



Travis County Commissioners Court Agenda Request

Meeting Date: February 4, 2014

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

2/4/2014

AMENDMENTS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
A1		4050	198000	580010	Reserves	Fund 4050 Allocated Reserves		\$200,219.83	1
		4050	149029	511973	TNR	Construction Services	\$200,219.83		
A2		0001	198000	580070	Reserves	CAR Reserves		\$61,707.00	6
		0001	112800	522020	ITS	Cap. Outlay Material - Buildings	\$61,707.00		
A3		0001	124011	500050	Criminal Cts.	Salaries-Regular Employees		\$19,002.00	15
		0001	124011	506010	Criminal Cts.	Salaries - POPS		\$1,178.00	
		0001	124011	506020	Criminal Cts.	Medicare		\$276.00	
		0001	124011	506030	Criminal Cts.	Medical Insurance Benefit		\$5,455.00	
		0001	124011	506040	Criminal Cts.	Life Insurance Benefit		\$58.00	
		0001	124011	506050	Criminal Cts.	Retirement Contribution		\$2,598.00	
		0001	124011	506060	Criminal Cts.	Worker's Compensation		\$37.00	
		0001	137032	501010	Sheriff's Office	Salaries - POPS	\$19,002.00		
		0001	137032	506010	Sheriff's Office	FICA - OASDI	\$1,178.00		
		0001	137032	506020	Sheriff's Office	Medicare	\$276.00		
		0001	137032	506030	Sheriff's Office	Medical Insurance Benefit	\$5,455.00		
		0001	137032	506040	Sheriff's Office	Life Insurance Benefit	\$58.00		
		0001	137032	506050	Sheriff's Office	Retirement Contribution	\$2,598.00		
		0001	137032	506060	Sheriff's Office	Worker's Compensation	\$37.00		
A4		0001	198000	580010	Reserves	Allocated Reserves		\$20,086.00	15
		0001	137032	501010	Sheriff's Office	Salaries - POPS	\$6,879.00		
		0001	137032	506010	Sheriff's Office	FICA - OASDI	\$427.00		
		0001	137032	506020	Sheriff's Office	Medicare	\$99.00		
		0001	137032	506050	Sheriff's Office	Retirement Contribution	\$940.00		
		0001	137032	506060	Sheriff's Office	Worker's Compensation	\$311.00		
		0001	137012	510050	Sheriff's Office	Clothing & Uniforms	\$2,432.00		
		0001	137012	510180	Sheriff's Office	Law Enforcement Supplies & Equipment	\$962.00		
		0001	137012	510190	Sheriff's Office	Medical/Dental Supplies & Equipment	\$811.00		
		0001	137012	510190	Sheriff's Office	Medical/Dental Supplies & Equipment	\$790.00		
		0001	137012	510060	Sheriff's Office	Communication Supplies & Equipment	\$6,435.00		

TRANSFERS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
T1		0001	133002	501010	Cons. Pct. 3	Salaries - POPS		\$2,500.00	22
		0001	133002	500070	Cons. Pct. 3	Salaries - Temporary Employee	\$2,500.00		

OTHER

O1 Approve the request from the Travis County Sheriff's Office to use CAR savings for a mandated repair.



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of Commissioners Court
FROM: Alan Miller, Budget Analyst *Am*
DATE: January 23, 2014
RE: Transfer from Fund 4050 Allocated Reserve for Howard Lane Phase II

Special revenue fund 4050 is used to handle payments for road improvements funded by a third party. This includes the contribution from the City of Austin for the Howard Lane Phase II Project. A contract modification increased the contribution from the City by \$200,219.83. Funding for the anticipated payment was placed in the Allocated Reserve of Fund 4050 pending receipt of the actual funds. The payment from the City was received in December 2013 and Transportation and Natural Resources is requesting the funds be transferred to a capital commitment item so the budget can be available for project expenses.

PBO recommends approval of this budget adjustment.

cc: Leslie Browder, Jessica Rio, Travis Gatlin, PBO
Cynthia McDonald, Donna Williams-Jones, TNR



TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E. COUNTY EXECUTIVE

700 Lavaca, 5th Floor Suite 540
Travis County Administration Building
P.O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

January 21, 2014

MEMORANDUM

TO: Leslie Browder, County Executive Planning & Budget
FROM: *Carl B. [Signature]*
Steven M. Manilla, County Executive
SUBJECT: Approve Budget Transfer from Fund 4050 Allocated Reserves for Howard Lane Phase II
– AR Document 1800003072

Proposed Motion: Approve a budget transfer for \$200,219.83 from fund 4050 allocated reserves for an engineering contract modification for the Howard Lane Phase II project.

Summary and Staff Recommendation: TNR is requesting that the Commissioners Court approve a transfer of \$200,219.83 from the fund 4050 allocated reserve account 1980000000 4050 580010 for the Howard Lane Phase II project. The \$200,219.83 is a FY 2013 fund 4050 accounts receivable that was paid in FY 2014. These funds were due from the City of Austin for their share of costs for an engineering contract modification for the Howard Lane Phase II project and were budgeted to the allocated reserve pending receipt of the cash. Supporting documentation for this request is attached.

Budgetary and Fiscal Impact: There is no budgetary impact since this is funds from City of Austin for the Howard Lane project.

Required Authorizations: Planning and Budget Office.

Exhibits: A copy of budget transfer number 400004851.

If you have any questions or require additional information please contact Donna Williams-Jones at extension 47677.

