Travis County Commissioners Court Agenda Request

Meeting Date: July 29, 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

7/29/2014

TRANSFERS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
T1		0001	112004	511550	ITS	Hardware/Software Maintenance		$75,000.00	1
		0001	112004	511900	ITS	Other Services	$75,000.00		

OTHER

O1	Request from Juvenile Probation Department to allow grant costs exceeding the grant budget to be reclassified to its General Fund budget using temporary salary savings	4

PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

July 21, 2014

To: Commissioners Court

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

Re: Request from ITS to use maintenance agreement savings for telephone support

ITS is requesting to use $75,000 in the centrally budgeted line item of hardware and software maintenance agreements to fund temporary contracted support for the legacy Nortel phone system. This will allow current staff to focus on deploying the Unified Communications Voice over Internet Protocol phone system to various County departments. This is a one time savings in the maintenance agreement budget for FY 2014. An additional $97,000 in one time savings will fall to the ending fund balance. Each year ITS "zero base" budgets this line item since new contracts are added and others fall away throughout the fiscal year. These savings have been reallocated on an ongoing basis for FY 2015 to fund new contracts. ITS did not submit a budget request for the FY 2015 budget for routine maintenance agreement increases. The only additions to the maintenance agreement budget included in the FY 2015 Preliminary Budget are TechShare project related increases ($226,315) and the NEOGOV system used by HRMD ($25,000).

Since these funds are in a centrally budgeted line item, this transfer requires Commissioners Court approval according to the FY 2014 Budget Rules. This transfer will not adversely affect the FY 2014 ending fund balance of the department since these expenses were accounted for in end of year expenditure projections. PBO recommends this transfer. Please see departmental memo for additional detail.

CC: Tanya Acevedo, Chief Information Officer
Walter Lagrone, ITS
Randy Lott, ITS
Sheryl Holder, ITS
Jessica Rio, 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: **July 1, 2014**
TO: **Katie Gipson, PBO**
FROM: **Walter, LaGrone, Information Technology Director**
VIA: **Tanya Acevedo, Chief Information Officer**
RE: **Request for One-Time Use of Savings Realized in ITS Central Account**

ITS is requesting Commissioners Court approval to transfer savings from the centrally budgeted Hardware/Software Maintenance account to a general ledger account to assist ITS with critical FY14 projects. This central account is zero-based each year during the budget process and, per Budget Rules, any transfers from this account require Commissioners Court approval.

For FY14, the Hardware/Software Maintenance account savings of $172,000 will be realized due to the retirement of several servers and older tape subsystems. Historically, savings are realized during the course of each year as various contracts drop off and those savings are then used to fund either new contracts that are picked up or offset escalations in others.

ITS is requesting a one-time transfer in the amount of $75,000, from the $172,000 savings, to assist with the funding of staff augmentation resources. This resource will support our legacy Nortel Telephone System while current staff focuses on the deployment of Unified Communications (Voice Over IP). For FY15, ITS anticipates using these permanent savings to offset increases in other maintenance contracts.

The breakdown is as follows:

Account	Amount	Description
Hardware/Software Maintenance (511550)	-$75,000	Partial Savings from Retirement of Servers & Older Tape Subsystems
Other Service (511900)	+$75,000	Staff Augmentation

CC: Diana Ramirez, PBO
Bruni Cruz, ITS

Header Information for Entry Doc Number 400006116

Doc. Number	400006116	Doc. Status	Preposted	FM Area	1000
Budget. Cate.	Payment	Doc.Year	2014	Doc.Date	Jul 9, 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

Additionnal Data

Creator	CRUZB1	Creation Date	Jul 14, 2014	Creation Time	16:20:36
Resp. Person		Year Cohort		Public Law	
Header Text		Legislation			
TextName					

Lines

Total Document 0 USD

Line	Fund	Budget Period	Funds Center	Comm.Item	FuncArea	Grant	Funded Program	Local Amount	Text Line
000001	0001		1120040001	511550	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	-75,000	Hdw/Sfw Maintenance
000002	0001		1120040001	511900	1110	NOT-RELEVANT	NON-FUNDED-PROGRAM	75,000	Staff Augmentation

W

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 29, 2014

RE: Request to Use General Fund Dollars to Pay for Grant-Funded FTE on a Short-Term Basis

The Juvenile Probation Department is requesting Commissioners Court permission to use temporary salary savings in its General Fund budget to pay for a grant funded employee on a one-time, short-term basis.

The department reports that a grant awarded to the department by Austin Travis County Integral Care (ATCIC) for the Community Partners for Children (CRCG) program does not have sufficient budget remaining to cover the personnel expenditures related to the grant. The grant term is from September 1, 2013 through August 31, 2014 and was approved with a budget of $63,923. The grant funds the salary and benefits of one FTE.

PBO was informed in June that the grant will not have sufficient funds to pay for the full salary of the grant-funded FTE. The Juvenile Probation Department has informed PBO that the FY 2014 increase to county benefit rates was approved and implemented after the grant had already been awarded to the department. Therefore, the approved grant award was for an amount less than the true cost of the position. This grant does not contain any operating costs that might allow for additional flexibility to cover the cost of the increase. The department is requesting that $2,801 of General Fund budget be used to pay for the final pay periods of the grant term. At PBO's request, the department requested additional funds from the Grantor for this purpose, but the request was not granted.

