



## Travis County Commissioners Court Agenda Request

**Meeting Date:** February 11, 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](mailto:agenda@co.travis.tx.us) by **Tuesdays at 5:00 p.m.** for the next week's meeting.

# BUDGET AMENDMENTS AND TRANSFERS

FY 2014

2/11/2014

NEW BUDGET

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
N1		2034	158011	410010	HHS & VS	Grant Revenue RRB	\$6,795.48		1
		2034	158011	511410	HHS & VS	Utility Assistance	\$6,795.48		
N2		4049	149027	422080	TNR	Contracted Construction Services	\$19,025.00		4
		4049	149027	522030	TNR	Cap. Outlay Mtrl-Improvements Other	\$19,025.00		
N3		4049	149027	422080	TNR	Contracted Construction Services	\$8,257.00		4
		4049	149027	522030	TNR	Cap. Outlay Mtrl-Improvements Other	\$8,257.00		
N4		4049	149027	422080	TNR	Contracted Construction Services	\$14,060.00		4
		4049	149027	522030	TNR	Cap. Outlay Mtrl-Improvements Other	\$14,060.00		
N5		4049	149027	422080	TNR	Contracted Construction Services	\$6,789.27		4
		4049	149027	522030	TNR	Cap. Outlay Mtrl-Improvements Other	\$6,789.27		
N6		4049	149027	422080	TNR	Contracted Construction Services	\$5,777.00		4
		4049	149027	522030	TNR	Cap. Outlay Mtrl-Improvements Other	\$5,777.00		
N7		4049	149027	422080	TNR	Contracted Construction Services	\$500.00		4
		4049	149027	522030	TNR	Cap. Outlay Mtrl-Improvements Other	\$500.00		

AMENDMENTS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
A1		0001	198000	580070	Reserves	CAR Reserves		\$34,800.00	17
		0001	159800	510010	EMS	Aircraft & Boating Supplies & Equip.	\$34,800.00		
A2		0001	198000	580010	Reserves	Allocated Reserves		\$38,883.16	20
		0132	198000	580010	Pbt .Grd .Resv.	Allocated Reserves		\$6,583.34	
		0001	125001	511900	Probate Court	Other Services	\$38,883.16		
		0132	125001	511900	Probate Court	Other Services	\$6,583.34		

FUND TRANSFERS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
FT1	600131	7019	000000	242031	LCRA Escrow	Arkansas Bend		\$91.01	23
		0001	149022	428010	TNR	Park Fees	\$91.01		
FT1	600135	7019	000000	242032	LCRA Escrow	Bob Wentz		\$3,387.56	23
		0001	149022	428010	TNR	Park Fees	\$3,387.56		
FT2	600136	7019	000000	242033	LCRA Escrow	Cypress Creek		\$0.00	23
		0001	149022	428010	TNR	Park Fees	\$0.00		
FT3	600164	7019	000000	242034	LCRA Escrow	Hippie Hollow		\$15,581.63	23
		0001	149022	428010	TNR	Park Fees	\$15,581.63		
FT4	600169	7019	000000	242035	LCRA Escrow	Mansfield Dam		\$8,642.74	23
		0001	149022	428010	TNR	Park Fees	\$8,642.74		
FT5	600175	7019	000000	242036	LCRA Escrow	Pace Bend		\$34,624.31	23
		0001	149022	428010	TNR	Park Fees	\$34,624.31		
FT6	600178	7019	000000	242037	LCRA Escrow	Sandy Creek		\$974.09	23
		0001	149022	428010	TNR	Park Fees	\$974.09		
FT7	N/A	7019	000000	245060	LCRA Escrow	Interest		\$294.25	23
		0001	149022	428010	TNR	Park Fees	\$294.25		

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



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

**MEMORANDUM**

**TO:** Members of Commissioners Court

**FROM:** Aerin-Renee Toussaint, Budget Analyst

**DATE:** January 28, 2014

**RE:** Establishing New Budget for Revenue Received by Health and Human Services (HHS) related to Texas Gas Service – Share the Warmth

Pursuant to the FY 2014 Budget Rules, PBO submits new revenue budget adjustments for Commissioners Court approval. This budget adjustment totals \$6,795.48 and establishes new budget in the Texas Gas Fund.

This grant was approved by Commissioners Court on April 24<sup>th</sup>, 2012, and is automatically renewed on an annual basis. The FY 2014 reimbursements for this grant are not included in the Revenue Estimate or approved through the Grants process. Consequently, Court can expect to see similar revenue certification “new” budget adjustments for this purpose this fiscal year.

The memo from the County Auditor certifying the revenue is attached.