DWJ:SSM:dwj

Attachments

cc: Alan Miller, PBO
AM Travis Gatlin, PBO
Isabelle Lopez, TNR
Donna Williams-Jones, TNR

Doc. Type : DR (Customer Invoice) Normal Document.
 Parked by WILLIAD Posted by WP-BATCH
 Doc. Number 1800003072 Company Code 1000 Fiscal Year 2013
 Doc. Date 06/28/2013 Posting Date 06/28/2013 Period 09
 Calculate Tax
 Doc. Currency USD

Item	Account	Account short text	Account	Fund	FA	Grant	Funded Program	Text
1	01 270003	Fund4050 City Austin	200,219.83			NOT-RELEVANT	NON-FUNDED-PROGRAM	Howard Ln Phase II Engineering Contract Mod
2	50 422390	RdWk Sv Rev	200,219.83-	4050	1710	NOT-RELEVANT	RDCN1490000110102	For Howard Ln Phase II Eng Contract Mod

Document Year	Entry Document	Entry Document Type	Fiscal Year	Budget Type	Fund	Funds Center	Commitment Item	Functional Area	Funded Program	Total of Transactions in Local Currency	Test	Document Date	Created on	Created by
2014	100001174	BASE	2014	Capital Expenditure Budget	4050	1880000000	580010	1120	NON-FUNDED-PROGRAM	\$ 21,101.25	FY14 Capital Protect Fund Budget	11/8/2013	11/8/2013	YORKH
2014	100001174	BASE	2014	Capital Expenditure Budget	4050	1880000000	580010	1120	NON-FUNDED-PROGRAM	\$ 200,219.83	FY14 Capital Protect Fund Budget	11/8/2013	11/8/2013	YORKH
2014	100001174	BASE	2014	Capital Expenditure Budget	4050	1880000000	580010	1120	NON-FUNDED-PROGRAM	\$ 515,117.80	FY14 Capital Protect Fund Budget	11/8/2013	11/8/2013	YORKH
2014	100001174	BASE	2014	Capital Expenditure Budget	4050	1880000000	580010	1120	NON-FUNDED-PROGRAM	\$ 3,582.89	FY14 Capital Protect Fund Budget	11/8/2013	11/8/2013	YORKH
										\$ 740,001.57				

5

Header Information for Entry Doc Number

400004851

Doc. Number 400004851 Doc. Status Preposted FM Area 1000
Budget. Cate. Payment Doc. Year 2014 Doc. Date Jan 21, 2014
Value Type Budget Version 0 Doc. Type TRAN
Budget Type 3 Fiscal Year 2014 Year.Cash.Eff
Process UI TRAN Process SEND Original.Applic. BWB Doc.Family
Additional Data Creator WILLIAD Creation Date Jan 21, 2014 Creation Time 10:52:16
Resp. Person DONNA WILLIAMS JONES Year Cohort Public Law
Header Text Move from Alloc Reserves to COA Howard Ln Phil Bgt Legislation

TextName

Lines

Total Document 0 200,219.83

USD Fund 4050 allocated Reserve

Line	Fund	Budget Period	Funds Center	Comm.Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	4050		1980000000	580010	1120 NOT-RELEVANT	NON-FUNDED-PROGRAM	-200,219.83	To 522040 Howard Ln Phil Eng Mod COA
000002	4050		1490294050	511973	1710 NOT-RELEVANT	RDCN1490000110102	200,219.83	From Allocated Reserves

Al in for 29, 2014

PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS



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

January 28, 2014

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 name in the "From:" line.

Re: Request to use Earmark for Technology Infrastructure needed for Executive Office Building renovations

The FY2014 Adopted Budget includes a \$400,000 earmark placed on the Capital Acquisition Resources (CAR) reserve to provide funding for necessary infrastructure for projects Facilities Management has identified that require support from the Information Technology Services (ITS) department. An earmark was recommended because the quotes for services are not known until construction commences. This request totals \$61,707 and is for uninterrupted power supplies and voice over internet protocol equipment needed for the renovation of the Executive Office Building (EOB). Please see attached memo and quotes from ITS for additional information.

To date, there have been two previous CAR reserve requests for IT infrastructure for the EOB project. On October 29, 2013, Commissioners Court approved \$135,828 for cabling for floors 7 through 11. On December 10, 2013, Court approved \$226,779 for fiber, network and unified communication equipment, also for floors 7 through 11. These transfers total \$362,607. ITS expects at least one more request for the EOB remodeling project, concentrating on cabling for floors 1 through 6. The department also expects requests related to the Granger building and a few small remodeling projects scheduled to be completed this fiscal year.

If this request is approved, the ITS infrastructure earmark on the CAR reserve will be exhausted. However, the CAR reserve currently has \$2,056,221 in remaining funds that can be used for any remaining FY14 projects. PBO will continue to work with ITS to refine resource requests to finish the final IT infrastructure needs for EOB, as well as expected needs for the Granger building and other smaller remodeling projects. PBO recommends approval of this transfer.

CC: Tanya Acevedo, Chief Information Officer
Walter Lagrone, ITS
Roger El-Khoury, FMD

Ben Noack, FMD
Randy Lott, ITS
Leslie Browder, PBO
Jessica Rio, PBO
Travis Gatlin, PBO
Diana Ramirez, PBO



Travis County Courthouse, Austin, Texas

TRAVIS COUNTY INFORMATION TECHNOLOGY SERVICES
Tanya Acevedo, Chief Information Officer
700 Lavaca, Suite 501A, Austin, TX 78701, (512) 854-9666, Fax (512)854-4401

Date: January 27, 2014
To: Leslie Browder, County Executive for Planning and Budget
From: Walter LaGrone, Information Technology Director
Via: Tanya Acevedo, CIO *TA*
Subject: Request Transfer from FY 14 CAR Reserve for EOB Remodel Project

ITS is requesting Commissioners Court approval to transfer **\$61,707** from the CAR Reserve to various ITS accounts in order continue work on the remodeling project for the EOB. During the FY 14 budget process, funding for this project was approved in a reserve.

