



Travis County Commissioners Court Agenda Request

Meeting Date: July 1, 2014

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

Elected/Appointed Official/Dept. Head: Leroy Nellis, Acting 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:

Leroy Nellis – 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

7/1/2014

NEW BUDGET

BA#	IO/WBS	FUND	COST CENTER/ SPNSRD PGM	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
N1	600580	0149	158044	422065	HHS	Afterschool Youth Enrichment Services Fees	\$7,560.00		1
	600580	0149	158044	500050	HHS	Salaries - Regular Employees	\$7,560.00		
N2	600580	0149	158044	422065	HHS	Afterschool Youth Enrichment Services Fees	\$22,368.00		1
	600580	0149	158044	500050	HHS	Salaries - Regular Employees	\$22,368.00		

AMENDMENTS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
A1		0001	158010	500050	HHS	Salaries - Regular Employee		\$49,364.00	6
		0001	158010	506010	HHS	FICA - OASDI		\$3,060.00	
		0001	158010	506020	HHS	Medicare		\$716.00	
		0001	158010	506030	HHS	Medical Insurance Benefit		\$18,704.00	
		0001	158010	506040	HHS	Life Insurance Benefit		\$198.00	
		0001	158010	506050	HHS	Retirement Contribution		\$6,748.00	
		0001	158010	506060	HHS	Worker's Compensation		\$837.00	
		0001	149025	500050	TNR	Salaries - Regular Employee	\$49,364.00		
		0001	149025	506010	TNR	FICA - OASDI	\$3,060.00		
		0001	149025	506020	TNR	Medicare	\$716.00		
		0001	149025	506030	TNR	Medical Insurance Benefit	\$18,704.00		
		0001	149025	506040	TNR	Life Insurance Benefit	\$198.00		
		0001	149025	506050	TNR	Retirement Contribution	\$6,748.00		
		0001	149025	506060	TNR	Worker's Compensation	\$837.00		
A2		0001	158003	500050	HHS	Salaries - Regular Employee		\$11,038.00	12
		0001	112002	510310	ITS	Software	\$7,518.00		
		0001	112004	510310	ITS	Software	\$2,736.00		
		0001	112004	511550	ITS	Hardware/Software Maintenance	\$784.00		

TRANSFERS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
		0001	158003	500050	HHS	Salaries - Regular Employee		\$18,476.16	12
		0001	158031	510070	HHS	Computer Equipment & Peripherals	\$18,476.16		

OTHER

01	Request from the Planning and Budget Office to increase appointment of the Acting County Executive, Planning and Budget, from half-time to three-quarter time.	18
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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 Pfaffenberger, Budget Analyst

DATE: July 1, 2014

RE: Establishing New Budget for Revenue Received by Health and Human Services (HHS) related to After School Enrichment Services through the Texas AgriLife Extension Service through the Travis County 4-H Capital Project

A handwritten signature in black ink, appearing to be "AP", located to the right of the "FROM" field.

Pursuant to the FY 2013 Budget Rules, PBO is submitting new revenue budget adjustments for Commissioners Court approval. The attached budget adjustments, for \$7,560 and \$22,368, and establish new budget totaling \$29,928 in Special Revenue Fund 0149, After School Youth Enrichment Services.

Previous new budget adjustments for this same purpose were approved by Commissioners Court in FY 2013. Court can expect to see several more of these revenue certification "new" budget adjustments for this special fund this fiscal year because the reimbursement revenue received by this Special Revenue Fund for After School programming has exceeded the FY 2014 budget revenue amount.

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

PBO recommends approval of this new revenue budget amendment.

cc: Sherri Fleming, County Executive, HHSVS
Leroy Nellis, Acting County Executive, PBO
Dede Bell, Patty Lennon, Daniel Wilson, Adrienne Yust, County Auditor's Office
John Bradshaw, Kathleen Haas, Jaclyn Kolar, HHSVS
Travis Gatlin, Diana Ramirez, PBO
Jessica Rio, Budget Director, PBO

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

DATE: June 17, 2014
TO: Leroy Nellis, Acting County Executive
FROM:  Nicki Riley, County Auditor
SUBJECT: Certification of Revenue – Travis County CAPITAL AmeriCorps Project
FY13/14

I hereby certify \$7,560.00 to be used by the Travis County Health & Human Services and Veteran's Services, in the Special Revenue Funds associated with the Travis County CAPITAL AmeriCorp Program FY13/14.

