

FISCAL YEAR 2014 BUDGET



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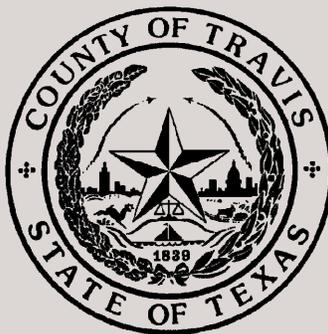
VOLUME I - OVERVIEW

Adopted by Commissioners Court on September 24, 2013

Samuel T. Biscoe
County Judge

Ron Davis
County Commissioner, Pct. 1

Gerald Daugherty
County Commissioner, Pct. 3



Bruce Todd
County Commissioner, Pct. 2

Margaret J. Gómez
County Commissioner, Pct. 4

TRAVIS COUNTY ADOPTED BUDGET FOR FISCAL YEAR 2014

This budget will raise more revenue from property taxes than last year's budget by an amount of \$23,309,953, which is a 4.61 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$11,525,619.

Record Vote of Commissioners Court

Samuel T. Biscoe	(In favor of budget)
Ron Davis	(In favor of budget)
Bruce Todd	(In favor of budget)
Gerald Daugherty	(Against budget)
Margaret Gómez	(Against budget)

Property Tax Rates and Financial Information:

Travis County Property Tax Rate for 2013 Fiscal Year

Property tax rate: \$0.5001 per \$100 valuation

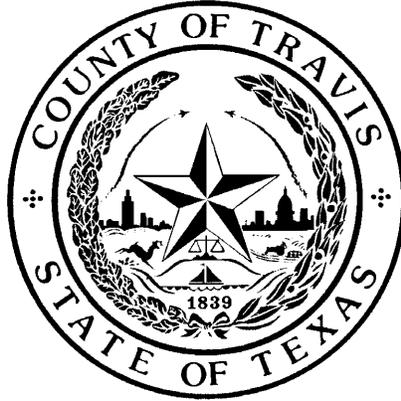
Travis County Property Tax Rates for 2014 Fiscal Year

Property tax rate:	\$0.4946 per \$100 valuation
Effective tax rate:	\$0.4802 per \$100 valuation
Effective maintenance and operations tax rate:	\$0.4049 per \$100 valuation
Rollback tax rate:	\$0.5128 per \$100 valuation
Debt rate:	\$0.0756 per \$100 valuation

Total Debt Obligations: \$632,884,735

TRAVIS COUNTY

ADOPTED BUDGET



FISCAL YEAR 2014
October 1, 2013 – September 30, 2014

COMMISSIONERS COURT

Samuel T. Biscoe
County Judge

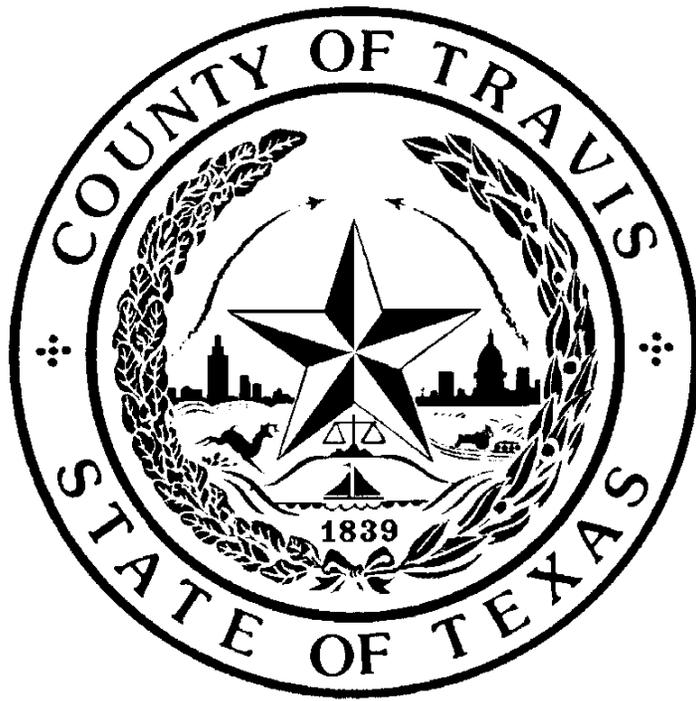
Ron Davis
Commissioner, Precinct 1

Gerald Daugherty
Commissioner, Precinct 3

Bruce Todd
Commissioner, Precinct 2

Margaret Gómez
Commissioner, Precinct 4

Prepared by the Planning and Budget Office
Revenue Forecast Developed by the Auditor's Office



**FISCAL YEAR 2014 ADOPTED BUDGET
VOLUME I – OVERVIEW**

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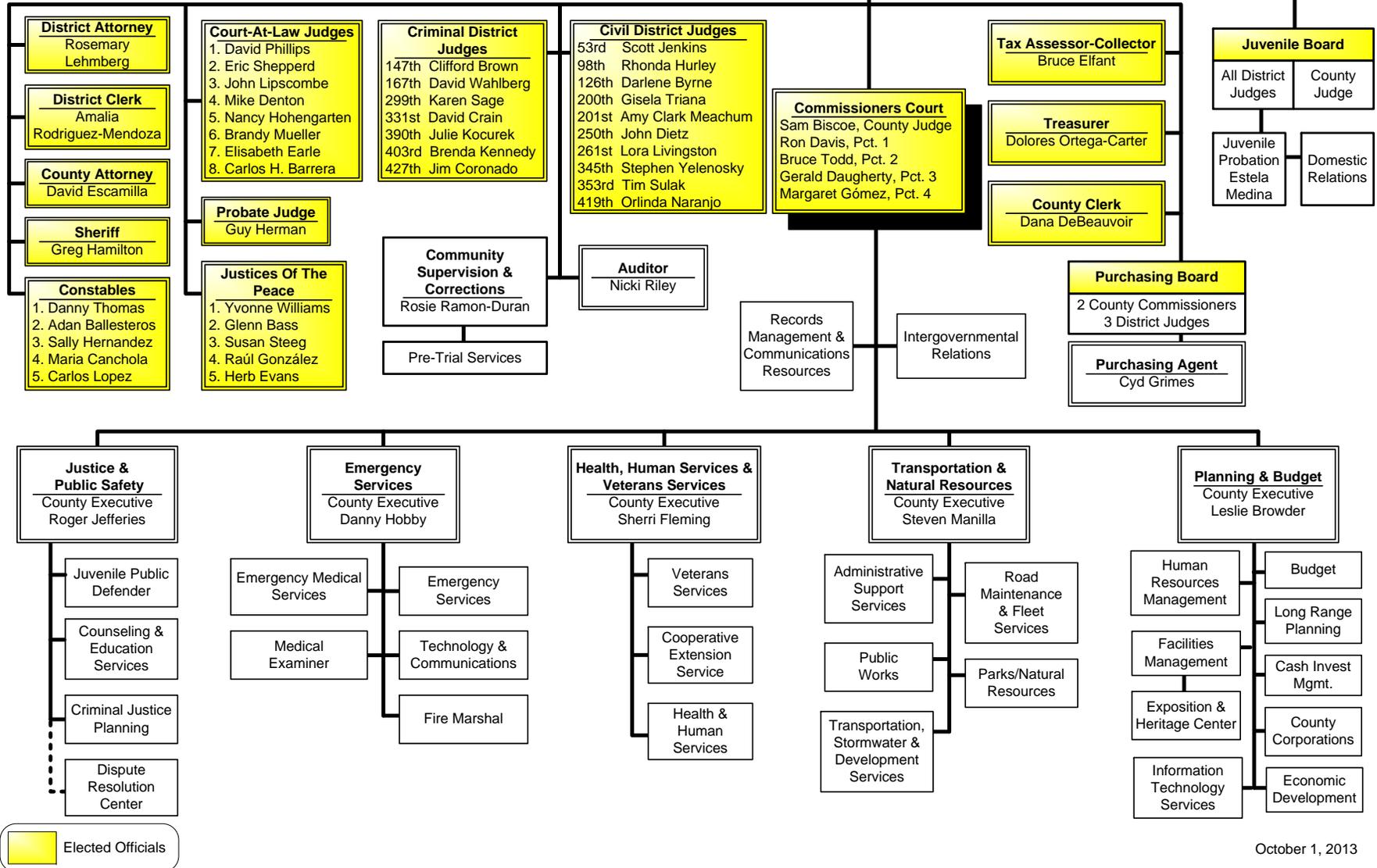
Offices and Departments by Number:

No.	Name
101	County Judge
102	County Commissioner, Precinct 1
103	County Commissioner, Precinct 2
104	County Commissioner, Precinct 3
105	County Commissioner, Precinct 4
106	County Auditor
107	County Treasurer
108	Tax Assessor - Collector
109	Planning and Budget
110	General Administration
111	Human Resources Management
112	Information Technology Services (ITS)
114	Facilities Management Department
115	Purchasing
117	Historical Commission
119	County Attorney
120	County Clerk
121	District Clerk
122	Civil Courts
123	District Attorney
124	Criminal Courts
125	Probate Court
126	Justice of the Peace, Precinct 1
127	Justice of the Peace, Precinct 2
128	Justice of the Peace, Precinct 3
129	Justice of the Peace, Precinct 4
130	Justice of the Peace, Precinct 5
131	Constable, Precinct 1
132	Constable, Precinct 2
133	Constable, Precinct 3
134	Constable, Precinct 4
135	Constable, Precinct 5
136	Dispute Resolution Center
137	Sheriff
138	Medical Examiner
139	Community Supervision and Corrections
140	Counseling and Education Services
142	Pretrial Services
143	Juvenile Public Defender
145	Juvenile Probation
147	Emergency Services
149	Transportation & Natural Resources (TNR)
154	Civil Service Commission
155	Criminal Justice Planning
157	Records Mgmt. & Comm. Resources (RMCR)
158	Health & Human Services & Veterans Service
159	Emergency Medical Services
190	Centralized Computer Services
191	Centralized Rent & Utilities
193	Civil Courts Legally Mandated Fees
194	Criminal Courts Legally Mandated Fees

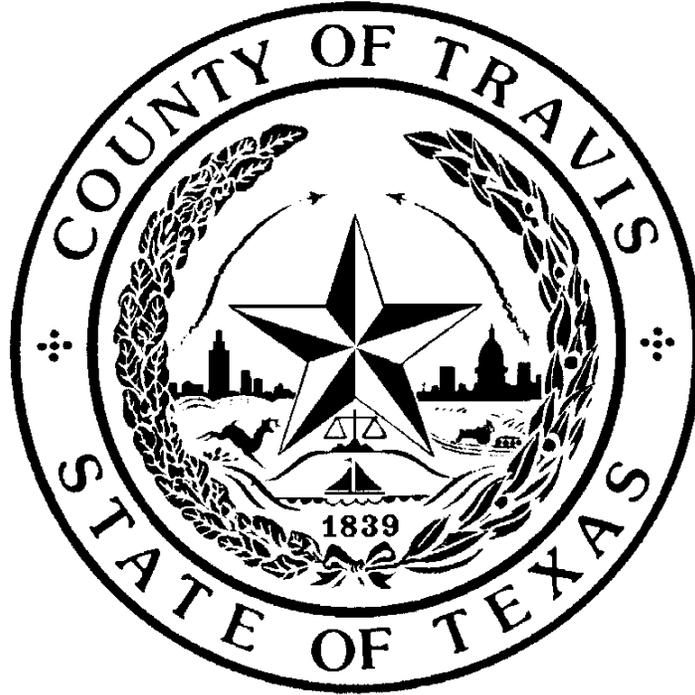


TRAVIS COUNTY

Travis County Voters



TRAVIS COUNTY MISSION STATEMENT



For the people of Travis County, our mission is to:

- Preserve health
- Provide a safety net for the needy
- Ensure the public safety
- Facilitate the resolution of disputes
- Foster an efficient transportation system
- Promote recreational opportunities
- Manage County resources in order to meet the changing needs of the community in an effective manner



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

December 31, 2013

To: Members of the Commissioners Court, Travis County
Elected Officials, Appointed Officials, Employees and Constituents

From: Leslie Browder, County Executive, Planning and Budget *LB*
Jessica Rio, Budget Director *JR*

Re: Fiscal Year 2014 Adopted Budget

We are pleased to present the Fiscal Year 2014 Adopted Budget for Travis County. This document was submitted in accordance with all statutory requirements.

Adopting the budget and the ad valorem tax rate are two of the most important processes that Travis County undergoes each year. The Adopted Budget reflects the funding priorities of the Commissioners Court and is a balanced and structurally sound budget. As always, the Planning and Budget Office worked closely with the County Auditor's Office to provide the Commissioners Court with updated revenue information throughout the budget development process. The final budget was adopted by the Commissioners Court on September 24, 2013. The Adopted Budget for All Funds in Fiscal Year 2014 totals \$857.1 million, and includes \$618.7 million for the General Fund. The General Fund Adopted Budget includes \$68.1 million in "hard" or unallocated reserves that if appropriated during the year would need to be replenished within the remainder of the year.

Our local economy has suffered less than other metropolitan regions across the country, and we continue to experience strong demand for the services that we provide to Travis County residents. The Commissioners Court and Elected Officials across the County have maintained core services for their constituents within available resources and have carefully managed their budgets over time. Our employees have contributed to this effort through their hard work and dedication.

Economic Conditions and Financial Management Looking ahead, area economists are predicting stable economic performance over the next few years, with continued new job growth and activity in the real estate market. Slower growth rates are expected since growth will be measured against an improved base. The Fiscal Year 2014 Adopted Budget reflects this positive outlook. Nevertheless, the Planning and Budget Office continues to closely monitor the global economy, as well as developments at the federal and state level that could have an impact on Travis County operations. As in the past, the Fiscal Year 2014 Adopted Budget includes a number of contingencies and reserves to help manage this uncertainty as economic conditions evolve, especially in light of the recent State of Texas legislative session and additional special sessions that occurred into the summer.

Travis County has demonstrated its ability over a lengthy history to manage effectively during tough times, to carefully control spending, and to resist the urge to rely on one-time funding sources to pay for ongoing costs. All of these factors have contributed to our strong financial position, and have ultimately resulted in the affirmation of our AAA credit rating by Standard & Poor's and Moody's. This credit rating has been awarded by both agencies since 2001. Travis County is one of five out of 254 counties in the State of Texas receiving this designation. While we still face funding challenges and uncertainties for Fiscal Year 2014, prudent management and healthy reserve balances will position Travis County well into the future.

Because an accounting change in Fiscal Year 2013 will create a very rare addition of funds to the beginning balance of the General Fund for Fiscal Year 2014, the Adopted Budget reflects an increase in unallocated reserves in the General Fund. Management in both the County Auditor's Office and the Planning and Budget Office believe this is a prudent action and a wise use of a portion of this one-time funding.

Property Taxes Property tax revenue represents the most significant source of funding for the County's General Fund, where most of the County's core services are budgeted. Property taxes are considered a stable source of funding for local governments, largely due to the nature of the effective tax rate calculation. The Effective Tax Rate is a calculated rate that provides a taxing unit with about the same amount of revenue it received in the year before on properties taxed in both years. If property values rise, the effective tax rate will go down, and vice versa.

The Commissioners Court provided policy direction in February 2013 that the tax rate used to develop the Budget be "at or near" the effective tax rate. The Court provided further policy guidance that a tax rate within 3% of the effective tax rate is considered "near" for purposes of developing the Fiscal Year 2014 Budget. The underlying rationale that drives this policy is based on the premise that modest growth in the tax rate over time is the best approach to respond to the increasing cost of delivering services. Revenue realized from the effective tax rate is often not sufficient to keep pace with rising costs. Consistent with this policy direction, the Adopted Budget is balanced at a tax rate of 49.46 cents per \$100 of taxable value, which is 3.0% over the effective tax rate of 48.02 cents, or an increase of 1.44 cents.

The Fiscal Year 2014 Adopted Budget is balanced at a lower tax rate than the Fiscal Year 2013 adopted tax rate of 50.01 cents. The Chief Appraiser for the Travis Central Appraisal District has projected the total taxable property value will increase from \$101.3 billion certified last year to \$107.1 billion in Fiscal Year 2014. New property value is \$2.3 billion. This amount represents new value that has not before been on the tax rolls. This new value provides additional property tax revenue that can be used to help cover the increased cost of operations and maintenance, and to help respond to growth in demand for County services. Based on information from the Chief Appraiser, the median homestead value will change from \$159,756 last year to an estimated \$165,642 in Fiscal Year 2014, an increase of 3.7%. This estimated taxable value reflects the 20% homestead exemption that Travis County provides to its qualifying residents. Applying the adopted tax rate, the median homestead is expected to see a modest increase in the annual County tax bill of \$20, or \$1.67 per month. The average

taxable value of all Travis County homesteads has similarly increased, from \$214,567 to \$222,431, or 3.7%. This translates to an annual increase of \$27, which is an increase of \$2.25 per month.

