

MINUTES OF MEETING – SEPTEMBER 10, 2003

AND RECONVENED SEPTEMBER 11, 2003

TRAVIS COUNTY COMMISSIONERS' COURT BUDGET MARK-UP

On Wednesday, the 10th day of September, 2003, the Commissioners' Court convened the Budget Mark-Up Voting Session at 1:38 PM in the Commissioners' Courtroom, 1st Floor of the Travis County Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputies Melissa Velasquez and Robert Resnick.

The Commissioners' Court recessed the Voting Session at 3:07 PM.

The Commissioners' Court reconvened the Voting Session at 3:21 PM.

The Commissioners' Court recessed the Voting Session at 4:28 PM.

The Commissioners' Court reconvened the Voting Session at 9:18 AM, Thursday, September 11, 2003.

Clerk's Note: The Commissioners' Court asked for a moment of silence to honor the memory of several outstanding Travis County residents who have recently passed away, as well as the victims of the September 11, 2001 tragedy.

The Commissioners' Court recessed the Voting Session at 10:27 AM, Thursday, September 11, 2003.

The Commissioners' Court reconvened the Voting Session at 2:11 PM, Thursday, September 11, 2003.

The Commissioners' Court adjourned the Voting Session at 2:48 PM, Thursday, September 11, 2003.

THE TRAVIS COUNTY COMMISSIONERS' COURT WILL CONDUCT BUDGET MARK-UP FOR THE PROPOSED FY 2004 TRAVIS COUNTY BUDGET.

(1:38 PM) **Overview**

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

Discussion only. No action taken.

(1:43 PM) **1.** Review of Actions Taken Since Filing the Preliminary Budget and Resources Available (See September 4 letter and enclosure from Christian Smith)

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

Discussion only. No action taken.

(1:48 PM) **2.** Review of Tax Rate Options (See September 8 letter from Christian Smith on Tax Rate options and September 9 letter from Christian Smith enclosing optional Tax Ads)

Members of the Court heard from: Christian Smith, Executive Manager, PBO; and Leroy Nellis, Budget Manager, PBO;.

Discussion only. No action taken.

ITEM 2 CONTINUED

(9:18 AM, Thursday, September 11, 2003)

Members of the Court heard from: Christian Smith, Executive Manager, PBO; Leroy Nellis, Budget Manager, PBO; Susan Spataro, Travis County Auditor; and Jessica Rio, Budget Analyst, PBO.

Motion by Judge Biscoe to adopt Option C, which uses \$8,000,000.00 of available resources for tax relief.

Clerk’s Note: The Motion died for lack of a Second.

Motion by Judge Biscoe to adopt Option B that is one penny below the effective tax rate, and reduces the annual impact from the \$52.00 in the preliminary budget to \$37.00.

Clerk’s Note: The Motion died for lack of a Second.

Motion by Commissioner Sonleitner **and seconded by** Commissioner Gómez to adopt Option A, which is using the \$2.7 million in ongoing resources for ongoing tax relief; and that \$3 million of what we had planned to go into the Certificates of Obligation (CO), get pulled out, and be paid out of that \$6.1 million in one-time monies for one-time capital; and that that be the premise for what it is that we do, and so we would have some monies going into ongoing tax relief, and we would be taking about \$750,000.00 worth of pressure off of the FY 05 budget, related to the Interest and Sinking situation.

Motion failed:	County Judge Samuel T. Biscoe	no
	Precinct 1, Commissioner Ron Davis	abstain
	Precinct 2, Commissioner Karen Sonleitner	yes
	Precinct 3, Commissioner Gerald Daugherty	no
	Precinct 4, Commissioner Margaret J. Gómez	yes

(2:07 PM) 4. Rebudgeting Capital – CAR and CO's (See Jessica Rio's 2 memos of September 5)

Clerk's Note: The Court discussed the September 5, 2003 memo from Jessica Rio, Budget Analyst, PBO, entitled "FY 03 CAR Items Requested to be Rebudgeted in FY 04".

Members of the Court heard from: Jessica Rio, Budget Analyst, PBO; and Diana Ramirez, Budget Analyst, PBO.

Discussion only. No action taken.

Clerk's Note: At 2:13 PM, the Court discussed the September 5, 2003 memo from Jessica Rio, Budget Analyst, PBO, entitled "Rebudgeting of Old Certificates of Obligation and Bond Funds".

Members of the Court heard from: Jessica Rio, Budget Analyst, PBO; Leroy Nellis, Budget Manager, PBO; Carol Joseph, Assistant Director, Transportation and Natural Resources (TNR); and David Escamilla, Travis County Attorney.

(2:14 PM) 4.A Analysis of Outstanding Certificates of Obligation and FY 04 Budget Recommendations

Clerk's Note: As in FY 03, PBO recommended that CO's and bond funds be rebudgeted through the same process as pre-encumbrances, encumbrances, re-appropriated grant funds and new bond issuances by including an estimated amount in the FY 04 Recapitulation and rebudgeting the actual amounts remaining in the line items on September 30, 2003. In addition, PBO has worked with the Auditor's Office and will be including an estimated arbitrage amount, from the County Auditor's Office, within the various fund's budgets. Prior to FY 03, arbitrage was not budgeted directly into the fund.