These funds should be allocated as follows:

Fund # 0149
Cost Center # 1580440149
Internal Order # 600580
Amount \$7,560.00

NOTE: Deposit # 4100025428 = \$720.00
Deposit # 4100025525 = \$5,832.00
Deposit # 4100025622 = \$1,008.00

If you have any questions, please call Patty Lennon at x 44705.

cc: Dan Wilson, Chief Assistant, County Auditor
Kathleen Haas, County Executive, TCHHS&VS
John Bradshaw, Contract Compliance, TCHHS&VS
Aerin Pfaffenberger, Budget Analyst II, PBO
DeDe Bell, Grants Financial Manager, County Auditor

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

DATE: June 3, 2014

TO: Leroy Nellis, Acting County Executive

FROM:  Nicki Riley, County Auditor

SUBJECT: Certification of Revenue – Travis County CAPITAL AmeriCorps Project
FY13/14

I hereby certify \$22,368.00 to be used by the Travis County Health & Human Services and Veteran's Services, in the Special Revenue Funds associated with the Travis County CAPITAL AmeriCorp Program FY13/14.

These funds should be allocated as follows:

Fund # 0149
Cost Center # 1580440149
Internal Order # 600580
Amount \$22,368.00

If you have any questions, please call Patty Lennon at 854-4705.

cc: Dan Wilson, Chief Assistant, County Auditor
Kathleen Haas, County Executive, TCHHS&VS
John Bradshaw, Health & Human Services
Aerin Toussaint, PBO Analyst
DeDe Bell, Grants Financial Manager, County Auditor

Header Information for Entry Doc Number

300000750

Doc. Number 300000750 Doc. Status Preposted FM Area 1000
Budget. Cate. Payment Doc. Year 2014 Doc. Date Jun 20, 2014
Value Type Budget Version 0 Doc. Type DSUB
Budget Type 1 Fiscal Year 2014 Year.Cash.Eff
Process UI SUPL Process SUPL Original.Applic. BWB Doc. Family

Additional Data

Creator LENNONP Creation Date Jun 20, 2014 Creation Time 16:30:53
Resp. Person PATTY LENNON Year Cohort Public Law
Legislation

Header Text Increase Rev/Exp budget for addit'l cash received

TextName

Lines

Total Document 7,560

USD new budget after school youth enrichment services

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0149		1580440149	422065	1530 NOT-RELEVANT	600580	7,560	Revenue Cert 06/17/2014
000002	0149		1580440149	500050	1530 NOT-RELEVANT	600580	7,560	Revenue Cert 06/17/2014

~~_____~~ = Δ we ~ June 26, 2014

Header Information for Entry Doc Number

300000751

Doc. Number 300000751 Doc. Status Preposed FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Jun 20, 2014
 Value Type Budget Version 0 Doc. Type DSUB
 Budget Type 1 Fiscal Year 2014 Year. Cash. Eff
 Process UI SUPL Process SUPL Original. Applic. BWB Doc. Family

Additional Data
 Creator LENNONP Creation Date Jun 20, 2014 Creation Time 16:58:15
 Resp. Person PATTY LENNON Year Cohort Public Law

Header Text Increase Rev/Exp budget for addit'l cash received

TextName

Total Document USD 22,368

*new budget
 After school youth enrichment services*

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0149		1580440149	422065	1530	600580	22,368	Rev Cert 06.03.14
000002	0149		1580440149	500050	1530	600580	22,368	Rev Cert 06.03.14

June 26, 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 Pfaffenberger, Budget Analyst

DATE: July 1, 2014

RE: Transfer of Two FTEs from Health and Human Services and Veterans Service to the Transportation and Natural Resources Department

A handwritten signature in blue ink, appearing to be "AR Pfaffenberger".

The Health and Human Services and Veterans Service Department (HHSVS) is requesting Commissioners Court approval of the transfer of two positions from HHSVS to Transportation and Natural Resources (TNR), to support the current food pick-up and delivery system for Travis County Community Centers.