This request is for Network Equipment on EOB floors 7-11:

*Purchase Uninterrupted Power Supplies (UPS), to protect network equipment from power failure, to be located in the building's MDF and IDFs (**\$20,481**).

*Purchase Voice Over Internet Protocol (VOIP) communication equipment (**\$41,226**)

TOTAL \$61,707

To date, ITS has spent \$135,828 for cabling work on the 7th through 11th floors, and \$226,780 for building infrastructure required for the network backbone and equipment closets (\$362,608 total).

ITS anticipates coming forward later this fiscal year with one more request for funds to complete work on floors 1-6, to include removing old cabling, new cabling install and VOIP communication equipment. Based on work completed to-date, ITS believes this will be in the \$175,000 range, but will know more when firm quotes are worked out with vendors.

CC: Diana Ramirez, Katie Gipson, PBO

Attachments: Quotes, BA.



Go **DIRect**

Quote #: 11461456-01

Date: 12/12/2013

Page: 1 of 1

Title: APC (SMX1500RM2UNC x20)

To: Tom Shane
Travis County
County Auditor
PO Box 1748
AUSTIN, TX 78767

From: Brent Blaha
INX LLC, a Presidio Company
7600B N. Capital of Texas Highway
Suite 130
Austin, TX 78731

UPS

Phone: ...
Email: Tom.Shane@co.travis.tx.us

Phone: 512.795.7106
Fax: 512.795.8844
Email: bblaha@presidio.com
Account Manager: Brent Blaha

#	Part #	Description	Qty	Price	Ext Price
1	SMX1500RM2UNC	APC Smart-UPS X 1500VA Rack/Tower LCD 120V with Network Card	20	\$979.05	\$19,581.00
2	APCRBC115	APC Replacement Battery Cartridge #115	5	\$213.50	\$1,067.50
Sub Total:					\$20,648.50
Grand Total:					\$20,648.50

Texas DIR-SDD-1527 APC Networking Equip, Product, Services, Tele Network Services and Lease Network

THIS PROPOSAL IS GOVERNED BY THE TERMS AND CONDITIONS SET FORTH IN DIR CONTRACT NUMBER LISTED ABOVE
STATE OF TEXAS vendor ID 17605152499

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature _____ Date _____

Presidio Representative _____ Date _____

a



Go Direct

Quote #: 11469363-01
Date: 01/14/2014
Page: 1 of 1

Title: APC Batteries
To: Tom Shane
Travis County
County Auditor
PO Box 1748
AUSTIN, TX 78767

From: Brent Blaha
INX LLC, a Presidio Company
7600B N. Capital of Texas Highway
Suite 130
Austin, TX 78731

Phone: ...
Email: Tom.Shane@co.travis.tx.us

UPS

Phone: 512.795.7106
Fax: 512.795.8844
Email: bblaha@presidio.com
Account Manager: Brent Blaha

#	Part #	Description	Qty	Price	Ext Price
1	SMX48RMBP2U	APC Smart-UPS X-Series 48V External Battery Pack Rack/Tower	2	\$449.57	\$899.14

Sub Total: \$899.14

Texas DIR-SDD-1527 APC Networking Equip, Product, Services, Tele Network Services and Lease Network

Grand Total: \$899.14

THIS PROPOSAL IS GOVERNED BY THE TERMS AND CONDITIONS SET FORTH IN DIR CONTRACT NUMBER LISTED ABOVE
STATE OF TEXAS vendor ID 17605152499

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature _____ Date _____

Presidio Representative _____ Date _____



Go Direct

Quote #: 11457790-01
 Date: 12/04/2013
 Page: 1 of 2

Title: Phones for EOB
 To: Jonathan Kreuger
 Travis County
 County Auditor
 PO Box 1748
 AUSTIN, TX 78767

From: Brent Blaha
 INX LLC, a Presidio Company
 7600B N. Capital of Texas Highway
 Suite 130
 Austin, TX 78731

VOIP

Phone: 512 854-8684
 Email: jonathan.kreuger@co.travis.tx.us

Phone: 512.795.7106
 Fax: 512.795.8844
 Email: bblaha@presidio.com
 Account Manager: Brent Blaha