Program Funding Departments and offices across the County submitted their target, or base, operating budgets for Fiscal Year 2014, some accompanied by requests for additional funding to respond to the needs of County residents. These needs have grown over recent years as demand for services has increased. The Planning and Budget Office carefully considered these requests, and made funding recommendations to the Commissioners Court during the budget process to help meet the most critical needs of our residents. The Adopted Budget includes funding needed to maintain delivery of current services, and changes are discussed more fully in the section entitled “Program Funding Priorities.”

Late in the County’s budget development process, it was confirmed that the Public Integrity Unit, a division of the Travis County District Attorney's Office that investigates public corruption, insurance fraud, and motor fuels tax fraud, would not receive funding from the State after August 2013. The District Attorney rescinded all earlier budget requests for Fiscal Year 2014 that were made before the State funding was cut, and requested that the Commissioners Court consider at least some level of replacement funding from the County for the Public Integrity Unit. Funding was not allocated or earmarked in the Preliminary Budget that was submitted to the Commissioners Court in July, but a combination of ongoing and one-time funding was approved by Commissioners Court as part of the budget mark-up process in August to keep the unit mostly intact in Fiscal Year 2014.

Employee Compensation and Benefits County services are delivered to our residents by the County’s employees, who are our most important asset. This past February, discussions with the Commissioners Court regarding budget development focused on a goal of providing some level of funding for wage adjustments for classified employees only. Although a comprehensive salary survey that was conducted in 2012 resulted in market adjustments for a number of classified employees, approximately 25% of these employees have not received a pay increase since October 2010. The Fiscal Year 2014 Adopted Budget includes funding for a wage increase of 3%. No funding was included for step or pay increases for employees on the peace officer pay scale who received an 11.4% pay increase as part of the Fiscal Year 2013 budget process. This decision was also consistent with budget development discussions with the Commissioners Court in February.

Travis County has capably managed the ongoing costs of providing health benefits to employees over time, through plan changes and a combination of contributions from the County and the workforce. The available health plans are reviewed each year by an engaged and knowledgeable employee committee representing a wide segment of the workforce. The Employee Health Benefits Committee provides valuable input to the Human Resources Management Department and the Commissioners Court regarding proposed adjustments to the health plans, as well as associated costs or savings.

Capital Acquisition and Improvements Program To meet the County's capital improvement and ongoing replacement needs, a total of \$103.1 million is included in the Adopted Budget from the following funding sources: the General Fund (\$18.1 million), proceeds from the issuance of Certificates of Obligation (\$39.0 million), proceeds from the issuance of bonds authorized by the voters in 2011 (\$40.9 million), and proceeds that will be issued as part of an agreement with the State for highway pass-through financing projects (\$5.0 million), and other County funds of \$85,000.

Funding in the Fiscal Year 2014 Adopted Budget has been included for critical capital replacement needs and capital improvement projects that represent established County planning priorities. This funding will cover several significant and critical projects, including the first phase of a new courts system office building on 11th Street. This new building will permit the District Attorney's Office to vacate the Criminal Justice Center to accommodate additional criminal courts in 2015. Other planned projects include improvements and renovations to County facilities as well as resources for roadway improvements in Southeast Travis County and the continued rehabilitation of County roads.

Concluding Thoughts The Adopted Budget represents a sound and balanced financial plan for Fiscal Year 2014 and includes funding to help address some of the most pressing service needs for our residents as identified by the Commissioners Court, our Elected Officials, County management, and community partners. Our budget development approach is intended to position the County for the uncertainties and challenges that may occur beyond the upcoming year.

The Planning and Budget Office would like to thank all departments and offices for their cooperation and assistance during this year's budget process, as well as their creative thoughts and ideas. We extend our thanks to the Commissioners Court for support and leadership throughout the year, and policy guidance during the budget process. The Fiscal Year 2014 Adopted Budget is available for inspection at the Travis County Clerk's Office. Additional copies are available in the Planning and Budget Office at 700 Lavaca Street, Suite 1560. It is also posted on Travis County's web site, www.co.travis.tx.us.

FISCAL YEAR 2014 ADOPTED BUDGET
SECTION I – EXECUTIVE SUMMARY

PREFACE

STRUCTURE AND ROLE OF TEXAS COUNTY GOVERNMENT

Texas county government focuses primarily on the judicial system, health and social service delivery, law enforcement and corrections, and upkeep of county maintained roads. In contrast to other parts of the country, Texas counties seldom have responsibility for schools, water and sewer systems, electric utilities, and commercial airports. County governments in Texas have no ordinance-making powers other than those explicitly granted by state legislative action.

The state's 254 counties have similar organizational features: a governing body (the Commissioners Court) consisting of one member elected county-wide (the County Judge), and four Commissioners elected from geographically unique precincts. The County Judge is so named because he or she often has actual judicial responsibility. In urban counties, the County Judge is primarily an executive and administrator in addition to being the presiding officer of the Commissioners Court. Other elected officials in each county are the County and District Clerks, the County Tax Assessor-Collector, the County Sheriff, a District and/or a County Attorney, the County Treasurer, and one or more Constables. All Judges (District Judges, County Court-at-Law Judges, and Justices of the Peace) are also elected. The state District Judges in each county select an Auditor, who serves as the County's financial officer.

The Commissioners Court serves as both the legislative and executive branch of county government, and exercises budgetary authority over virtually all county departments, including those headed by other elected officials. The high number of elected officials, including many with judicial authority, creates an organizational structure unlike more familiar public sector designs, which usually contain a chief executive or chief operating officer and a governing body that focus on broad policy matters.

County services in Texas are financed primarily by an ad valorem tax on real property and business inventory and an array of fees, fines, service charges and state payments. The Commissioners Court sets the property tax rate annually, after holding public hearings that are required by law. Most of the other revenue sources are established by state law and may be changed only through legislative action.

TRAVIS COUNTY BUDGET DOCUMENT

This document includes an Executive Summary that provides an overview of the County's primary sources of revenue and funding, All Funds and General Fund financial summaries, and discussions of major changes in the Fiscal Year 2014 operating and capital budgets by program category. The Executive Summary is followed by a number of charts and financial summaries, as well as various supporting documents, including the County's financial policies. This document also includes information about the County's economic outlook, as well as statistical information about Austin and its economy.

In addition to a preliminary budget document that was submitted to the Commissioners Court in July, detailed information and analysis about each County department and office are provided to the Commissioners Court separately to aid in their deliberations. This information includes major service areas, an overview of any special revenue and funding, a summarized organizational chart, missions and goals, revenue and budget highlights, and significant changes, as well as workload indicators and performance targets. Summaries of this information are included in the Fiscal Year 2014 Adopted Budget.

Electronic copies of the Adopted Budget can be found on the Travis County website at www.co.travis.tx.us/planning_budget. The Planning and Budget Office can be contacted by calling (512) 854-9106.

BASIS OF BUDGETING AND ACCOUNTING

Travis County uses the modified accrual basis for governmental funds, which includes the General Fund, as the basis of budgeting. Revenue is recognized as soon as it is measurable and available. Revenue is considered to be available when it is collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenue to be available if it is collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred. Debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due. Encumbrances are recognized by governmental funds in the year of commitment since they represent a commitment of funding for goods or services.

FINANCIAL AND DEBT POLICIES

The Commissioners Court has adopted a comprehensive set of financial and debt policies to govern the financial management of the various County funds. These policies were developed to help ensure that the County's financial resources are managed prudently. The County has a long standing practice of structurally balancing each annual budget to achieve financial stability for constituents and taxpayers. The County's financial policies require that current ongoing revenue must be sufficient to support current ongoing expenditures. Unreserved fund balances in excess of what is required shall primarily be used to fund the capital assets and improvements. A copy of the financial and debt policies is contained in Section IV.

BUDGET DEVELOPMENT PROCESS AND GUIDELINES

The Fiscal Year 2014 Adopted Budget covers a twelve-month period from October 1, 2013 through September 30, 2014.

BUDGET DEVELOPMENT PROCESS

The purpose of the budget preparation process is to develop a financial plan for Travis County that supports the delivery of County services and support functions, and the resources that provide the funding for those services and functions. The budget document serves as a policy document to define issues that will aid the Commissioners Court in sound decision making. The goal of the Planning and Budget Office is to provide sufficient and relevant information to the Commissioners Court as part of the budget process so that they can make funding choices between programs and priorities across the County. The budget document outlines the work plans and programs of County departments and offices, and describes their respective missions, goals, objectives, and key indicators for the upcoming year. The budget itself provides the Planning and Budget Office and the County Auditor's Office with an approved financial plan to ensure that the County operates within its parameters. The budget also serves as a reference document that provides extensive information on County operations and services, as well as historical data that is of interest to County residents and taxpayers.

The budget development process includes several phases, including an analysis of the anticipated economic and financial outlook over the next three to five years, followed by initial planning and broad policy discussions with the Commissioners Court before developing budget targets for the departments and offices. Once these budget targets have been formulated and distributed, the budget development process begins in earnest. Departments and offices submit draft budgets, including any requests for new funding, in the late spring, and meet with the Planning and Budget Office during the early summer to discuss their proposed budgets. This process ultimately culminates in a Preliminary Budget that is submitted to the Commissioners Court in late July, and serves as a starting point to aid them in deliberations. The final budget is adopted by the Commissioners Court in September.

BUDGET GUIDELINES

The Fiscal Year 2014 Budget Guidelines were approved by the Commissioners Court on February 26, 2013. These guidelines set the framework for the Planning and Budget Office to follow in developing the Fiscal Year 2014 Preliminary Budget. This policy guidance continues to be reflected in the Fiscal Year 2014 Adopted Budget.

The County's annual budget process provides departments and offices an opportunity to evaluate and prioritize their programs and reexamine how to efficiently and effectively execute their mission and goals. Likewise, the budget process provides the Commissioners Court a key tool for providing overarching direction regarding funding

policies, and the mission and goals for Travis County as a whole. The County's budget development process is best served by close collaboration between the Planning and Budget Office and all of the County departments and offices delivering services to Travis County residents.

As in the past, the primary goals of the Budget Guidelines include:

- Broad policy direction regarding funding levels for the upcoming fiscal year, which are largely dependent on the ad valorem tax rate during any given budget development process
- Criteria to help prioritize the addition of new resources to enhance services, or whether to repurpose existing funding in new directions
- More specific guidance and instructions for County departments and offices in the formulation of their budget submissions

Several key policies that were approved by the Commissioners Court and intended to guide budget development are summarized below.

AD VALOREM TAX RATE

The estimated tax rate for the Preliminary Budget shall be at or near the Effective Tax Rate. A tax rate within 3% of the Effective Tax Rate should be considered "near" for purposes of developing the Fiscal Year 2014 Preliminary Budget. The tax rate that was approved by the Commissioners Court on September 24, 2013, reflected this policy direction.

A tax rate within 3% of the Effective Tax Rate has been considered "near" for purposes of developing the Preliminary Budget for the last five fiscal years. This approach has allowed the Planning and Budget Office to bring a sound and balanced Preliminary Budget to the Commissioners Court for consideration in July, and provides continued funding for the Court's programmatic commitments in the upcoming year.

TARGET BUDGETS FOR COUNTY DEPARTMENTS AND OFFICES

Departmental budget targets for Fiscal Year 2014 were developed using the Fiscal Year 2013 Adopted Budget as the base, adjusting upward to account for the annual impact of any amendments approved in Fiscal Year 2013, and less any one-time expenses authorized in Fiscal Year 2013.

Over the past several budget cycles, the Commissioners Court approved moving funding for several programs from ongoing to one-time status. This change was primarily due to uncertainties related to program workload indicators. Any programs moved to one-time status in Fiscal Year 2013 were removed from Fiscal Year 2014 target budgets of departments and offices, and needed to be requested for reconsideration in Fiscal Year 2014.

Departments and offices were not asked to supplement budget submissions with a list of possible programmatic reductions. Annually, the Planning and Budget Office may

independently identify budgetary reductions based on a review of any program and related performance measures.

EMPLOYEE COMPENSATION

The Commissioners Court has invested significant resources over the last two fiscal years to ensure that its workforce is competitive with market conditions. A comprehensive market salary survey was completed and implemented in Fiscal Year 2012. In addition, a Compensation Committee appointed by the Commissioners Court was charged with presenting recommendations to the Commissioners Court in spring 2013 regarding performance-based pay and other compensation issues. For the Preliminary Budget, the Planning and Budget Office was authorized to plan for some level of compensation funding for classified employees. This approach was intended to give the Commissioners Court the flexibility of considering the Compensation Committee's recommendations when ready, and having at least some level of funding to implement any recommendations the Court deems appropriate. The Fiscal Year 2014 Preliminary Budget included funding for a pay increase of up to 3% for the classified workforce. An across-the-board pay increase of 3% for classified employees was approved by the Commissioners Court in August as part of the budget mark-up process.

Travis County has historically linked salary adjustments for elected officials to increases approved for employees on the Classified Pay Scale. In Fiscal Year 2013, the compensation staff in the Human Resources Management Department conducted a market salary review of elected officials who are not on the judicial pay scale. They also reviewed Justice of the Peace salaries and recommended that their salaries be taken off the judicial pay scale. Elected officials, as a whole, appeared to be behind their peers in other urban Texas counties. Based on the very limited market population in urban Texas counties from which to draw information for elected officials, the compensation staff did not recommend following a market-based approach in the future. For Fiscal Year 2014, the Human Resources Management Department recommended that the Commissioners Court continue to match salary adjustments for elected officials (who are not on the judicial pay scale) to adjustments that might ultimately be approved for classified employees. Salary increases for elected officials on the judicial pay scale are driven by the actions of the Texas Legislature. The Commissioners Court considers funding for changes to positions on the judicial pay scale based on the actions of the Texas Legislature. The Fiscal Year 2014 Adopted Budget reflects this methodology.

Law enforcement and corrections employees are covered by the Peace Officers Pay Scale (POPS) and are not considered part of the classified workforce. Funding was approved in the Fiscal Year 2013 budget for wage increases for employees covered by POPS. Although increases averaged 11.4%, wages for POPS employees in the Sheriff's Office had not been increased since 2008 with the exception of a 2.5% across the board adjustment in 2011. POPS employees elsewhere in the County had not received an increase in wages since 2009. During Fiscal Year 2013 budget discussions with the Commissioners Court, POPS employee representatives expressed a preference for a wage increase rather than receiving funding for step increases. Accordingly, no funding for step increases was approved for Fiscal Year 2013. The

Commissioners Court did not authorize funding in the Fiscal Year 2014 Preliminary Budget for step or wage increases in the budget guidelines adopted in February, nor was funding included in the Adopted Budget.

HEALTHCARE BENEFITS

The Commissioners Court directed the Planning and Budget Office to include estimated funding in the Preliminary Budget for increased costs for employee and retiree healthcare based on recent trends. The Commissioners Court also relied on recommendations made by the Employee Health Benefits Committee, which helps manage the cost of healthcare through continued cost sharing of the plan's costs and carefully crafted plan design changes.

MAINTAINING CURRENT SERVICE LEVELS

Departments and offices were required to first reprioritize within their existing budgets to fund any program enhancements or additional resources needed to respond to growth, increased workload, or rising costs. If additional positions were needed, management had the flexibility to create additional FTEs (full-time equivalents), excluding new FTEs for programmatic enhancements, if management could find the permanent resources within their existing budget.

The Fiscal Year 2013 Adopted Budget included resources to meet existing contractual and programmatic commitments, as well as targeted growth in areas like emergency medical services, drug court, lake patrol and highway enforcement deputies, social services programs, park amenities, bridge rehabilitation, and right-of-way clearing. Given this growth, it was important to refocus efforts for Fiscal Year 2014 on current programs and meeting needs within existing resources.

The Planning and Budget Office reviewed and made recommendations on the continuation of positions that were funded in previous budgets based on key workload indicators. The Planning and Budget Office worked closely with the Auditor's Office to ensure program revenues were accounted for accurately and validated expenditures before recommendations were made.

Funding for new contractual or statutory obligations and other expenses related to maintaining a department's current service levels took priority over proposed program enhancements or expansions. Departments are always urged to focus on efficiencies, increased productivity, and simplification.

CRITERIA FOR NEW STAFFING

Any new FTEs must have met one of the following criteria for inclusion in the Preliminary Budget, and recommendations were based on the availability of resources.

