



Travis County Commissioners Court Agenda Request

Meeting Date: August 19, 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

8/19/2014

AMENDMENTS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
A1		0001	198000	580010	Reserves	Allocated Reserves		\$18,351.00	1
		0001	119004	595010	County Attorney	County Contribution to Grants	\$18,351.00		
A2		0001	198000	580010	Reserves	Allocated Reserves		\$1,398.00	4
		0001	110003	500070	General Admin.	Salaries - Temporary Employee	\$1,296.00		
		0001	110003	506010	General Admin.	FICA - OASDI	\$80.00		
		0001	110003	506020	General Admin.	Medicare	\$19.00		
		0001	110003	506060	General Admin.	Worker's Compensation	\$3.00		
A3		0001	198000	580010	Reserves	Allocated Reserves		\$1,398.00	4
		0001	122001	500070	Civil Courts	Salaries - Temporary Employee	\$1,296.00		
		0001	122001	506010	Civil Courts	FICA - OASDI	\$80.00		
		0001	122001	506020	Civil Courts	Medicare	\$19.00		
		0001	122001	506060	Civil Courts	Worker's Compensation	\$3.00		
A4		0001	198000	580010	Reserves	Allocated Reserves		\$1,398.00	4
		0001	126002	500070	JP Pct. 1	Salaries - Temporary Employee	\$1,296.00		
		0001	126002	506010	JP Pct. 1	FICA - OASDI	\$80.00		
		0001	126002	506020	JP Pct. 1	Medicare	\$19.00		
		0001	126002	506060	JP Pct. 1	Worker's Compensation	\$3.00		
A5		0001	198000	580010	Reserves	Allocated Reserves		\$1,398.00	4
		0001	131001	500070	Cons. Pct. 1	Salaries - Temporary Employee	\$1,296.00		
		0001	131001	506010	Cons. Pct. 1	FICA - OASDI	\$80.00		
		0001	131001	506020	Cons. Pct. 1	Medicare	\$19.00		
		0001	131001	506060	Cons. Pct. 1	Worker's Compensation	\$3.00		
A6		0001	198000	580010	Reserves	Allocated Reserves		\$1,398.00	4
		0001	157001	500070	Records Mngt.	Salaries - Temporary Employee	\$1,296.00		
		0001	157001	506010	Records Mngt.	FICA - OASDI	\$80.00		
		0001	157001	506020	Records Mngt.	Medicare	\$19.00		
		0001	157001	506060	Records Mngt.	Worker's Compensation	\$3.00		

TRANSFERS

BA#	IO/WBS	FUND	COST CENTER	COMMITMENT	Dept.	Line Item	Increase	Decrease	Pg #
T1		0001	123001	500050	District Atty.	Salaries - Regular Employee		\$50,000.00	11
		0001	123001	511280	District Atty.	Other Legal Services	\$50,000.00		
T2		0001	149020	510300	TNR	Road Material - Non Asphaltic		\$136,000.00	13
		0001	149035	510340	TNR	Vehicle Supplies & Equipment	\$70,000.00		
		0001	149035	511520	TNR	Auto Repairs & Maintenance	\$66,000.00		
T3		0001	149020	510300	TNR	Road Material - Non Asphaltic		\$30,000.00	13
		0001	149035	510340	TNR	Vehicle Supplies & Equipment	\$30,000.00		

OTHER

O1		Request to move a Travis County Sheriff's Office Victim Services Counselor to the General Fund effective September 1, 2014							16
O2		Request from the Travis County Sheriff's Office to reallocate internal Capital Acquisition Resources to complete the replacement of water heaters in Building 1 at the Travis County Correctional Complex							18



PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

700 Lavaca, Suite 1560
Austin, Texas 78701

MEMORANDUM

TO: Members of Commissioners Court

FROM: Victoria Ramirez, Budget Analyst *VR*

DATE: August 13, 2014

RE: County Attorney Request to Budget FY 2014 Revenue for Underage Drinking Prevention Program Grant Match

The Underage Drinking Prevention Program (UDPP) in the Travis County Attorney's Office has been in place and supported by grant funds for more than 20 years. Historically, the program has been supported by a County match from both the General Fund and funds from County Attorney Processing Site Orders (CAPSO).