PBO recommends approval of this new revenue budget adjustment.

**cc:** Leslie Browder, County Executive, PBO  
Sherri Fleming, County Executive, HHSVS  
Dede Bell, Daniel Wilson, Patty Lennon, County Auditor’s Office  
John Bradshaw, Kathleen Haas, Lisa Glass, HHSVS  
Travis Gatlin, Diana Ramirez, PBO  
Jessica Rio, Budget Director

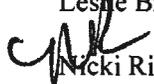
TRAVIS COUNTY  
AUDITOR'S OFFICE

NICKI RILEY, CPA  
COUNTY AUDITOR



TRAVIS COUNTY  
ADMINISTRATION BUILDING  
P.O. BOX 1748  
AUSTIN, TX. 78767  
(512) 854-9125  
FAX: (512) 854-9164

January 15, 2014

TO: Leslie Browder, County Executive, Planning and Budget  
FROM:  Nicki Riley, County Auditor  
SUBJECT: Certification of Revenue --Texas Gas Service -- Share the Warmth

I hereby certify **\$6,795.48** of as additional revenue to be used by Travis County Health & Human Services for the use on the Texas Gas Service -- Share the Warmth grant.

These funds were awarded by Texas Gas Service and should be used as follows:

**Local Grant # 800212**  
**Fund # 2034**  
**Sponsor # 500034**

**Internal Order # 100423**  
**Sponsor Class: 485190**  
**Amount: \$ 6,795.48**

In the past, it has been the procedure of the Commissioners' Court to increase the budget for the expenditures of these funds upon certification of revenue.

If you have any questions, please call Cynthia Sayles at 854-4233.

NR/cs

cc: Dan Wilson, Chief Asst. County Auditor, County Auditor  
Diana Ramirez, Budget Analyst, PBO  
Lisa Sindermann, Financial Analyst, Travis County Health & Human Services  
Dede Bell, Financial Manager, County Auditor

### GM Budget - Display Preposted Document used by TOUSSAA

Document Number: 1000002302  Check OK

Menu

Header Additional Information

Process: Enter Document Status: Preposted  
 Grant: 800212 Document Date: 01/23/2014 Reversal Status: Normal  
 GM Doc Type: 81 Budget Version: 0 Budget Status: Released  
 Header Description: Accept funds from TX GAS Reason Code:

List View Hierarchy View

Line	Valid from Date	Valid to Date	Sponsored Program	Sponsored Class	Fund	Net Amount	Posting Date	Text
000010	04/01/2012	09/30/2014	100423	511410	2034	6,795.48	04/01/2012	
						6,795.48		
						6,795.48		

Line	FM Area	Fund	Sponsored Program	Sponsored Class	Grantee FY	Valid from Date	Valid to Date	Amount	Distribution Key	Commitment Item	Funds Center	Functional Area	Funded Program	Text
000010	1000	2034	100423	511410	2014	10/01/2013	09/30/2014	6,795.48	1	511410	1580110001	1530	100423	
000020	1000	2034	100423	410010	2014	10/01/2013	09/30/2014	6,795.48	1	410010	1580110001	1530	100423	
								13,590.96						

*Handwritten:* February 5, 2014



**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:** February 2, 2014  
**RE:** Establishing New Budgets for Revenue Received in Lieu of Parkland Dedication by Transportation and Natural Resources (TNR)

The County Auditor's Office has certified additional unanticipated new revenues in lieu of parkland dedication. These are:

Developer (Owner)	Park	Amount
Bookfield Residential LLC	Moya Park	\$19,025.00
DR Horton	East Metro	\$8,257.00
DR Horton	East Metro	\$14,060.00
WS-COS Development LLC	Reimers Ranch	\$6,789.27
Cypress Ranch Ltd	Hamilton Pool	\$5,777.00
Guadalupe Gonzalez	Ben E. Fisher	\$500.00
<b>Total:</b>		<b>\$54,408.27</b>

TNR has submitted budget adjustments to budget the donated funds. Pursuant to the FY 2014 Budget Rules, PBO is submitting this new revenue budget adjustment for Commissioners Court approval.

PBO recommends approval of these three items totaling \$54,408.27 in new revenue. The funds can be used for the acquisition or improvement of parks that will benefit the residents of the subdivision in a defined service area. Funds may be used at another park if the use benefits all residents County residents. TNR reports that it has not yet determined how the funds will be used. These funds are generally used to supplement funding for large capital park projects where the contracts and funding sources are submitted to Court for approval.