1. Could be absorbed within the existing budget on a permanent basis for high priority needs for existing programs
2. Related to the opening of new County facilities
3. Related to voter approved bond programs

4. Related to new state or federally mandated programs
5. Support long standing programs approved by the Commissioners Court
6. Supported by an exceptional set of documented circumstances under which the Planning and Budget Office's analysis demonstrates that the overall benefit of the new FTE far outweighs the costs

CRITERIA FOR FUNDING REQUESTS FROM EXTERNAL ORGANIZATIONS

New funding requests from external organizations were expected to leverage county resources to maximize external monies to address compelling community needs or to seek to restore a loss of community resources that would result in an unacceptable impact to those in need.

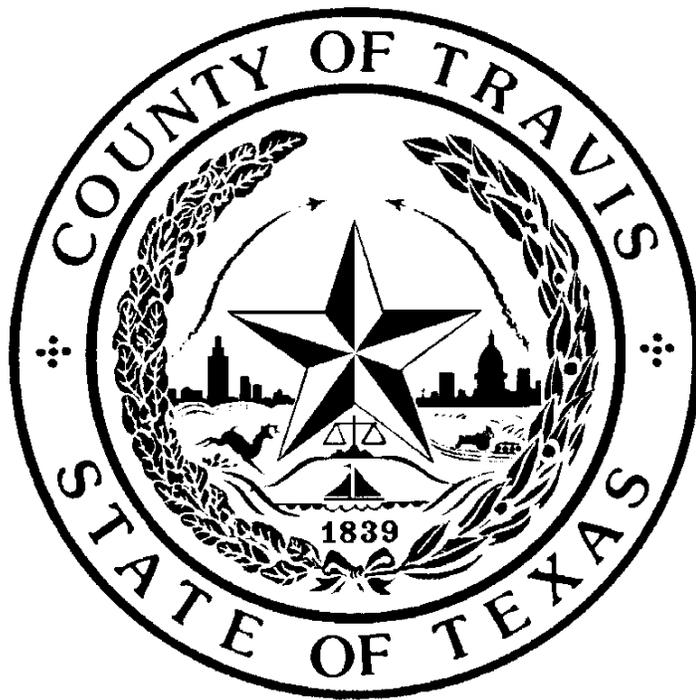
OTHER FUNDING CRITERIA

Continuation of pilot programs approved in any given year must have been supported by the appropriate performance measures and demonstrated achievement of performance, or a documented plan to achieve the appropriate level of performance within a reasonable amount of time.

Emphasis on efforts to achieve improvements or efficiencies that either reduce or avoid costs is strongly encouraged by the Commissioners Court and the Planning and Budget Office.

BUDGET CALENDAR

April 24, 2013	Travis County departments and offices submitted budget requests.
May 23, 2013	County Auditor provided 2013 General Fund revenue estimates and preliminary 2014 revenue projections to Commissioners Court and Budget Office.
July 18, 2013	Chief Appraiser issued certified tax roll.
July 22, 2013	Preliminary budget was distributed to Commissioners Court, County Clerk and County Auditor.
August 7, 2013 – August 12, 2013	Commissioners Court considered budget requests from departments and offices not included in preliminary budget.
August 17, 2013	Tax Assessor–Collector published effective tax rate, rollback rate and other information.
September 4, 2013 – September 6, 2013	Commissioners Court amended, or “marked up”, preliminary budget prior to filing proposed budget.
September 17, 2013	1 st public hearing on proposed tax rate was held.
September 20, 2013	2 nd public hearing on proposed tax rate was held. Proposed budget was filed with the Commissioners Court, County Clerk and County Auditor.
September 24, 2013	Public hearing on proposed budget was held.
September 24, 2013	Commissioners Court adopted budget and approved tax rate.



ALL FUNDS SUMMARY

The Fiscal Year 2014 Adopted Budget total for all funds is \$857.1 million, an increase of \$42.9 million compared to the Fiscal Year 2013 Adopted Budget for all funds of \$814.2 million. This represents a 5.3% increase from the Fiscal Year 2013 Adopted Budget. Key changes are summarized in the following table:

ALL FUNDS BUDGET				
	FY 2013 Adopted Budget	FY 2014 Adopted Budget	\$ Change	% Change
General Fund	\$588,105,592	\$618,685,261	\$30,579,669	5.20%
Road and Bridge Fund	18,457,012	16,780,312	-1,676,700	-9.08%
Debt Service Fund	89,667,539	96,948,783	7,281,244	8.12%
Internal Service Funds:				
Risk Management Fund	17,292,759	15,171,354	-2,121,405	-12.27%
Health Benefit Fund	75,953,168	79,799,845	3,846,677	5.06%
Other Funds (1)	39,931,740	45,005,865	5,074,125	12.71%
Less Transfers	-15,169,881	-15,287,057	-117,176	0.77%
Total	\$814,237,929	\$857,104,363	\$42,866,434	5.26%

1. Expenditures in these funds are supported by specific, often restricted, revenue sources, which are estimated by the County Auditor. Also includes some other funds that do not require approval by the Commissioners Court.

GENERAL FUND SUMMARY AND SIGNIFICANT CHANGES

The Fiscal Year 2014 Adopted Budget total for the General Fund is \$618.7 million, an increase of \$30.6 million compared to the Fiscal Year 2013 Adopted Budget of \$588.1 million. This represents a 5.2% increase from the Fiscal Year 2013 Adopted Budget. Significant budgetary changes are outlined in the General Fund Summary on the next two pages. The discussion that follows in Section I, Introduction and Executive Summary, focuses on revenues, expenditures and reserves in the General Fund, the County's largest fund.

GENERAL FUND SUMMARY				
	FY 2013 Adopted	FY 2014 Adopted Budget		
		One-Time	Ongoing	Total
Revenue Estimate:				
Available Beginning Balance	\$114,021,855	119,966,236	-	\$ 119,966,236
Property Taxes	408,134,737	-	431,406,042	\$ 431,406,042
Other Revenue	65,949,000	-	67,312,983	\$ 67,312,983
Revenue Estimate	\$588,105,592	\$ 119,966,236	\$498,719,025	\$ 618,685,261
Reserves:				
Unallocated Reserve	57,195,853	68,085,598	-	\$ 68,085,598
Allocated Reserve	6,920,945	7,321,306	3,397,419	\$ 10,718,725
Civil & Family Justice Center Reserve	5,496,000	5,446,000	-	\$ 5,446,000
Reserve for Replacement of Integrated Justice System	2,164,795	5,235,265	-	\$ 5,235,265
Reserve for Emergencies & Contingencies	2,016,924	5,000,000	-	\$ 5,000,000
Capital Acquisition Resources Reserve	2,813,944	2,431,317	-	\$ 2,431,317
STAR Flight Maintenance Reserve	1,001,050	1,995,050	-	\$ 1,995,050
Reserve for Interlocal Agreements	2,166,175	-	1,950,308	\$ 1,950,308
Reserve for External Social Services Contracts	-	655,025	500,000	\$ 1,155,025
Reserve for 1115 Waiver Participation	1,000,000	-	1,000,000	\$ 1,000,000
Sheriff's Office Overtime Reserve	-	-	1,000,000	\$ 1,000,000
Juvenile Justice Reserve	418,959	504,726	-	\$ 504,726
Fuel & Utilities Reserve	1,000,000	-	300,000	\$ 300,000
Smart Building Maintenance Reserve	160,778	297,948	-	\$ 297,948
Reserve for State Cuts	250,000	-	250,000	\$ 250,000
Salary Savings Reserve	400,000	-	-	\$ -
Transition Reserve	101,889	-	-	\$ -
Annualization Reserve	65,768	-	-	\$ -
Total Reserves	\$ 83,173,080	\$ 96,972,235	\$ 8,397,727	\$ 105,369,962
Departmental Base Budgets	\$429,623,589	\$ -	\$464,853,176	\$ 464,853,176
Budget Changes & Reductions				
Departmental Budgets Submitted Below Target	(89,333)	-	(191,177)	\$ (191,177)
Salary Savings	-	-	444,829	\$ 444,829
Eliminate Vacant positions and reduce operating budgets	-	-	(128,832)	\$ (128,832)
Other Changes	(100,168)	(319,495)	(411,246)	\$ (730,741)
Total Budget Changes & Reductions	\$ (189,501)	\$ (319,495)	\$ (286,426)	\$ (605,921)
Changes in Pay & Benefits:				
Proposed Pay Increase - Classified Pay Scale	-	48,436	5,666,637	\$ 5,715,073
Health Insurance Premiums	3,393,086	-	3,873,059	\$ 3,873,059
Retirement Contributions	1,454,417	-	1,344,572	\$ 1,344,572
Retiree Cost of Living Adjustment	-	-	624,154	\$ 624,154
Elected Officials	201,978	-	287,271	\$ 287,271
Pay Increase - Peace Officers Pay Scale	10,134,755	-	-	\$ -
Full-Year Funding for 2012 Market Salary Study Adjustments	6,320,281	-	-	\$ -
Total Changes in Pay & Benefits	\$ 21,504,517	\$ 48,436	\$ 11,795,693	\$ 11,844,129

GENERAL FUND SUMMARY				
	FY 2013 Adopted	FY 2014 Adopted Budget		
		One-Time	Ongoing	Total
PROGRAM FUNDING PRIORITIES				
Maintenance of Current Service Levels				
County-Wide Fuel Costs	-	-	888,000	\$ 888,000
Critical Information Technology Systems Support	1,246,655	98,000	774,728	\$ 872,728
Sergeant Relief Factor	-	8,200	795,365	\$ 803,565
Indigent Attorneys Fees	478,036	-	600,000	\$ 600,000
Jail Inmate Services	-	200,000	304,609	\$ 504,609
Prosecutor Longevity	-	-	330,380	\$ 330,380
Maintenance of Emergency Aircraft	158,183	283,379	-	\$ 283,379
Restoration of Deferred Facilities Maintenance	306,800	-	236,915	\$ 236,915
Travis Central Appraisal District	-	-	202,690	\$ 202,690
Other Expenditures	3,846,977	114,246	875,298	\$ 989,544
Total Maintenance of Current Service Levels	6,036,651	703,825	5,007,985	\$ 5,711,810
Programs and Changes Approved Mid Year	353,437	406,338	52,768	\$ 459,106
Transfers between Departments/Funds				
Road & Bridge Fund Shortfall	1,370,114	-	2,115,407	\$ 2,115,407
Public Integrity Unit	-	884,380	809,617	\$ 1,693,997
Balcones Canyonlands Preservation	664,037	-	1,031,328	\$ 1,031,328
Other Departmental/Fund Transfers	774,292	86,927	162,331	\$ 249,258
Total Transfers between Departments/Funds	2,808,443	971,307	4,118,683	\$ 5,089,990
Other Funding Priorities				
Cooperative Health and Public Safety Agreements	702,458	1,611,765	190,231	\$ 1,801,996
Elections Funding and Voter Registration Mailings	-	1,707,518	-	\$ 1,707,518
Social Services Funding	1,928,358	1,468,975	-	\$ 1,468,975
Integrated Justice System Replacement	708,775	67,978	681,003	\$ 748,981
Tax Office	-	29,400	547,214	\$ 576,614
Parks Operations and Maintenance	744,180	109,500	354,555	\$ 464,055
Interagency Agreements	424,950	432,000	-	\$ 432,000
Security Improvements	-	71,585	286,902	\$ 358,487
New Financial System (BEFIT)	648,361	-	274,637	\$ 274,637
Parenting in Recovery Grant Match	-	-	269,071	\$ 269,071
Waller Creek Tax Increment Financing	235,112	-	235,000	\$ 235,000
Sheriff's Electronic Medical Records System	-	137,042	68,000	\$ 205,042
Hazardous Materials Services	-	-	163,717	\$ 163,717
New/Enhanced Emergency Medical Services Stations	2,217,995	-	-	\$ -
Bridge Rehabilitation and ROW Brush Clearing	1,000,000	-	-	\$ -
Planning and Assessment Studies	690,000	-	-	\$ -
Other Expenditures	2,998,202	798,107	743,455	\$ 1,541,562
Total Other Funding Priorities	12,298,391	6,433,870	3,813,785	\$ 10,247,655
Capital Acquisition and Improvements	32,496,985	14,749,720	965,634	\$ 15,715,354
Total Program Funding Priorities	\$ 53,993,907	\$ 23,265,060	\$ 13,958,855	\$ 37,223,915
Total Expenditures	\$588,105,592	\$ 119,966,236	\$498,719,025	\$ 618,685,261
Available Ending Balance	\$ -	\$ -	\$ -	\$ -

PROPERTY TAXES

Property tax revenue represents the most significant source of funding for the County’s General Fund, where most of the core services are budgeted. Property taxes are considered a stable source of funding for local governments, largely due to the nature of the effective tax rate calculation. The effective tax rate is a calculated rate that provides a taxing unit with about the same amount of revenue it received in the year before on properties taxed in both years. If property values rise, the Effective Tax Rate will go down, and vice versa.

The Commissioners Court provided policy direction in February 2013 that the tax rate used to develop the Adopted Budget be “at or near” the Effective Tax Rate. The Court provided further policy guidance that a tax rate within 3% of the Effective Tax Rate is considered “near” for purposes of developing the Budget. The underlying rationale that drives this policy is based on the premise that modest growth in the tax rate over time is the best approach to respond to the increasing cost of delivering services. Revenue realized from the effective tax rate is often not sufficient to keep pace with rising costs. Consistent with policy direction, the Adopted Budget is balanced at a Tax Rate of 49.46 cents, which is 3.0% over the effective tax rate of 48.02 cents, or an increase of 1.44 cents per \$100 of taxable value.

The Fiscal Year 2014 Adopted Budget is balanced at a lower tax rate than the Fiscal Year 2013 adopted tax rate of 50.01 cents. The Chief Appraiser for the Travis Central Appraisal District has projected the total taxable property value will increase from \$101.3 billion certified last year to \$107.1 billion in Fiscal Year 2014. New property value is \$2.3 billion. This amount represents new value that has not before been on the tax rolls. This new value provides additional property tax revenue that can be used to help cover the increased cost of operations and maintenance and respond to growth in demand for County services. The following is the breakdown in the tax rate between the operating portion and the debt service portion, which must be separately calculated and approved.

ADOPTED TRAVIS COUNTY TAX RATES (Per \$100 of Taxable Value)

	2013 Tax Rate	2014 Tax Rate	Difference	% Change
Operations & Maintenance	42.17¢	41.90¢	-0.27¢	-0.6%
Debt Service	7.84¢	7.56¢	-0.28¢	-3.6%
Total	50.01¢	49.46¢	-0.55¢	-1.1%

Based on information from the Chief Appraiser, median and average homestead taxable values have increased. The table on the following page depicts these taxable values and reflects the 20% homestead exemption that Travis County provides to its qualifying residents. Applying the adopted tax rate for Fiscal Year 2014, the table also depicts the annual impact on a homestead owner’s tax bill.

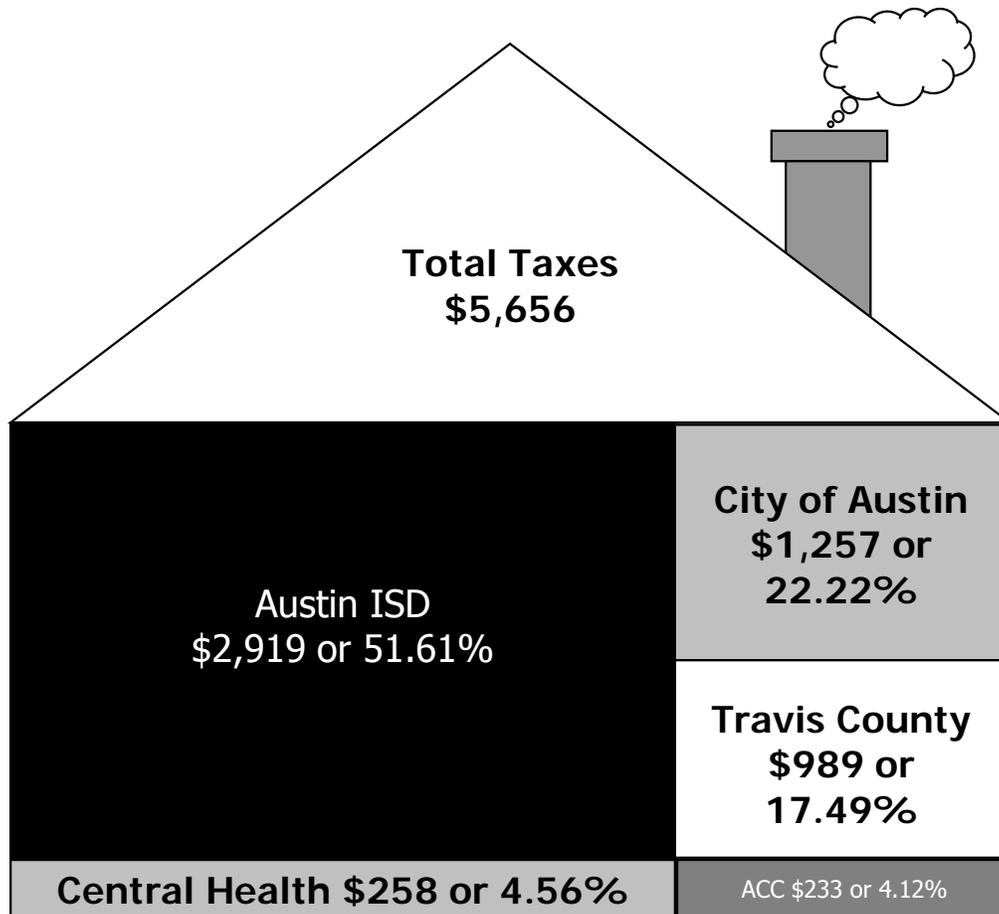
ANNUAL TAX BILLS ON MEDIAN AND AVERAGE HOMESTEAD VALUES
 (All homestead values per Travis Central Appraisal District as of July 2013)

	2013	2014	Difference
Median Taxable Value*	\$159,756	\$165,642	\$5,886
Average Taxable Value*	\$214,567	\$222,431	\$7,864
Adopted Tax Rate	50.01¢	49.46¢	- 0.55¢
Annual Tax Impact on Median Homestead Value	\$799	\$819	\$20
Annual Tax Impact on Average Homestead Value	\$1,073	\$1,100	\$27

* Homestead value reflects 20% homestead exemption only.