#	Part #	Description	Qty	Price	Ext Price
1	CP-7945G=	Cisco UC Phone 7945, Gig Ethernet, Color, spare	88	\$196.00	\$17,248.00
2	CON-SNT-CP7945	SMARTNET 8X5XNBD Cisco Unified IP Phone 7945	88	\$8.00	\$704.00
			for 12 mo(s)		
3	CP-7965G=	Cisco UC Phone 7965, Gig Ethernet, Color, spare	9	\$310.00	\$2,790.00
4	CON-SNT-CP7965	SMARTNET 8X5XNBD Cisco Unified IP Phone 7965	9	\$16.00	\$144.00
			for 12 mo(s)		
5	CP-7937G=	Cisco UC Conference Station 7937 Global	3	\$852.75	\$2,558.25
6	CON-SNT-CP7937	SMARTNET 8X5XNBD Cisco IP Conference Station 7937 Global	3	\$38.40	\$115.20
			for 12 mo(s)		
7	L-CUWL-ADDON-STDK9	Unified Workspace Licensing - Top Level for STD	1	\$0.00	\$0.00
8	CON-ESW-LCUWLADD	ESSENTIAL SW Unified Workspace Licensing - Top Level	1	\$0.00	\$0.00
			for 12 mo(s)		
9	L-CUP-ONPREM-OPT	Included Cisco Unified Presence On Premise	1	\$0.00	\$0.00
10	L-JAB9-DSK-UWL	Jabber for Desktop 9.x for CUWL Only	1	\$0.00	\$0.00
11	L-LIC-UWL-STD-SLED	Unified Workspace Licensing STD, 1 User Govt/Edu	97	\$146.25	\$14,186.25
12	CON-ESW-STD-SLED	ESSENTIAL SW Unified Workspace Licensing STD, 1 User	97	\$0.00	\$0.00
			for 12 mo(s)		
13	L-ANLG-DEV-UWL	Analog, non-app device add-on for UWL	8	\$18.00	\$144.00
14	CON-ESW-DEVUWL	ESSENTIAL SW Analog, non-app device add-on for UWL	8	\$0.80	\$6.40
			for 12 mo(s)		
15	UCSS-U-ANLG-1-1	UCSS for Analog Devices - 1 user One Year Sub	8	\$1.35	\$10.80
			for 12 mo(s)		
16	L-PUB-IP-DEV-UWL	Public Space non-app phone add-on for UWL	3	\$67.50	\$202.50
17	CON-ESW-IPDEVUWL	ESSENTIAL SW Public Space non-app phone add-on for UWL	3	\$3.20	\$9.60
			for 12 mo(s)		
18	UCSS-U-PUB-1-1	UCSS for Public Space Devices - 1 user One Year Sub	3	\$4.95	\$14.85
			for 12 mo(s)		
19	L-UNITYCN8-UWLA	Unity Connection 8.0 for CUWL Addon only	1	\$0.00	\$0.00
20	L-EXST-DEP-1KTO10K	Total Deployment is between 1,000 and 10,000 users	1	\$0.00	\$0.00
21	L-CUCM-UWL-PAK	Unified Communications Manager UWL PAK	1	\$0.00	\$0.00
22	L-JAB9-DSK-UWL-RTU	Jabber for Desktop Right to Use Certificate	1	\$0.00	\$0.00
23	L-CUCM-UWL	Unified Communications Manager UWL DLU Bundle	807	\$0.00	\$0.00

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Go **DIR**ect

Quote #: 11457370-02
Date: 01/06/2014
Page: 1 of 1

Title: Paging + Overhead Speakers

To: Sally Green
Travis County
County Auditor
PO Box 1748
AUSTIN, TX 78767

From: Brent Blaha
INX LLC, a Presidio Company
7600B N. Capital of Texas Highway
Suite 130
Austin, TX 78731

Phone: (512) 854-4848
Email: Sally.Green@co.travis.tx.us

VoIP

Phone: 512.795.7106
Fax: 512.795.8844
Email: bblaha@presidio.com
Account Manager: Brent Blaha

#	Part #	Description	Qty	Price	Ext Price
1	CD-Ceiling	V2 - Syn-Apps Branded VoIP Ceiling Speaker - Gray White	1	\$355.56	\$355.56
2	CD-CeilingBRK	Ceiling Mount Bracket	1	\$44.44	\$44.44
				Sub Total:	\$400.00
TEXAS DIR-SDD-2250 CONTRACT FOR PRODUCTS AND RELATED SERVICES				Grand Total:	\$400.00

THIS PROPOSAL IS GOVERNED BY THE TERMS AND CONDITIONS SET FORTH IN THE DIR CONTRACT NUMBER LISTED ABOVE.

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature _____ Date _____

Presidio Representative _____ Date _____

Header Information for Entry Doc Number

400004854

Doc. Number 400004854 Doc. Status Preposted FM Area 1000
Budget. Cate. Payment Doc. Year 2014 Doc. Date Jan 23, 2014
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
Creation Date Jan 28, 2014 Creation Time 09:57:54
Year Cohort Public Law
Legislation

Additional Data

Creator HOLDERS
Resp. Person
Header Text Move funds from CAR reserves for EOB Remodel

TextName

Lines

Total Document 0 61,707 USD from CAR Reserve Ear mark

Line	Fund	Budget Period	Funds Center	Comm. Item	Func Area Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580070	1120	NOT-RELEVANT NON-FUNDED-PROGRAM	-61,707	Move funds from CAR reserves for EOB Remodel
000002	0001		1128000001	522020	1110	NOT-RELEVANT NON-FUNDED-PROGRAM	61,707	Move funds from CAR reserves for EOB Remodel

January 29, 2014. ~~---~~ = AD ~

PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS



700 Lavaca Street
Suite 1560
Austin, Texas 78701

MEMORANDUM

TO: Members of Commissioners Court

FROM: Victoria Ramirez, Budget Analyst *VR*

DATE: January 29, 2014

RE: Transfer of Budget and FTE Authorization for the Transition of a Criminal Courts Bailiff Position to the Travis County Sheriff's Office for County Court-at-Law #6

Over the last several years, acting on a 2005 recommendation by the Travis County Security Committee, the Criminal Courts have begun requesting that Bailiff-related positions that become vacant be converted to Travis County Sheriff's Office (TCSO) Peace Officer Pay Scale (POPS) positions to serve as Bailiffs and provide uniformed security for individual courts. The last time this occurred was in November 2013 when the Commissioners Court approved this change for County Court-at-Law #8 due to one Bailiff's separation from employment with the County.