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

TRAVIS COUNTY  
AUDITOR'S OFFICE

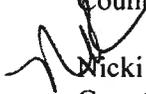
NICKI RILEY, CPA  
COUNTY AUDITOR



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P.O. BOX 1748  
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(512) 854-9125  
FAX: (512) 854-9164

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To: Leslie Browder  
County Executive, Planning and Budget

From:  Nicki Riley  
County Auditor

Subject: Certification of Revenue – Brookfield Residential (Colorado) LLC

Date: November 22, 2013

I hereby certify an additional \$19,025 for the Transportation and Natural Resources Department from Brookfield Residential (Colorado) LLC in lieu of parkland dedication. Funds are planned for improvements at Richard Moya Park.

The funds should be allocated as follows:

<u>Fund</u>	<u>Fund Center</u>	<u>Account</u>	<u>Account Description</u>	<u>Amount</u>
4049	1490274049	422080	Contracted Construction Services	\$19,025.00

If you have any questions, please call.

NR/ay

cc: Paul S. Lyon, First Assistant County Auditor   
Patti Smith, Chief Assistant County Auditor  
Hannah York, Auditor Financial Analyst  
Holly Huff, Financial Analyst – Revenues  
Jessica Rio, Budget Director, PBO  
Cynthia McDonald, Financial Manager, TNR  
Donna Williams Jones, Sr. Financial Analyst, TNR

TRAVIS COUNTY  
AUDITOR'S OFFICE

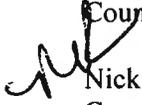
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To: Leslie Browder  
County Executive, Planning and Budget

From:  Nicki Riley  
County Auditor

Subject: Certification of Revenue – DR Horton, Briarcreek Subdivision, Section 6-A Final Plat

Date: January 27, 2014

I hereby certify an additional \$8,257.00 for the Transportation and Natural Resources Department from DR Horton in lieu of parkland dedication. Funds are planned for improvements at East Metro Park (I/O 600785).

The funds should be allocated as follows:

<u>Fund</u>	<u>Fund Center</u>	<u>Account</u>	<u>Account Description</u>	<u>Amount</u>
4049	1490274049	422080	Contracted Construction Services	\$8,257.00

If you have any questions, please call.

NR/ay

cc: Patti Smith, Chief Assistant County Auditor  
Hannah York, Auditor Financial Analyst  
Holly Huff, Financial Analyst – Revenues  
Jessica Rio, Budget Director, PBO  
Alan Miller, Budget Analyst Sr., PBO  
Cynthia McDonald, Financial Manager, TNR  
Donna Williams Jones, Sr. Financial Analyst, TNR

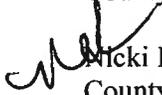
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To: Leslie Browder  
County Executive, Planning and Budget

From:  Nicki Riley  
County Auditor

Subject: Certification of Revenue – DR Horton Briarcreek Subdivision Section 6-C Final Plat

Date: January 27, 2014

I hereby certify an additional \$14,060.00 for the Transportation and Natural Resources Department from DR Horton in lieu of parkland dedication. Funds are planned for improvements at East Metro Park (I/O 600785).

The funds should be allocated as follows:

<u>Fund</u>	<u>Fund Center</u>	<u>Account</u>	<u>Account Description</u>	<u>Amount</u>
4049	1490274049	422080	Contracted Construction Services	\$14,060.00

If you have any questions, please call.

NR/ay

cc: Patti Smith, Chief Assistant County Auditor  
Hannah York, Auditor Financial Analyst  
Holly Huff, Financial Analyst – Revenues  
Jessica Rio, Budget Director, PBO  
Alan Miller, Budget Analyst Sr., PBO  
Cynthia McDonald, Financial Manager, TNR  
Donna Williams Jones, Sr. Financial Analyst, TNR

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---

To: Leslie Browder  
County Executive, Planning and Budget

From:  Nicki Riley  
County Auditor

Subject: Certification of Revenue – WS-COS Development, LLC, Sweetwater Ranch,  
Section 1, Village J-Final

Date: January 27, 2014

I hereby certify an additional \$6,789.27 for the Transportation and Natural Resources Department from WS-COS Development, LLC in lieu of parkland dedication. Funds are planned for improvements at Milton Reimers Ranch Park (I/O 600790).

The funds should be allocated as follows:

<u>Fund</u>	<u>Fund Center</u>	<u>Account</u>	<u>Account Description</u>	<u>Amount</u>
4049	1490274049	422080	Contracted Construction Services	\$6,789.27

If you have any questions, please call.