During the FY 2014 budget process, the County Auditor's 5th Revenue Estimate stated that an expected \$18,351 in CAPSO revenue would be received for the UDPP grant match. A check in that amount has been deposited from CAPSO into the General Fund. However, PBO inadvertently did not budget the corresponding expenditure in the County Attorney's FY 2014 Adopted Budget.

PBO recommends approval of a budget amendment moving the \$18,351 from the General Fund Allocated Reserve into the County Attorney's General Fund budget, where it should have been budgeted initially in FY 2014.

For FY 2015 and beyond, PBO recommends adding the full cost of the grant match as an ongoing expense in the County Attorney's General Fund budget to support this long-standing program. The County Attorney regularly contributes CAPSO funds in support of this grant program and other projects. PBO will continue to work with the County Attorney's Office, as has occurred in each budget year, to determine the amount expected to be contributed to the General Fund from CAPSO in FY 2015.

cc: Leroy Nellis, Acting County Executive, Planning and Budget
David Escamilla, County Attorney
James Collins, Chantelle Abruzzo, Amanda Valdes, County Attorney's Office
Jessica Rio, Travis Gatlin, Diana Ramirez, Planning and Budget Office



DAVID A. ESCAMILLA
COUNTY ATTORNEY

Travis County Attorney
Check Division
Ned Granger Building
314 West 11th Street, Suite 100
Austin, Texas 78701
P.O. Box 1748
Austin, TX 78767
(512) 854-9574
(512) 854-9202

September 23, 2013

Nicki Riley
Travis County Auditor
P. O. Box 1748
Austin, Texas 78767

Re: Revenue Certification of Proposed CAPSO Fund Transfer

Dear Ms. Riley:

It is my understanding that in order to have CAPSO funds certified as revenue, I need to inform you of the amount of the funds that will be given to the county during fiscal year 2014. This budget year I will give the county \$39,000.00. (\$18,351 for Underage Drinking Prevention Program grant match. \$11,649 for contribution to General Fund and \$9,000 for our contribution to the showers in the Granger building) to be paid between October 1, 2013 and September 30, 2014.

If you have any questions regarding this matter or if I can be of any other assistance, please do not hesitate to call upon me.

Sincerely,

A handwritten signature in black ink, appearing to read "D. A. Escamilla".

David A. Escamilla

DAE/mh

Header Information for Entry Doc Number

400006339

Doc. Number 400006339 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Aug 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 ABRUZZC Creation Date Aug 6, 2014 Creation Time 16:26:52
 Resp. Person Year Cohort Public Law
 Legislation

Additional Data

Header Text

TextName

Lines

Total Document 0 18 351 USD *Technical budget correction*

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncAreaGrant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580010	1120	NOT-RELEVANT	-18,351	
000002	0001		1190040001	595010	1220	NOT-RELEVANT	18,351	

August 14, 14

60



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

700 Lavaca Street, Ste. 1560
Austin, Texas 78701

P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Assistant Budget Director *D. Ramirez*

DATE: August 11, 2014

RE: Request to use Allocated Reserve Earmark for the Austin Community College (ACC) Internship Program for the Fall Semester by Four Departments

The FY 2014 Adopted Budget includes an earmark against the Allocated Reserve to assist departments that are unable to internally fund the cost of participating in the ACC Internship Program. The internship program pays selected ACC students \$12 per hour for 20 hours per week for 16 weeks. The estimated cost per intern for the semester is \$4,235.