The graphic representation that follows shows the overlapping impact of local taxing jurisdictions on a homestead valued at \$250,000. The estimated annual tax bills reflect the homestead exemptions in place for each of these taxing entities.

Fiscal Year 2014 Property Tax Bill for Travis County Homestead Valued at \$250,000



DEPARTMENTAL BASE BUDGETS AND PERSONNEL CHANGES

Table 2 in Section II of the Adopted Budget document contains a history of General Fund departmental budgets from Fiscal Year 2011 through 2013 compared to the Fiscal Year 2014 Adopted Budget. The adopted base budgets for all departments, excluding the capital budgets that are also discussed in Section II, increased from \$429.6 million in Fiscal Year 2013 to \$464.9 million in the Fiscal Year 2014 Adopted Budget.

DEPARTMENTAL BASE BUDGETING APPROACH

Departments and offices were required to submit their budgets at a defined Fiscal Year 2014 target, or base, budget level. This target budget level represents the 2013 Adopted Budget plus the annualized impact of any increased funding approved for 2013, less any one-time expenses approved for 2013, and other appropriate revisions, including changes approved by the Commissioners Court. Every year, the Planning and Budget Office may independently identify potential budgetary reductions, if warranted, based on a review of the department's programs and performance measures. As always, departments and offices are urged to collaborate with the Planning and Budget Office to identify and implement opportunities for savings and efficiencies.

DEPARTMENTAL BUDGET CHANGES AND REDUCTIONS

Travis County, like many other local government jurisdictions, saw a noticeable decrease in revenue from various sources due to economic conditions during the recent recession. As a result, departments and offices across Travis County were previously asked to supplement their budget submittals with a list of long-term programmatic reduction options that totaled roughly 5% of their target budgets for Fiscal Years 2010, 2011 and 2012. Some of these reductions were ultimately included in the Adopted Budget for the General Fund, and included a combination of one-time and ongoing spending cuts. The reductions allowed the County to operate within General Fund revenue estimates, while continuing to maintain healthy reserve levels in a declining economy. Most of the departmental reductions occurred in Fiscal Year 2010, and totaled \$4.6 million. While there were fewer reductions in Fiscal Years 2011 and 2012, they were no less important to the County's focus on managing within its means. Based on an improved local economic outlook, County departments and offices were not asked to submit a list of potential programmatic budget reductions for Fiscal Year 2013 or 2014.

A few departments submitted budgets that were below target budget levels for Fiscal Year 2014, including the Justice of the Peace for Precinct Two, the County Auditor's Office and Facilities Management. These reductions totaled \$191,177. The Adopted Budget also includes a one-time reduction of \$319,495 related to deferring the hiring dates of various new positions for three months. The savings generated by this action were needed to help close the shortfall in funding for the Public Integrity Unit that occurred when State funding was discontinued. Other changes resulted in an overall net

reduction of \$95,249 for a total net reduction of \$605,921. Also included was the elimination of an executive manager position that has been vacant for approximately four years and a reduction in funding required for the Courthouse Security Fund. This fund is used to account for revenue and expenditures associated with security services in buildings that house a district or county court. If revenue generated by fees related to courthouse security is insufficient to cover costs, the General Fund subsidizes this difference. Reduced funding was also needed for long distance telephone charges to reflect the “bundled” billing methodology utilized by the telephone services provider that does not differentiate between local and long distance minutes of service. Finally, these net changes included an increase the Adopted Budget to reflect trends in budgeted vacancy savings.

DEPARTMENTAL FUNDING REQUESTS

The budget development process included an extensive review of numerous departmental requests for additional resources. The Planning and Budget Office carefully considered these requests, and made its best effort to recommend funding that helps to meet the most critical needs of County residents. The Commissioners Court reviewed these recommendations and allocated additional funding for various programs and priorities as part of the budget “mark-up” process that occurred in early September.

The discussion that follows throughout Section I, Introduction and Executive Summary, focuses on major changes in expenditures and programs that were approved by the Commissioners Court, based on recommendations from the Planning and Budget Office submitted in July or based on further deliberations during the mark-up process in early September. Personnel changes are summarized beginning on the next page. Then, major changes in the funding of various operating programs are described under “Program Funding Priorities.”

PERSONNEL CHANGES

There is an increase of 79.42 FTEs (full-time equivalents) in the Fiscal Year 2014 General Fund Adopted Budget. The following table outlines the changes in FTEs from Fiscal Year 2013 to Fiscal Year 2014. These changes include new positions approved by the Commissioners Court during Fiscal Year 2013 subsequent to the adoption of the budget in September 2012, and total 17.50 FTEs. New positions and other changes, totaling 20.42 FTEs were proposed in the Preliminary Budget, and were recommended primarily to respond to increasing workload and demand for County services in a growing community. New positions and changes resulting from the budget mark-up process totaled 41.5 net FTEs, with corresponding rationale outlined in the table below.

General Fund Position Changes	
Department/Description	Net Change
New technology positions in County Clerk's Office, Criminal Courts, District Clerk, and Information Technology Services	6.00
Attorneys and paralegals for litigation support	4.00
Staff in Health and Human Services to support Neighborhood Conference Committee Program and Healthy Families Program and social service positions in Criminal Justice Planning	7.00
Grant positions in Family Violence Protection Team moved to General Fund	2.50
Elimination of two vacant positions that are now funded by City of Austin as part of the cooperative health services agreement with Travis County	-2.00
Subtotal – Changes Approved in Mid-Year 2013 Prior to Preliminary Budget	17.50
Four maintenance employees and a park ranger for Onion Creek open space and an environmental specialist for Transportation and Natural Resources	6.00
Additional positions to address workload in Constable Precinct 4, Pretrial Services and District Clerk offices	3.50
Additional evidence staff and staff psychologist in the Sheriff's Office	3.00
Business analyst in Juvenile Probation and in Probate Court and application development analyst in Information Technology Services	3.00
Tax specialists needed for new State-mandated inventory controls	2.00
Convert special project workers in Justice of the Peace, Precinct One to ongoing status	2.00
Application development manager and financial analyst in County Attorney's Office	2.00
Social services positions in Health and Human Services and Counseling & Education Services	1.95
Eliminate vacant positions in Justice of the Peace, Precinct Two, Information Technology Services, and Sheriff's Office and miscellaneous adjustments	-3.03
Subtotal – New Positions and Other Changes Approved in Preliminary Budget	20.42
District Attorney Public Integrity Unit employees no longer funded by state	15.00
Sheriff's corrections sergeants needed to improve relief factor	10.00
Tax Office reorganization to improve span of control	6.50
Facilities Management security positions for North Campus	5.00
Sheriff's officer for Combined Transportation, Emergency & Communications Center, medical examiner investigator, clerk in Constable, Pct. Four office, and conversion of grant position for Emergency Services	4.00
Positions for Juvenile Public Defender and Mental Health Public Defender	2.00
District park manager in Transportation and Natural Resources to provide forestry services	1.00
Eliminate vacant positions in Facilities Management and Purchasing Office, net change in District Attorney's state funded Workers Comp Prosecution Section, and other adjustments	-2.00
Subtotal – Changes Approved after Preliminary Budget	41.50
Total Net Changes in General Fund FTEs	79.42

PROGRAM FUNDING PRIORITIES

As part of the Fiscal Year 2014 Budget Guidelines, departments and offices were asked to first reprioritize within their existing resources to maintain current service levels or to fund any new needs. This practice encourages managers to maximize the use of each budgeted dollar. Given the need to manage within available resources, departments and offices are given the flexibility to create additional FTEs if permanent resources can be found within the target budget and if the need for the new FTEs can be justified.

The following section highlights budget requests that, in most cases, required additional resources. Many of these requests are associated with the built-up demand that occurs when funding is constrained over a period of time, as well as increased costs associated with maintenance agreements, mandated services, and other cost drivers. These increases or changes also include pilot programs, programs approved during the current year by the Commissioners Court, transfers between departments and/or funds, and other miscellaneous changes.

MAINTAINING CURRENT SERVICE LEVELS

The Fiscal Year 2014 Adopted Budget includes \$5.7 million to help provide the additional resources needed to deliver current services. This additional funding will allow departments and offices to continue executing approved programs. These increases are typically necessitated by factors that can include increased costs, warranty expirations, legal or other requirements.

1. County-wide Fuel Budget – \$888,000

The budget for fuel across the County includes an \$888,000 increase above the Fiscal Year 2013 budget. This is due to sustained fuel price increases that have occurred over the past three years and an estimate that reflects current County-wide fuel consumption. The County's fleet services unit is part of the Transportation and Natural Resources Department, which carries the fuel budget centrally for all County equipment and vehicles.

2. Critical Information Technology Systems Support – \$872,728

The Adopted Budget includes additional funds of \$774,728 for contract increases, primarily associated with existing maintenance and license agreements for software and hardware. This cost includes funding for the "true-up" of licenses as part of these agreements to account for growth in the number of users. This amount also includes funding for replacement batteries, fiber optic cable maintenance, routine end-of-life replacements, and other components.

Enhanced one-time operating funding of \$98,000 is included in this category for backup tapes associated with the implementation of a new Virtual Tape Library (VTL). The capital budget includes funding for the hardware, software, installation and first year of maintenance for the VTL. With the redundant VTL, data can be copied to disk, which is a much faster process. Once the data is on the VTL disk, it can be transferred to tape to

provide the needed redundancy without the same time restrictions and interference with network operations.

3. Relief Factor for Corrections Sergeants – \$803,565

The 2014 Adopted Budget includes \$803,565 and 10 FTEs to increase the relief factor staffing for corrections sergeants. The additional FTEs will provide the office more supervisory positions to effectively manage assigned staff. Five of the positions have a start date of October 1, 2013, and the remaining five have a delayed start date of April 1, 2014. Only the amount directly required by the office was budgeted for Fiscal Year 2014. Funding will be provided in the Fiscal Year 2015 target budget so that the positions with a delayed start date will be fully budgeted for the next fiscal year.

4. Indigent Attorney Fees – \$600,000

Additional ongoing funding of \$300,000 has been included in the Fiscal Year 2014 Adopted Budget for indigent attorney fees for the Civil Courts for expected increases in expenditures based on historical data and current year-end projections. A review by the Civil Courts and the Planning and Budget Office resulted in this recommendation to increase the budget to cover the anticipated increase in costs. An earmark of \$275,000 is also included against the General Fund Allocated Reserve in anticipation of further increases in indigent attorney fee expenditures to cover accrued fees at the end of the year.

During the budget mark-up process, the Commissioners Court approved an increase of \$300,000 to the Criminal Courts Legally Mandated Fees budget to partially fund an increase to the attorney fee schedule for indigent defense. The fee increase is expected to cost about \$640,000 more than that annually, but the Courts have indicated this cost can be absorbed within the existing budget.

5. Inmate Services – \$504,609

Additional funding of \$400,000 was approved for inmate medical services in Fiscal Year 2014. At this time, it is unclear if this is an ongoing need or a short term spike in expenditures based on the current inmate population. Accordingly, the new funding is split between one-time and ongoing status with plans to reassess as a part of the Fiscal Year 2015 budget development process. An additional \$104,609 for psychiatric services was also approved to allow at least 90% of jail inmates identified with mental health issues to see a psychiatric service provider within one week of being identified as such. The Sheriff's Office projects that only 75% of inmates will be able to see a provider within one week without the additional resources. This increase in contracted services is actually \$165,773, which will be partially offset by a reduction of \$61,164 from eliminating a vacant nurse position.

6. Prosecutor Longevity Pay – \$330,380

The State of Texas provides funding for civil and criminal assistant prosecutors to receive additional longevity pay (in addition to County longevity pay) after four years of service. The prosecutor longevity pay had previously been budgeted at the beginning of a fiscal year using a funding estimate from the Auditor's Office that forecast the amount

the District Attorney's Office and County Attorney's Office would receive each year. In recent years, the Auditor began certifying this revenue on a quarterly rather than yearly basis, and PBO budgeted expenditures quarterly as well. In FY 2014, the Auditor and PBO agreed to return to the original method of budgeting revenues and expenditures annually. Therefore, \$196,960 was added to the budget for prosecutor longevity costs in the District Attorney's Office on an ongoing basis. Funds for the same purpose totaling \$133,420 were also added to the budget of the County Attorney's Office.

7. Maintenance of Emergency Aircraft – \$283,379

Travis County's STAR Flight provides 24/7 aerial emergency medical services with medical transport, swift-water rescue, search and rescue, high-angle rescue, fire suppression/aerial reconnaissance and law enforcement support. The annual budget includes funding to cover routine maintenance costs and repairs, but there is a need for additional funding for items that exceed routine support. In Fiscal Year 2014, work plans include overhauling and replacing a variety of components on the helicopters. In addition, the Adopted Budget reflects an earmark of \$55,000 in the General Fund Capital Acquisition Resources reserve in the event that other aircraft components need overhaul or replacement.

8. Restoration of Deferred Facilities Maintenance – \$236,915

In Fiscal Year 2010, when County departments and offices were asked to identify budget reductions related to the economic downturn, the Facilities Management Department deferred maintenance in the areas of flooring and painting. In addition, spending for periodic facilities assessments was reduced. These assessments provide information about where maintenance funding can be best invested to help ensure that any deteriorating conditions are adequately addressed. Restoration of this maintenance funding in the amount of \$216,652 was approved in the Fiscal Year 2014 Adopted Budget. Additional budgeted funds for grounds maintenance were also approved in the amount of \$20,263. The previous funding levels for grounds maintenance were not sufficient to cover actual costs.

9. Travis Central Appraisal District – \$202,690

Increased funding is included to pay for valuation services provided by the Travis Central Appraisal District. The annual fee is based on the County's pro rata share of the value of the overall tax base. The total budget for these services in Fiscal Year 2014 is \$2,837,651.

10. Constable Staffing, Precinct Four – \$136,948

Funding of \$73,149 for a deputy constable position to staff the screening station at the Ray Martinez Building was approved to ease the strain caused by the lack of sufficient staffing. Currently, key personnel must be pulled routinely from other assigned duties to cover shifts at the screening station. The Constable's Office estimates that current staffing levels fall more than 2,000 hours short of the work hours needed to staff the screening station, to provide a bailiff in the Justice Court for 30 hours per week, and to provide adequate crossover security staffing for the after-hours Community Supervision and Corrections programming that is housed in the Precinct Four building. In addition,

funding of \$63,799 was added during the budget mark-up process to fund an additional full-time position for administrative support.

11. Justice of the Peace Staffing, Precinct One – \$92,246

The growth of cases over time necessitates the conversion of two temporary court clerk positions to ongoing status. The office has supplemented staffing with these temporary positions over the years to address workload issues, and would not likely be able to manage the current workload without the continuing support provided by these temporary employees.

12. County-wide Multifunction Devices – \$82,244

Travis County centrally funds the cost of leasing multifunction devices Countywide. These devices include copier, scanner, and printer functions. For FY 2014 the inflationary costs for existing leases and the cost of new leases resulted in an increase of \$82,244. The total budget dedicated towards these leases is \$803,622 for Fiscal Year 2014.

