



Travis County Commissioners Court Agenda Request

Meeting Date: December 3, 2013

Prepared By/Phone Number: Yolanda Aleman, (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

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

David Salazar - County Judge's Office, (512)854-9555

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

BUDGET AMENDMENTS AND TRANSFERS

FY 2014

12/3/2013

AMENDMENTS

<u>BA#</u>	<u>IO/WBS</u>	<u>FUND</u>	<u>COST CENTER</u>	<u>COMMITMENT</u>	<u>Dept.</u>	<u>Line Item</u>	<u>Increase</u>	<u>Decrease</u>	<u>Pg #</u>
A1	0001	198000	580200	Reserves	Reserves	Interlocal Agreements Status Resv		\$406,090.00	1
	0001	158008	511900	HHS	HHS	Other Services	\$406,090.00		
A2	0138	198000	580010	Reserves	Reserves	Fund 138 Allocated Reserves		\$90,294.00	
	0138	158036	511900	HHS	HHS	Other Services	\$90,294.00		
A3	0001	147001	511010	Emergency Services	Emergency Services	Counseling Services		\$350,852.00	
	0001	158008	511900	HHS	HHS	Other Services	\$350,852.00		

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 *ART*
DATE: December 3, 2013
RE: HHSVS Funding for City of Austin Public Health and Animal Services Interlocal Agreements (Contracts 4400001726 and 4400001725)

The Health and Human Services and Veterans Service Department (HHSVS) is requesting Commissioners Court approval of various transfers to fund the FY 2014 Interlocal Agreements with the City of Austin for Public Health Services and Animal Services. The total needed for both contracts for FY 2014 is \$4,178,365.

This budget request is to use \$406,090 from the General Fund Interlocal Reserve and \$90,294 from the Fund 0138 Allocated Reserve, and to approve the transfer of \$350,852 from Emergency Services to HHSVS to make sufficient funds available to the department for the funds reservation necessary to fund this agreement. The table below depicts the various funding sources and amounts.

3,331,129	HHSVS General Fund Budget for Interlocal Agreements
406,090	Reserve for Interlocal Agreements
90,294	Fund 0138 - Health Food Permits Fund
350,852	Transfer from Emergency Services
\$ 4,178,365	Total Funding

Staff from HHSVS and the City of Austin have implemented an updated cost model to determine the County obligation for the interlocal agreements. The Public Health Interlocal increased from \$2,852,997 in FY 2013 to \$3,062,893 in FY 2014 and the Animal Services Interlocal increased from \$967,275 in FY 2013 to \$1,115,472 in FY 2014. The total needed for both contracts increased from \$3,820,272 in FY 2013 to \$4,178,365 for FY 2014.

The Planning and Budget Office (PBO) kept the HHSVS department FY 2014 base budget for interlocal agreements constant at the FY 2013 budgeted amount of \$3,331,129, because there was uncertainty at the time about whether the cost model changes with the City of Austin would

result in an increased or decreased obligation. However, based on information obtained during the budget process, we recommended that \$406,090 be set aside in a Reserve for Interlocal Agreements for possible increases to these agreements. This was the first year of using the amended cost model with the City of Austin, and the final information was not received in time to adjust PBO's recommendation for the FY 2014 Adopted Budget. In order to improve this process and ensure more accurate planning figures in the future, HHSVS states that the fees for service will be calculated in a more exact manner and the recurring "true-up" of the interlocal's budget to actual expenditures will be smaller.

In addition to the recommended increase set aside in the Interlocal Reserve, funding from the Health Food Permits Fund (Fund 0138) is recommended totaling \$90,294. In the past, a portion of the funds in this fund has been used toward the interlocal agreement. For FY 2014, the Auditor's Office has certified \$163,452, of which \$90,294 is projected as the FY 2014 beginning fund balance for this Special Fund. Future contributions from this fund source will be determined on a year-by-year basis. These two funding sources total \$3,827,513, leaving \$350,852 still needed to fully fund the interlocal agreements.