One office is internally funding the position, one office has savings sufficient to fund the position in FY 2014, and the rest of the offices request the use of the earmark against the Allocated Reserve for this cost. The cost is split with \$6,990 of the cost falling to the FY 2014 budget and \$17,022 of the cost falling to the FY 2015 budget because the 16 week internship begins on August 25th and ends December 16th.

Department	# of Interns	FY 14	FY 15	Notes
County Judge	1	\$0	\$0	Internal funding
Commissioner, Pct. 2	1	0	2,837	Split
Intergovernmental Relations	1	1,398	2,837	Allocated Reserve
Civil Courts	1	1,398	2,837	Allocated Reserve
Justice of the Peace, Pct. 1	1	1,398	2,837	Allocated Reserve
Constable, Pct. 1	1	1,398	2,837	Allocated Reserve
Records Management	1	1,398	2,837	Allocated Reserve
TOTAL	7	\$6,990	\$17,022	

A history of the earmark and its use since FY 2011 is highlighted in the table below.

FY	Earmark	Used*	Remainder
2011	\$25,885	\$23,389	\$2,496
2012	\$25,885	\$27,821	(\$1,936)
2013	\$25,885	\$15,426	\$10,459
2014	\$33,130	\$19,413	\$13,717

Please note that the amount "used" for FY 2014 includes the \$6,690 being requested today.

PBO recommends approval of the attached budget adjustments for the FY 2014 portion of the cost to support the program. PBO also recommends Commissioners Court approval to place the budget totaling \$17,022 for the FY 2015 portion of this program on Changes to Preliminary Budget. In addition, there is an FY 2015 earmark against the Allocated Reserve for this program of \$20,000 that will be available for the spring semester. This will allow County departments without internal savings to participate in this program. PBO will continue to review the budgets of offices requesting to participate in this program for internal savings that can be used to fund the requested interns.

cc: The Honorable Sam Biscoe, County Judge
 Melissa Velasquez, County Judge's Office
 The Honorable Bruce Todd, Commissioner Pct. 2
 Sara Krause, Commissioner, Pct. 2 Office
 Peg Liedtke, Amanda Michael, Civil Courts
 The Honorable Danny Thomas, Constable, Pct. 1
 Gwen Doyle, CN1
 The Honorable Yvonne Williams, Justice of the Peace, Pct. 1
 Kitzy Daniels, JP1
 Deece Eckstein, Julie Wheeler, Intergovernmental Relations
 Steve Broberg, Tom Ashburn, RMCR
 Leroy Nellis, Jessica Rio, Travis Gatlin, PBO
 Debbie Maynor, Harve Franklin, HRMD

Header Information for Entry Doc Number

400006414

Doc. Number 400006414 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Aug 11, 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 WHEELLEJ Creation Date Aug 11, 2014 Creation Time 11:25:49
 Resp. Person Year Cohort Public Law
 Legislation

Header Text

TextName

Lines

Total Document 1398 USD *from Allocated Reserve*

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580010	1120	NOT-RELEVANT	-1,398	ACC Intern Funding FY14
000002	0001		1100030001	500070	1110	NOT-RELEVANT	1,296	ACC Intern Funding FY14
000003	0001		1100030001	506010	1110	NOT-RELEVANT	80	ACC Intern Funding FY14
000004	0001		1100030001	506020	1110	NOT-RELEVANT	19	ACC Intern Funding FY14
000005	0001		1100030001	506060	1110	NOT-RELEVANT	3	ACC Intern Funding FY14