In FY 2013, HHSVS received two Inventory Specialist positions to pick up and deliver food for indigent residents from the Capital Area Food Bank to the seven Travis County Community Centers. Deliveries are made on a weekly basis, utilizing TNR equipment, TNR staff, and individuals who are required by a court to do community service. Commissioners Court approved the positions in HHSVS to allow TNR to devote more of their manpower to their primary mission. The department reports that the positions have been posted twice but not filled due to the low pay level and the lack of HHSVS infrastructure to manage them efficiently.

HHSVS has approached TNR with the request that they take the two positions and continue the present system of pick-up and delivery. The department states that the current system of TNR doing the pick-up and delivery, utilizing individuals that have been court ordered to do community service, is an excellent system using the skills, abilities and equipment housed in TNR. Additionally, HHSVS reports that the food demand continues to grow and new sources of food for the Community Centers have developed and are in the process of being developed. The demand to pick up and deliver food to the Centers will only increase as the population grows.

PBO has learned that while TNR staff has continued to perform this work in the interim year, the department desires to return the employees performing the work to their original duties. The

maintenance technicians in this role have been operating as commodity drivers instead of performing road maintenance tasks.

When HHSVS requested and received the two positions in FY 2013, TNR committed to continue the delivery system until HHSVS could fill the positions. The continuity of the more than 15-year-old system of food delivery by TNR staff meant that there was no disruption of service. Since the positions remained vacant for a longer length of time than was first anticipated, TNR now wishes to acquire the positions in order to return the two employees currently working on this program to the work they were originally employed to do and hire new employees to continue the delivery system. The two positions will be classified as Road Maintenance Workers in TNR. TNR does not foresee the same hiring difficulties for these positions because candidates for TNR positions will likely come from a different applicant pool, and historically the department has not experienced difficulty filling Road Maintenance Worker positions.

PBO recommends approval of the attached budget transfers totaling \$79,627 from HHSVS to TNR and related personnel actions by HRMD to facilitate this process.

Once approved, personnel changes will be highlighted for the FY 2015 Adopted Budget, and each department's budget and FTE authorization for FY 2015 will be adjusted accordingly. PBO recommends approval of this request.

cc: Sherri Fleming, County Executive, HHSVS
Steven Manilla, County Executive, TNR
Leroy Nellis, Acting County Executive, PBO
Kathleen Haas, HHSVS
Carol Joseph, Cynthia Mcdonald, TNR
Travis Gatlin, Diana Ramirez, Leah Henderson, PBO
Todd Osburn, HRMD
Jessica Rio, Budget Director, PBO



**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
(512) 854-4100
Fax (512) 854-4115**

DATE: June 9, 2014

TO: MEMBERS OF THE COMMISSIONERS COURT

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

SUBJECT: Transfer of two FTE's to Transportation and Natural Resources
from Health and Human and Veteran Services

Proposed Motion: Consider approval of transferring two FTE's to TNR from HHSVS to maintain the food pantry delivery system.

Summary and Staff Recommendations: Travis County Health and Human Services and Veterans Service is requesting to transfer two unfilled FTE slots to TNR in order to continue the current food delivery system to the 7 Community Centers. For over 15 years, TNR staff have been support to HHSVS, in order to get food from the Capital Area Food Bank and delivering it to the 7 HHSVS Community Centers for their food pantries. These pantries are open to indigent county residents to obtain food for themselves and their families. Access to affordable food has been recognized as the top need in Travis County for several years and the Travis County Community Centers are a major resource in the food source arena. TNR staff have developed a system to

supply the pantries using TNR's trucks, staff and individuals court ordered to do community services. This system has been highly effective and keeps a steady supply of food in the pantries.

In 2012, TNR determined that they needed to dedicate their staff to their primary TNR mission and notified HHSVS that they could no longer provide the pantry delivery support. During the 2013 budget, two positions were authorized for HHSVS to absorb this function. The jobs were posted twice and no candidates were deemed selectable at the level the two positions were budgeted. Absorbing the function in HHSVS would also mean a disruption in a well-functioning system and a transfer of TNR equipment to HHSVS. As the positions have remained unfilled, TNR staff have continued to provide the pantry support to the Centers.

