

## MINUTES – SEPTEMBER 6, 2002

### TRAVIS COUNTY COMMISSIONERS' COURT BUDGET MARK-UP

On Friday, the 6<sup>th</sup> day of September, 2002, the Commissioners' Court convened the Budget Mark-Up Voting Session at 9:15 AM in the Commissioners' Courtroom, 1<sup>st</sup> Floor of the Travis County Administration Building, 314 West 11<sup>th</sup> Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Robert Resnick.

The Commissioners' Court adjourned the Voting Session at 10:41 AM.

---

1. THE TRAVIS COUNTY COMMISSIONERS' COURT WILL CONDUCT BUDGET MARK-UP SESSIONS FOR THE PROPOSED FY 2003 TRAVIS COUNTY BUDGET. (9:15 AM)

**Members of the Court heard from:** Christian Smith, Executive Manager, Planning and Budget Office (PBO).

Discussion Only.

- (9:16 AM) **Discussion on Rebudgeting Bonds and Certificates of Obligation**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO; and Jessica Rio, Budget Analyst, PBO.

Discussion Only.

(9:25 AM) **GASB 34**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO.

**Motion by Judge Biscoe and seconded by** Commissioner Sonleitner to authorize immediate posting of the GASB positions, as well as the recruiting and the interviewing, with hiring to occur in Fiscal Year 2003; and to convert the \$75,000 contract to a full-time FTE for the Database Administrator.

**Clerk’s Note:** The Commissioners’ Court authorized early posting, so that Human Resources can begin immediate recruiting for the District Clerk positions. There are three positions in the preliminary budget, in the District Clerk’s Office related to GASB, early posting, no fiscal impact.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

**Motion by Judge Biscoe and seconded by** Commissioner Gómez to convert the contract into a full-time FTE, to assist with conversion.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(9:28 AM) **RDMT, E-Filing**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO; Jessica Rio, Budget Analyst, PBO; and Alicia Perez, Executive Manager, Administrative Operations.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Gómez to put into the 5-year CO, the \$1.1 million for the RDMT project, which was the link for the law enforcement vehicles; and the \$1 million in extra priority capital that would be worked through ITS, to make that official, to be part of the 5-year CO. The Motion would include the \$100,000 that has to be on the General Fund side, related to RDMT.

**A Clarification of the previous Motion was made by** Commissioner Sonleitner that, for E-filing, on the capital side, the County Clerk is doing \$50,000 out of the Records Management Fund. Judge Deitz – go visit with him about the funds source, for \$50,000 of it, which leaves a difference of \$252,220, coming out of the appropriate fund source, which will be identified by PBO, for the E-filing and capital.

**Maker and Second accept the Friendly Amendment by** Judge Biscoe that we need to check and see if the Supreme Court has lifted a moratorium on E-filing.

**Acceptance of the Friendly Amendment was made by** Commissioner Sonleitner **and** Commissioner Gómez.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

**Clerk’s Note:** Christian Smith, Executive Manager, PBO, summarized the previous Motion: The Court added \$1.1 million to the CO for RDMT, plus \$100,000 on the General Fund side. The Court added \$1 million on capital, to be determined, whether it would be CO or General Fund. The Court approved funding \$352,000 for E-filing, composed of 3 parts: \$50,000 from the County Clerk’s Special Revenue Fund, \$50,000 from the Civil Courts, and \$252,000 from CO’s or General Fund, depending upon the movement of projects.

(9:34 AM) **E-filing**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO.

**Motion by** Commissioner Moore **and seconded by** Commissioner Gómez to authorize \$265,774 on the General Fund side, which consists of \$241,774 on Personnel, a \$20,000 training item, and \$4,000 for supplies.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

(9:34 AM) **Human Resources – Unemployment Insurance Increase**

**Members of the Court heard from:** Leroy Nellis, Budget Manager, PBO; and Alicia Perez, Executive Manager, Administrative Operations.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Moore to approve \$50,000 for the increase in Unemployment Insurance.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

(9:35 AM) **Litigation Expense – County Attorney’s Office**

**Members of the Court heard from:** Leroy Nellis, Budget Manager, PBO; and Valerie Spinelli, Budget Analyst, PBO.

**Motion by** Commissioner Moore **and seconded by** Commissioner Gómez to approve \$35,000 for litigation expenses.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

(9:37 AM) **Truancy Court Interpreter**

**Members of the Court heard from:** Leroy Nellis, Budget Manager, PBO.

**Motion by** Commissioner Gómez **and seconded by** Commissioner Davis to approve the Truancy Court Interpreter and the JPO III out of Title IV-E funds; with the Truancy Attorney, in the District Attorney’s Office, coming out of General Fund.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(9:38 AM) **Risk Management Air Quality Projects**

**Members of the Court heard from:** Alicia Perez, Executive Manager, Administrative Operations; and Valerie Spinelli, Budget Analyst, PBO.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Gómez to earmark the Risk Reserve for \$150,000, for to-be-identified air quality projects, to be brought back to the Court; and when they are identified, we will go ahead and make that official transfer, so we can have better record keeping.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

**ITEM Risk Management Air Quality Projects CONTINUED**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO; and Bill Derryberry, Senior Budget Analyst, PBO.