13. Storm Sewer System Mandates and Water Quality Monitoring – \$80,376

An Environmental Specialist position has been funded to help address the increased time necessary to review land development activity in the County's jurisdiction. This added time factor is due to new mandates on Municipal Separate Storm Sewer System operators from the Texas Commission on Environmental Quality. The budget for the new position is \$69,869. Operating expenses estimated at \$10,507 for consumables and laboratory services related to ongoing water quality monitoring have also been included.

14. Health and Human Services Staffing – \$75,051

Funding is included in the Adopted Budget for an additional social worker who will focus on serving the unincorporated areas of Travis County. Growth in the population and demand for services at the community centers has stretched the staff thin and increased the wait times for residents seeking appointments.

15. County Attorney Financial Staff Support – \$70,598

The County Attorney's Office received funding for a full-time senior financial analyst to fulfill the role of executing and coordinating financial, budgeting and accounting operations and to assist in the management of this mid-sized local government law office. The County Attorney's Office was the only County office of its size without such a position. The County Attorney's Office presently has 77 attorneys, with 45 attorneys handling criminal matters and 32 attorneys handling civil matters. A professional workforce of this size is the equivalent a mid-sized law firm in Austin. Such law firms typically employ an in-house financial and accounting manager. This individual runs the day-to-day financial, budgeting, and accounting business of the law firm, enabling the attorneys to focus on the practice of law.

16. Evidence Storage – \$61,851

Additional funding was included to add a full-time evidence storage specialist to improve the intake, custody and disposition processes regarding evidence. Further, handling of evidence items must take place under dual control, and it was difficult to accomplish this given current staffing levels. The Sheriff’s Office was also able to fund an additional specialist using existing resources.

17. Medical Examiner Forensic Investigator – \$60,857

One Forensic Investigator position was added during the budget mark-up process. Given predictions for population growth in Travis County, the additional investigator is needed to maintain existing standards of quality. No new investigator has been added to the staff since 2009. From 2010 to 2012, overall Travis County cases (autopsies and view-outs) have increased 4.8%. Most significantly, during this same period of time, scene investigations have increased 26%, straining existing investigative staff.

18. Ignition Interlock Program – \$58,442

The Fiscal Year 2014 Adopted Budget includes an additional pretrial services officer to support the Ignition Interlock Program. This FTE will help reduce the caseload of program staff who monitor defendants with a DWI case that are released from jail pending disposition of their case with the condition they install and pay for an ignition interlock device in their vehicle. The device does not allow the vehicle to be operated if the driver has consumed alcohol. Pretrial Services projects an 11% increase in the number of active cases next year.

19. Other Funding Needed to Maintain Delivery of Current Services

Funding increases of \$50,000 or less needed to maintain current service delivery throughout the County in the Fiscal Year 2014 Adopted Budget are summarized below.

Department	Purpose	One-Time	Ongoing	Total
Transportation and Natural Resources	Operating costs of new cemetery	\$0	\$49,500	\$49,500
Counseling and Education Services	SafePlace funding for administrator/volunteer coordinator	45,000	0	45,000
Juvenile Public Defender	Office assistant to handle workload	75	39,383	39,458
Sheriff’s Office	Replacement radio batteries	29,250	0	29,250
Tax Assessor – Collector	Increased mailing costs and accounting software support	0	8,500	8,500
Constable, Precinct Four	0.5 FTE to handle workload	1,200	19,366	20,566
Pretrial Services	Electronic monitoring program	0	20,000	20,000
Transportation and Natural Resources	Parks maintenance	0	15,072	15,072
District Attorney	Center for Child Protection	9,971	0	9,971
Justice of the Peace, Precinct Five	Visiting judges to cover additional workload	0	9,692	9,692

Department	Purpose	One-Time	Ongoing	Total
Counseling and Education Services	Crime Victims Fund	0	8,898	8,898
Purchasing Office	Supplies and training	8,000	0	8,000
Constable, Precinct One	Replace body armor	4,200	0	4,200
Various	Miscellaneous budget increases	0	2,824	2,824
Total		\$97,696	\$173,235	\$270,931

PROGRAMS AND CHANGES APPROVED IN MID-YEAR 2013

During Fiscal Year 2013, the Commissioners Court approved several programs that require continued funding in Fiscal Year 2014. The Adopted Budget includes funding of \$459,106 for the programs described below.

1. MERS Litigation Support – \$361,369

On March 5, 2013, the Commissioners Court approved the filing of a lawsuit against the Mortgage Electronic Registration System (MERS) for the loss of recording fees that the company helps banks avoid. MERS, which is backed by banks and mortgage lenders, can cause problems for property owners by not reporting or recording changing property ownership with the County Clerk. The County Clerk has indicated that potential fees were never charged by the County because transactions that were registered using MERS were not recorded. To provide the necessary legal resources related to the MERS lawsuit, the Commissioners Court approved four new positions in the County Attorney's Office, including two attorneys and two paralegals, on March 12, 2013. The Court also approved funding for the remainder of Fiscal Year 2013 in the amount of \$214,605. Full-year funding of \$361,369 is needed for this work in Fiscal Year 2014.

2. Other Programs and Changes Approved During Mid-Year 2013

Increased funding approved by the Commissioners Court in Fiscal Year 2013 that has been included in the Fiscal Year 2014 Adopted Budget, and is \$50,000 or less, is summarized below.

Department	Purpose	One-Time	Ongoing	Total
Transportation and Natural Resources	Expanded recycling pilot program	\$44,969	\$0	\$44,969
Sheriff's Office	Additional costs related to transfer of bailiffs from criminal courts	0	30,673	30,673
Juvenile Probation	Ongoing fuel and maintenance costs for five grant-funded vehicles	0	18,565	18,565
Various	Miscellaneous budget increases	0	3,530	3,530
Total		\$44,969	\$52,768	\$97,737

TRANSFERS BETWEEN DEPARTMENTS AND FUNDS

The Adopted Budget includes a net increase of \$5.1 million for transfers between departments and funds. The majority of this increase is related to the continued imbalance of the Road and Bridge Fund given past legislative changes and projected reductions in revenue, County funding of the Public Integrity Unit after loss of funding from the State, and the annual increase to the Balcones Canyonlands Preserve Fund. All changes impacting other funds are detailed below:

1. Road and Bridge Fund Subsidy – \$2,115,407

Funding is included to maintain current service levels for the County's road system. The balance in the Road and Bridge Fund has been declining over the past several years. This is the third year that the General Fund has had to directly supplement the Road and Bridge Fund in excess of \$1 million. There is also \$2.2 million set aside in the capital improvements budget for road rehabilitation expenses that qualify for capitalization, which the Road and Bridge Fund cannot accommodate. As these subsidies grow, the County Auditor has indicated that the Road and Bridge Fund will no longer be considered a "major fund" for audit purposes, and the Commissioners Court may consider consolidating this fund into the General Fund in future years.

2. Public Integrity Unit – \$1,693,997

In June 2013, the Governor line-item vetoed approximately \$3.7 million in annual funding for the entirely state-funded District Attorney's Public Integrity Unit (PIU). Effective August 31, 2013, the state no longer provides any funding for the PIU. During the budget mark-up process, the Commissioners Court approved \$884,380 in one-time funding and \$809,617 in ongoing funding to support the operations of a smaller PIU for a total of \$1,693,997 in funding from the General Fund. In addition to this funding, the District Attorney was able to identify one-time funding of \$734,422 available from accumulated forfeited funds. Because the great majority of PIU costs are ongoing, the County will face this funding gap as part of budget development for Fiscal Year 2015 if state funds do not become available in the future.

3. Increase in Transfer to Balcones Canyonlands Preserve Fund – \$1,031,328

The Balcones Canyonlands Preserve (BCP) is not one single tract of land, but a system of preserves that exists as a multi-agency conservation effort operating under a regional Section 10(a) permit issued under the Endangered Species Act by the U.S. Fish and Wildlife Service (USFWS). The permit was issued jointly to the BCP's two managing partners, the City of Austin and Travis County, in 1996. The Adopted Budget includes an increase in the transfer from the General Fund to the BCP Fund, totaling \$1,031,328. The General Fund transfer is based on the increased tax revenue from new construction on land covered by BCP permits and individual 10(a) permits through the USFWS. The total transfer for Fiscal Year 2014 is budgeted at \$11.958 million.

4. Increase in Transfer to Risk Management Fund – \$90,000

Additional funding is included for insurance on the recently acquired firefighting helicopter. This amount represents the County's self-insured portion in the event of loss or damage. Acquisition of the helicopter was approved in the Fiscal Year 2013 Budget.

5. Increase in Transfer to Truancy Court Fund – \$60,623

The Fiscal Year 2013 Budget included increased funding along with the previous General Fund contribution to pay for the Truancy Court Associate Judge's position for an additional year, during which time a plan for the future of the program could be established. The total amount of the transfer was \$135,698. The Truancy Court began as a pilot project in 2001. The program was funded through contributions from Austin Independent School District, the City of Austin, and Title IV-E money from the Juvenile Probation Department. The expectation upon the program's launch was that the project could eventually be expanded beyond the four schools involved in the pilot. While the campuses participating in the program have changed over the past twelve years, the program has not expanded. The County no longer receives Title IV-E reimbursement, and the City of Austin decided to cease providing funding for the program in Fiscal Year 2013. The Juvenile Probation department continues to report that gradual incremental increases to salaries and fringe benefits have caused the costs to exceed the budget for the program each year, and has requested ongoing supplemental funding from the County's General Fund.

6. Increase in Transfer to the Family Protection Fund – \$46,927

Using revenue collected through the Family Protection Fund, the District Attorney's Office contracts with the Center for Child Protection for coordination of child abuse investigations. Family Protection Fund revenue has decreased, and the General Fund has provided the remaining funds needed for the \$100,000 Center for Child Protection contract in recent years. The Fiscal Year 2014 Budget includes \$53,073 of the Family Protection Fund's \$90,786 in resources allocated towards funding this contract, reserving the remaining fund balance for use in future years. The remaining \$46,927 of the \$100,000 contract cost is funded in the District Attorney's General Fund budget.

7. Increase in Transfer to Dispute Resolution Center Fund – \$40,000

The Dispute Resolution Center (DRC) accepts referrals from the Courts to resolve certain disputes outside the court system. Trials and lawsuits can be avoided with successful mediation of these cases, and therefore save Travis County funds. The overall number of dispute resolution sessions is roughly the same as in previous years; however, revenue from training sessions has decreased. The Commissioners Court approved a one-time General Fund transfer increase of \$40,000 to make up some of the difference in lost revenue and a lower ending fund balance. Service levels should remain the same at this time. The General Fund increase is budgeted in the General Administration department.

8. Increase in Transfers for Compensation – \$11,708

Total increases of \$6,118 and \$5,590 are included for increased General Fund transfers to the Juvenile Justice Alternative Education Program (JJAEP) and Truancy Court special funds related to the approved 3% pay increases for classified employees. The total General Fund transfer to the JJAEP Fund is \$195,431, and the General Fund transfer to the Truancy Court Fund is \$150,869.

9. Other Transfers between Departments and Funds

The Adopted Budget reflects the transfer of funding between several departments and offices to more accurately reflect where resources should be budgeted from a functional and oversight perspective. In total, these changes do not result in increased funding as outlined below.

- Funding of \$224,100 that was previously budgeted for the data center lease will be transferred from the centralized utilities and leases budget to Information Technology Services. The terms of the lease include information technology performance requirements that are best managed and monitored by subject matter experts in Information Technology Services.
- Funding of \$172,139 that was previously budgeted in Counseling and Education Services to assist felons reentering the community is being transferred to Criminal Justice Planning. This will include the consolidation of the Commitment to Change program with the Inside/Out Travis County program.
- Two FTEs budgeted at \$217,823 were transferred from Information Technology Services to Juvenile Probation to work on the transition to a new case management system starting in FY 2014. The management of the two departments has jointly concluded that those FTEs should be under the management of the Juvenile Probation department on a full time basis to assist in the conversion, implementation and maintenance of the new system.
- Various BEFIT-related expenditure budgets were transferred from Information Technology Services to the Auditor's Office. The purpose of this consolidation is to better align the core functions supporting the BEFIT system (Better Enterprise Financial Information for Travis County) within the Auditor's Office. Three positions were transferred from ITS to the Auditor's Office as their work is specifically dedicated to support of the BEFIT system. The total personnel cost for these three positions is \$355,291 and other ongoing operational costs is \$5,299. The BEFIT maintenance agreement budget of \$372,501 was also transferred and covers SAP application software maintenance, annual MS support, and bar code scanners maintenance.

OTHER FUNDING PRIORITIES

The Fiscal Year 2014 Adopted Budget includes \$10.2 million for planning projects that have been reallocated from Fiscal Year 2013, agreements with other local governmental entities, grants, program additions funded by new revenue, as well as a variety of other increases highlighted as follows. In addition, the Adopted Budget reflects several adjustments to the base budget that served as a starting point for planning purposes.

1. Cooperative Public Safety Agreements – \$1,801,996

Travis County participates with the City of Austin and several other state and local partners in several cooperative public safety efforts. Funding of \$336,657 has been

included in the Adopted Budget to cover Travis County's portion of the increase in the annual budget for the Combined Transportation, Emergency & Communications Center (CTECC), which is governed through an interlocal agreement. In addition, \$1,465,339 has been included for the regional radio system, a similar cooperative agreement with local area partners. The primary factor driving the need for the increase in funding for the radio system is the replacement of the existing system infrastructure, which will be phased over a six-year period.

2. Election Management and Support – \$1,707,518

The Adopted Budget contains \$1,475,518 for two additional elections in Fiscal Year 2014, a primary election and a primary runoff election. These elections require additional funding above what was budgeted in Fiscal Year 2013. The costs are offset by an additional \$1 million in revenue from other entities, certified by the County Auditor as payment from the Secretary of State for the cost of these primary elections.

In addition, the County is mandated by the State to mail voter registration card renewals every two years. The next mailing is scheduled in the fall of 2013 at an estimated cost of \$232,000. Due to the voter approval of the City of Austin's single-member district plan, the County may be required to send out revised voter registration cards. If this additional mailing is required, the maximum cost is anticipated at \$310,000 and the Fiscal Year 2014 Adopted Budget includes an earmark against the General Fund allocated reserve in this amount to provide for this contingency.

3. Third Party Social Services Contracts – \$1,468,975

One-time funding totaling \$1,144,975 was approved for Fiscal Year 2014 to continue social services investments that were funded in Fiscal Year 2013. A portion of this funding was intended to continue programs that were approved by the Commissioners Court in 2012, thus allowing organizations to have additional time to establish a successful track record. Agencies with longstanding proven performance also received funding for Fiscal Year 2014. Funding approved includes:

- African American Men and Boys Harvest Foundation: Youth Resource Center, \$282,000
- American Youth Works Workforce Development, \$141,620
- BiGAUSTIN Small Business and Job Creation Ex-Offender Re-entry Program, \$25,000
- Boys and Girls Club – Great Futures Program, \$150,000
- Capital Area Food Bank Mobile Food Pantry, \$19,312
- Capital IDEA, \$75,000
- ECHO – Ending Community Homelessness Coalition, \$50,000
- Meals on Wheels and More - Congregate Meals Program, \$61,078
- Meals on Wheels and More \$52,350
- Skillpoint Alliance – Adult Workforce Division, \$248,615
- The Arc of the Capital Area – Guardianship Case Management, \$15,000
- The Overton Group, \$25,000

The Commissioners Court recently authorized Health and Human Services to develop a competitive procurement process to solicit proposals from external agencies with the goal of expanding services to address key issues and challenges that are of highest priority to the County.

As part of the budget mark-up process, the Commissioners Court approved \$200,000 for Criminal Justice Planning to continue its relationship with the Council on At Risk Youth. These funds are needed to support programs like the Youth Violence Prevention Program, as well as efforts to help reduce school absences and divert high-risk youth from the juvenile justice system.

Health and Human Services received an additional \$74,000 from unexpended Fiscal Year 2013 monies to “rebudget” Fiscal Year 2014 on a one-time basis, to expand services in the areas of roofing, plumbing, electrical, and septic, and to qualify homes for weatherization services. Health and Human Services also received \$50,000 for the Seedling Foundation’s school mentoring program. This one-time funding will help pay for operating costs associated with expanding the program to five additional schools.

4. County-wide Project Support for the Integrated Justice System – \$748,981

Travis County has joined the Conference of Urban Counties (CUC) in a consortium of Texas counties that need to replace components of their respective case management and document management systems for various justice and public safety departments. The participating counties desire to share technology in an effort to maximize efficiency, hence the project short name of “TechShare.” A reserve of \$5.2 million will provide the funding estimated for Fiscal Year 2014 to continue working toward the standardization of all justice systems on one platform. Special purpose reserves are discussed later in Section I, and this reserve essentially represents planned spending at the fund level, which has not yet been refined sufficiently for allocation to a particular County department or office. The reserve is largely targeted for Travis County’s share of the CUC’s development costs, as well as direct purchases for required hardware. These costs will be further refined in Fiscal Year 2014 before being allocated to specific departmental budgets.