NR/ay

cc: Patti Smith, Chief Assistant County Auditor  
Hannah York, Auditor Financial Analyst  
Holly Huff, Financial Analyst – Revenues  
Jessica Rio, Budget Director, PBO  
Alan Miller, Budget Analyst Sr., PBO  
Cynthia McDonald, Financial Manager, TNR  
Donna Williams Jones, Sr. Financial Analyst, TNR

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FAX: (512) 854-9164

To: Leslie Browder  
County Executive, Planning and Budget

From: *NR* Nicki Riley  
County Auditor

Subject: Certification of Revenue – Cypress Ranch Ltd

Date: January 27, 2014

I hereby certify an additional \$5,777.00 for the Transportation and Natural Resources Department from Cypress Ranch Ltd in lieu of parkland dedication. Funds are planned for improvements at Hamilton Pool Preserve Park (I/O 600786).

The funds should be allocated as follows:

<u>Fund</u>	<u>Fund Center</u>	<u>Account</u>	<u>Account Description</u>	<u>Amount</u>
4049	1490274049	422080	Contracted Construction Services	\$5,777.00

If you have any questions, please call.

NR/ay

cc: Patti Smith, Chief Assistant County Auditor  
Hannah York, Auditor Financial Analyst  
Holly Huff, Financial Analyst – Revenues  
Jessica Rio, Budget Director, PBO  
Alan Miller, Budget Analyst Sr., PBO  
Cynthia McDonald, Financial Manager, TNR  
Donna Williams Jones, Sr. Financial Analyst, TNR

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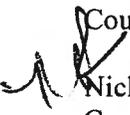
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(512) 854-9125  
FAX: (512) 854-9164

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To: Leslie Browder  
County Executive, Planning and Budget

From:  Nicki Riley  
County Auditor

Subject: Certification of Revenue – Guadalupe Gonzalez, Kroll Lündgren Acres Lot 2  
Revised Plat

Date: January 27, 2014

I hereby certify an additional \$500.00 for the Transportation and Natural Resources Department from Guadalupe Gonzalez in lieu of parkland dedication. Funds are planned for improvements at Ben E. Fisher Park (I/O-600783).

The funds should be allocated as follows:

<u>Fund</u>	<u>Fund Center</u>	<u>Account</u>	<u>Account Description</u>	<u>Amount</u>
4049	1490274049	422080	Contracted Construction Services	\$500.00

If you have any questions, please call.

NR/ay

cc: Patti Smith, Chief Assistant County Auditor  
Hannah York, Auditor Financial Analyst  
Holly Huff, Financial Analyst – Revenues  
Jessica Rio, Budget Director, PBO  
Alan Miller, Budget Analyst Sr., PBO  
Cynthia McDonald, Financial Manager, TNR  
Donna Williams Jones, Sr. Financial Analyst, TNR



# Header Information for Entry Doc Number

400004921

Doc. Number 400004921      Doc. Status Preposted      FM Area 1000  
Budget. Cate. Payment      Doc. Year 2014      Doc. Date Jan 30, 2014  
Value Type Budget      Version 0      Doc. Type TRAN  
Budget Type 3      Fiscal Year 2014      Year.Cash.Eff  
Process UI BALA      Process BALS      Original.Applic. BWB      Doc.Family

**Additional Data**  
Creator WILLIAD      Creation Date Jan 30, 2014      Creation Time 16:11:32  
Resp. Person DONNA WILLIAMS JONES      Year Cohort      Public Law  
Legislation

Header Text Parkland Fees Briarcreek Subdivision Sec 6-A

TextName

**Lines**      Total Document 8257      USD

*New Revenue Fund 4049*

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncAreaGrant	Funded Program	Local Amount	Text Line
000001	4049		1490274049	422080	1630 NOT-RELEVANT	600785	8,257	New Parkland Fees Briarcreek Subdivision Sec 6-A
000002	4049		1490274049	522030	1630 NOT-RELEVANT	600785	8,257	New Parkland Fees Briarcreek Subdivision Sec 6-A

*AS of February 5, 2014*

# Header Information for Entry Doc Number

400004925

Doc. Number 400004925 Doc. Status Preposted FM Area 1000  
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Jan 30, 2014  
 Value Type Budget Version 0 Doc. Type TRAN  
 Budget Type 3 Fiscal Year 2014 Year.Cash.Eff  
 Process UI BALA Process BALS Original.Applic. BWB Doc.Family  
 Creator WILLIAD Creation Date Jan 30, 2014 Creation Time 16:26:57  
 Resp. Person DONNA WILLIAMS JONES Year Cohort Public Law  
 Legislation