The County Executives for both HHSVS and TNR are in agreement that transferring the two positions to TNR will allow both departments to fulfill their primary missions and continue an effective and efficient food delivery system.

Budgetary and Fiscal Impact: There is no budgetary impact. The FTE's are funded with ongoing funds. The Position numbers are 30050238 and 30050239 current classified position title is Inventory Specialist. Budget adjustment 4000005847 has been entered to transfer funds.

Issues and Opportunities: The transfer of these positions allow TNR to better attend to their primary mission while providing food to the HHSVS community centers and ultimately to indigent county residents.

Background: This transfer preserves a 15 year partnership between TNR and HHSVS in serving the indigent residents of Travis County.

cc: Nicki Riley, CPA, CMA, Travis County Auditor
Leroy Nellis, Acting County Executive, Planning and Budget Office
Aerin Pfaffenberger, Analyst, Planning and Budget Office
Jim Lehman, Division Director, Health and Human Services
Nancy Goodman-Gill, HR Manager, Health and Human Services
Kathleen Haas, Financial Manager, Health and Human Services

Header Information for Entry Doc Number

400005847

Doc. Number 400005847 Doc. Status Preposted FM Area 1000
 Budget Cate. Payment Doc. Year 2014 Doc. Date Jun 6, 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 LAMID Creation Date Jun 6, 2014 Creation Time 16:22:30
 Resp. Person DOANTRANG LAM Year Cohort Public Law
 Legislation

Additional Data

Header Text Transfer 2 FTE's from HHS to TNR

TextName

Lines

Total Document 0 79,627 USD from HHS to TNR

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1580100001	500050	1530	NOT-RELEVANT	-49,364	
000002	0001		1580100001	506010	1530	NOT-RELEVANT	-3,060	
000003	0001		1580100001	506020	1530	NOT-RELEVANT	-716	
000004	0001		1580100001	506030	1530	NOT-RELEVANT	-18,704	
000005	0001		1580100001	506040	1530	NOT-RELEVANT	-198	
000006	0001		1580100001	506050	1530	NOT-RELEVANT	-6,748	
000007	0001		1580100001	506060	1530	NOT-RELEVANT	-837	
000008	0001		1490250001	500050	1710	NOT-RELEVANT	49,364	

Line	Fund	Funds center	Comm. Item	FuncArea	Grant	Funded Program	Local Amount	Line Text
000009	0001		1490250001	506010	1710	NOT-RELEVANT	NON-FUNDED-PROGRAM	3,060
000010	0001		1490250001	506020	1710	NOT-RELEVANT	NON-FUNDED-PROGRAM	716
000011	0001		1490250001	506030	1710	NOT-RELEVANT	NON-FUNDED-PROGRAM	18,704
000012	0001		1490250001	506040	1710	NOT-RELEVANT	NON-FUNDED-PROGRAM	198
000013	0001		1490250001	506050	1710	NOT-RELEVANT	NON-FUNDED-PROGRAM	6,748
000014	0001		1490250001	506060	1710	NOT-RELEVANT	NON-FUNDED-PROGRAM	837

June 26, 2014

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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 Pfaffenberger, Budget Analyst

DATE: July 1, 2014

RE: Request by Health and Human Services and Veterans Service Department to Use Personnel Budget for Operating Needs

The Health and Human Services and Veterans Service Department (HHSV) is requesting Commissioners Court approval to transfer \$29,514 of internal temporary salary savings from personnel commitment items to its operating budget, to purchase 16 tablets and supporting software for staff interpreters who will use this equipment on a regular basis.

Interpreters in the Deaf and Hard of Hearing Division of HHSVS report that they have seen a rise in the need for interpreter services. Staff states that a transition to the paperless tablet system will minimize confidentiality risks and provide important applications to assist with translation for deaf clients with minimal language skills. In addition, the new equipment will allow staff to use a standardized technology platform that can be supported by Travis County ITS. The 16 tablets will provide one device for every staff member, with an additional tablet to be used as a backup. The department will internally fund this equipment, with the understanding that tablet computers are not part of the Travis County ITS replacement program. In the absence of a countywide policy on tablet use, it has been PBO's practice to recommend that tablets be purchased only with internal funds.

