.00 Text: Y |
| B120230-CW--01-19 | LOCATION "S" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-20 | LOCATION "T" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-21 | LOCATION "U" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-22 | LOCATION "V" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-23 | LOCATION "W" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-24 | LOCATION "X" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-25 | LOCATION "Y" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-26 | LOCATION "Z" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-27 | LOCATION "AA" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-28 | LOCATION "BB" | Supplier Product Code: | First Offer - \$436.00 Text: | 12 / month | \$5,232.00 Text: Y |
| B120230-CW--01-29 | LOCATION "CC" | Supplier Product Code: | First Offer - \$199.00 Text: | 12 / month | \$2,388.00 Text: Y |
| B120230-CW--01-30 | LOCATION "DD" | Supplier Product Code: | First Offer - \$118.00 Text: | 12 / month | \$1,416.00 Text: Y |
| | | | | Supplier Total | \$140,724.00 |

Header Information for Entry Doc Number

400000592

Doc. Number 400000592 Doc. Status Preposted FM Area 1000
Budget. Cate. Payment Doc. Year 2012 Doc. Date Sep 5, 2012
Value Type Budget Version 0 Doc. Type TRAN
Budget Type 1 Fiscal Year 2012 Year. Cash. Eff
Process UI TRAN Process SEND Original. Applic. BWB Doc. Family
Creation Date Sep 5, 2012 Creation Time 08:00:32
Creator AMBROSR Year Cohort Public Law
Resp. Person Legislation

Additional Data

Header Text

TextName

Lines

Total Document 0 USD

| Line | Fund | Budget Period | Funds Center | Comm. Item | FuncArea Grant | Funded Program | Local Amount | Text Line |
|--------|------|---------------|--------------|------------|----------------|---------------------------------|--------------|------------------------------------|
| 000001 | 0001 | | 1980000000 | 580010 | 1120 | NOT-RELEVANT NON-FUNDED-PROGRAM | -1,308 | |
| 000002 | 0001 | | 1070010001 | 511510 | 1120 | NOT-RELEVANT NON-FUNDED-PROGRAM | 1,308 | Increase Armored Car Budget to ref |



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS



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

September 5, 2012

To: Commissioners Court

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

A handwritten signature in black ink, appearing to read "Katie Petersen Gipson".

Re: Reimbursement to Allocated Reserve

On September 5, 2012, a budget adjustment for \$1,088,432 was entered as an "automatic" to return funding to the Allocated Reserve related to a reimbursement resolution approved in November 2011. The reimbursement resolution was for Information Technology Services to purchase storage needs and security tools for the BEFIT program. Unfortunately, the funding for a three year maintenance LogLogic contract could not be purchased with CO funds due to Travis County capitalization rules which only allow the first year of a maintenance contract. Therefore, a \$160,564 expenditure could not be reclassified to the Certificate of Obligation and General Fund resources are required.

The impact of this action is that the CO will have \$160,564 that the Commissioners Court can use for other purposes allowed by the official statement. PBO will make a recommendation for that funding during the capital "scrubbing" process in November. However, ITS needs to cover that \$160,564 cost of the maintenance contract. PBO recommends that the department internally fund this request by using salary savings generated by vacancies that have occurred throughout the year. ITS has agreed to follow PBO's recommendation instead of requesting funding from the Reserves. The attached budget amendment will allow the department to fully reimburse the Allocated Reserve \$1,248,996 that was transferred in November 2011.

PBO recommends approval of this transfer since it is a fund switch for an already approved project. PBO and ITS have worked together in the FY13 budget process to provide more complete information for capital projects to ensure appropriate funding sources so that this does not occur in the future.

CC: Walter LaGrone, ITS
Tanya Acevedo, ITS
Rod Brown, ITS
Randy Lott, ITS
Leroy Nellis, PBO
Leslie Browder, PBO
Jessica Rio, PBO



Travis County Courthouse, Austin, Texas

TRAVIS COUNTY INFORMATION TECHNOLOGY SERVICES

700 Lavaca, Suite 501, Austin, Tx 78767 (512) 854-9372 Fax (512) 854-4401

DATE: September 6, 2012

TO: Members of the Commissioners Court
Katie Gipson, Planning and Budget Analyst

FROM: Walter LaGrone, Interim Chief Information Officer

SUBJECT: Reimbursement for FY 12 CO funding

On November 22, 2011, Commissioners Court approved ITS' request for a reimbursement resolution for \$1,248,996 for funds for projects to increase the disk storage capacity to accommodate data growth (\$850,000) and purchase a security tool that had reached end of life and impacted the BEFIT project (\$398,996). PBO recommended, and the Court approved, the General Fund Allocated Reserve as the source of funding.