## Additional Data

Header Text Parkland Fees Briarcreek Subdivision Sec 6-C Final

TextName

## Lines

Total Document 14060

USD New Revenue Fund 4049

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	4049		1490274049	422080	1630 NOT-RELEVANT	600785	14,060	Parkland Fees Briarcreek Subdivision Sec 6-C Final
000002	4049		1490274049	522030	1630 NOT-RELEVANT	600785	14,060	Parkland Fees Briarcreek Subdivision Sec 6-C Final



# Header Information for Entry Doc Number

400004923

Doc. Number 400004923 Doc. Status Preposted FM Area 1000  
Budget. Cate. Payment Doc. Year 2014 Doc. Date Jan 30, 2014  
Value Type Budget Version 0 Doc. Type TRAN  
Budget Type 3 Fiscal Year 2014 Year. Cash. Eff  
Process UI BALA Process BALS Original. Applic. BMB Doc. Family  
Creation Date Jan 30, 2014 Creation Time 16:22:36  
Creator WILLIAD Year Cohort Public Law  
Resp. Person DONNA WILLIAMS JONES  
Header Text Parkland Fees West Cypress Hills Ph2 Sec 3  
TextName Legislation

## Additional Data

## Lines

Total Document 5777 USD

*New revenue Fund 4049*

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	4049		1490274049	422080	1630 NOT-RELEVANT	600786	5,777	Parkland Fees West Cypress Hills Ph 2 Sec 3
000002	4049		1490274049	522030	1630 NOT-RELEVANT	600786	5,777	Parkland Fees West Cypress Hills Ph 2 Sec 3

*A Q r Feb 5, 2014*

# Header Information for Entry Doc Number

400004926

Doc. Number 400004926 Doc. Status Preposted FM Area 1000  
Budget. Cate. Payment Doc. Year 2014 Doc. Date Jan 30, 2014  
Value Type Budget Version 0 Doc. Type TRAN  
Budget Type 3 Fiscal Year 2014 Year.Cash.Eff  
Process UI BALA Process BALS Original.Applic. BWB Doc.Family  
Creator WILLIAD Creation Date Jan 30, 2014 Creation Time 16:30:42  
Resp. Person DONNA WILLIAMS JONES Year Cohort Public Law  
Legislation

## Additional Data

Header Text Parkland Fees Kroll Lundgren Acres Lot 2

TextName

## Lines

Total Document 500

USD New Revenue Fund 4049

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	4049		1490274049	422080	1630 NOT-RELEVANT	600783	500	Parkland Fees Kroll Lundgren Acres Lot 2
000002	4049		1490274049	522030	1630 NOT-RELEVANT	600783	500	Parkland Fees Kroll Lundgren Acres Lot 2

Feb 5, 2014



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

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

**MEMORANDUM**

**TO:** Commissioners Court

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

**DATE:** February 3, 2014

**RE:** Request to use earmark against the Capital Acquisition Resources (CAR) Reserve for StarFlight maintenance

A recent inspection of StarFlight equipment revealed the need to overhaul the fuel unit of one of the program's helicopters. As part of the FY 2014 Budget Process the department submitted \$343,279 of projects anticipated to need non-routine maintenance in 2014. Of the requested items two, the fuel control unit and an overhaul of the tail rotor gear box could possibly be deferred until FY 2015, but may be needed in FY 2015. As such an earmark against the CAR reserve of \$55,000 was included in the Fiscal Year 2014 Adopted Budget to account for the potential need. The department is requesting to use \$34,800 of the earmark for the overhaul.

PBO concurs with use of the earmark since the department's routine repair budget is not sufficient to absorb this expense. The earmark against the CAR Reserve will be reduced to \$20,200 upon approval of this item, which will be sufficient if the overhaul of the tail rotor gearbox is needed.

cc: Leslie Browder, County Executive, PBO  
Jessica Rio, Budget Director  
Travis Gatlin, Assistant Budget Director  
Danny Hobby, County Executive, Emergency Management  
Casey Ping, Program Director, StarFlight  
Christine Lego, Emergency Services



Travis County  
**STAR Flight**



7800 Old Manor Road  
Austin, TX 78724  
[www.starflightrescue.org](http://www.starflightrescue.org)

Dispatch 1-800-531-STAR  
Administration (512) 854-6464  
Fax (512) 854-6466

**To:** Leslie Browder, County Executive, PBO  
**Through:** Danny Hobby, County Executive, Emergency Services  
**From:** Casey Ping, Program Director, **STAR Flight**  
**Date:** January 27, 2014  
**Subject:** Fuel Control Earmark

During the FY14 budget process, the Department submitted a budget request that identified a fuel control that may need to be replaced because of flight time limits. Since the actual replacement need could possibly occur in FY14 or FY15. It was earmarked against the CAR reserve for the FY 14 budget.