In addition to the reserve, funding of \$748,981 has been included in the operating budgets of various departments and offices participating in planning and implementation of this major enterprise system.

- The budget of Information Technology Services includes \$248,145 in ongoing funding for project costs, including “software as a service” fees, the CUC enterprise module, and CUC quality assurance services for all five justice courts. Funding of \$94,534 is also recommended in Information Technology Services for the salary, benefits and other operating expenses of a new application development analyst to help support the criminal courts. This employee will be trained on the structure and implementation of the source code and will provide timely and appropriate end user and development support for the implementation of new features.

- The addition of an application development manager with an estimated cost of \$137,068 is included in the County Attorney's Office to support implementation of the prosecutor case management system that will ultimately reside in the TechShare enterprise system.
- Funding of \$88,628 for a business analyst in the Probate Court's staff is in the Adopted Budget.
- Funding of \$76,854 is budgeted for a business analyst in Juvenile Probation. In addition to the TechShare project, this new position will also help achieve critical business operations goals in compliance and reporting, evaluate and improve service delivery, and automate processes.
- Two positions were approved at midyear in 2013 for the District Clerk's Office resulting in net additional costs to the General Fund of \$57,922 for Fiscal Year 2014. A court clerk and associated funding of \$46,123 in ongoing expenses was shifted to the District Clerk's Records Management and Preservation Fund from the General Fund, while a business analyst with funding of \$104,045 in ongoing expenses was shifted back into the General Fund.
- One-time resources totaling \$45,830 for overtime in Pretrial Services are needed to implement this new initiative. The cost is calculated on 20 additional hours per week based on the average salaries of a full-time pretrial services officer and a senior pretrial services officer.

5. Tax Assessor–Collector Workload Demands – \$576,614

Funding of \$105,774 is budgeted for two tax specialists in the Motor Vehicle division to help manage increased state mandated inventory control for license plates. The Tax Office has indicated that these new mandates require all counties to increase the level of control and the new requirements cannot be adequately covered within current staffing levels. These new positions will help ensure the continued accountability of all current and expanded inventory items issued to the County by the Texas Department of Motor Vehicles and reduce the potential for fraudulent activities.

The Tax Office received funding of \$470,840 during the budget mark-up process for five tax supervisors in the Motor Vehicle and Property Tax divisions, one lead financial analyst for the accounting division, and a tax specialist funded as a 0.5 FTE in the communications and training division. These FTEs are part of a multi-year reorganization plan that the Tax Office has proposed to improve internal control systems and quality assurance, address workload demands of serving a growing population, and more effectively supervise frontline employees. The Tax Office has indicated a desire to continue working with Commissioners Court to implement this reorganization over time.

6. Parks Operations and Maintenance – \$464,055

In Fiscal Year 2014, the Onion Creek Open Space Parkland Project at Barkley Meadows, a voter-approved project from Proposition 2 of the 2005 Bond Program, becomes operational. To support this new addition to the County parks system, the Adopted Budget includes \$279,163 for four new maintenance employees and one Park Ranger, as well as other operating expenses.

The Transportation and Natural Resources department also received \$184,892 for a new Forester position. With some level of drought conditions expected to continue over the next ten years and the increasing scarcity of water resources, it was imperative that the County develop a sound management plan for the urban forest/tree cover in the county's parks, greenways and open spaces. As a step toward proactively monitoring and maintaining the many trees on County parkland, a forester position was added to the parks division to maintain the County's tree population and to cull unsafe and dead trees.

7. Texas Mutual Insurance and Downtown Austin Alliance Agreements – \$432,000

The District Attorney's Office is continuing an agreement with Texas Mutual Insurance to fund a Workers' Compensation Fraud Unit in the amount of \$412,000. The funds will again be used for the salaries and other operating expenses of two attorneys and two support staff.

In cooperation with the Downtown Austin Alliance and the City of Austin, the District Attorney's Office created a Downtown Neighborhood Assistant District Attorney position to more effectively address crime issues impacting downtown, working closely with the Austin Police Department. Funding of \$20,000 will be provided in Fiscal Year 2014 by the Downtown Austin Alliance, which will be used to help fund intern staffing for the program.

8. Security Improvements – \$358,487

The Adopted Budget includes personnel and other operating resources for various security program improvements for County facilities. This includes ongoing resources of \$194,074 for five FTEs for the Facilities Management Department, \$69,403 for contracted security staffing and \$23,425 for a one-month extension for Constable Precinct One staff. One-time resources consist of \$50,000 for a third party security assessment of a County facility, \$20,150 for various one-time purchases and \$1,435 related to equipment for the new Facilities Management Department FTEs.

9. BEFIT Support – \$274,637

"BEFIT" is the County's acronym for the SAP system, or Better Enterprise Financial Information for Travis County. The first phase of the SAP enterprise resource planning system went live on June 4, 2012. The second phase, which includes the human resources and payroll modules, was placed into production on January 1, 2013. The Adopted Budget includes additional funds of \$138,021 in the County Auditor's Office to cover the costs primarily associated with existing maintenance and license agreements for systems that are solely managed by the County Auditor's Office. These costs include

funding for the “true-up” of licenses as part of these agreements to account for growth in the number of users that typically occurs over time.

The Adopted Budget reflects the transfer of funding and employees from Information Technology Services to the County Auditor’s Office related to BEFIT post production support. These transfers do not result in any overall fiscal impact to the General Fund, but are noted here due to the significance of the change. Three FTEs and associated funding of \$360,590 will be transferred to the County Auditor’s Office to provide ongoing BEFIT support. These FTEs are currently budgeted in Information Technology Services, including two application development analysts and an application security administrator, but have been wholly dedicated to the BEFIT project during implementation, and are now needed to support the system on an ongoing basis. Funding of \$372,501 that was previously budgeted in Information Technology Services will also be transferred to the County Auditor’s Office for existing hardware and software maintenance agreements directly related to the BEFIT system.

The County’s Purchasing Board authorized the Purchasing Office to obtain two temporary employees in Fiscal Year 2013 to address workload issues related to the implementation of SAP. The Adopted Budget includes continued funding in Fiscal Year 2014 for these two positions in the amount of \$136,616. Whether to convert these positions to ongoing status will be discussed as part of the budget development process for Fiscal Year 2015.

10. Parenting in Recovery Grant Match – \$269,071

The Parenting in Recovery grant has been extended for two additional years. The grant is awarded by the U.S. Department of Health and Human Services, and represents an extension of a five-year grant initially awarded in Fiscal Year 2007. The extension runs through the end of Fiscal Year 2014. The funding will be used in conjunction with state funded substance abuse treatment and eligible healthcare benefits. As part of the grant application, the County committed to fund a project director position who also serves as a substance abuse clinical manager, as well as funding services that support recovery. These can include funding for housing, utilities, documents (birth certificates, ID), child care, mental health care, psychiatric services, medical/dental care, parenting education, and other services that are individualized to the needs of the participant and family. These funds are used as the “payer of last resort” when other resources are unavailable to meet the immediate need of the participant and/or family. This two-year extension funds a portion of services for the Family Drug Treatment Court, as well as two new grant positions, a child therapist and a child’s attorney. The local match budgeted in the Health and Human Services department is included in the Fiscal Year 2014 Adopted Budget.

At the end of the grant period, the long-range sustainability plan is for the Family Drug Treatment Court to continue functioning as currently designed with each partner contributing to ongoing support. This would entail retaining the funding for recovery support services, as well as the substance abuse clinical manager.

11. Waller Creek Tax Increment Financing – \$235,000

An increase of \$235,000 is included in the Fiscal Year 2014 Adopted Budget for the annual Travis County Waller Creek Tax Increment Financing (TIF) payment to the City of Austin. The total budget for this estimated payment is \$763,019.

12. Electronic Medical Records System – \$205,042

The Fiscal Year 2014 Adopted Budget includes funding for the implementation of Phase II of an Electronic Medical Records System that provides improved tracking of medical record data for inmates in the Travis County Jail. This amount includes \$137,042 in one-time upgrades and \$68,000 in ongoing costs for annual licenses and maintenance.

13. Constable Staffing, Precinct Two – \$179,163

The workload specific to Travis County appears to be decreasing. In accordance with County budgeting practices, funding for a deputy position and two clerk positions was moved to one-time status in Fiscal Year 2013. The Constable's Office has indicated that they are assisting other smaller communities outside of Travis County in serving warrants. If the workload related to Travis County continues to decrease or stabilizes at these lower levels, these positions are planned to be eliminated through attrition in the office. In the meantime, one-time funding will continue to be allocated to the office until trends become clearer.

14. Hazardous Materials Services – \$163,717

Travis County will continue the existing Hazardous Materials Coordinator position funded through an Urban Area Security Initiative grant since 2010 to maintain the grant funded equipment and provide technical expertise to fire departments in the County and other County departments. This position is also responsible for the identification and disposal of illegally dumped Hazardous Material (HazMat) on County right-of-way and oversight of an existing contract for these services. Additional funding of \$80,000 is included to fund City of Austin interlocal services to expand HazMat services to the unincorporated areas of the County.

15. Counterfeit Motor Vehicle Inspection – \$140,557

In May 2010, the Commissioner's Court approved a pilot program called the Counterfeit Motor Vehicle Inspection Program (CMVIP). This program was intended to identify vehicles that have counterfeit, fake, or expired state inspection certificates. The goal of the pilot program was to ensure that vehicles on roadways with fake, expired, or counterfeit certificates are brought into compliance. Continued funding is included in Constable Precinct Three for two Warrant Deputies to support the CMVIP in Fiscal Year 2014. The recently elected Constable in Precinct Three plans to monitor performance of the program, adjust as needed, and attempt to obtain grant funds from the State. Moving this program to ongoing funding status will be assessed during the Fiscal Year 2015 budget development process.

16. Sheriff's Office Staff Psychologist – \$113,580

The Fiscal Year 2014 Adopted Budget includes funding for a staff psychologist in the Sheriff's Office to enhance existing employee programs. The position's duties will be

modeled after practices in place at the Austin Police Department for more than two decades that are very common in large law enforcement agencies. The staff person will also oversee the Peer to Peer program that connects employees in potential need with another coworker for peer advising on mental health issues. Professional standards and ethics suggest that such programs should have a clinical supervisor. The recommendation for additional resources is part of a two-year plan that began as part of last year's budget process when \$100,000 in one-time resources was allocated to develop enhancements to these programs. As a part of research completed in Fiscal Year 2013, contracting for services with a third party was explored, but an in-house program was determined to be more cost effective.

17. Standby STAR Flight Services at Circuit of the Americas – \$94,500

As part of the efforts to ensure safety at the Circuit of the Americas Formula One races and other special events, a contract with STAR Flight has been executed for helicopter(s) from the Emergency Medical Services department to be on standby during some events. These additional expenditures will be paid by the Circuit of the Americas, and estimates are based on projected usage in Fiscal Year 2013.

18. Criminal Justice Planning – Mental Health Public Defender – \$83,869

The office of the Mental Health Public Defender provides quality legal representation and intensive case management for mentally ill, indigent Travis County defendants charged with a misdemeanor criminal offense. One additional attorney was added during the budget mark-up process to enable the representation of more clients and to maintain reasonable caseload levels.

19. Workload Reallocation in Constable, Precinct Two – \$77,697

In the Fiscal Year 2013 Adopted Budget, two warrant teams, consisting of four FTEs, were moved to one-time funding based on workload trends in the department. Upon review in the Fiscal Year 2014 budget process, one deputy was reassigned to the security division to assist with coverage of the Travis County Justice Courts in Precinct Two on an ongoing basis.

20. Family Violence Services – \$75,784

A part-time social services director position has been classified as a temporary position since 2009 in the Counseling and Education Services department. The position was initially created to administer Safe Haven grants awarded by the U.S. Department of Justice, Office on Violence Against Women. Over time, this position has evolved, and the incumbent's responsibilities have been expanded to include implementation of initiatives for the Austin/Travis County Family Violence Task Force, which was formed in 2010. Increasing the position to full-time, ongoing status is included in the Fiscal Year 2014 Adopted Budget.

21. Disparity Study Support – \$73,700

HUB is an acronym for Historically Underutilized Business. The Adopted Budget includes funding in the Purchasing department for a special project temporary employee, a HUB specialist, to help support work associated with a planned disparity

study. The County is currently in discussions with the City of Austin regarding a partnership to fund and conduct the study jointly. The results of the disparity study are expected to help the County more effectively encourage and promote the use of minority- and woman-owned businesses in future procurement activities.

22. Constable Staffing, Precinct One – \$70,279

In Fiscal Year 2013, a deputy position was placed on one-time funding status due to a projected decrease in warrant levels, but an increase in workload has occurred, which supports returning funding for the position to ongoing status.

23. Sheriff's Deputy for the Combined Transportation, Emergency and Communications Center (CTECC) – \$67,500

The Adopted Budget includes \$67,500 and one FTE to provide additional security staffing for the CTECC program. This consists of \$63,768 in personnel and \$3,732 in other operating costs. The cost of the position will be shared by the program's partners and additional revenue is included in the budget to fully cover the position.

24. STAR Flight Maintenance – \$67,000

The existing epoxy floor at the STAR Flight helicopter maintenance facility is deteriorating. Funding of \$35,000 is budgeted in Facilities Management for resurfacing the floor. The installation of energy efficient lighting is also budgeted at an estimated cost of \$32,000. The current lighting must be changed frequently and the expected life of the new LED fixtures is at least ten years.

25. Workforce Development Program – \$57,493

Research in the field of criminal justice has determined that stable employment is critical to a successful transition from prison back into the community and reduces the likelihood of an ex-offender returning to prison. The Workforce Development program helps individuals with a criminal background acquire employment training and locate gainful employment. The program actively seeks to engage advocates and local employers to promote hiring of ex-offenders. One-time funding for this program has been included in the Fiscal Year 2014 Adopted Budget. Criminal Justice Planning intends to monitor the performance of this program and seek ongoing funding for Fiscal Year 2015 if the program produces results.

26. New Fleet System – \$56,000

The Transportation and Natural Resources department maintains the County's fleet of approximately 1,800 vehicles, heavy equipment, trailers, and mowers. Currently, the County uses a legacy system to maintain the fleet information, which is scheduled to be phased out by September 2014. On April 2, 2013, the Commissioners Court approved moving forward with a new fleet management system. One-time funding of \$48,000 is included in the Fiscal Year 2014 Preliminary Budget for temporary staffing needed to implement the new system and \$8,000 for ongoing software maintenance.

27. Passport Services – \$51,923

The District Clerk has been providing passport services for several years. Demand for this service has grown, and associated revenue has grown as well. The addition of a full-time passport clerk has been funded to reduce wait times for customers.

28. Other Miscellaneous Budget Increases

Miscellaneous budget increases throughout the County in the Fiscal Year 2014 Adopted Budget less than \$50,000 are summarized below.

Department	Purpose	One-Time	Ongoing	Total
Justice of the Peace, Precinct Two	Temporary accounting clerk during system implementation	\$43,726	\$0	\$43,726
Records Management and Communication Resources	Part-time temporary attorney for unrepresented defendants seeking occupational drivers licenses	0	43,042	43,042
Tax Assessor – Collector	Automation software and technology training	36,155	8,313	44,468
Pretrial Services	Pretrial defendant monitoring	0	40,000	40,000
Criminal Justice Planning	Reentry Round Table operating expenses	0	35,000	35,000
Transportation and Natural Resources	Bus passes	30,000	0	30,000
County Attorney	Salary adjustment for lead staff counsel assigned to, and funded by, Central Health	0	27,092	27,092
Community Supervision and Corrections	Door windows added for better security	10,300	0	10,300
Civil Courts Legally Mandated Fees	State-reimbursed salary supplements for Justices of the 3 rd Court of Appeals	0	9,708	9,708
Medical Examiner	Inspection fees and other operating costs	3,500	3,873	7,373
Emergency Medical Services	Cellular air time for helipad camera programs reimbursed by area hospitals	0	7,680	7,680
Civil Service Commission	Reclassification with salary adjustment	0	6,564	6,564
Historical Commission	Local match for federal grant	6,000	0	6,000
Various	ACC Internship Program	8,388	0	8,388
Various	Miscellaneous budget increases	4,477	8,699	13,176
Total Other		\$142,546	\$189,971	\$332,517

INVESTMENTS IN THE WORKFORCE

An important goal in developing the Adopted Budget for Fiscal Year 2014 was to provide some level of funding to invest in the County's active workforce and retirees, helping them to keep pace with the rising cost of living.