Due to vacancies, HHSVS currently exceeds the budgeted departmental salary savings of \$128,547. PBO has confirmed that the department is meeting its prorated salary savings (prorated through June 20) and projects that the department will continue to meet the budgeted salary savings after these proposed transfers. Per Travis County Budget Rules, Commissioners Court approval is needed to move funds from the personnel budget to pay for operating expenses.

With this one-time transfer, the department will have a projected remainder of nearly \$600,000 in salary budget at year-end. PBO will continue to work to adjust General Fund end-of-year expenditure projections for the ending fund balance accordingly, should this request be approved.

PBO recommends approval of this request.

cc: Sherri Fleming, County Executive, HHSVS

12

Leroy Nellis, Acting County Executive, PBO

Sheryl Holder, ITS

Deborah Britton, Kathleen Haas, Kendra Tolliver, HHSVS

Travis Gatlin, Diana Ramirez, PBO

Jessica Rio, Budget Director, PBO

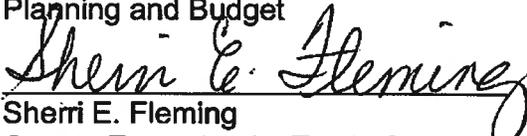


**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767**

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

DATE: June 18, 2014

TO: Planning and Budget

FROM: 
Sherri E. Fleming
County Executive for Travis County Health and Human Services
and Veterans Service

SUBJECT: Permission to use department salary savings for purchase of 16 tablets.

Proposed Motion:

To purchase 16 tablets with corresponding networking and software for the staff interpreters located in our Deaf and Hard of Hearing Division using departmental salary savings.

Summary and Staff Recommendations:

Over the past several years we have seen a rise in interpreter services. When we have interpreting assignments we receive signatures to document our services. This requires interpreters to carry several forms around. Hourly interpreters have long ago begun using their tablets and iPads to minimize the loose paper that they have to carry around, and we Travis County are the hold out to the paperless system. This comes at a high risk of confidential information because those papers can be misplaced at any time and often are not locked up until the end of the day when an interpreter is in the office. Staff interpreters have also been using our personal devices for years because of several well-known apps that our industry uses to assist in communication when the deaf client has minimal language skills, as many of our deaf client's do. There are picture

applications, calendar applications, drawing applications, and video applications that enable the interpreters to be more effective in their interpretation. Purchasing County tablets will enable staff to be more efficient and productive with their daily administrative functions as well engage with their clients more directly and proficiently.

Budgetary and Fiscal Impact:

Position 30005418, Accountant Lead, (cost center 1580030001) was held vacant this year due to pending reclassification. The salary savings from this vacant position will cover the cost of this one time request.

Issues and Opportunities:

Over the past year we have begun to see a new use for the case managers and social workers in our office. As you know we use videophones to communicate. The equipment we use is not standardized, as people use the service provider of their preference, much like people purchase cell phones based on their personal preferences. This has posed to be a problem for staff and ITS when it comes to servicing the equipment because of the number of service providers, and thus equipment, that they use. Purchasing one kind of equipment, while still allowing a staff member to choose their preferred service provider to install on the device, would minimize the frustrations and resources that ITS spend on our videophone needs annually. When a videophone goes down, Doug and I bring our iPads in for the staff to use as a temporary alternative while waiting for the videophones to be fixed.

Cc: Leroy Nellis, Acting County Executive, Planning and Budget Office
Aerin Pfaffenberger, Analyst, Planning and Budget Office
Deborah Britton, Community Services Division Director
Stacy Landry, Program Manager for Deaf and Hard of Hearing

Header Information for Entry Doc Number

400005956

Doc. Number 400005956 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Jun 17, 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 TOLLIVK Creation Date Jun 17, 2014 Creation Time 12:55:02
 Resp. Person Public Law