On January 17, 2014 this fuel control was determined to be defective and a replacement unit was purchased. A copy of the purchase order for \$34,800.00 is included in this letter.

While routine repairs can be absorbed within the existing **STAR Flight** budget, exceptional individual maintenance requests such as these disproportionately drain the resources necessary to maintain the reliability of the aircraft. To restore the maintenance budget to anticipated levels, the Department is requesting the earmarked funds be placed in the maintenance budget.

Please let me know if you have any questions or need additional information.

**Cc:** Alan Miller, PBO  
Bill Derryberry, PBO  
Christine Lego, ES

# Header Information for Entry Doc Number

400004863

Doc. Number 400004863      Doc. Status Preposted      FM Area 1000  
 Budget. Cate. Payment      Doc. Year 2014      Doc. Date Jan 27, 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 LEGOC      Creation Date Jan 29, 2014      Creation Time 08:52:10  
 Resp. Person LEGOC X44855      Year Cohort      Public Law

Header Text fuel control overhaul from SF Reserves

TextName

**Lines**      Total Document      0      34800      USD      from CAR Reserve (earmark)

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	-34,800	Starflight Reserves -
000002	0001		1598000001	510010	1510	NOT-RELEVANT NON-FUNDED-PROGRAM	34,800	fuel control overhaul

*DL ~ Feb 5, 2014*



**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:** February 5, 2014  
**RE:** Probate Court Request from Allocated Reserves for Family Eldercare Guardianship Contract

The annual budget for the Probate Court includes funding for the Family Eldercare Guardianship Contract. Due to miscommunication, the department did not accrue funds at the end of Fiscal Year 2013 for the September 2013 expenses that were incurred but would be paid in Fiscal Year 2014. Since funds were not accrued, they paid with Fiscal Year 2014 resources, leaving a projected shortfall of \$45,466.50. A portion of this shortfall, \$38,883.16, fell to the General Fund ending fund balance in Fiscal Year 2013 and would not have done so if the Probate Court had accrued the funds needed for this payment.

The Planning and Budget Office along with the department do not believe the Probate Court can internally absorb the shortfall within their Fiscal Year 2014 budget. Therefore, the Probate Court has submitted a request to use \$38,883.16 from the General Fund Allocated Reserve and \$6,583.34 from the Probate Guardianship Fund to cover the requirements for this fiscal year. The Probate Guardianship Fund is a special revenue fund that has been used to supplement General Fund payments for this contract for the last several years.

Cost Center	Fund	Commitment Item	Amount
1980000000	0001	580010 Allocated Reserves	(\$38,883.16)
1250010001	0001	511900 Other Services	\$38,883.16
1980000000	0132	580010 Allocated Reserves	(\$6,583.34)
1250010132	0132	511900 Other Services	\$6,583.34

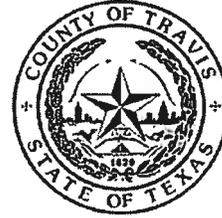
We recommend approval of the attached amendments to meet the requirements of this contracted service.

cc: Leslie Browder, County Executive, Planning and Budget  
The Honorable Guy Herman, Presiding Judge, Probate Court  
Christy Nisbett, Court Administrator, Probate Court  
Jessica Rio, Budget Director, Planning and Budget  
Travis Gatlin, Assistant Budget Director, Planning and Budget  
Diana Ramirez, Assistant Budget Director, Planning and Budget

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## Judge Guy Herman

TRAVIS COUNTY PROBATE COURT NO. 1  
1000 Guadalupe Street – P.O. Box 1748  
Travis County Courthouse, Room 217  
Austin, Texas 78767



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To: Victoria Ramirez, Planning and Budget Analyst  
From: Guy ~~Herman~~, Presiding Judge, Travis County Probate Court No. 1  
Subject: Budget Amendments & Transfers item for Commissioners Court approval to draw money from the Allocated Reserve in two different funds to cover amounts that should have been rolled over from FY13  
Date: January 28, 2014

As you and my Court Administrator have discussed, the Probate Court made a mistake in the transition from HTE to SAP and failed to accrue funds to pay for the final month of the FY 13 contract with Family Eldercare. Two things happened as a result of our mistake: (1) the FY 13 funds that should have been accrued instead went back into the general fund and the guardianship fee fund, and (2) the final FY 13 payment to Family Eldercare came out of the Court's FY 14 budget. Consequently, the Court does not have enough funds in the FY 14 budget to pay for the contract.