[Signature] Aug 14, 14

Header Information for Entry Doc Number

400006431

Doc. Number 400006431

Doc. Status Preposted

FM Area

1000

Budget. Cate. Payment

Doc. Year 2014

Doc. Date Aug 11, 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 MICHAEA

Creation Date Aug 11, 2014

Creation Time 16:17:25

Resp. Person

Year Cohort

Public Law

Header Text Fall 2014 ACC Intern for Civil Courts

Legislation

TextName

Lines

Total Document 0 1398

USD

from Allocated Reserves

Line	Fund	Budget Period	Funds Center	Comm. Item	Func Area	Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580010	1120	NOT-RELEVANT	NON-FUNDED-PROGRAM	-1,398	Fall 2014 ACC Intern for Civil Courts
000002	0001		1220010001	500070	1220	NOT-RELEVANT	NON-FUNDED-PROGRAM	1,296	Fall 2014 ACC Intern for Civil Courts
000003	0001		1220010001	506010	1220	NOT-RELEVANT	NON-FUNDED-PROGRAM	80	Fall 2014 ACC Intern for Civil Courts
000004	0001		1220010001	506020	1220	NOT-RELEVANT	NON-FUNDED-PROGRAM	19	Fall 2014 ACC Intern for Civil Courts
000005	0001		1220010001	506060	1220	NOT-RELEVANT	NON-FUNDED-PROGRAM	3	Fall 2014 ACC Intern for Civil Courts

[Handwritten Signature] Aug 14, 2014

Header Information for Entry Doc Number

400006433

Doc. Number 400006433 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Aug 12, 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 DANIELK1 Creation Date Aug 12, 2014 Creation Time 14:42:19
 Resp. Person KITZY DANIELS Year Cohort Public Law
 Legislation

Additional Data

Header Text
 TextName

Lines Total Document 0 1398 USD from Allocated Reserves

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580010	1120	NOT-RELEVANT	-1,398	ACC Intern
000002	0001		1260020001	500070	1210	NOT-RELEVANT	1,296	
000003	0001		1260020001	506010	1210	NOT-RELEVANT	80	
000004	0001		1260020001	506020	1210	NOT-RELEVANT	19	
000005	0001		1260020001	506060	1210	NOT-RELEVANT	3	

See August 14, 2014

Header Information for Entry Doc Number

400006415

Doc. Number 400006415 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Aug 4, 2014
 Value Type Budget Version 0 Doc. Type TRAN
 Budget Type 2 Fiscal Year 2014 Year. Cash. Eff
 Process UI TRAN Process SEND Original. Applic. BWB Doc. Family
 Creator DOYLEG Creation Date Aug 12, 2014 Creation Time 15:01:08
 Resp. Person Year Cohort Public Law
 Legislation

Additional Data

Header Text

TextName

Lines

Total Document 0 1398

USD from Allocated Reserves

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580010	1120	NOT-RELEVANT	-1,398	
000002	0001		1310010001	500070	1310	NOT-RELEVANT	1,296	
000003	0001		1310010001	506010	1310	NOT-RELEVANT	80	
000004	0001		1310010001	506020	1310	NOT-RELEVANT	19	
000005	0001		1310010001	506060	1310	NOT-RELEVANT	3	

[Signature] August 14, 2014

Header Information for Entry Doc Number

400006358

Doc. Number 400006358 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Aug 11, 2014
 Value Type Budget Version 0 Doc. Type TRAN
 Budget Type 2 Fiscal Year 2014 Year. Cash. Eff
 Process UI TRAN Process SEND Original. Applic. BWB Doc. Family
 Creator ASHBURT Creation Date Aug 11, 2014 Creation Time 12:52:44
 Resp. Person Year Cohort Public Law
 Legislation

Additional Data

Total Document USD from Allocated Revers

Lines

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1980000000	580010	1120	NOT-RELEVANT	-1,398	For ACC Intern
000002	0001		1570010001	500070	1110	NOT-RELEVANT	1,296	
000003	0001		1570010001	506010	1110	NOT-RELEVANT	80	
000004	0001		1570010001	506020	1110	NOT-RELEVANT	19	
000005	0001		1570010001	506060	1110	NOT-RELEVANT	3	

[Signature] Aug 14, 2014



PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

700 Lavaca, Suite 1560
Austin, Texas 78701

MEMORANDUM

TO: Members of Commissioners Court

FROM: Victoria Ramirez, Budget Analyst *VR*

DATE: August 13, 2014

RE: District Attorney Request to Transfer One-Time Salary Savings to Operating Line Items

On August 5, 2014, Commissioners Court approved Item 20 authorizing the hiring of a law firm for the legal defense of the Travis County District Attorney. The Court authorized the County Judge to attempt to locate a source of funding for the \$50,000 needed in FY 2014 for this defense, preferably from the District Attorney's FY 2014 budget.