Additional Data

Header Text 16 Dell Tablets, salary saving pos#3-514 Acct-lead
 TextName

Lines

Total Document 11,038

USD from HHS to ITS

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1580030001	500050	1530 NOT-RELEVANT	NON-FUNDED-PROGRAM	-11,038	16 Dell Tablets for Deaf Services
000002	0001		1120020001	510310	1110 NOT-RELEVANT	NON-FUNDED-PROGRAM	7,518	16 Dell Tablets for Deaf Services
000003	0001		1120040001	510310	1110 NOT-RELEVANT	NON-FUNDED-PROGRAM	2,736	16 Dell Tablets for Deaf Services
000004	0001		1120040001	511550	1110 NOT-RELEVANT	NON-FUNDED-PROGRAM	784	16 Dell Tablets for Deaf Services

[Handwritten signature] June 26, 2014

Header Information for Entry Doc Number

400005957

Doc. Number 400005957 Doc. Status Preposted FM Area 1000
Budget. Cate. Payment Doc. Year 2014 Doc. Date Jun 17, 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 TOLLIVK Creation Date Jun 17, 2014 Creation Time 13:02:43
Resp. Person Public Law

Additional Data

Header Text 16 Dell tablets salary savings pos#3-5418 Acct-lea
Legislation

TextName

Lines

Total Document 18476.16 USD

internal transfer for tablets

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea	Grant	Funded Program	Local Amount	Text Line
000001	0001		1580030001	500050	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	-18,476.16	16 Dell tablets for deaf services
000002	0001		1580310001	510070	1530	NOT-RELEVANT	NON-FUNDED-PROGRAM	18,476.16	16 Dell tablets for deaf services

~~_____~~ June 26, 2014



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

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

MEMORANDUM

TO: Commissioners Court *Travis R. Gatlin*
FROM: Travis R. Gatlin, Assistant Budget Director
DATE: June 22, 2014
SUBJECT: Increase Acting County Executive, Planning and Budget, from Half-Time to Three-Quarter Time

On March 25, 2014, the Commissioners Court appointed the Acting County Executive, Planning and Budget at half-time. After further review of the minimum time required to meet the position's basic responsibilities, it is recommended that the appointment now be increased to 30 hours per week (0.75 FTE). The Acting County Executive position is funded from the vacant County Executive, Planning and Budget position so no additional funds beyond the resources currently budgeted for the full-time position are needed to implement the requested change.

PBO recommends approval of increase of the appointed hours in order to assist with the assigned duties and responsibilities of the position.

cc: Leroy Nellis, Jessica Rio, Diana Ramirez, PBO Staff
Debbie Maynor, Todd Osburn, HRMD

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
(38,883.16)	Probate Court	2/11/14	Family Eldercare Guardianship Contract
1,199.35	Allocated Reserve	2/11/14	Liquidated Purchase Orders-Variou Depts
(75,000.00)	County Attorney	2/18/14	MERS Case Expenses
(1,186,224.00)	TNR	2/18/14	Buyouts for Onion Creek and Other Areas
21,349.37	Allocated Reserve	3/7/14	Liquidated Purchase Orders-Variou Depts
(2,500,000.00)	TNR	3/18/14	Reimbursement Resolution for State Highway 45 Southwest between Loop 1 (MOPAC) and FM 1626
(472,000.00)	TNR	3/25/14	Repair Water Quality Control & Flood Detention Structures damaged in the October, 2013 Flood
13,395.38	Allocated Reserve	3/24/14	Liquidated Purchase Orders-Variou Depts
4,141.00	County Judge	4/1/14	Reimbursement of unused funds for ACC Internship Program
10,551.26	Allocated Reserve	4/1/14	Liquidated Purchase Orders-Variou Depts
5,621.75	Allocated Reserve	4/8/14	Liquidated Purchase Orders-Variou Depts
(25,000.00)	County Attorney	4/15/14	Legal Services

Allocated Reserve Status (580010)