COMPENSATION

The Commissioners Court has invested significant resources to ensure that its workforce is competitive with market conditions over the last two fiscal years. The Commissioners Court implemented recommendations resulting from a comprehensive market salary survey of the County's classified workforce that became effective in April 2012. In September 2012, pay increases for law enforcement and corrections employees covered by the Peace Officers Pay Scale (POPS) were approved. Although these pay increases for law enforcement and corrections officers increased by an average of 11.4%, wages for these employees had not been adjusted for several years. POPS employees in the Sheriff's Office had not received a pay increase since late 2007, with the exception of a 2.5% across the board adjustment in October 2010. POPS employees elsewhere in the County had not received an increase in wages since 2009. No funding for POPS step increases was approved for Fiscal Year 2013.

This past February, discussions with the Commissioners Court regarding budget development focused on a goal of providing some level of funding for wage adjustments for classified employees only. Although the previous salary survey resulted in market adjustments for a number of classified employees in 2012, approximately 25% of these employees have received no pay increase during the past two years. The Fiscal Year 2014 Adopted Budget includes funding in the General Fund totaling \$5.7 million for a wage increase of up to 3% for employees on the classified pay scale. Similar funding was also included in other County funds, such as the Road and Bridge Fund. An employee compensation committee previously appointed by the Commissioners Court presented its recommendations regarding performance-based pay this spring, although the Commissioners Court has yet to take action on the recommendations. No funding has been included for step increases or pay increases for POPS employees consistent with discussions in February regarding budget guidelines for the upcoming year.

Travis County has historically linked salary adjustments for elected officials to increases approved for employees on the classified pay scale. For Fiscal Year 2013, the compensation staff in the Human Resources Management Department conducted a market salary review of elected officials who are not on the judicial pay scale. They also reviewed Justice of the Peace salaries and recommended that their salaries be taken off the judicial pay scale, which was approved by the Commissioners Court. Based on the very limited market population in urban Texas counties from which to draw information for elected officials, the County's compensation staff recommended continuing to link salary adjustments for elected officials not on the judicial pay scale to match to adjustments that might ultimately be approved for classified employees. Funding of approximately \$287,000 is included in the Fiscal Year 2014 Adopted Budget

to increase salaries of elected officials by 3%, consistent with pay adjustments approved for the classified workforce. Salary increases for elected officials on the judicial pay scale are driven by the actions of the Texas Legislature. During the 83rd legislative session, salary increases were approved that affected judicial officials at Travis County. The majority of these salaries are funded by the state. The Commissioners Court approved increased funding in the Adopted Budget for salary increases that are funded in whole or in part by the County.

HEALTH BENEFITS

Travis County began a self-insured health benefits plan in 2002. Under a self-insured program, the actual insurance claims made by employees are paid directly from County resources with an insurance carrier hired to administer claims processing. The primary benefits from being self-insured are that the plan can provide a better level of benefits for employees and provide more control over increasing health premiums for the County. Despite this added control, a self-insured plan does not necessarily reduce overall health care expenses. The Commissioners Court determines the plan funding and benefit structure on an annual basis.

Travis County continues to have success with wellness initiatives that have allowed employee, retiree, and dependent healthcare coverage costs to remain relatively constant for four of the last six years. The cost of providing healthcare to each employee did not change from Fiscal Year 2008 to Fiscal Year 2010. There was a modest cost increase in Fiscal Year 2011 and no required increase in Fiscal Year 2012 with the exception of the cost for anticipated new retirees remaining on the plan. Modest increases were needed in Fiscal Year 2013, and will be needed for the upcoming year as well.

During spring 2013, the Employee Health Benefits Committee, in close coordination with the County's external actuary, reviewed various options, costs, and affordability of different plans in preparation for budget development. The original cost estimate for Fiscal Year 2014 with no plan design changes required a 8.7% increase in the County's contribution for active employees with a 6.7% increase in the amount paid by employees. There were similar increases for retirees covered by the plan if there were no plan design changes. Given these potential increases in costs, several plan design changes, such as changes to calendar year deductibles, hospital admission copays and maximum out of pocket amounts, emergency room copays, and other changes were recommended by the Employee Health Benefits Committee to help moderate overall costs.

The Commissioners Court approved health insurance rates and the recommended plan design changes for Fiscal Year 2014 on June 25, 2013, after receiving input from employees at a public meeting. With the implementation of these approved plan design changes, the estimated cost impact to the County, employees and retirees was reduced to a more manageable increase. The increase for the General Fund is \$3.4 million for active employees, as well as current and new retirees. This is \$1.4 million less than the projected cost increase if plan design changes had not been made.

The Fiscal Year 2014 County monthly composite contribution rate for active employees will be \$779, which is a 5.8% increase compared to the previous \$736 per month per regular employee. The actual amount budgeted within departments and offices in the Fiscal Year 2014 Preliminary Budget will be based on the actuarial cost of the coverage selected during open enrollment. The County’s monthly composite contribution for retirees under 65 years of age will be \$1,414, which is a 5.8% increase compared to the previous \$1,337 per month. The County’s monthly composite contribution for retirees who are 65 and older will be \$407, which is a 6.3% increase compared to the previous \$383 per month. The costs for retirees who are 65 years of age and older are less compared to those under 65 since Medicare is the primary payer of claims. Rates paid by active employees with dependents and retirees will incur similar increases in Fiscal Year 2014. The County will continue to fully fund the healthcare premium of the employee portion (without dependents) of the Preferred Provider Organization and Co-Insured Exclusive Provider Organization plans.

The Employee Health Benefits Fund was established in Fiscal Year 2002 with funding of \$18.3 million and has grown to \$79.8 million in the Fiscal Year 2014 Adopted Budget. The Auditor’s revenue estimate includes a beginning balance in this fund of \$18.8 million, plus \$60.8 million in premium income, and approximately \$133,000 in interest income for a total of \$79.8 million. The allocated reserve for the fund is \$18.4 million. The budget in the Employee Health Benefit Fund reflects coverage selected by employees and retirees for FY 2014.

**Employee Health Benefits Fund
Fiscal Years 2002 to 2014**

Fiscal Year	Available Resources
2002	\$18,334,435
2003	\$22,162,255
2004	\$31,585,857
2005	\$38,342,713
2006	\$48,807,721
2007	\$64,424,670
2008	\$70,683,196
2009	\$68,982,664
2010	\$64,299,767
2011	\$68,012,914
2012	\$69,172,817
2013	\$75,953,168
2014	\$79,799,845

RETIREMENT

The Adopted Budget includes funding of \$1.95 million in the General Fund for additional retirement contributions. According to the Texas County and District Retirement System, Travis County’s contribution rate per employee for retirement benefits will

increase from 12.89% of salary to 13.67% of salary to maintain adequate funding levels and to provide a 2% cost of living adjustment for retirees, who have not received an adjustment since Fiscal Year 2011. The additional funding needed to support the cost of living adjustment is approximately \$624,000 of the \$1.95 million total.

CAPITAL ACQUISITION AND IMPROVEMENTS PROGRAM

A total of \$103.1 million in capital funding is included in the Fiscal Year 2014 Adopted Budget from the following basic sources:

- General Fund Capital Acquisition Resources Account of \$18.1 million, including a reserve of \$2.4 million
- Proceeds from the issuance of new Certificates of Obligation in the amount of \$39.0 million, including issuance costs of approximately \$157,000
- Debt proceeds of \$40.9 million that will be issued as part of the long-term bonds authorized by the voters in 2011
- Debt proceeds that will be issued as part of an agreement with the State for state highway pass through financing projects totaling \$5.0 million
- Other funds of approximately \$85,000

Every year, the County budgets resources for routine capital equipment and projects, as well as special endeavors like the purchase of the main County administration building in Fiscal Year 2010. These more routine projects and Court-approved, multi-year planning initiatives are funded either through the issuance of Certificates of Obligation (COs) or available cash funding in the General Fund that is allocated for capital acquisitions or improvements. This last funding source, often referred to as “pay-as-you-go” financing, is segregated in an account within the General Fund that is called the Capital Acquisition Resources Account. This fund is referred to as the CAR Account.

The Fiscal Year 2014 Adopted Budget includes \$57.1 million in capital projects to be funded in the CAR Account (\$18.1 million, including the reserve) and through the issuance of COs (\$39.0 million). These projects are listed in detail in Section II. In Fiscal Year 2012, pay-as-you-go funding totaled \$20.4 million and proceeds from the issuance of COs provided capital funding of \$29.2 million. In Fiscal Year 2013, pay-as-you-go funding totaled \$35.3 million and proceeds from the issuance of COs provided capital funding of \$22.5 million. Projects are often finalized after the publication of the Adopted Budget. The above amounts have been updated to reflect the actual amount of COs issued in previous years. The average planned capital spending for these two prior years was \$53.7 million, which is similar to the Fiscal Year 2014 Adopted Budget.

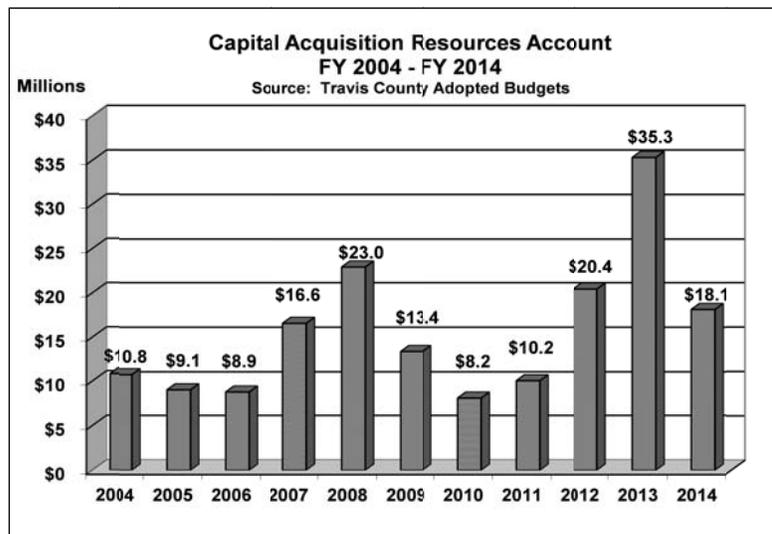
The Adopted Budget includes funding for capital projects and equipment that meet the following criteria:

- Projects either in the middle or end of their multi-year phased implementation,

- Projects where there is little choice but to fund them for health and safety purposes or to avoid future expenses that would be greater,
- Equipment that continues the maintenance of County-wide information systems infrastructure,
- Projects that have already been partially funded by the Commissioners Court or have a contractual obligation to implement,
- Projects that have revenue certified to cover their cost, or
- Projects that the Court has already provided directions to include for funding.

GENERAL FUND CAPITAL ACQUISITION RESOURCES

The General Fund CAR Account is used to fund capital equipment and facilities. This account has been quite variable over the years, driven by economic circumstances, capital needs, and other sources and constraints on debt financing. Since 2004, it has ranged from a low of \$8.9 million in 2006 to a high of \$35.3 million in 2013.



The Adopted Budget establishes the CAR Account at \$18.1 million. This amount includes a Reserve of \$2.4 million and planned expenditures of \$15.7 million that includes \$2.1 million for projects “rebudgeted” from Fiscal Year 2013. The need to “rebudget” projects approved in the previous year occurs when planned spending does not take place as quickly as anticipated, or funds are not encumbered before the end of the fiscal year. The list of CAR-funded items or projects included in the Fiscal Year 2014 Adopted Budget is located in Section II.

DEBT FINANCING

Three of the five funding sources for capital equipment and projects are for debt, either issued in the form of Voter Approved Bonds, Certificates of Obligation, or State Highway Bonds.

The Commissioners Court has established a debt limitation policy that is intended to maintain a prudent approach toward the issuance of debt. Among other things, this policy indicates that the Commissioners Court will not issue long-term debt (i.e., with a repayment period in excess of five years) without the approval of such a bond issue by the voters through an election, except under at least one of the following circumstances:

1. The expenditure is legally required of the County, where penalties or fines could be imposed on the County if the expenditure is not made.
2. When a financial analysis demonstrates that during a stipulated term Travis County would spend significantly less.
3. The voters have previously approved the issuance of general obligation bonds but, for valid reasons, certificates of obligation must be substituted for such bonds in order to carry out the voters' authorization.
4. When the expense is for necessary planning services or acquiring options for a future capital project that will be submitted to the voters.

VOTER AUTHORIZED BONDS

In the last decade, the two separate bond authorizations that voters have approved are outlined below.

- **November 2005 Bond Authorization**

A total of \$150,875,000 in roads, parks, and jail projects was approved by voters. This included \$65,225,000 for roads, road-related drainage, and right-of-way; \$62,150,000 for parks and open space parkland; and \$23,500,000 for jail facility replacement beds and renovations. All authorized amounts were issued by Fiscal Year 2011.

- **November 2011 Bond Authorization**

Voters authorized the Commissioners Court to issue \$214,945,000 for road, drainage, bridge and bike/pedestrian projects, as well as park and land conservation projects. The table below shows the amount of the original authorization and how much is scheduled to be issued in Fiscal Year 2014, along with the remaining authorization.

Project	Original Authorization	Issued Through 2013	Proposed Issuance in 2014	Remaining Authorization
Prop. 1: Roads, Drainage, Bridge and Bike/Pedestrian Projects	\$132,840,000	\$53,625,000	\$25,220,000	\$53,995,000
Prop. 2: Parks and Land Conservation Projects	82,105,000	42,995,000	15,665,000	\$23,445,000
Total - November 2011 Bonds	\$214,945,000	\$96,620,000	\$40,885,000	\$77,440,000

CERTIFICATES OF OBLIGATION

The amount of total debt proposed to be issued through COs in Fiscal Year 2014 is \$39,020,000. Issuance costs estimated at \$157,434 are also included in the total. This funding will cover several significant and critical projects, including the first phase of a new courts system office building on 11th Street. This new building will permit the District Attorney's Office to vacate the Criminal Justice Center to accommodate additional criminal courts in 2015. Other planned projects include improvements and renovations to County facilities, as well as resources for roadway improvements in Southeast Travis County and the continued rehabilitation of County roads. The complete list of projects and equipment funded from COs can be found in Section II.

STATE HIGHWAY PROJECTS

The County has the authority to issue bonds for state highway pass-through financing projects. In January 2012, Travis County entered into an agreement with the State for two projects: Farm to Market Road (FM) 1626 and FM 969 in two phases. The FM 1626 Project will widen the shoulders of FM 1626 from west of Brodie Lane to FM 2304. The FM 969 Project will be done in two phases and will widen and reconstruct FM 969 from FM 3177 to Hunter’s Bend Road. The first phase will widen the roadway to provide a continuous left turn lane, shoulders and a sidewalk on one side of the roadway from FM 3177 to FM 973. Phase II will provide two additional travel lanes along with a continuous left turn lane, shoulders and a sidewalk on the other side of the road from Phase I. Travis County has an agreement with the State for the partial reimbursement of direct construction costs. The table below shows the amount of the original authorization and how much is scheduled to be issued in Fiscal Year 2014, along with the remaining authorization.

Project	Original Authorization	Issued Through 2013	Proposed Issuance in 2014	Remaining Authorization
FM 1626	\$12,223,300	\$1,750,000	\$2,370,000	\$8,103,300
FM 969 Phase I	10,361,000	1,015,000	1,475,000	7,871,000
FM 969 Phase II	7,767,600	735,000	1,105,000	5,927,600
Total – State Highway Bonds	\$30,351,900	\$3,500,000	\$4,950,000	\$21,901,900

OTHER FUNDS

In addition to the resources provided through the General Fund CAR Account, other special funds have a total of \$85,143 for a variety of capital needs. The list of projects and equipment budgeted in these funds is located in Section II.

RESERVES

Travis County has three primary types of budgeted reserves, which are referred to as the Unallocated Reserve, the Allocated Reserve, and the Capital Acquisition Resources account reserve. In addition, special departmental or County-wide reserves may be established for special purposes from time to time that do not necessarily remain in the budget each year.

UNALLOCATED RESERVE

The Unallocated Reserve is established as a buffer in the event of a disaster or an emergency of an extraordinary nature. The Commissioners Court has sometimes called it “the untouchable reserve.” Unallocated reserves can also be referred to as “hard” reserves that if appropriated during the year would need to be replenished within the remainder of the year. The balance in this reserve demonstrates the County’s fiscal soundness and is a key consideration in the credit rating process.

The County’s bond and financial advisors have historically recommended an Unallocated Reserve level of between 8% and 12% of budgeted spending during any given fiscal year to ensure that adequate contingency funding is in place. Maintenance of this reserve on an ongoing basis is one of the key factors in the County’s sound financial management practices. The Commissioners Court’s Financial and Budgeting Guidelines have established the goal for the Unallocated Reserve ratio between 10% and 12%. Since 1989, a ratio of 11% has been maintained by the Commissioners Court.