PBO has reviewed the District Attorney's budget to determine if it would be feasible to internally reallocate funds for legal counsel. While there are not sufficient savings in operating line items in the District Attorney's budget to accommodate the additional expenditures, PBO and the District Attorney's Office agree that the department will be able to reallocate resources from salaries and benefits associated with currently vacant positions in the requested amount of \$50,000. This type of budget transfer (personnel to operating) requires Court approval per the FY 2014 Budget Rules.

PBO recommends approval of an internal budget transfer moving \$50,000 from the District Attorney's personnel budget into its operating budget to fund the Court-authorized legal services.

cc: Leroy Nellis, Acting County Executive, Planning and Budget
Rosemary Lehmborg, District Attorney
Beverly Evans, Michele Pearson, District Attorney's Office
Jessica Rio, Travis Gatlin, Diana Ramirez, Planning and Budget Office

Header Information for Entry Doc Number

400006437

Doc. Number 400006437 Doc. Status Preposted FM Area 1000
 Budget. Cate. Payment Doc. Year 2014 Doc. Date Aug 12, 2014
 Value Type Budget Version 0 Doc. Type TRAN
 Budget Type 2 Fiscal Year 2014 Year. Cash. Eff
 Process UI TRAN Process SEND Original. Applic. BWB Doc. Family

Additional Data

Creator POLKG Creation Date Aug 12, 2014 Creation Time 16:51:44
 Resp. Person Year Cohort Public Law
 Legislation

Header Text

TextName

Lines

Total Document 0 USD. *internal transfer*

Line	Fund	Budget Period	Funds Center	Comm. Item	FuncArea Grant	Funded Program	Local Amount	Text Line
000001	0001		1230010001	500050	1210	NOT-RELEVANT NON-FUNDED-PROGRAM	-50,000	TRANSFER TO 511280 FROM 500050
000002	0001		1230010001	511280	1210	NOT-RELEVANT NON-FUNDED-PROGRAM	50,000	TRANSFER TO 511280 FROM 500050

August 14, 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 *Leah R. Henderson*
FROM: Leah R. Henderson, Budget Analyst
DATE: August 13, 2014
RE: Request by Transportation and Natural Resources to Transfer General Fund Resources to Fleet Services for Non-Fuel Operating Lines

The Transportation and Natural Resources Department is requesting an internal transfer of \$166,000 to cover a projected deficit in operating funds for the Fleet Management Division (non-fuel related) to continue operations in FY 2014. The department has experienced high repair costs beginning in FY 2010 due to the escalation of prices in replacement vehicle parts. PBO has recommended an increase of \$166,499 to Fleet Non-Fuel line items within the FY 2015 Preliminary Budget to address this ongoing cost increase. Nevertheless, the department projects additional resources are also needed in FY 2014.

The Fleet Management Division within the Transportation and Natural Resources Department is a centrally budgeted control group. TNR and PBO have worked together to identify internal resources for this countywide function and propose to transfer \$166,000 from the Road Material-Non Asphaltic line item in the General Fund to Fleet Non-Fuel line items on a one time basis. TNR believes that this will not have a negative impact on their programs and will allow the Fleet division to continue needed repair and routine maintenance work on the County's fleet. To cover a low balance and immediate programmatic needs, \$30,000 was transferred by TNR and approved by PBO on August 13, 2014 to avoid a work stoppage and PBO seeks ratification of this action by Commissioners Court in addition to the remaining \$136,000 projected need for the remainder of the fiscal year.