**Motion by** Commissioner Moore **and seconded by** Commissioner Davis to approve the new Constable Sergeant position.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(9:42 AM) **Constable, Precinct 3 – Office Manager Conversion**

**Members of the Court heard from:** Blaine Keith, Chief Assistant County Auditor, Travis County Auditor’s Office.

**Motion by** Commissioner Moore **and seconded by** Commissioner Davis to approve the \$4,493 for the Office Manager Conversion.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(9:44 AM) **Tax Assessor – Outreach**

**Motion by** Commissioner Gómez **and seconded by** Commissioner Sonleitner to approve the Outreach position for the Tax Assessor.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(9:46 AM) **County Clerk – Election Day Judges and Clerks**

**Motion by** Judge Biscoe **and seconded by** Commissioner Sonleitner to approve pay raises for the Election Day Judges and Clerks, at a cost of \$53,550.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(9:47 AM) **Performance-Based Pay, POPS Scale, Fraternal Order of Police Proposal**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO.

Discussion Only.

(9:53 AM) **TNR –Texas Pollutant Discharge Elimination System (TPDES) Storm Water Management Program, Option 1**

**Members of the Court heard from:** Carol Joseph, Assistant Director, Transportation and Natural Resources (TNR).

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Gómez to approve the TPDES Option 1, discussed at the Budget Hearing, which would be \$53,057 General Fund, \$50,000 Other Funds, and capital, \$3,497. This is mandated under the EPA.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(9:53 AM) **TNR – Work Order System, Option 1**

**Members of the Court heard from:** Carol Joseph, Assistant Director, TNR.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Moore to approve the Work Order System, Option 1.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(9:55 AM) **TNR – Traffic Calming Program, Option 4**

**Members of the Court heard from:** Leroy Nellis, Budget Manager, PBO; Christian Smith, Executive Manager, PBO; and Carol Joseph, Assistant Director, TNR.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Moore to earmark against the General Fund Allocated Reserve \$125,000, for the Traffic Calming Program, Option 4.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes



(9:58 AM) **TNR Reserves**

**Members of the Court heard from:** Carol Joseph, Assistant Director, TNR.

**Motion by** Commissioner Moore **and seconded by** Commissioner Sonleitner to deduct from the Allocated Reserves in the Road and Bridge Fund, the Health Insurance Increases, the GPS Replacement, the Vehicle Replacements, the Maintenance for Reduced Vehicles Request, the Traffic Signals, and a Rebudgeted Sidewalks Item; and to keep the Compensation in the Reserves, to be revisited in April.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(10:03 AM) **Facilities Management**

**Members of the Court heard from:** Alicia Perez, Executive Manager, Administrative Operations; Jessica Rio, Budget Analyst, PBO; and Christian Smith, Executive Manager, PBO.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Gómez to have a lump sum of \$175,000, to work on priority items under Facilities, in the priority order that the Facilities Manager would bring forth.

**A Clarification of the previous Motion was made by** Commissioner Sonleitner that Facilities Management would need to come back to tell the Court how they are going to use it at the beginning of FY '03, especially if there are going to be any FTE's, and what that would include. The funds would be placed in Building and Repair, as a placeholder, until a determination is made.

**A Clarification of the previous Motion was made by** Judge Biscoe that this is an amount to be used for a General Fund purpose in Capital.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	no
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(10:07 AM) **Expo Center**

**Members of the Court heard from:** Alicia Perez, Executive Manager, Administrative Operations; and Lloyd Evans, Interim Director, Travis County Exposition and Heritage Center.

**Motion by** Judge Biscoe **and seconded by** Commissioner Moore that the money be authorized for the Expo Center requests.

**Clerk’s Note:** The above Motion includes the following Expo Center requests: Maintenance Mechanic (1 FTE), Metal Storage Building, Power Boss Scrubber, Fork Lift, Riding Mower, Golf Cart, and advertising money, for a total of \$186,021, from Expo Revenues.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

**Motion by** Judge Biscoe **and seconded by** Commissioner Sonleitner to add \$200,000 to capital for the stalls at the Expo Center.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

(10:15 AM) **Performance Review – Sheriff’s Office**

(10:29 AM)

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO; and Bill Derryberry, Senior Budget Analyst, PBO.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Moore to take \$301,000, throw it into the Allocated Reserve, and to put as an earmark against the Allocated Reserve, the amount of \$250,000, which is a “not-to-exceed” – that is not what the dollar amount is. We will be able to price the deliverables we want – it could be less.