The FY 2014 Adopted Budget includes an earmark against the General Fund Allocated Reserve for \$38,972 that was recommended by the Planning and Budget Office in anticipation that Bailiff positions might become vacant this fiscal year and resources might be requested. To help fund past changes, the Criminal Courts have typically transferred their remaining budget for the vacant Bailiff position to TCSO while requesting that funds from the Allocated Reserve be transferred to TCSO for any remaining costs. The remaining funds earmarked against the General Fund Allocated Reserve for this purpose total \$19,645.

Due to one Bailiff's separation from employment with the County, the Criminal Courts have submitted a request for the transition of this FTE authorization and funding to TCSO effective March 1, 2014:

- County Court-at-Law #6 Bailiff – Position 30001546 – vacant after February 28, 2014

To date, eight of the 14 District and County Criminal Courts have transitioned their Bailiff positions to TCSO. If this request from County Court-at-Law #6 is approved, then the remaining five courts will likely request the same change over time through attrition.

We recommend approval of the attached budget amendments totaling \$28,604 from the Criminal Courts and \$20,086 from the General Fund Allocated Reserve to the Sheriff's Office and related FTE changes to continue the established transition of moving vacant Criminal Court Bailiff positions to TCSO. The transfer from the Allocated Reserve slightly exceeds the remaining

earmark (by \$411), which was based on estimated amounts that may be requested. We also recognize that the Criminal Courts may submit additional requests this year depending on turnover of applicable positions.

Once approved, each department's target budget and FTE authorization for the next fiscal year will be adjusted accordingly in preparation for the FY 2015 budget development process.

cc: Leslie Browder, County Executive, Planning and Budget Office
Debra Hale, Director of Court Management, Criminal Courts
Greg Hamilton, Travis County Sheriff
Jessica Rio, Budget Director, Planning and Budget Office
Travis Gatlin, Assistant Budget Director, Planning and Budget Office
Tonya Watson, Business Analyst III, Criminal Courts
Joseph Kertz, Lead Financial Analyst, Criminal Courts
Margaret Terronez, Court Services Program Manager, Criminal Courts
Major Darren Long, Travis County Sheriff's Office
Mary Kearney, Human Resources Manager II, Travis County Sheriff's Office
Paul Matthews, Financial Manager, Travis County Sheriff's Office
Maria Wedhorn, Lead Financial Analyst, Travis County Sheriff's Office
Meredith Sansoucy, Accountant, Travis County Sheriff's Office
Meg Seville, Senior Planner, Travis County Sheriff's Office
Todd Osburn, Compensation Manager, Human Resources Management Department

TRAVIS COUNTY
DISTRICT AND COUNTY
CRIMINAL COURTS

DEBRA HALE
DIRECTOR OF COURT
MANAGEMENT



BLACKWELL-THURMAN
CRIMINAL JUSTICE CENTER
P. O. BOX 1748
AUSTIN, TX. 78767
(512) 854-9244
FAX: (512) 854-4464

Date: January 13, 2014

To: Victoria Ramirez, Planning and Budget Office

From: Debra Hale, Director of Court Management

Re: Transition Cost of a Criminal Courts' Bailiff Position to a Sheriff Deputy Position

In 2005, the Travis County Security Committee recommended that the Criminal Courts transition their Bailiff positions into TCSO Deputy positions. Over the past several years eight of the 14 Criminal Courts have transitioned their Bailiffs into Sheriff's Officers. Annually, funds have been set aside in Allocated Reserves to fund this type of transition when the opportunity arises.

The Bailiff for County Court at Law #6 recently resigned and the Criminal Courts are requesting to transition this Bailiff position into a TCSO Deputy position effective March 1, 2014. The Criminal Courts respectfully request that position #30001546 be filled by a TCSO Deputy. This would result in a one FTE reduction in the Criminal Courts and one FTE addition to the Sheriff's Office.

The Criminal Courts will transfer the position's salary and benefits for the remainder of FY14 (\$28,604) to the Sheriff's Office to partially fund the TCSO Deputy position. The additional costs to fund the salary, benefits and necessary equipment for the TCSO Deputy position will be funded out of Allocated Reserves.

Header Information for Entry Doc Number

400004853

Doc. Number 400004853 Doc. Status Preposed FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Jan 23, 2014
 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 KERTZJ Creation Date Jan 23, 2014 Creation Time 11:06:53
 Resp. Person JOE KERTZ Year Cohort Public Law
 Legislation

Header Text Transfer Criminal Courts Bailiff to TCSO Deputy

TextName

Lines

Total Document 0 USD 28604

from Criminal Courts to TCSO.