ITEM 4.A CONTINUED

Regarding Fund 456, Staff recommends rolling forward the following projects into the FY 04 Budget: Sheriff's Office Building 1 Intercom Replacement – total amount, \$51,638.00; TNR NE Park Maintenance Building – total amount, \$186,000.00; TNR Traffic Signals – total amount, \$100,000.00; Westlake Dr. Drainage – Rosenbaum Litigation Pending – total amount, \$110,000.00; SE Park Building Improvements – total amount, \$59,235.00; Ben E. Fisher Park – Playscape Apparatus – total amount, \$3,858.00; TNR Sidewalks – total amount, \$341,382.00; and Vehicles for Sheriff's Office – total amount, \$30,209.00. The Planning and Budget Office (PBO) does not recommend rebudgeting funds for the following projects: Guardrails (\$51,493.00) and the Frate Barker Design project (\$110,558.00). In addition, PBO recommends only rebudgeting \$21,500.00 for the remaining Sheriff replacement vehicle. As a result of this action, this fund is estimated to have an Allocated Reserve totaling \$1,116,337.00.

Regarding Fund 458, Staff recommends rolling forward the following projects into the FY 04 Budget: Facilities Management Precinct Four Office Building – total amount, \$208,123.00; Civil Courts Technology Enabled Courtrooms – total amount, \$318,582.00; TNR Fencing for BCP Properties – total amount, \$62,263.00; TNR Onion Creek Drainage – FEMA Buyout Grant Match – total amount, \$780,000.00; TNR Park Cash Register System – total amount, \$215,000.00; and 911-RDMT Project – total amount, \$592,864.00. As a result of this action, this fund is estimated to have an Allocated Reserve totaling \$257,486.00.

(3:06 PM) 7. Discuss Budget Issues (FY 2004 Budget Agenda Request Form)
 (3:32 PM)

(3:33 PM) **County Clerk – Budget Requests
 Records Management Funds 028 and 057**

Members of the Court heard from: Christian Smith, Executive Manager, PBO; and Diana Ramirez, Budget Analyst, PBO.

Discussion only. No action taken.

Item to be reposted on September 16, 2003.

(3:38 PM) **County Clerk – Budget Requests
 Additional eSlates and Judges Booth Controllers**

Members of the Court heard from: Christian Smith, Executive Manager, PBO; David Escamilla, Travis County Attorney; John Hille, Assistant County Attorney; and Susan Spataro, Travis County Auditor.

Motion by Commissioner Sonleitner **and seconded by** Commissioner Gómez to approve the additional eSlates and Judges Booth Controllers.

Motion carried:

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

(3:58 PM) **County Clerk – Budget Requests
 FTE for Entry of New Cases and Bonds**

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

Motion by Judge Biscoe **and seconded by** Commissioner Gómez to approve the FTE for Entry of New Cases and Bonds.

Motion carried:

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

ITEM 7 CONTINUED

(2:19 PM, Thursday, September 11, 2003)

**Facilities Management – Budget Requests
Courthouse Remodel**

Members of the Court heard from: Christian Smith, Executive Manager, PBO; and Chris Broussard, Business System Consultant, PBO.

Motion by Commissioner Sonleitner **and seconded by** Commissioner Gómez to do the first floor, second floor, and third floor remodel of the Courthouse and the Holt Building, because those things are all tied together in terms of people having to make movement. Those dollar figures are \$573,782.00 on Floor One, \$178, 472.00 on Floor Two, \$156,562.00 on Floor Three, and \$179,036.00 on the Holt Building, for a total of \$1,087,832.00.

Motion carried:

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

(3:59 PM) **Criminal Courts – Budget Requests
Temporary Employee for FACTS**

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

Motion by Judge Biscoe **and seconded by** Commissioner Gómez to approve the Temporary Employee for FACTS.

Motion carried:

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

(3:21 PM) 9. Other Issues

(3:21 PM) **E-Filing Operating Expenses**

Members of the Court heard from: Alicia Perez, Executive Manager, Administrative Operations.

Motion by Judge Biscoe and seconded by Commissioner Daugherty to rebudget the \$158,334.24 for the E-filing temporary salaries.

Motion carried:

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

(3:25 PM) **Information and Telecommunications Systems Centralization Analysis**

Members of the Court heard from: Joe Harlow, Director, Information and Telecommunications Systems (ITS); and Alicia Perez, Executive Manager, Administrative Operations.

Motion by Judge Biscoe and seconded by Commissioner Gómez to take the '04 timeframe, and do a very extensive data gathering of what these departmental people are doing, as well as what the Information and Telecommunications people are doing, and measure that for a six-month time period, by collecting time sheet-type detail data, about what projects are being worked on, and what tasks are being done. We can analyze that data at the end of the time period and see where there might be some efficiencies gained, if there is any redundancy going on in the projects, and be able to make some recommendations. The report would be ready for the Court's deliberations at the 2005 Budget Hearings, but the Court would receive it before then.

Motion carried:

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