PBO recognizes that the timing of certain grants and the County's budget process can lead to budget shortfalls. In an attempt to prevent this from happening with great frequency in the future, PBO and the Auditor's Office have begun working together to implement process improvements.

In addition, PBO has supplied the department with the recently approved benefit rate increases for FY 2015, and will continue to work with Juvenile Probation and other departments to make sure the most current budget information can be supplied in a timely manner.

PBO recommends approval of this budget request.

cc: Estela Medina, Chief JPO, Juvenile Probation Department
Leroy Nellis, Acting County Executive, PBO
Dede Bell, Rhett Perry, County Auditor's Office
Travis Gatlin, Diana Ramirez, PBO
Sylvia Mendoza, Israel Ramirez, Juvenile Probation Department
Jessica Rio, Budget Director, Planning and Budget Office

Aerin Pfaffenberger

Subject: FW: CRCG 2015 Budget & CRCG FY14 Contract--Travis County Juvenile Probation Dept.
Attachments: FW: Follow-up from Meadows Budget Item

From: Sylvia Mendoza
Sent: Tuesday, July 22, 2014 8:50 AM
To: Aerin Pfaffenberger
Cc: Israel Ramirez
Subject: FW: CRCG 2015 Budget & CRCG FY14 Contract--Travis County Juvenile Probation Dept.
Importance: High

Aerin,

We made a request to ATCIC for additional funding to cover the shortfall we will be experiencing in the CRCG grant for FY 2014 as a result of the increase in health insurance. See the response below.

When will this item be able to go to court so that we can use our salary savings to cover this?

Thanks
SM

From: Arturo Hernandez [mailto:Arturo.Hernandez@atcic.org]
Sent: Tuesday, July 22, 2014 8:42 AM
To: Sylvia Mendoza; Danica Castaneda
Subject: RE: CRCG 2015 Budget & CRCG FY14 Contract--Travis County Juvenile Probation Dept.
Importance: High

Thank you for this clarification.
Unfortunately, based on this, ATCIC will not be able to provide the additional requested funds for the current FY2014. All funds have been allocated for the remainder of the fiscal year which will be closing on August 31, 2014.
Please let me know if you have any questions about this.

Thank you.

Arturo Hernandez, MPA
Director, Practice Management
Child and Family Services
Austin Travis County Integral Care

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-Various Depts
7,350.74	Allocated Reserve	10/15/13	Liquidated Purchase Orders-Various 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-Various Depts
2,506.95	Allocated Reserve	10/29/13	Liquidated Purchase Orders-Various 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-Various Depts
(25,000.00)	HRMD	11/12/13	NeoGov Maintenance Agreement
150.00	Allocated Reserve	11/12/13	Liquidated Purchase Orders-Various 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-Various 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-Various Depts
32,868.06	Allocated Reserve	12/20/13	Liquidated Purchase Orders-Various 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-Various Depts
(50,000.00)	General Adminstration	1/14/14	Organizational Review
33,203.06	Allocated Reserve	1/22/14	Liquidated Purchase Orders-Various 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-Various Depts
8,602.20	Allocated Reserve	1/29/14	Liquidated Purchase Orders-Various 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-Various 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-Various 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-Various 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-Various Depts
5,621.75	Allocated Reserve	4/8/14	Liquidated Purchase Orders-Various 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-Various Depts
5,359.28	Allocated Reserve	4/28/14	Liquidated Purchase Orders-Various Depts
(20,000.00)	TNR	4/29/14	Maha Loop Right of Way
23,220.14	Allocated Reserve	5/5/14	Liquidated Purchase Orders-Various Depts
115,729.21	Allocated Reserve	5/13/14	Liquidated Purchase Orders-Various Depts
19,524.42	Allocated Reserve	5/21/14	Liquidated Purchase Orders-Various 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-Various Depts
(60,000.00)	Criminal Courts	6/3/14	Legally mandated services
29,305.23	Allocated Reserve	6/5/14	Liquidated Purchase Orders-Various Depts
36.08	Allocated Reserve	6/10/14	Liquidated Purchase Orders-Various Depts
12,562.71	Allocated Reserve	6/13/14	Liquidated Purchase Orders-Various 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-Various Depts
13,501.00	Allocated Reserve	6/30/14	Liquidated Purchase Orders-Various Depts
13,776.41	Allocated Reserve	7/2/14	Liquidated Purchase Orders-Various Depts
23,399.58	Allocated Reserve	7/14/14	Liquidated Purchase Orders-Various Depts
(40,000.00)	Sheriff's Office	7/22/14	Additional Fencing & Repairs
(49,500.00)	Cons. Pct. 3	7/22/14	Parking Mobility Pilot Program
5,869,302.41	**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)**

$4,352,898 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***

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
$ 106,450	EMS	7/22/14	Hoist purchase
$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 Metropolitian 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**		