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1240110001	500050	1210	NOT-RELEVANT	-19,002	Xfer Salary to TCSO - Bailiff to Deputy Transition
000002	0001		1370320001	501010	1310	NOT-RELEVANT	19,002	Xfer Salary to TCSO - Bailiff to Deputy Transition
000003	0001		1240110001	506010	1210	NOT-RELEVANT	-1,178	Xfer OASDI to TCSO - Bailiff to Deputy Transition
000004	0001		1370320001	506010	1310	NOT-RELEVANT	1,178	Xfer OASDI to TCSO - Bailiff to Deputy Transition
000005	0001		1240110001	506020	1210	NOT-RELEVANT	-276	Xfer Medicare to TCSO - Bailiff to Deputy Trans
000006	0001		1370320001	506020	1310	NOT-RELEVANT	276	Xfer Medicare to TCSO - Bailiff to Deputy Trans
000007	0001		1240110001	506030	1210	NOT-RELEVANT	-5,455	Xfer Med Ins Ben to TCSO - Bailiff to Deputy Trans
000008	0001		1370320001	506030	1310	NOT-RELEVANT	5,455	Xfer Med Ins Ben to TCSO - Bailiff to Deputy Trans

Line	Fund	Funds center	Comm. Item	FuncArea	Grant	Funded Program	Local Amount	Line Text
000009	0001		1240110001	506040	1210	NOT-RELEVANT	NON-FUNDED-PROGRAM	-58
000010	0001		1370320001	506040	1310	NOT-RELEVANT	NON-FUNDED-PROGRAM	58
000011	0001		1240110001	506050	1210	NOT-RELEVANT	NON-FUNDED-PROGRAM	-2,598
000012	0001		1370320001	506050	1310	NOT-RELEVANT	NON-FUNDED-PROGRAM	2,598
000013	0001		1240110001	506060	1210	NOT-RELEVANT	NON-FUNDED-PROGRAM	-37
000014	0001		1370320001	506060	1310	NOT-RELEVANT	NON-FUNDED-PROGRAM	37

See Jan 30, 2014

Header Information for Entry Doc Number

400004889

Doc. Number 400004889

Doc. Status Preposed

FM Area 1000

Budget Cate. Payment

Doc. Year 2014

Doc. Date Jan 28, 2014

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

WEDHORM

Creation Date Jan 28, 2014

Creation Time 16:00:08

Resp. Person

Year Cohort

Public Law

Header Text Transfer to move a bailiff position to TCSO

TextName

Lines

Total Document 0 20086

USD from allocated Reserve to TCSO

Line	Fund	Budget Period	Funds Center	Comm. Item	Func Area Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580010	1120	NOT-RELEVANT	-20,086	Bailiff to TCSO Dep for Cty Court #6
000002	0001		1370320001	501010	1310	NOT-RELEVANT	6,879	
000003	0001		1370320001	506010	1310	NOT-RELEVANT	427	
000004	0001		1370320001	506020	1310	NOT-RELEVANT	99	
000005	0001		1370320001	506050	1310	NOT-RELEVANT	940	
000006	0001		1370320001	506060	1310	NOT-RELEVANT	311	
000007	0001		1370120001	510050	1310	NOT-RELEVANT	2,432	
000008	0001		1370120001	510180	1310	NOT-RELEVANT	962	

Line	Fund	Funds center	Comm. Item	FuncArea	Grant	Funded Program	Local Amount	Line Text
000009	0001		1370120001	510190	1310	NOT-RELEVANT	NON-FUNDED-PROGRAM	811
000010	0001		1370120001	510190	1310	NOT-RELEVANT	NON-FUNDED-PROGRAM	790
000011	0001		1370120001	510060	1310	NOT-RELEVANT	NON-FUNDED-PROGRAM	6,435

Done Jan 30, 2014

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: January 27, 2014
RE: Constable Precinct Three Internal Budget Transfer for a Temporary Employee

Constable Precinct Three is requesting the transfer of \$2,500 from Peace Officer Pay Scale (POPS) salaries (0001-1330020001-501010) to temporary employee salaries (0001-1330020001-500070). This funding will provide research capacity in anticipation of the annual warrant roundup in March 2014. This funding is available within the Constable, Precinct Three budget due to funding received under the Low Income Repair and Replacement Assistance Program (LIRAP) grant managed by the Transportation and Natural Resources Department. The salaries of two deputies in this department are eligible to be reclassified to this grant because of their work in the Counterfeit Motor Vehicle Inspection Program (CMVIP) within the department. This reclassification has resulted in unused POPS salaries in the General Fund.

The proposed temporary position is a Court Clerk I, which has a lower salary than a Deputy salary. The clerk will assist deputies by researching the location of defendants, which will increase the effectiveness and efficiency of the warrant roundup process. The department expects to gain additional revenue from fees received as pending warrants are cleared.

Please see the attached memo from the Constable regarding this request.

PBO recommends approval of this budget transfer.

cc:

Leslie Browder, County Executive, PBO
The Honorable Sally Hernandez, Constable Precinct 3
Jose Hernandez, Chief Deputy Anthony Johnson, Constable Precinct 3 Office
Travis Gatlin, Diana Ramirez, PBO
Jessica Rio, Budget Director, PBO



Sally I. Hernandez

CONSTABLE
Travis County, Precinct 3

8656-B Highway 71 West, Suite 132
Austin, Tx 78735

Phone: (512) 854-2107
Fax : (512) 854-2116

MEMORANDUM

Date: January 22, 2014

To: William Derryberry; Aerin Toussaint - PBO

From: Constable Sally Hernandez, Precinct 3

Re: Transfer of funds for temporary position (less than 6 months)

A temporary position of Court Clerk I is being created for the assistance of research during warrant round up. This position will assist in locating defendants with warrants issued from Justice of the Peace, Pct. 3. This assistance will help alleviate time spent in office by warrant deputies. Transfer of funds is being requested from Salaries-POPS to Salaries-Temp Employees. BA document # 400004873 has been submitted. Available funds are due to LIRAP Grant funds being allocated to our CMVIP program.

