

## **MINUTES – AUGUST 13, 1998**

### **TRAVIS COUNTY COMMISSIONERS' COURT**

#### **PLANNING AND BUDGET PROCESS**

On Thursday, the 13<sup>th</sup> day of August, 1998, the Commissioners' Court convened the Planning and Budget Process Voting Session at 1:44 PM 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 Planning and Budget Process Voting Session at 4:23 PM.

**Clerk's Note:** The Commissioners' Court record indicates that Judge Bill Aleshire was not present during this Planning and Budget Process Voting Session.

1. **CONSIDER AND ACT ON PLANNING ISSUES AS PART OF THE FY 1999 PLANNING AND BUDGET PROCESS. (1:44 PM) (2:18 PM)**

**Members of the Court heard from:** Leroy Nellis, Budget Manager, Planning and Budget Office (PBO); Christian Smith, Executive Manager, PBO; and David Escamilla, First Assistant County Attorney.

#### **OVERALL STATUS OF BUDGET**

Item OVERALL STATUS OF BUDGET discussed August 12, 1998.

#### **RECOMMENDATIONS ON MAINTENANCE OF CURRENT EFFORT REQUESTS ALL FUNDS (3:59 PM)**

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

Discussion Only.

**UPDATE ON REVENUE OPPORTUNITIES/FINES AND FEES (2:28 PM)**

NEW AREAS TO EXPLORE REGARDING ADDITIONAL REVENUE, REDUCED EXPENSES AND FUND TRANSFERS (2:28 PM)

**Probate Court Fees (2:30 PM)**

**Members of the Court heard from:** Christian Smith, Executive Manager, PBO; Leroy Nellis, Budget Manager, PBO; David Escamilla, First Assistant County Attorney; Karen Shafer Castro, Senior Planning and Budget Analyst, PBO; Alan Miller, Budget Analyst, PBO; and Mark McCray, Budget Analyst, PBO.

**Motion by** Commissioner Sonleitner and **seconded by** Commissioner Gómez that it is the desire of the Probate Judge and the Court that the fee be collected and that the County Attorney's Office prepare the appropriate contractual documents to insure that this fee is collected in accordance to however it needs to be collected by the County Auditor.

<b>Motion carried:</b> County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

**General Fund Transfer 017 (2:34 PM)**

**Motion by** Commissioner Moore and **seconded by** Commissioner Gómez that the additional approved fees of \$133,987 in CES Fund 017 be applied in rent payments directly related to Fund 017 activities.

<b>Motion carried:</b> County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

**REIMBURSEMENTS RELATING TO JUVENILE COURT (3:58 PM)**

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

Discussion Only.

**NEW EXPENSE PROPOSITIONS AND/OR “PARKING LOT” PRIORITIES**

**SHERIFF’S OFFICE CORRECTIONS AND MEDICAL ACCREDITATION**

Item SHERRIFF’S OFFICE CORRECTIONS AND MEDICAL ACCREDITATION discussed August 12, 1998.

**SHERIFF’S OFFICE CORRECTIONS FTO PAY**

Item SHERIFF’S OFFICE CORRECTIONS FTO PAY discussed August 12, 1998.

**CHILDREN’S ADVOCACY CENTER**

Item CHILDREN’S ADVOCACY CENTER discussed August 12, 1998.

**TNR CERTIFICATES OF OBLIGATION PROJECTS**

Item TNR CERTIFICATES OF OBLIGATION PROJECTS discussed August 12, 1998.

**CONSTABLE 2 DEPUTY AND CLERK**

Item CONSTABLE 2 DEPUTY AND CLERK discussed August 12, 1998.

**INSURANCE SPECIALIST IN HRM (3:49 PM)**

**Members of the Court heard from:** Karen Shafer Castro, Senior Planning and Budget Analyst, PBO; Alicia Perez, Executive Manager, Administrative Operations; Christian Smith, Executive Manager, PBO; and Leroy Nellis, Budget Manager, PBO.

**Motion by** Commissioner Sonleitner and **seconded by** Commissioner Gómez that HRMD be given the ability to begin early recruiting for the Insurance Specialist position.

<b>Motion carried:</b>	County Judge Bill Aleshire	-	absent
	Precinct 1, Commissioner Darwin McKee	-	yes
	Precinct 2, Commissioner Karen Sonleitner	-	yes
	Precinct 3, Commissioner Margaret Moore	-	yes
	Precinct 4, Commissioner Margaret J. Gómez	-	yes

ITS STAFF TO BEGIN 10/1/98 vs 2/1/98

Item ITS STAFF TO BEGIN 10/1/98 vs 2/1/98 discussed August 12, 1998.