We have worked with the Emergency Services Department and identified a one-time surplus that the department is willing to transfer to HHSVS on a one-time basis for this need. The County is a partner in the Regional Radio System (RRS), under an interlocal agreement. The Travis County obligation is negotiated annually and generally involves an increase. The total appropriation for the RRS in FY 2014 is \$2,471,337. The RRS is in the midst of a multi-year replacement program involving critical system infrastructure (CSIR). This fall, after the FY 2014 budget was already adopted, there was a decision made by the RRS Governing Board concerning a recommendation by the RRS Operating Board to accelerate the City replacements and to have the County defer about \$500,000 in replacements for one year. At the time of budget adoption, there was no way that the Emergency Services Department or PBO could anticipate this deferral. The department is therefore able to make available these one-time resources, which will help fulfill the need in HHSVS. PBO has worked with both departments to initiate a transfer of these funds and will continue to work with Emergency Services to ensure that any remaining fund are only used for the approved purpose.

PBO recommends approval of this request.

cc: Leslie Browder, County Executive, PBO
Sherri Fleming, County Executive, HHSVS
Danny Hobby, County Executive, Emergency Services
Toby Fariss, Emergency Services
Travis Gatlin, Diana Ramirez, PBO
Kathleen Haas, San Juana Gonzales, Caula McMarion, HHSVS
Jessica Rio, Budget Director



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE**
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767

Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608

MEMORANDUM

DATE: November 19, 2013

TO: Aerin Toussaint, Budget Analyst, Planning and Budget Office

FROM: *Sherri E. Fleming*
Sherri E. Fleming, County Executive
Health and Human Services and Veterans Service

SUBJECT: Additional Funds for the 2014 Interlocal Agreements with the City of Austin (Public Health and Animal Control).

Proposed Motion:

Consider and take appropriate actions;

1. To approve budget transfer 400004421 in the amount of \$350,852.00 from Emergency Services to HHSVS
2. To approve budget transfer 400004481 in the amount of \$406,090 from reserves
3. To approve using Special Revenue Fund 0138 in the amount of \$90,294 Budget transfer 400004437

These actions will fully fund the Interlocal agreements with the City of Austin.

Summary and Staff Recommendation:

The Interlocal Agreements between Travis County and the City of Austin are designed to provide more efficient administration of public health and animal control services for county residents. These agreements cover a variety of services including HIV Outreach and Prevention, Immunization, Chronic Disease Prevention, Teen Pregnancy Prevention, Health and Safety Code Compliance, Animal Control, Spay/Neuter and Shelter Services.

Staff recommends the approval of budget transfers 400004421 and 400004481 and the approval to use the special revenue fund to fully fund the 2014 Interlocal agreements with the City of Austin. Staff will work in conjunction with PBO and the City of Austin to ensure receipt of final cost model from the City has been received and all funding sources are identified and funded prior to Court approval of the 2015 budget.

Budgetary and Fiscal Impact:

To fund both Interlocal agreements will require \$4,178,365. The FY14 General Fund budget included \$3,331,129 in the HHSVS budget and \$406,090 in the Allocated Reserve to fund the Interlocal Agreements.. The available amount in from Special Revenue Fund 0138 is \$90,294, leaving an unfunded balance of \$350,852. This amount will be transferred from a one-time available surplus in the Emergency Services Department.

Contract Term: October 1, 2013 – September 30, 2014

Background:

City and County have historically operated to collaboratively provide public health and human services throughout Travis County and the City of Austin. Travis County has contracted with the City of Austin for the provision of Public Health Services for many years.