Under normal circumstances, after a reimbursement resolution has been executed and the CO/Bond proceeds are finally placed in the departments' budget later that year, the department repays the General Fund by reclassifying the to-date expenditures to the CO/Bond Fund line items and transferring the General Fund budget back to the original funding source (in this case, Fund 4072 and the Allocated Reserve, respectively).

However, when ITS purchased the LogLogic security tool, a 3-year maintenance agreement was included the package. According to county capitalization rules, only a single year's maintenance agreement purchased with the equipment is capitalizable, thus preventing ITS from reclassifying that portion of the general fund expenditures (\$160,564) back to the bond. ITS did reclassify the remaining \$1,088,432 (\$1,248,996 - \$160,564) in late August. With ITS possessing insufficient resources in its general fund operating line items to make up the \$160,564, PBO directed ITS to enter an additional budget adjustment to reimburse the Allocated Reserve for the full amount (\$1,248,996) using temporary salary savings from the vacant Executive Manager – Admin Ops and the department's Network and Service Desk Operations division to make up the difference (see Budget Adjustments 4000000467 and 4000000607 in the backup). At this time, ITS does not predict any requirements for the \$160,564 remaining in the department's CO Fund 4072 ending fund balance.

Cc: Walter LaGrone, Tanya Acevedo, Rod Brown, ITS

Header Information for Entry Doc Number

400000607

Doc. Number 400000607

Doc. Status Preposted

FM Area 1000

Budget. Cate. Payment

Doc. Year 2012

Doc. Date Sep 6, 2012

Value Type Budget

Version 0

Doc. Type TRAN

Budget Type 2

Fiscal Year 2012

Year. Cash. Eff

Process UI TRAN

Process SEND

Original. Applic. BWB

Doc. Family

Additional Data

Creator LOTTR

Creation Date Sep 6, 2012

Creation Time 12:36:57

Resp. Person

Year Cohort

Public Law

Header Text

TextName

Lines

Total Document

0

USD

| Line | Fund | Budget Period | Funds Center | Comm. Item | Func Area Grant | Funded Program | Local Amount | Text Line |
|--------|------|---------------|--------------|------------|-----------------|----------------|--------------|----------------------------------|
| 000001 | 0001 | | 1120010001 | 500010 | 1110 | NOT-RELEVANT | -80,282 | Repay Reimbursement Res 11/22/11 |
| 000002 | 0001 | | 1120040001 | 500050 | 1110 | NOT-RELEVANT | -80,282 | Repay Reimbursement Res 11/22/11 |
| 000003 | 0001 | | 1980000000 | 580010 | 1120 | NOT-RELEVANT | 80,282 | Repay Reimbursement Res 11/22/11 |
| 000004 | 0001 | | 1980000000 | 580010 | 1120 | NOT-RELEVANT | 80,282 | Repay Reimbursement Res 11/22/11 |

Sept 6, 2012

IF



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, Assistant Budget Director *-Darame*

DATE: September 4, 2012

RE: Request by Transportation and Natural Resources (TNR) to use Realized Capital savings for Playground Safety Initiative

During the FY 12 budget process TNR was allocated \$112,593 in capital funding (\$85,000 in new funding and \$27,593 in rollover savings from FY 11) to replace safety surfacing at Northeast and Southeast Metro soccer complexes and a shade cover at Northeast Metro Park. In addition, TNR is receiving \$45,000 in new capital funding for FY 13, the last year of the Playground Safety Initiative, to complete installation of the shade cover at Southeast Metro Park. The total capital funding available in FY 12 and FY 13 is \$157,593.

TNR is requesting to use the available funds for the original purposes with the addition of replacing the playscape equipment at the two parks. In addition, the phasing of the projects will be changed as follows:

FY 12 – encumber \$84,808 to replace the entire playscape (with shade features included) and surfacing at the Southeast Metro soccer complex.

FY 13 – encumber \$27,785 in FY 12 savings and use with the remaining \$45,000 in FY 13 funding to replace the playground equipment and surfacing and provide a shade cover at the Northeast Metro Park.