**WORKFORCE DEVELOPMENT FUNDING (3:54 PM)**

**Members of the Court heard from:** Alan Miller, Budget Analyst, PBO; Stephen Williams, Executive Manager, Austin-Travis County HHSD; Lawrence Lyman, Grant Coordinator Austin-Travis County HHSD; Christian Smith, Executive Manager, PBO; and Leroy Nellis, Budget Manager, PBO.

Discussion Only.

**POPS FUNDING**

Item POPS FUNDING discussed August 12, 1998.

**PERFORMANCE PAY AND MSS '99 (3:23 PM)**

PERFORMANCE PAY (3:49 PM) (4:06 PM)

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

**Motion by** Commissioner Sonleitner and **seconded by** Commissioner Gómez that for planning purposes the Court continue the same level of investment as last year, and that for budget purposes, 3% per employee be put aside for performance pay with this Court to come back at a later point as to what will be the amount for meeting minimum expectations.

<b>Motion carried:</b> County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

**Motion by** Commissioner Sonleitner and **seconded by** Commissioner McKee to clarify for purposes of PBO's planning that the 3% just reaffirmed to be put in everyone's budget related to performance pay is also given to the County Auditors office, and that it will be added after whatever budget proposal is brought forward to this group, and is not to be rolled into the base at this time and figured in to their 5% cap.

**A Clarification was made of the previous Motion by** Commissioner McKee that the base of the budget be scrubbed so that no special one-time appropriation would be used to calculate the base for which the 5% is applied.

**A Clarification was made of the previous Motion by** Commissioner Sonleitner to include health benefits and retirement in the County Auditor budget.

<b>Motion carried:</b> County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	abstain
Precinct 4, Commissioner Margaret J. Gómez	-	yes

MSS '99 (3:23 PM)

**Members of the Court heard from:** Alicia Perez, Executive Manager, Administrative Operations; Carlotta Valdez, Compensation Manager, Human Resources Management Department, (HRMD); Linda Moore Smith, Director, HRMD; Lynne Andrus, Senior Human Resources Analyst, HRMD; Christian Smith, Executive Manager, PBO; and Leroy Nellis, Budget Manager, PBO.

**Motion by** Commissioner McKee and **seconded by** Commissioner Sonleitner to add \$400,000.00 to the deficit bringing it to \$2,365,000.00, and that the higher pay grades be addressed in Fiscal Year 2000, with the \$400,000.00 in a comp reserve.

**A Restatement of the Motion was made by** Commissioner McKee and **seconded by** Commissioner Sonleitner to place \$1,000,000.00 into a comp reserve and leave flexibility to HRMD to best appropriate those resources on the issues that the Court has identified.

**A Friendly amendment was made by** Commissioner Moore to have earmarks for these different categories so that the Court can keep tabs on what is going toward what.

**A Clarification was made of the previous Motion by** Commissioner Sonleitner to have earmarks in terms of what the goals might be.

**A Clarification was made of the previous Motion by** Commissioner Sonleitner that the Motion include the comp reserve, and putting off the adjustments for the higher pay grade until 2000.

<b>Motion carried:</b>	County Judge Bill Aleshire	-	absent
	Precinct 1, Commissioner Darwin McKee	-	yes
	Precinct 2, Commissioner Karen Sonleitner	-	yes
	Precinct 3, Commissioner Margaret Moore	-	yes
	Precinct 4, Commissioner Margaret J. Gómez	-	yes

#### **FOLLOW-UP ON ITEMS PREVIOUSLY DISCUSSED (1:44 PM)**

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

Discussion Only.

## REVIEW OF ASAP BUDGET (2:13 PM)

**Members of the Court heard from:** Mark McCray, Budget Analyst, PBO; Bob Vann, Constable Precinct 2; and Luke Mercer, Constable Precinct 1.

**Motion by** Commissioner Gómez and **seconded by** Commissioner Moore to approve the PBO recommendations on ASAP allocating \$532,456.00 for the program with an additional earmark on allocated reserves making the total earmark for ASAP \$78,215.00.

**Motion carried:**

County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

## JUSTICES OF THE PEACE WORKLOAD (1:44 PM)

**Members of the Court heard from:** Leroy Nellis, Budget Manager, PBO; Mark McCray, Budget Analyst, PBO; Jan Breland, Justice of the Peace, Pct. 2; Richard Scott, J.P. Pct. 1; Elena Diaz, J.P., Pct. 4; Jade Meeker, J.P., Pct. 5; Christy Ryno, Division Manager J.P. Pct. 4; and Gloria Aguilera, Division Manager J.P. Pct. 5.