Cc: Nicky Riley, CPA, Travis County Auditor
Leslie Browder, Executive Manager, Planning and Budget Office
Diana Ramirez, Analyst, Planning and Budget Office
Ana Almaguel, Planning Project Manager
Kathleen Hass, Finance Manager
Caula McMarion, Accountant

Aerin Toussaint

From: Danny Hobby
Sent: Thursday, November 14, 2013 1:46 PM
To: Aerin Toussaint
Cc: William Derryberry; Christine Lego; Bradley R. Bearden; Toby Fariss
Subject: COA PHI Funds from Emergency Services

The e-mail is to confirm that Emergency Services is willing to transfer to HHSVS \$350,852.00 from dept. 47 due to one-time funding being available. As part of a 6 year critical infrastructure replacement, we are replacing radio dispatch consoles at the Combined Transportation Emergency Communications Center (CTECC). Each organization is paying for their own respective consoles. In FY14, the infrastructure being replaced is all the consoles for the Austin Police Department, which means the City's costs in FY14 will go up and Travis County's cost for this one year will be reduced. In FY15, Travis County will replace TCSO consoles which means our costs will go up for that year. As a result of this, there is one-time funding available for this transfer.

Danny Hobby
County Executive, Emergency Services
Travis County Emergency Services

5501 Airport Blvd, ste. 203
Austin, Texas 78751

Tel 512-854-4416
Cell 512-538-7003

Follow us on facebook at: <http://www.facebook.com/TravisCoEmergencyServices>



Header Information for Entry Doc Number

400004481

Doc. Number 400004481 Doc. Status Preposted FM Area 1000
Budget. Cate. Payment Doc. Year 2014 Doc. Date Nov 19, 2013
Value Type Budget Version 0. Doc. Type TRAN
Budget Type 1 Fiscal Year 2014 Year. Cash. Eff
Process UI TRAN Process SEND Original. Applic. BWB Doc. Family
Creator MCMARIC Creation Date Nov 19, 2013 Creation Time 16:13:51
Resp. Person Public Law

Additional Data

Header Text Transfer to cover PHI FY14 contract from Reserve

TextName

Lines

Total Document 0 406,090

USD from Interlocal Reserve for planned increase.

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580200	1120	NOT-RELEVANT NON-FUNDED-PROGRAM	-406,090	Transfer from Reserve to cover Animal Control & PHI
000002	0001		1580080001	511900	1530	NOT-RELEVANT NON-FUNDED-PROGRAM	406,090	Public Health Interlocal budget

November 27, 2013
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Header Information for Entry Doc Number

400004437

Doc. Number 400004437 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Nov 20, 2013
 Value Type Budget Version 0 Doc. Type TRAN
 Budget Type 1 Fiscal Year 2014 Year. Cash. Eff
 Process UI TRAN Process SEND Original. Applic. BWB Doc. Family
 Creator MCMARIC Creation Date Nov 20, 2013 Creation Time 16:05:00
 Resp. Person Year Cohort Public Law
 Legislation

Additional Data

Header Text

TextName

Lines Total Document 0 90294 USD from Fund 0138 Allocated Reserve for PHI.

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0138		1980000000	580010	1120	NOT-RELEVANT	-90,294	Transfer from Reserve to cover PHL FY14 contract
000002	0138		1580360138	511900	1530	NOT-RELEVANT	90,294	To cover PHI FY 14 contract

November 27, 2013


Header Information for Entry Doc Number

400004421

Doc. Number 400004421 Doc. Status Preposted FM Area 1000
Budget. Cate. Payment Doc. Year 2014 Doc. Date Nov 14, 2013
Value Type Budget Version 0 Doc. Type TRAN
Budget Type 1 Fiscal Year 2014 Year. Cash. Eff
Process UI TRAN Process SEND Original. Applic. BWB Doc. Family

Additional Data

Creator LEGOC Creation Date Nov 19, 2013 Creation Time 14:55:10
Resp. Person LEGOC X44855 Year Cohort Public Law
Legislation

Header Text Transfer Surplus RRS funds to HHS for COA PHI 12/3

TextName

Lines

Total Document 0 350 852

USD from ES funds budgeted for interlocal obligations deferred one year.