If you have any questions, please feel free to call me.

Thank you,

A handwritten signature in cursive script that reads "Sally I. Hernandez".

Constable Sally Hernandez
Travis County Precinct Three

Header Information for Entry Doc Number

400004873

Doc. Number 400004873 Doc. Status Preposed FM Area 1000
Budget. Cate. Payment Doc. Year 2014 Doc. Date Jan 22, 2014
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 HERNANJ1 Creation Date Jan 29, 2014 Creation Time 09:39:05
Resp. Person Public Law
Header Text Transfer from POPS to pay for Warrant Rdp Temp Legislation

Additional Data

Total Document 0 2500 USD

internal transfer

Lines

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1330020001	501010	1310	NOT-RELEVANT	-2,500	
000002	0001		1330020001	500070	1310	NOT-RELEVANT	2,500	

See in Jan 30, 2014



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

MEMORANDUM

TO: Commissioners Court *Travis R. Gatlin*
FROM: Travis R. Gatlin, Assistant Budget Director
DATE: January 30, 2014
SUBJECT: Internal Reallocation from Travis County Sheriff's Office Capital Acquisition Resources (CAR) Project Savings to Replace the Automatic Transfer Switch for Building 130 at the Travis County Correctional Complex

The Travis County Sheriff's Office has submitted a request to reallocate Capital Acquisition Resource (CAR) project savings for the midyear replacement of the automatic transfer switch (ATS) for Building 130 at the Travis County Correctional Complex. The office has determined the switch is no longer operational. The switch is an integral part of providing emergency backup power, which is a requirement of the Texas Commission on Jail Standards. The estimated cost of the ATS Project is \$30,168. Internal savings for the project is available within the office's existing budget. The Fiscal Year 2014 Budget Rules require Commissioners Court approval to use realized CAR savings above \$15,000.

PBO supports the reallocation of savings for the mandated repair related to jail standards.

cc: Greg Hamilton, Travis County Sheriff
Captain Wes Priddy, Paul Matthews, Maria Wedhorn, Wallace Sefcik, TCSO
Leslie Browder, Jessica Rio, Diana Ramirez, PBO



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON

TRAVIS COUNTY SHERIFF

P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

PHYLLIS CLAIR
Major – Law Enforcement

DARREN LONG
Major – Corrections

MARK SAWA
Major - Administration & Support

Date: January 30, 2014

TO: Travis Gatlin, Planning and Budget

FROM: Wallace Sefcik, Maintenance Manager

RE: **Request to reallocate funds for Building 130 Transfer Switch Replacement**

The Automatic Transfer Switch (ATS) at the TCCC building 130 failed during a routine test. Replacement parts are unavailable to make repairs to this obsolete ATS. The only option is to replace the ATS. The estimated price for the ATS is \$ 16,580.00. The estimated price for the installation is \$3,439.00. The estimated total is \$20,019 the remainder of the balance will be used for items related to the ATS equipment for example rental switch, cabling breakers, electrician and possible crane rental.

Maintenance is requesting to redirect the \$30,168.00 in savings from the FY 13 capital project Travis County Correctional Complex, building 106 Tempered Water Recirculation Loop. This project is complete.

The funds are needed immediately for the Building 130 Transfer Switch Replacement in order to complete the work required. It is a requirement of the Texas Commission on Jail Standards to provide emergency backup power and the transfer switch is an integral part of this requirement.

CC: Wes Priddy, Captain Corrections
Michael Gottner, Captain Corrections
Maria Wedhorn, Financial Analyst Senior
Ron Rizzato, Accountant Associate

Allocated Reserve Status (580010)

Amount	Dept Transferred Into	Date	Explanation
10,718,725.00			Beginning Balance
13,799.02	Allocated Reserve	10/8/13	Liquidated Purchase Orders-Variou Depts
7,350.74	Allocated Reserve	10/15/13	Liquidated Purchase Orders-Variou Depts
(23,425.00)	Constable Pct. 1	10/22/13	Constable Staffing @ 5501 Airport
5,352.82	Allocated Reserve	10/22/13	Liquidated Purchase Orders-Variou Depts
2,506.95	Allocated Reserve	10/29/13	Liquidated Purchase Orders-Variou Depts
(8,018.00)	FMD	11/5/13	Security Fencing Project
(19,327.00)	Sheriff's Office	11/5/13	TCSO Deputy for County Court-at-Law #8
3,478.13	Allocated Reserve	11/5/13	Liquidated Purchase Orders-Variou Depts
(25,000.00)	HRMD	11/12/13	NeoGov Maintenance Agreement
150.00	Allocated Reserve	11/12/13	Liquidated Purchase Orders-Variou Depts
(28,482.00)	Probate Court	11/19/13	Probate Judge's Additional Pay
23,517.75	Allocated Reserve	11/19/13	Liquidated Purchase Orders-Variou Depts
(59,065.00)	Constable Pct. 1	11/26/13	Constable Staffing @ 5501 Airport
(25,000.00)	FMD	11/26/13	Constable Staffing @ 5501 Airport
(339,552.38)	Purchasing	11/26/13	Disparity Study
18,954.85	Allocated Reserve	11/27/13	Liquidated Purchase Orders-Variou Depts
32,868.06	Allocated Reserve	12/20/13	Liquidated Purchase Orders-Variou Depts
(4,141.00)	County Judge	12/30/13	ACC Internship Program
(4,141.00)	Civil Courts	12/30/13	ACC Internship Program
(4,141.00)	Cons. Pct. 1	12/30/13	ACC Internship Program
(4,141.00)	Records Mngt.	12/30/13	ACC Internship Program
2,128.88	Allocated Reserve	1/7/14	Liquidated Purchase Orders-Variou Depts
(50,000.00)	General Administration	1/14/14	Organizational Review
33,203.06	Allocated Reserve	1/22/14	Liquidated Purchase Orders-Variou Depts
(15,000.00)	HRMD	1/28/14	ADA Program Funding
(22,100.00)	TNR	1/28/14	CAPCOG
20,293.84	Allocated Reserve	1/28/14	Liquidated Purchase Orders-Variou Depts
10,250,795.72	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
(\$8,178)	Human Resources - Travis County/Austin Community College Internship Program
(\$33,000)	Civil Courts-Legally Mandated Fees - Foreign Language Court Interpreters
(\$10,000)	Human Resources - ADA Program Funding
(\$19,600)	Pretrial Services - Electronic Monitoring Services
(\$1,536,049)	Total Possible Future Expenses (Earmarks)