PBO has taken these increased expenditures into account in our latest end of year projections. PBO recommends approval of this request.

cc: Leroy Nellis, Jessica Rio, Diana Ramirez, PBO
Steven Manilla, Carol Joseph, Morgan Cotten, Don Ward, Cynthia McDonald,
Sydnia Crosbie, TNR

Payment Budget
 Total Sender 136,000.00
 Total Receiver 136,000.00

Process

Document type

Version

Document Date

Sender Fiscal Year Period

Grant

Receiver Fiscal Year Period

Grant

Payment Budget

Lines

Line	+	-	Cmnt Item	Commitment Item Name	Funds Center	Fund	F.A.R	Funded Program	Type	Amount (USD)	DK	Text
000001	-		510300	Rd Mat-NonAsphaltic	1490200001	0001	1710	NON-FUNDED-PROGRAM	2	136,000.00	1	Court approved transfer for Fleet MCE
000002	+		510340	Vehicle Sup&Eqp	1490350001	0001	1710	NON-FUNDED-PROGRAM	2	70,000.00	1	Court approved transfer fm RM for File
000003	+		511520	Auto Reprs&Mnt	1490350001	0001	1710	NON-FUNDED-PROGRAM	2	66,000.00	1	Court approved transfer fm RM for File

[Handwritten signature] Aug 14, 2014

Header Additional Data

Document: 400006377 Status: Preposted Document Year: 2014 FM Area: 1000
 Process: Transfer Total Sender: 30,000.00 USD
 BCS Value Type: Budget Total Receiver: 30,000.00 USD
 Budget Category: Payment Version: 0 Fiscal Year: 2014
 Document type: TRAN Document Date: 08/13/2014

Year Periods



...	Fund	Funds Center	Commt Item	F.Ar	Grant	Funded Program	Type	Amount LC	Text
-	0001	149020001	510300	1710	NOT-RELE..	NON-FUNDED-PROGRAM	2	30,000.0...	Emergency transfer to continue fleet repair
+	0001	1490350001	510340	1710	NOT-RELE..	NON-FUNDED-PROGRAM	2	30,000.0...	Emergency transfer to continue fleet repair



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

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

MEMORANDUM

TO: Commissioners Court

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

DATE: August 4, 2014

SUBJECT: Move a Travis County Sheriff's Office (TCSO) Victim Services Counselor to the General Fund effective September 1, 2014.

The TCSO Child Abuse Victim Services Grant with the Office of the Governor, Criminal Justice Division ends on August 31, 2014. This grant has been in place since FY 2011 and provides resources for a victim services counselor position, position number 30003124, to provide crisis intervention services, safety planning, emotional support referrals to community agencies and assists with the protective order process. The grant has continued each subsequent year with a declining award, with FY 2014 as the concluding year of the grant, providing 40% of the funding for the position with the remaining 60% as part of TCSO's budget.

For FY 2015, the full amount for the position is included in the budget submission for TCSO. However since the grant is on the state fiscal year, which ends on August 31, 2014, there is a one month gap in service for the position. TCSO has identified savings from the allocated grant match to internally fund the cost of the position for the month of September 2014. Since 60% of the position is currently supported by TCSO, the incremental additional cost for September is only \$1,907.