PBO recommends approval of this change in phasing of the project and the addition of the playscape replacements. Please note that the funding is already in the correct line items.

cc: Leslie Browder, Jessica Rio, Leroy Nellis, Travis Gatlin, PBO
Steven Manilla, Carol Joseph, Cynthia McDonald, Christina Jensen, TNR

Allocated Reserve Status (580010)

| 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-ReimbRes |
| (\$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 |
| \$4,809 | Various | 3/30/12 | Cancelled Purchase Orders |

Allocated Reserve Status (580010)

| | | | |
|--------------------|------------------------|-----------|--|
| \$134 | EMS | 4/4/12 | Cancelled Purchase Orders |
| \$78,259 | Various | 4/23/12 | Cancelled Purchase Orders |
| (\$168,290) | TNR | 5/1/12 | Environmental Monitoring |
| (\$151,174) | Facilities | 5/1/12 | Security at 700 Lavaca |
| \$10,033 | Various | 5/4/12 | Cancelled Purchase Orders |
| (\$51,743) | TNR | 5/15/12 | Opening Phase III of Northeast Metro Park |
| (\$117,703) | Sheriff's Office | 5/15/12 | Security at 700 Lavaca |
| (\$117,556) | General Admin. | 5/22/12 | Waller Creek TIF Payment |
| (\$2,816,473) | Various | 5/22/12 | Market Salary Survey Adjustments |
| \$27,550 | Various | 5/24/12 | Cancelled Purchase Orders |
| (\$13,800) | Purchasing | 6/26/2012 | Auction fees |
| (\$1,320,525) | TNR | 7/10/12 | Maintenance Plan- Closed Travis Co. Landfill |
| (\$452,245) | County Clerk | 7/10/12 | Expense related to Primary Election Runoff |
| (\$22,255) | Purchasing | 7/31/12 | FTE (2) and computers |
| (\$75,000) | County Clerk | 8/7/12 | Expense related to additional voting locations |
| \$5,265,715 | Current Balance | | |

Possible Future Expenses Against Allocated Reserve Previously Identified:

| Amount | Explanation |
|----------------------|---|
| (\$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 |
| (\$3,145) | 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 |
| (\$3,125,315) | Compensation |
| (\$4,820,776) | Total Possible Future Expenses (Earmarks) |

\$444,939 Remaining Allocated Reserve Balance After Possible Future Expenditures

Capital Acquisition Resources Account Reserve Status (580070)

| Amount | Dept Transferred Into | Date | Explanation |
|--|------------------------------|-------------|--|
| \$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 |
| (\$19,460) | ITS | 4/3/12 | Mental Health Public Defenders-Replacement Computers |
| (\$980) | JP Pct. 2 | 4/10/12 | Replace safe |
| (\$80,000) | Records Management | 5/1/12 | Audio/Visual Equip. & Build-out @ 700 Lavaca |
| (\$42,283) | TNR | 5/15/12 | Opening Phase III of Northeast Metro park |
| (\$36,878) | Sheriff's Office & ITS | 5/15/12 | Security for 700 Lavaca |
| (\$330,000) | EMS | 7/3/12 | EMS Interlocal Base Agreement - Ambulances |
| \$442,505 Current Reserve Balance | | | |

Status (580100)

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

Status (580120)

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

Status (580130)

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

Status (580210)

| 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 | 1/19/12 | Legal Services Contract |
| (\$6,500) | CJP | 5/22/12 | Related to Civil Courthouse Contract |
| (\$7,500) | CJP | 5/22/12 | Legal Services Contract |
| \$3,496,000 Current Reserve Balance | | | |

Status TYC (580260)

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

Status (580140)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|--------|----------------------------------|
| \$596,369 | | | Beginning Balance |
| (\$45,925) | Auditor | 5/1/12 | Grants Financial Auditor/Analyst |
| (\$265) | ITS | 5/1/12 | Software |
| \$550,179 Current Reserve Balance | | | |

Status (580240)

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

Status (580160)

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|---------|---------------------------------|
| \$4,700,000 | | | Beginning Balance |
| (\$584,694) | ITS | 3/7/12 | JP Case Management System |
| (\$42,805) | County Clerk | 5/8/12 | FACTS Transition Staff |
| (\$47,516) | Criminal Courts | 5/8/12 | FACTS Transition Staff |
| (\$59,233) | ITS | 8/14/12 | CUC TechShare Prosecutor Module |
| \$3,965,752 Current Reserve Balance | | | |

Status (580300)

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

Status (580310)

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

Reserved for MHMR**Status (580320)**

| Amount | Dept Transferred Into | Date | Explanation |
|--|-----------------------|----------|----------------------------|
| \$640,000 | | | Beginning Balance |
| (\$245,000) | EMS | 11/15/11 | Rescue Hoist |
| (\$33,950) | EMS | 9/4/12 | Exchange Fuel Control Unit |
| \$361,050 Current Reserve Balance | | | |

Status (580330)

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

Status (580200)

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

status (580015)

| 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 | | | |