To pay for its FY 14 contract with Family Eldercare, the Probate Court requests that the Commissioners Court approve transferring from the general fund and the guardianship fee fund the amounts that went back into those funds instead of being accrued to pay the final FY 13 Family Eldercare invoice:

- \$38,883.16 to be transferred from the general fund Allocated Reserve to 1250010001, GL account 511900
- \$6,583.34 to be transferred from the guardianship fee fund Allocated Reserve to 1250010132, GL account 511900

We appreciate your assistance.

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# Header Information for Entry Doc Number

400004862

Doc. Number 400004862 Doc. Status Preposted FM Area 1000  
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Jan 28, 2014  
 Value Type Budget Version 0 Doc. Type TRAN  
 Budget Type 2 Fiscal Year 2014 Year.Cash.Eff  
 Process UI TRAN Process RECV Original.Applic. BWB Doc.Family  
 Creator NISBETC Creation Date Jan 28, 2014 Creation Time 14:50:48  
 Resp. Person Year Cohort Public Law  
 Legislation

## Additional Data

## Lines

Total Document 0 45466.50 USD

*total between GF and Pbt. Grd. Reserves*

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1250010001	511900	1220	NOT-RELEVANT	38,883.16	
000002	0132		1250010132	511900	1220	NOT-RELEVANT	6,583.34	
000003	0001		1980000000	580010	1120	NOT-RELEVANT	-38,883.16	
000004	0132		1980000000	580010	1120	NOT-RELEVANT	-6,583.34	

*See Feb 5, 2014*

# FUND TRANSFER FORM

Department Name: T.N.R. Department Number: 149

Is this request related to a separate agenda item other than Budget Amendments and Transfers?  
 If yes, please check the appropriate blank below and attach copies of the agenda request and all supporting documentation submitted to the County Judge's Office.

RECEIVED  
 JAN 30 PM 3:34  
 TRAVIS COUNTY  
 PLANNING & BUDGET OFFICE

- Contract Pending  
 Personnel Amendment  
 Other, Please Specify:

ALL AMOUNTS MUST BE IN WHOLE DOLLARS

Item #	Fund/Cost Cntr/GL Account Number			Internal Order No.	Object Title	Reduction Amount	For PBO Use Only:	
	Fund	Cost Center	GL #				Type	PBO Approval Analyst/Manager
					LCRA Escrow			
1	FROM: 7019	-	242031	600131	Arkansas Bend	\$91.01	FT	
	TO: 0001	-	1490220001	428010	Park Fees			
2	FROM: 7019	-	242032	600135	Bob Wentz	\$3,387.56	FT	
	TO: 0001	-	1490220001	428010	Park Fees			
3	FROM: 7019	-	242033	600136	Cypress Creek	\$0.00	FT	
	TO: 0001	-	1490220001	428010	Park Fees			
4	FROM: 7019	-	242034	600164	Hippie Hollow	\$15,581.63	FT	
	TO: 0001	-	1490220001	428010	Park Fees			
5	FROM: 7019	-	242035	600169	Mansfield Dam	\$8,642.74	FT	
	TO: 0001	-	1490220001	428010	Park Fees			
6	FROM: 7019	-	242036	600175	Pace Bend	\$34,624.31	FT	
	TO: 0001	-	1490220001	428010	Park Fees			
7	FROM: 7019	-	242037	600178	Sandy Creek	\$974.09	FT	
	TO: 0001	-	1490220001	428010	Park Fees			
8	FROM: 7019	-	245060	N/A	Escrow Interest	\$294.25	FT	
	TO: 0001	-	1490220001	428010	Park Fees			
9	FROM: _____	-	_____	_____	_____	\$0.00		
	TO: _____	-	_____	_____	_____			

JUSTIFICATION:

- Needs rebudgeting to meet commodity code requirements  
 Other, please specify:

**Types of Requests**  
 Transfer - TR  
 Amendment - AM  
 Discussion - DS  
 Automatic - AU

FY2014 1st Qtr net park revenue totaling \$63,595.59 from the LCRA Escrow Fund to the County's General Fund. This submission is in accordance with CC approval of May 17, 1999 considering and approving such quarterly transfers under agenda "Budget Transfers and Amendments".