PBO recommends approval of this request.

cc: Karen Maxwell, Michael Hemby, TCSO
Matt Naper, County Auditor's Office
Jessica Rio, Travis Gatlin, PBO



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON

TRAVIS COUNTY SHERIFF

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

DARREN LONG
Major – Law Enforcement

WES PRIDDY
Major – Corrections

MARK SAWA
Major - Administration & Support

July 28, 2014

MEMORANDUM

TO: The Travis County Commissioners Court

FROM: Karen Maxwell, Research & Planning

SUBJECT: Budget Adjustment, Child Abuse Victim Services Counselor FTE

Travis County Sheriff's Office currently has a position funded by the Office of the Governor, Criminal Justice Division dedicated to serving the victims of Child Abuse in Travis County. This project was started with a grant application submitted in response to the State's General Victim Assistance solicitation for FY11. That first award provided 80% of the funding for a full time victim counselor to serve the needs of victims of child abuse, with a 20% match by Travis County. Project staff consistently exceeded the goals set for the grant; and TCSO, recognizing the importance of having personnel committed to serving this population, has consistently assumed increasing responsibility for funding this position during the past three years.

During the planning process for FY15, TCSO worked with Planning and Budget staff to budget in the remainder of the costs necessary to fund the victim counselor assigned to Child Abuse. Thus, as of October 1, 2014, this fte is fully internally funded in the Sheriff's Office FY15 target budget. No additional grant support or additional County funds are being requested.

The current grant cycle is set to expire on August 31, 2014. Effective September 1, 2014, we ask that the Court authorize this position, slot 30003124 (victim counselor), be moved into the general fund 100%.

We appreciate the continued support of the Travis County Commissioner's Court. Please call me at extension 4-7508 if you have any questions.

xc: Alan Miller
Matt Naper
Michael Hemby



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Commissioners Court

FROM: Alan Miller, Budget Analyst, Sr. *Am*

DATE: August 8, 2014

SUBJECT: Internal Reallocation from to Complete the Water Heater Replacements for Building 1 (130) at the Travis County Correctional Complex

The Travis County Sheriff's Office has submitted a request to reallocate internal Capital Acquisition Resources (CAR) resources to complete the replacement of water heaters in Building 1 at the Travis County Correctional Complex. This project was approved in FY 2014 with a total cost of \$220,000. The bid for the water heaters totaled \$286,981 leaving a need for \$66,981 to complete the approved project. The office has identified \$73,060 in CAR savings from four completed FY 2014 projects that is sufficient to fund the purchase of the water heaters with a contingency amount. Please see the attached memo from the Sheriff's Office for additional details.

The Fiscal Year 2014 Budget Rules require Commissioners Court approval to use realized CAR savings above \$15,000. PBO supports the use of the identified internal funds to complete the project.

cc: Major Wes Priddy, Captain Michael Gottner, Paul Matthews, Maria Wedhorn, Wallace Sefcik,
TCSO
Jessica Rio, Travis Gatlin, PBO



GREG HAMILTON

TRAVIS COUNTY SHERIFF

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

JAMES N. SYLVESTER
Chief Deputy

DARREN LONG
Major - Law Enforcement

WES PRIDDY
Major - Corrections

MARK SAWA
Major - Administration & Support

DATE: August 5, 2014

TO: Alan Miller, Planning and Budget

FROM: Wallace Sefcik, Maintenance Manager

Wallace Sefcik
8-6-2014

RE: Request to reallocate funds for the Building 130 Domestic Water Heater Upgrade at the Travis County Correctional Complex.

TCSO Maintenance is requesting to redirect savings identified in these completed projects.

- \$36,825.00 from the FY 14 CAR Building 130 Smoke Exhaust
- \$11,379.00 from the FY 14 CAR Building 104 Chapel Roof
- \$16,175.00 from the FY 14 CAR B 150 Marketable Skills Roof
- \$8,681.00 from the FY13 CAR Security Electronics

This will provide funds to complete the approved FY 14 CAR B130 Water Heaters. The Water Heater portion came in higher than the amount that was budgeted (\$29,731 Engineering & \$257,250 Heater/Install), therefore leaving a shortage.