**A Clarification of the previous Motion was made by** Judge Biscoe that the Motion was to put the \$301,000 in the Allocated Reserve, with an earmark of up to \$250,000, for the TCSO Performance Review.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

(10:17 AM) **ASAP**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO; Bill Derryberry, Senior Budget Analyst, PBO; Leroy Nellis, Budget Manager, PBO; and Blaine Keith, Chief Assistant County Auditor, Travis County Auditor’s Office.

**Motion by Judge Biscoe and seconded by Commissioner Gómez** that we have \$199,794 that we can add, put it in the Allocated Reserve, to give us future flexibility.

**Clerk’s Note:** Leroy Nellis, Budget Manager, PBO, explained that the intent of the Motion is to leave a Deputy in those offices (except Precinct 2, which is going to absorb the ASAP contribution), at an estimated \$46,000, then you would remove \$199,794 from expenditures. From the expenditure side, you would reduce that \$199,794 out of those budgets. He further explained that the cost to the General Fund would be approximately \$14,000. Basically, the goal is to leave the “equivalent” of an entry-level Deputy Constable in each office, with \$21,777 related to the Del Valle Revenue allocated to Constable, Precinct 1 (8%) and Constable, Precinct 4 (92%).

**A Clarification of the previous Motion was made by Commissioner Sonleitner** that we have not lost the Del Valle component, which was supposed to be an overlay.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	no
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

**Clerk’s Note:** A clarification of the previous Motion and Vote was requested by Leroy Nellis, Budget Manager, PBO, as to whether the vote meant that the Clerk for Constable, Precinct 3 was “in” or “out”. The Commissioners responded that it was “out”.

**Clerk’s Note:** A further clarification was requested by Christian Smith, Executive Manager, PBO, as to whether, on the ASAP Program reduction, the Commissioners’ Court wished to take the reduction and add the expenditures to the Allocated Reserve, or leave it. Expenditures were reduced by \$199,000, leaving \$195,000 in the surplus.

**A Clarification of the previous Motion and Vote was made by Judge Biscoe** that the Motion was to take that amount and add it to the other \$301,000, and put it in Allocated Reserve.

(10:24 AM) **CUC – IJS Project**

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Gómez that the IJS – CUC item is part of the program that the Court expects ITS to cover with the funds the Court has already given to ITS.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

(10:25 AM) **Envision Central Texas Project**

Discussion Only.

(10:28 AM) **Records Management and Communications Resources (RMCR)**

**Members of the Court heard from:** Jessica Rio, Budget Analyst, PBO; and Christian Smith, Executive Manager, PBO.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Moore to approve the 4 Digital VCRs and the Scanner Request Without Workstation.

**Motion carried:**

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	no
Precinct 2, Commissioner Karen Sonleitner	yes
Precinct 3, Commissioner Margaret Moore	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

**Clerk’s Note:** Christian Smith, Executive Manager, PBO, explained that the above Motion and Vote involves a reduction of the Allocated Reserve, and an increase to CAR, to fund it.

(10:31 AM) **Court Mandated Fees – Attorneys, Interpreter, Clerks**

**Members of the Court heard from:** Susan Spataro, Travis County Auditor.

Discussion Only.

(10:33 AM) **Budget Items for Discussion on September 10, 2002**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO.

Discussion Only.

(10:37 AM) **Travis County Clerk – Unknowns, Elections Expenses, Space Issues**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO.

Discussion Only.

(10:38 AM) **Health Insurance Reserve**

**Members of the Court heard from:** Leroy Nellis, Budget Manager, PBO.

**Motion by Judge Biscoe and seconded by Commissioner Davis** to authorize PBO to move the Health Insurance Reserve into the individual departments; to make the appropriate corrections to the line items.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

(10:38 AM) **Clerical Errors**

**Members of the Court heard from:** Leroy Nellis, Budget Manager, PBO.

**Motion by Judge Biscoe and seconded by Commissioner Davis** to authorize PBO, in the event that they find some clerical errors inside the line items, that have no financial effect, to go ahead and make those corrections for the proposed Budget.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

(10:39 AM) **Fifth Revenue Estimate**

**Members of the Court heard from:** Leroy Nellis, Budget Manager, PBO.

**Motion by** Judge Biscoe **and seconded by** Commissioner Moore to authorize PBO, if, in fact, there are revenue fluctuations, to take them to Allocated Reserves, to balance the proposed budget.

**Clerk’s Note:** In the event there are increases or decreases in the 5<sup>th</sup> Revenue Estimate, PBO will take it to the Allocated Reserve, and inform the Court. Any additional expenditures (corrections) from Budget Mark-up will reduce the Allocated Reserve, and any reduction in expenditures will increase the Reserve.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

(10:40 AM) **Projects Funded from Existing COs, Scrubs – \$1,357,000**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO; and Jessica Rio, Budget Analyst, PBO.

**Motion by** Commissioner Sonleitner **and seconded by** Commissioner Moore to approve the scrubs, pending County Attorney’s review.

<b>Motion carried:</b>	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Margaret Moore	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