\$8,714,747 Remaining Allocated Reserve Balance After Possible Future Expenditures

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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
(12,489)	ITS	11/19/13	Computers for Automated Assessment Tools
(226,779)	ITS	12/10/13	EOB Renovations
2,056,221 Current Reserve Balance			

Possible Future Expenses Against CAR Reserves Previously Identified:

Amount	Explanation
(\$500,000)	Transportation and Natural Resources - Road Materials
(\$37,392)	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
(\$1,346,738)	Total Possible Future Expenses (Earmarks)
\$709,483	Remaining CAR Reserve Balance After Possible Future Expenditures

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Reserve for Emergencies and Contingencies Status (580120)

Amount	Dept Transferred Into	Date	Explanation
5,000,000.00			Beginning Balance
\$5,000,000 Current Reserve Balance			

Fuel & Utilities Reserve Status (580130)

Amount	Dept Transferred Into	Date	Explanation
300,000.00			Beginning Balance
\$300,000 Current Reserve Balance			

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

Amount	Dept Transferred Into	Date	Explanation
5,446,000.00 (1,779,411.00)	PBO	10/22/13	Beginning Balance Phase I & II
\$3,666,589 Current Reserve Balance			

Juvenile Justice Reserve Status (580260)

Amount	Dept Transferred Into	Date	Explanation
504,726.00			Beginning Balance
\$504,726 Current Reserve Balance			

Smart Building Maintenance Reserve Status (580240)

Amount	Dept Transferred Into	Date	Explanation
297,948.00			Beginning Balance
\$297,948 Current Reserve Balance			

Reserve for Replacement of Integrated Justice Systems Status (580160)

Amount	Dept Transferred Into	Date	Explanation
5,235,265.00			Beginning Balance
\$5,235,265 Current Reserve Balance			

Reserve for State Funding Cuts Status (580310)

Amount	Dept Transferred Into	Date	Explanation
250,000.00			Beginning Balance
\$250,000 Current Reserve Balance			

STAR Flight Maintenance Reserve Status (580320)

Amount	Dept Transferred Into	Date	Explanation
1,995,050.00			Beginning Balance
\$1,995,050 Current Reserve Balance			

Reserve for 1115 Waiver Participation Status (580200)

Amount	Dept Transferred Into	Date	Explanation
1,000,000.00			Beginning Balance
\$1,000,000 Current Reserve Balance			

Reserve for Interlocal Agreements Status (580200)

Amount	Dept Transferred Into	Date	Explanation
1,950,308.00 (406,090.00)	HHSVS	12/3/13	Beginning Balance City of Austin Public Health Services & Animal Services
\$1,544,218 Current Reserve Balance			

Reserve for External Social Services Contracts Status (580200)

Amount	Dept Transferred Into	Date	Explanation
1,155,025.00 (322,172.00) (500,000.00)	HHSVS HHSVS	12/17/13 1/21/14	Beginning Balance Collaborative Afterschool Program Collaborative Afterschool Program
\$332,853 Current Reserve Balance			

Sheriff's Office Overtime Reserve Status (580330)

Amount	Dept Transferred Into	Date	Explanation
1,000,000.00			Beginning Balance
\$1,000,000 Current Reserve Balance			

Unallocated Reserve Status (580015)

Amount	Dept Transferred Into	Date	Explanation
68,085,598.00			Beginning Balance
(2,500,000.00)	TNR	10/15/13	Reimbursement Resolution for 416 W. 11th Street
(16,606,000.00)	TNR	11/12/13	Reimbursement Resolution for Maha Loop Road: Pearce Lane
(5,230,741.00)	TNR	11/26/13	Reimbursement Resolution for Vehicle and Heavy Equipment
(2,480,000.00)	TNR	11/26/13	Reimbursement Resolution for New Entrance for NE Metropolitan Park
(1,774,058.00)	FMD	11/26/13	Reimbursement Resolution for EOB Renovations Floors 4 - 11
(512,400.00)	FMD	11/26/13	Reimbursement Resolution for Collier Evidence Warehouse Expansion
(1,095,302.00)	ITS	11/26/13	Reimbursement Resolution for TechShare Software Source Code/AMCAD Enterprise License
(250,000.00)	ITS	11/26/13	Reimbursement Resolution for Information Security Appliance
(435,000.00)	TCSO	11/26/13	Reimbursement Resolution for Phase II of the Perimeter Security Fence Upgrade at Correctional Complex
\$37,202,097 Current Reserve Balance			