1,048.88	Allocated Reserve	4/17/14	Liquidated Purchase Orders-Variou Depts
5,359.28	Allocated Reserve	4/28/14	Liquidated Purchase Orders-Variou Depts
(20,000.00)	TNR	4/29/14	Maha Loop Right of Way
23,220.14	Allocated Reserve	5/5/14	Liquidated Purchase Orders-Variou Depts
115,729.21	Allocated Reserve	5/13/14	Liquidated Purchase Orders-Variou Depts
19,524.42	Allocated Reserve	5/21/14	Liquidated Purchase Orders-Variou Depts
(7,500.00)	Historical Commission	5/27/14	County match Historical Comm. Grant Award
(32,071.00)	County Attorney	5/27/14	Create 2 new position in County Atty. Office.
3,899.81	Allocated Reserve	5/27/14	Liquidated Purchase Orders-Variou Depts
(60,000.00)	Criminal Courts	6/3/14	Legally mandated services
29,305.23	Allocated Reserve	6/5/14	Liquidated Purchase Orders-Variou Depts
36.08	Allocated Reserve	6/10/14	Liquidated Purchase Orders-Variou Depts
12,562.71	Allocated Reserve	6/13/14	Liquidated Purchase Orders-Variou Depts
52,960.00	Medical Examiner	6/24/14	Cadaver Contract
180,019.00	Emergency Services	6/24/14	Pilot Fire Detection Program in western Travis County
51,526.79	Allocated Reserve	6/24/14	Liquidated Purchase Orders-Variou Depts
6,374,083.42	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

	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
(\$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
(\$1,516,404)	Total Possible Future Expenses (Earmarks)
\$4,857,679	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
(12,489)	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
(34,800)	Emergency Services	2/11/14	Starflight Maintenance
(65,000)	Medical Examiner	2/18/14	Replacement Headspace Auto Sampler - Gas Chromatograph
(84,000)	District Clerk	5/6/14	Scanning Equipment
(757,654)	ITS	5/13/14	Complete FY 2014 FMD Projects
(320,000)	Juvenile Probation	6/10/14	Juvenile Probation Master Plan
733,060 Current Reserve Balance			

Possible Future Expenses Against CAR Reserves Previously Identified:

Amount	Explanation
(\$500,000)	Transportation and Natural Resources - Road Materials
(\$192,750)	Transportation and Natural Resources - Failing Vehicles
(\$100,000)	Transportation and Natural Resources - Guardrail Replacement
(\$20,200)	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
(\$884,546)	Total Possible Future Expenses (Earmarks)
(\$151,486)	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			Beginning Balance
(1,779,411.00)	PBO	10/22/13	Phase I & II
(2,673,810.00)	PBO	4/8/14	IR/CA Contract
(194,000.00)	PBO	6/3/14	Site Related Investigations for Due Diligence Items
\$798,779 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
(\$27,031)	FMD	4/15/14	Maintenance Expenditures for SMART facility
\$270,917 Current Reserve Balance			

Reserve for Replacement of Integrated Justice Systems Status (580160)

Amount	Dept Transferred Into	Date	Explanation
5,235,265.00			Beginning Balance
(\$2,315,079)	ITS	3/25/14	CUC TechShare
\$2,920,186 Current Reserve Balance			

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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			Beginning Balance
(1,779,411.00)	PBO	10/22/13	Phase I & II
(2,673,810.00)	PBO	4/8/14	IR/CA Contract
(194,000.00)	PBO	6/3/14	Site Related Investigations for Due Diligence Items
\$798,779 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
(\$27,031)	FMD	4/15/14	Maintenance Expenditures for SMART facility
\$270,917 Current Reserve Balance			

Reserve for Replacement of Integrated Justice Systems Status (580160)

Amount	Dept Transferred Into	Date	Explanation
5,235,265.00			Beginning Balance
(\$2,315,079)	ITS	3/25/14	CUC TechShare
\$2,920,186 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
\$ (564,341)	EMS	4/15/14	Additional repairs needed
\$ 640,000	EMS	4/15/14	Seton Donation Installment
\$2,070,709 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			Beginning Balance
(406,090.00)	HHSVS	12/3/13	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			Beginning Balance
(322,172.00)	HHSVS	12/17/13	Collaborative Afterschool Program
(500,000.00)	HHSVS	1/21/14	Early Childhood Services
\$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)	FMD	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
16,606,000.00	TNR	5/20/14	Reverse RR for Maha Loop Road: Pearce Lane
\$53,808,097 Current Reserve Balance			