GL # 522020
Funds Center 1378000001

CC: Wes Priddy, Major Corrections
Michael Gottner, Captain Corrections
Maria Wedhorn, Financial Analyst Senior
Tom Perfetto, Maintenance Supervisor
Ron Rizzato, Accountant Associate



Allocated Reserve Status (580010)

Amount	Dept Transferred Into	Date	Explanation
10,718,725.00			Beginning Balance
13,799.02	Allocated Reserve	10/8/13	Liquidated Purchase Orders-Variou Depts
7,350.74	Allocated Reserve	10/15/13	Liquidated Purchase Orders-Variou Depts
(23,425.00)	Constable Pct. 1	10/22/13	Constable Staffing @ 5501 Airport
5,352.82	Allocated Reserve	10/22/13	Liquidated Purchase Orders-Variou Depts
2,506.95	Allocated Reserve	10/29/13	Liquidated Purchase Orders-Variou Depts
(8,018.00)	FMD	11/5/13	Security Fencing Project
(19,327.00)	Sheriff's Office	11/5/13	TCSO Deputy for County Court-at-Law #8
3,478.13	Allocated Reserve	11/5/13	Liquidated Purchase Orders-Variou Depts
(25,000.00)	HRMD	11/12/13	NeoGov Maintenance Agreement
150.00	Allocated Reserve	11/12/13	Liquidated Purchase Orders-Variou Depts
(28,482.00)	Probate Court	11/19/13	Probate Judge's Additional Pay
23,517.75	Allocated Reserve	11/19/13	Liquidated Purchase Orders-Variou Depts
(59,065.00)	Constable Pct. 1	11/26/13	Constable Staffing @ 5501 Airport
(25,000.00)	FMD	11/26/13	Constable Staffing @ 5501 Airport
(339,552.38)	Purchasing	11/26/13	Disparity Study
18,954.85	Allocated Reserve	11/27/13	Liquidated Purchase Orders-Variou Depts
32,868.06	Allocated Reserve	12/20/13	Liquidated Purchase Orders-Variou Depts
(4,141.00)	County Judge	12/30/13	ACC Internship Program
(4,141.00)	Civil Courts	12/30/13	ACC Internship Program
(4,141.00)	Cons. Pct. 1	12/30/13	ACC Internship Program
(4,141.00)	Records Mngt.	12/30/13	ACC Internship Program
2,128.88	Allocated Reserve	1/7/14	Liquidated Purchase Orders-Variou Depts
(50,000.00)	General Administration	1/14/14	Organizational Review
33,203.06	Allocated Reserve	1/22/14	Liquidated Purchase Orders-Variou Depts
(15,000.00)	HRMD	1/28/14	ADA Program Funding
(22,100.00)	TNR	1/28/14	CAPCOG
20,293.84	Allocated Reserve	1/28/14	Liquidated Purchase Orders-Variou Depts
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
90,039.51	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
13,501.00	Allocated Reserve	6/30/14	Liquidated Purchase Orders-Variou Depts
13,776.41	Allocated Reserve	7/2/14	Liquidated Purchase Orders-Variou Depts
23,399.58	Allocated Reserve	7/14/14	Liquidated Purchase Orders-Variou 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
28,223.85	Allocated Reserve	8/4/14	Liquidated Purchase Orders-Variou Depts
(8,934.44)	Cons. Pct. 1	8/12/14	Overtime Expense - Austin Urban Music Festival
(2,675.21)	Cons. Pct. 2	8/12/14	Overtime Expense - Austin Urban Music Festival
44,796.31	Allocated Reserve	8/11/14	Liquidated Purchase Orders-Variou Depts
5,905,023.22	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)
\$4,388,619	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
(\$2,315,069)	ITS	3/25/14	CUC TechShare
\$2,920,196 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
\$ 1,964,259 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
\$322,853 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
1,345,301.00	ITS	7/23/14	Reimbursment Resolution for ITS
1,774,058.00	TNR	7/31/14	Reverse RR for EOB Renovations Floors 4 - 11
512,400.00	TNR	7/31/14	Reverse RR for Collier Evidence Warehouse Expansion
\$57,439,856 Current Reserve Balance			