\_\_\_\_\_  
 Signature of Elected/Appointed Official

1/29/14  
 \_\_\_\_\_  
 Date

Transportation & Natural Resources  
 LCRA/Travis County Parks  
 31-Dec-13

FY 2014 1st Qtr. Transfer to General Fund & CIP

SAP-LCRA Escrow Fund No. 7019						
GL Account No.	LCRA Park	1st Qtr Revenues 10/1/13- 12/31/13	Adjustment*	Less: FY2014 LCRA Admin. Fee Payment 1st Qtr	Less: Pending 1st Qtr Trsfr. To CIP Fund 0109 Cost Center 1490220109 GL Acct. No. 428010	Net Amount to Transfer to General Fund 0001 Cost Center 1490220001 GL Acct. No. 428010
				<i>Estimated</i>		
242031	Arkansas Bend	120.00	-	(10.99)	(18.00)	91.01
242032	Bob Wentz	4,491.00	-	(429.79)	(673.65)	3,387.56
242033	Cypress Creek	-	-	-	-	-
242034	Hippie Hollow	20,614.00	-	(1,940.27)	(3,092.10)	15,581.63
242035	Mansfield Dam	11,766.00	-	(1,358.36)	(1,764.90)	8,642.74
242036	Pace Bend	46,115.00	-	(4,573.44)	(6,917.25)	34,624.31
242037	Sandy Creek	1,265.00	-	(101.16)	(189.75)	974.09
	<b>Sub-total:</b>	<b>\$84,371.00</b>	<b>\$0.00</b>	<b>(\$8,414.01)</b>	<b>(\$12,655.65)</b>	<b>\$63,301.34</b>
245060	Interest	294.25				294.25
	<b>Total:</b>	<b>\$84,665.25</b>	<b>\$0.00</b>	<b>(\$8,414.01)</b>	<b>(\$12,655.65)</b>	<b>\$63,595.59</b>

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**LCRA/TRAVIS COUNTY PARKS  
FY 2014/INTEREST ACTIVITY**

<b>SAP System Fund No. GL Account No.</b>	<b>CIP Fund 0109 441060</b>	<b>LCRA Escrow Fund 7019 245060</b>	<b>Total</b>
<b>PERIOD</b>			
OCT '13	815.66	98.19	913.85
NOV	1,422.31	165.93	1,588.24
DEC	572.41	30.13	602.54
<b>1ST QTR</b>	<b>\$2,810.38</b>	<b>\$294.25</b>	<b>\$3,104.63</b>
JAN' 14			0.00
FEB			0.00
MAR			0.00
<b>2ND QTR</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>YTD</b>	<b>\$2,810.38</b>	<b>\$294.25</b>	<b>\$3,104.63</b>
APR			0.00
MAY			0.00
JUN			0.00
<b>3RD QTR</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>YTD</b>	<b>\$2,810.38</b>	<b>\$294.25</b>	<b>\$3,104.63</b>
JUL			0.00
AUG			0.00
SEP '14			0.00
<b>4TH QTR</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>YTD</b>	<b>\$2,810.38</b>	<b>\$294.25</b>	<b>\$3,104.63</b>

**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
8,602.20	Allocated Reserve	1/29/14	Liquidated Purchase Orders-Variou Depts
(20,086.00)	Sheriff's Office	2/4/14	TCSO Deputy for County Court-at-Law #6
<b>10,239,311.92</b>	<b>Current Balance</b>		

**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
<b>(\$1,536,049)</b>	<b>Total Possible Future Expenses (Earmarks)</b>

**\$8,703,263 Remaining Allocated Reserve Balance After Possible Future Expenditures**

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**Capital Acquisition Resources Account Reserve Status (580070)**

**CAR RESERVE TRANSFERS**

<b>Amount</b>	<b>Dept Transferred into</b>	<b>Date</b>	<b>Explanation</b>
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
(61,707)	ITS	2/4/14	EOB Renovations
<b>1,994,514</b>	<b>Current Reserve Balance</b>		

**Possible Future Expenses Against CAR Reserves Previously Identified:**

<b>Amount</b>	<b>Explanation</b>
(\$500,000)	Transportation and Natural Resources - Road Materials
(\$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
(\$1,309,346)	Total Possible Future Expenses (Earmarks)
<b>\$685,168</b>	<b>Remaining CAR Reserve Balance After Possible Future Expenditures</b>

**Reserve for Emergencies and Contingencies Status (580120)**

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

**Fuel & Utilities Reserve Status (580130)**

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

**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
<b>\$3,666,589 Current Reserve Balance</b>			

**Juvenile Justice Reserve Status (580260)**

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

**Smart Building Maintenance Reserve Status (580240)**

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

**Reserve for Replacement of Integrated Justice Systems Status (580160)**

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

**Reserve for State Funding Cuts Status (580310)**

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

**STAR Flight Maintenance Reserve Status (580320)**

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

**Reserve for 1115 Waiver Participation Status (580200)**

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

**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
<b>\$1,544,218 Current Reserve Balance</b>			

**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
<b>\$332,853 Current Reserve Balance</b>			

**Sheriff's Office Overtime Reserve Status (580330)**

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

**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
<b>\$37,202,097 Current Reserve Balance</b>			