Discussion Only.

## EARLY CHILDHOOD MENTOR TEACHER (3:53 PM)

**Members of the court heard from:** Alan Miller, Budget Analyst PBO; and Stephen Williams, Executive Manager, Austin-Travis County HHSD and Veteran's Services.

**Motion by** Commissioner McKee and **seconded by** Commissioner Moore that the Early Childhood Mentor Teacher Program be handled internally for this year, taking note of the fact that this would have to be "found" dollars for the year 2000.

**Motion carried:**

County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

## DECISIONS ON REMAINING REDUCTIONS-IN-FORCE STILL ON HOLD (3:18 PM)

**Constables – 2 Positions** (3:18 PM)

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

**Motion by** Commissioner Moore and **seconded by** Commissioner Sonleitner to authorize the RIF notices to be sent out for the 2 positions related to ASAP in the appropriate Constables' offices.

**Motion carried:**

County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

**County Attorney – 1 Position** (3:19 PM)

**Members of the Court heard from:** David Escamilla, First Assistant County Attorney.

**Motion by** Commissioner Moore and **seconded by** Commissioner McKee to allow the County Attorney's Office to continue to have this position.

**Motion carried:**

County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

**Justices of the Peace – 4 Positions** (3:21 PM)

No action taken on Item Justices of the Peace.



**County Clerk – 1 Position (3:21 PM)**

**Motion by** Commissioner Sonleitner and **seconded by** Commissioner Moore to send out the RIF notice on the County Clerk position.

**Motion carried:**

County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

**EMERGENCY SERVICES, INCLUDING FLIGHT NURSES/PARAMEDICS AND IMPACT ON UNALLOCATED RESERVE (2:53 PM)**

**Members of the Court heard from:** Dinah Dinwiddie, Executive Manager, Justice and Public Safety (JPS); Karen Shafer Castro, Senior Planning and Budget Analyst, PBO; Christian Smith, Executive Manager, PBO; and Leroy Nellis, Budget Manager, PBO

Discussion Only.

**IJS FUNDING ISSUES (3:03 PM)**

**Members of the Court heard from:** Dinah Dinwiddie, Executive Manager, JPS; Brad Powell, Acting Director, Information and Telecommunications Systems (ITS); Susan Spataro, Travis County Auditor; Karen Shafer Castro, Senior Planning and Budget Analyst, PBO; and Christian Smith, Executive Manager, PBO.

Discussion Only.

**EARMARKS ON ALLOCATED RESERVES (4:01 PM)**

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

Discussion Only.

**STATUS OF CORPORATIONS AND MAGNITUDE OF TRANSFER.**

Item STATUS OF CORPORATIONS AND MAGNITUDE OF TRANSFER discussed August 12, 1998.

**STATUS OF ELECTED OFFICIALS SALARIES (4:06 PM)**

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

Discussion Only.

**BCP TRANSFER FOR INDIVIDUAL 10A PERMITS.**

Item BCP TRANSFER FOR INDIVIDUAL 10A PERMITS discussed August 12, 1998.

**FURTHER DISCUSSION ON DEFICIT BUDGET DOCUMENT (4:12 PM)**

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

**Motion by** Commissioner Sonleitner and **seconded by** Commissioner McKee to lower the Unallocated Reserve from 11% to 10.8%, barring a negative reaction from the financial advisor.

<b>Motion carried:</b>	County Judge Bill Aleshire	-	absent
	Precinct 1, Commissioner Darwin McKee	-	yes
	Precinct 2, Commissioner Karen Sonleitner	-	yes
	Precinct 3, Commissioner Margaret Moore	-	yes
	Precinct 4, Commissioner Margaret J. Gómez	-	yes

**ADJOURNMENT**

**Motion by** Commissioner McKee and **seconded by** Commissioner Gómez to adjourn the Planning and Budget Process Voting Session. (4:23 PM)

**Motion carried:**

County Judge Bill Aleshire	-	absent
Precinct 1, Commissioner Darwin McKee	-	yes
Precinct 2, Commissioner Karen Sonleitner	-	yes
Precinct 3, Commissioner Margaret Moore	-	yes
Precinct 4, Commissioner Margaret J. Gómez	-	yes

**MINUTES APPROVED BY THE COMMISSIONERS' COURT**

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**Date of Approval**

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**Bill Aleshire, Travis County Judge**