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1470010001	511010	1320 NOT-RELEVANT	NON-FUNDED-PROGRAM	-350,852	to HHS for COA PHI Contract
000002	0001		1580080001	511900	1530 NOT-RELEVANT	NON-FUNDED-PROGRAM	350,852	

November 27, 2013
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Allocated Reserve Status (580010)

Amount	Dept Transferred Into	Date	Explanation
\$10,718,725			Beginning Balance
\$6,750	Allocated Reserve	10/7/13	Liquidated Purchase Orders-Variou Depts
\$10,640	Allocated Reserve	10/14/13	Liquidated Purchase Orders-Variou Depts
(\$23,425)	Cons. Pct. 1	10/22/13	Constable Staffing @ 5501 Airport
\$8,367	Allocated Reserve	10/22/13	Liquidated Purchase Orders-Variou Depts
\$2,541	Allocated Reserve	10/29/13	Liquidated Purchase Orders-Variou Depts
\$1,901	Allocated Reserve	10/31/13	Liquidated Purchase Orders-Variou Depts
(\$8,018)	FMD	11/5/13	Security Fencing Project
(\$19,327)	Sheriff's Office	11/5/13	TCSO Deputy for County Court-at-Law #8
(\$25,000)	HRMD	11/12/13	NeoGov Maintenance Agreement
\$2,439	Allocated Reserve	11/12/13	Liquidated Purchase Orders-Variou Depts
(\$28,482)	Probate Court	11/19/13	Probate Judge's Additional Pay
\$23,518	Allocated Reserve	11/19/13	Liquidated Purchase Orders-Variou Depts
(\$59,065)	Cons. Pct. 1	11/26/13	Constable Staffing @ 5501 Airport
(\$25,000)	FMD	11/26/13	Constable Staffing @ 5501 Airport
(\$339,552)	Purchasing	11/26/13	Disparity Study
(\$18,177)	Various	11/27/13	Liquidated Purchase Orders-Variou Depts
\$10,228,835	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$310,200)	Records Management - Postage Cost of City of Austin Redistricting
(\$275,000)	Civil Courts-Legally Mandated Fees- Civil Indigent Attorney Fees
(\$228,552)	Criminal Courts - Veterans Court
(\$175,000)	Criminal Courts-Legally Mandated Fees - Attorney Fees for Capital Cases
(\$150,000)	Human Resources - Tuition Reimbursement Program
(\$144,233)	Civil Courts - Family Drug Treatment Court
(\$62,350)	Criminal Justice Planning - Paralegal for OPR
(\$65,291)	Criminal Justice Planning - Paralegal for OCR
(\$19,645)	Criminal Courts - Bailiff Transition to Sheriff's Office
(\$35,000)	Criminal Courts-Legally Mandated Fees - Forced Medication Hearings
(\$33,130)	Human Resources - Travis County/Austin Community College Internship Program
(\$33,000)	Civil Courts-Legally Mandated Fees - Foreign Language Court Interpreters
(\$25,000)	Human Resources - ADA Program Funding
(\$19,600)	Pretrial Services - Electronic Monitoring Services
(\$1,576,001)	Total Possible Future Expenses (Earmarks)

\$8,652,834 Remaining Allocated Reserve Balance After Possible Future Expenditures

Capital Acquisition Resources Account Reserve Status (580070)

CAR RESERVE TRANSFERS

Amount	Dept Transferred Into	Date	Explanation
\$2,431,317			Beginning Balance
(\$135,828)	ITS	10/29/13	EOB Renovations
(\$12,488)	ITS	11/19/13	Computers for Automated Assessment Tools
\$2,283,001 Current Reserve Balance			

Possible Future Expenses Against CAR Reserves Previously Identified:

Amount	Explanation
(\$500,000)	Transportation and Natural Resources - Road Materials
(\$264,172)	Information Technology Services - Support for Facilities Remodel/Construction Projects
(\$320,000)	Juvenile Probation - Juvenile Probation Master Plan
(\$192,750)	Transportation and Natural Resources - Failing Vehicles
(\$100,000)	Transportation and Natural Resources - Guardrail Replacement
(\$70,000)	Medical Examiner - Replacement Headspace Auto Sampler – Gas Chromatograph
(\$55,000)	Emergency Services (StarFlight) - STAR Flight Maintenance
(\$50,000)	Transportation and Natural Resources - ADA Sidewalk Upgrades
(\$15,798)	Criminal Justice Planning - Paralegal for OCR
(\$5,798)	Criminal Justice Planning - Paralegal for OPR
(\$1,573,518)	Total Possible Future Expenses (Earmarks)
\$709,483	Remaining CAR Reserve Balance After Possible Future Expenditures

Reserve for Emergencies and Contingencies Status (580120)

Amount	Dept Transferred Into	Date	Explanation
\$5,000,000			Beginning Balance
\$5,000,000 Current Reserve Balance			

Fuel & Utilities Reserve Status (580130)

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

Civil and Family Justice Center (Planning) Reserve Status (580210)

Amount	Dept Transferred Into	Date	Explanation
\$5,446,000			Beginning Balance
\$ (1,779,411)	PBO	10/22/13	Phase I & II
\$3,666,589 Current Reserve Balance			

Juvenile Justice Reserve Status (580260)

Amount	Dept Transferred Into	Date	Explanation
\$504,726			Beginning Balance
\$504,726 Current Reserve Balance			

Smart Building Maintenance Reserve Status (580240)

Amount	Dept Transferred Into	Date	Explanation
\$297,948			Beginning Balance
\$297,948 Current Reserve Balance			

Reserve for Replacement of Integrated Justice Systems Status (580160)

Amount	Dept Transferred Into	Date	Explanation
\$5,235,265			Beginning Balance
\$5,235,265 Current Reserve Balance			

Reserve for State Funding Cuts Status (580310)

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

STAR Flight Maintenance Reserve Status (580320)

Amount	Dept Transferred Into	Date	Explanation
\$1,995,050			Beginning Balance
\$1,995,050 Current Reserve Balance			

Reserve for 1115 Waiver Participation Status (580200)

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

Reserve for Interlocal Agreements Status (580200)

Amount	Dept Transferred Into	Date	Explanation
\$1,950,308			Beginning Balance
\$1,950,308 Current Reserve Balance			

Reserve for External Social Services Contracts Status (580200)

Amount	Dept Transferred Into	Date	Explanation
\$1,155,025			Beginning Balance
\$1,155,025 Current Reserve Balance			

Sheriff's Office Overtime Reserve Status (580330)

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

Unallocated Reserve Status (580015)

Amount	Dept Transferred Into	Date	Explanation
\$68,085,598			Beginning Balance
(\$2,500,000)	TNR	10/15/13	Reimbursement Resolution for 416 W. 11th Street
(\$16,606,000)	TNR	11/12/13	Reimbursement Resolution for Maha Loop Road: Pearce Lane
(\$5,230,741)	TNR	11/26/13	Reimbursement Resolution for Vehicle and Heavy Equipment
(\$2,480,000)	TNR	11/26/13	Reimbursement Resolution for New Entrance for NE Metropolitan Park
(\$1,774,058)	FMD	11/26/13	Reimbursement Resolution for EOB Renovations Floors 4 - 11
(\$512,400)	FMD	11/26/13	Reimbursement Resolution for Collier Evidence Warehouse Expansion
(\$1,095,302)	ITS	11/26/13	Reimbursement Resolution for TechShare Software Source Code/AMCAD Enterprise License
(\$250,000)	ITS	11/26/13	Reimbursement Resolution for Information Security Appliance
(\$435,000)	TCSO	11/26/13	Reimbursement Resolution for Phase II of the Perimeter Security Fence Upgrade at Correctional Complex
\$37,202,097 Current Reserve Balance			