Due to an accounting rule issued in 1983, Travis County began reporting compensated absences (accumulated vacation and sick leave for employees) as a future liability in the County’s budgeted funds. At that time, this resulted in a \$294,425 decrease to available fund balance for the General Fund and a decrease of \$133,676 in the other budgeted funds. Since 1983, the total liability for compensated absences has increased exponentially due to an increase in the number of employees, as well as an increase in hourly wage rates. As of September 30, 2012, this liability totaled \$16.3 million for all funds, an increase of \$15.8 million from the initial liability in 1983.

An accounting rule has been issued since then that reverses the effect of the old rule. This rule states that compensated absences should not be recorded as a liability in any budgeted fund, including the General Fund. For Fiscal Year 2013, the County Auditor plans to prepare the Comprehensive Annual Financial Report in accordance with Generally Accepted Accounting Principles, which require governments to follow current accounting rules. Once implemented, this accounting rule will positively affect available fund balance in the amount of \$14.8 million in the General Fund and \$1.5 million in the remaining budgeted funds. Because this accounting change will create a large increase in the beginning balance of the General Fund for Fiscal Year 2014, the Adopted Budget reflects an increase in the Unallocated Reserve to 12% of proposed spending in the General Fund. Management in both the County Auditor’s Office and the Planning and Budget Office believe this is a prudent action and a wise use of a portion of this one-

time funding. The total Fiscal Year 2014 General Fund Unallocated Reserve in the Adopted Budget is \$68,085,598.

ALLOCATED RESERVE

The Allocated Reserve is dedicated to known or potential expenditures, and some or all of this reserve is likely to be spent during the year. Potential claims against funds set aside in the Allocated Reserve are referred to as “earmarks”, and are used to signal to the Commissioners Court that a department or office may have a justified need for a mid-year transfer of resources to their budget for a specific purpose. The earmarks do not represent appropriations, and are not considered to be departmental resources unless allocation of an earmark is approved by the Commissioners Court during the year. These proposed earmarks against the Allocated Reserve total \$1,902,316 in the Fiscal Year 2014 Adopted Budget, and a listing of the earmarks is provided in Section II. The Fiscal Year 2014 Adopted Budget includes an Allocated Reserve of \$10,718,725.

CAPITAL ACQUISITION RESOURCES ACCOUNT RESERVE

The Capital Acquisition Resources (CAR) Account Reserve is similar to the Allocated Reserve, but is used as a funding source for one-time capital expenditures. It may be used to fund additional capital outlay or project needs that are developed during the year or pay for cost increases associated with previously approved projects. The Fiscal Year 2014 Adopted Budget includes a CAR Account Reserve of \$2,431,317, and includes earmarks totaling \$1,728,420 that are detailed in Section II, as well as providing for cost increases or unexpected one-time projects.

SPECIAL PURPOSE RESERVES

Special purpose reserves can represent planned future spending at the fund level that has not yet been refined sufficiently for budgetary allocation to a particular County department or office. These reserves can also be designated as contingency funds that could potentially be tapped if circumstances or events create the unexpected need for additional funds.

1. Civil and Family Courthouse Reserve – \$5,446,000

This special reserve was established in Fiscal Year 2011 with initial funding of \$2.1 million for the planning and design of a new Civil and Family Courthouse. The reserve was increased to \$4.0 million in 2012, and tapped for \$504,000 to fund a feasibility study regarding various delivery options for the project, including design-build and Public Private Partnership (P3) approaches. A citizens committee was appointed by the Commissioners Court in May 2012, whose members brought a wide range of skills and experience relevant to a capital project of this significance. The committee was charged with reviewing the feasibility work completed to date and advising the Commissioners Court on preferred delivery options. They presented their report to the Commissioners Court in August 2012.

Additional funding of \$2.0 million was approved in the Fiscal Year 2013 Adopted Budget. The Purchasing Office subsequently issued a solicitation for program

management services, and the Commissioners Court selected URS Corporation to serve in this role. Commissioners Court authorized the firm to first perform a short-form scope of work in the amount of \$50,000. The purpose of this work was to assist the Commissioners Court in making their determination of the delivery method for the facility before negotiating and executing the contract for program management services. On July 23, 2013, the Commissioners Court chose a design-build delivery method. On November 5, 2013, the Commissioners Court approved the contract with URS Corporation for program management services.

The balance in this reserve is currently \$5,446,000, and has been carried forward to Fiscal Year 2014. These funds can be used for planning and preliminary design as the project moves forward.

2. Reserve for Replacement of Integrated Justice System – \$5,235,265

Travis County has joined the Conference of Urban Counties (CUC) in a consortium of Texas counties that need to replace components of their respective case management and document management systems for various justice and public safety departments. The participating counties desire to share technology in an effort to maximize efficiency, hence the project short name of “TechShare.” This reserve has been established to provide funding to standardize all justice systems on one platform.

In Fiscal Year 2014, the reserve totals \$5,235,265. This amount includes funding for development, implementation, maintenance and hardware. Also included is funding for conversion services and interface development. The courts module is estimated at \$2,667,100, and \$545,000 has been included for case management associated with the juvenile courts. The prosecutor module is estimated at \$2,023,165. The funding for this major project will be refined as updated cost estimates become available.

A reserve of \$2,164,795 was approved in the Fiscal Year 2013 Adopted Budget. The prosecutor module will be used by the District Attorney and County Attorney Offices, and approximately \$718,000 was allocated from this reserve in Fiscal Year 2013 for the project. The second module is for the courts system, and \$1,146,000 was allocated to begin development. Implementation of the “On Base” document management system has also begun. This system will replace the current Vista system and complement the case management modules. Funding for document management required an allocation of approximately \$295,000 from the reserve, leaving a balance of approximately \$6,000 at the end of Fiscal Year 2013.

3. Reserve for Emergencies and Contingencies – \$5,000,000

An Emergency Reserve was first established in Fiscal Year 2010 with funding of \$4,950,000. The original purpose of the reserve was to provide one-time contingency funding in the event that worsening economic conditions at the national or state level had a significant impact on Travis County. The reserve was tapped for several one-time needs that totaled approximately \$2.9 million during the budget mark-up process for Fiscal Year 2013. The County Auditor is implementing an accounting change in Fiscal Year 2013 that will create a very rare increase in the beginning balance of the General

Fund for Fiscal Year 2014. Management in both the County Auditor's Office and the Planning and Budget Office believe it is a prudent action and a wise use of a portion of this one-time funding to restore the balance in this special purpose reserve.

4. STAR Flight Maintenance Reserve – \$1,995,050

In FY 2011, a Memorandum of Understanding was signed between the Seton Family of Hospitals and Travis County for the dedicated basing rights of an additional STAR Flight aircraft at the Dell Children's Medical Center. As part of the agreement, Seton provided the County with an unconditional contribution of \$3.2 million. The contribution is to be paid over a 5-year period, beginning in FY 2012, in annual installments of \$640,000. The Commissioners Court approved the use of the contributions for the establishment of a special maintenance reserve that would fund future major aircraft maintenance for the STAR Flight helicopter fleet.

A rescue hoist and fuel control unit, costing \$278,950, was approved for funding from this reserve in Fiscal Year 2012 and \$96,000 for inspections and replacement components was approved from the fund in Fiscal Year 2013. For Fiscal Year 2014, \$190,000 of these funds will be needed for an overhaul of a rescue hoist and two turbine replacements. This amount is funded in the STAR Flight budget. The balance of \$1,995,050 includes the fourth of five \$640,000 contributions and the projected 2013 ending balance of \$1,165,050.

5. Reserve for Interlocal Agreements – \$1,950,308

The County has entered into several cooperative interlocal agreements with area governments and agencies, including the City of Austin and several other state and local partners in these public-safety and public-service efforts. The annual payments for the services covered under these agreements are sometimes under negotiation during the budget development process and have not yet been finalized at the time the Budget is adopted. As a result of this timing issue, \$1,950,308 has been included as a reserve for estimated Fiscal Year 2014 payments associated with several interlocal agreements. The largest increase is estimated at \$1,544,218 for Emergency Medical Services base agreement with the City of Austin. This estimate is primarily comprised of an additional proposed charge of approximately \$800,000 for calls answered in Travis County by EMS units stationed in the City of Austin. The remainder of the estimated increase reflects the assumption that costs will grow by 3%, and new cost allocation formulas will result in a greater County share of the costs being identified. Other agreements with the City of Austin are expected to require funding, including \$254,347 for public health, and \$151,743 for animal services.

6. Reserve for External Social Services Contracts – \$1,155,025

Funding is included for a reserve that will fund external agency programming to address key issues and challenges of the highest priority to the County given available resources. The majority of the funds in this reserve would be disbursed using competitive procurement processes to fund expanded services under the oversight of the Health and Human Services department and the Purchasing Office. Management envisions one or several Requests for Services to solicit proposals to fund two key

service areas, expanded services that promote school-readiness and support low-income families with young children and effective, proven programs in external agencies that cover all other areas of social services that will best meet County needs. This process will help support effective prioritization of service needs and allow County resources to be allocated in the best manner.

7. Reserve for 1115 Waiver Participation – \$1,000,000

In December 2011, the federal government approved the State of Texas application for a Section 1115 Waiver, which would allow Texas to conduct demonstration projects with Medicaid funds that would otherwise conflict with provisions of the Social Security Act. This 1115 Waiver, as it is commonly called, expands existing Medicaid managed programs statewide, and establishes two federal funding pools to help providers cover the costs of uncompensated care and promote healthcare delivery system transformation. The 1115 Waiver will be in effect through September 30, 2016.

The Texas Health and Human Services Commission (HHSC) asked local government entities and public hospitals to anchor Regional Healthcare Partnerships. These Regional Healthcare Partnerships will include entities like hospital districts, counties, municipalities, local mental health authorities, local health departments, and school districts, as well as public and private hospitals and other participating providers. Each Regional Healthcare Partnership will write a regional plan that will identify and address areas for improvement and innovation in the health care delivery system.

HHSC has identified Central Health as the anchor of region 7 in Central Texas. The region includes Bastrop, Caldwell, Fayette, Hays, Lee, and Travis counties. In its role as anchor, Central Health will be responsible for certain administrative tasks, including holding meetings, collecting and reporting data, and liaising with HHSC. In September 2012, the Commissioners Court approved a resolution and agreement to participate with Central Health in the Regional Healthcare 1115 Waiver Project. This action was needed to enable Central Health to be designated as regional anchor.

Earlier during the year, at its meeting on July 17, 2012, the Commissioners Court approved the allocation of up to \$1 million in one-time funding to expand the Mobile Crisis Outreach Team. Started in 2007, the Mobile Crisis Outreach Team is a cooperative effort between Travis County and Austin/Travis County Integral Care (ATCIC). Composed of medical and mental health professionals, the team provides around-the-clock emergency response teams for psychiatric crises. This funding was approved in the Fiscal Year 2013 Adopted Budget. The commitment is expected to leverage additional federal funds of \$1.4 million under the 1115 Waiver Program. The County is working directly with ATCIC as this is not a program that falls under the umbrella of Central Health in its role as regional anchor. The leveraging payment of \$1 million was made in September 2013.

The Fiscal Year 2014 Adopted Budget includes \$1 million in this special purpose reserve, which can ultimately be directed as desired by the Commissioners Court.

8. Sheriff Office's Overtime Reserve – \$1,000,000

Over the last two years there have been changes to the pay cycle and pay scale for positions on the Peace Officer Pay Scale. Operational changes are also planned that are expected to result in increased overtime expenditures. The Sheriff's Office has typically been able to absorb overtime expenditures in excess of the budget through vacancy savings. The actual number of personnel vacancies and other factors impacting overtime, such as the jail population, can vary year by year. Having a reserve in addition to budgeted overtime in the Sheriff's Office is prudent in the event that additional resources are needed. The Planning and Budget Office will work closely with the Sheriff's Office to monitor overtime expenditures throughout the year and keep the Commissioners Court apprised of the status.

9. Juvenile Justice Reserve – \$504,726

The Fiscal Year 2013 Budget included \$418,959 in a Juvenile Justice Reserve to provide the Juvenile Probation Department with resources, should they be needed, to address some of the challenges from unsettled issues within the statewide system and other needs that might arise in Fiscal Year 2013. The reserve was first established in the Fiscal Year 2010 Budget and has been continued since that time. The Fiscal Year 2013 reserve was increased from the original amount of \$250,000 to provide additional funding flexibility for various issues. The department has indicated that \$168,959 will be spent in Fiscal Year 2013 to pay for an increase in external residential placement for juveniles and is expected to be needed in Fiscal Year 2014 as well. Accordingly, additional funding is recommended in the reserve to mitigate these additional placement needs. Service levels could also potentially be impacted because of new legislation that would allow more youth to be served.

10. Fuel and Utilities Reserve – \$300,000

A reserve in the amount of \$300,000 provides contingency funding in the event of increased fuel and utilities costs. The County-wide fuel budget is driven primarily by changes in the cost of fuel, and fuel prices can be very volatile. These additional contingency funds will help cushion the County if fuel prices were to rise sharply during the fiscal year. To ensure adequate funding levels for fuel, the budget of Transportation and Natural Resources has been increased by \$888,000 to reflect recent spending trends. Together, these two measures should ensure that there are sufficient funds in place to address the County's fuel needs for its fleet of vehicles and equipment.

Utility rates increased in October 2012. Centralized utilities are budgeted at the same levels as Fiscal Year 2013 since the County has spent less compared to the budget in recent years. It is reasonable to assume that these budgets will need to be "right sized" in the coming years as actual costs are incurred. This reserve will help accommodate such a need.

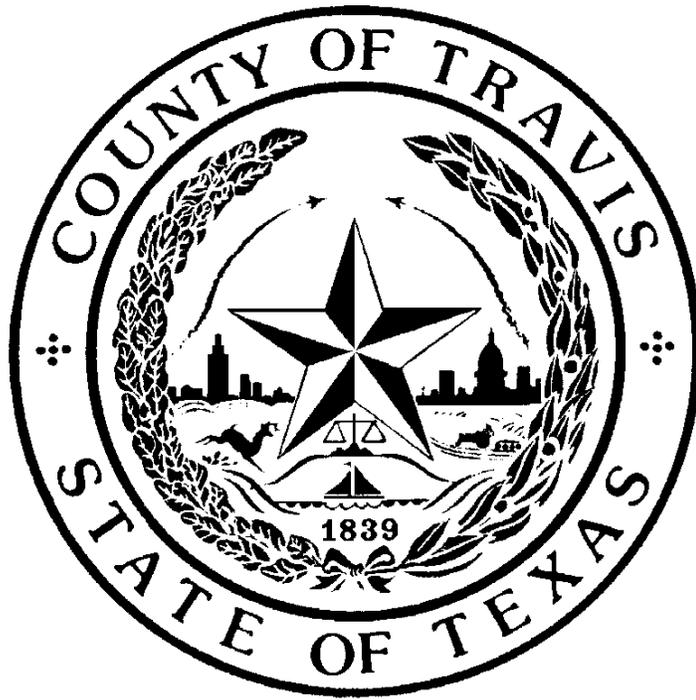
11. SMART Building Maintenance – \$297,948

The SMART Building Reserve will be continued in Fiscal Year 2014 to cover future maintenance costs for the SMART building purchased in Fiscal Year 2009, and starting in January 2012, those of the new SMART building constructed by the County in Fiscal

Year 2011. The Fiscal Year 2013 projected ending reserve balance of \$209,286 will fall to the General Fund ending fund balance and will be appropriated in the Fiscal Year 2014 reserve in addition to the new revenue of \$88,662.

12. Reserve for State Funding Cuts – \$250,000

This reserve was originally established during the 82nd Texas Legislative Session. The Commissioners Court set aside \$300,000 for potential shortfalls affecting Austin Travis County Integral Care (formerly MHMR). A general contingency of \$250,000 was included in the Fiscal Year 2013 Budget. This amount is continued into Fiscal Year 2014 to mitigate the potential loss of key state-funded FTEs in the Juvenile Probation Department. While the final result of potential state funding cuts to this program area from the Texas Department of Juvenile Justice are not yet known, current projections indicate a potential loss of funding for four juvenile probation officers assigned to the court services unit. These officers provide important services in preparing reports and investigations that are reviewed by the courts for dispositional hearings, and are vital to the operations of the Juvenile Probation department. It is recommended that this reserve be delineated for the purpose of funding these potential cuts if they occur.



**FISCAL YEAR 2014 ADOPTED BUDGET
SECTION II – FINANCIAL SUMMARIES AND
CHARTS**

Table 1

ALL FUNDS SUMMARY
FISCAL YEAR 2014 ADOPTED BUDGET

	TOTAL ALL FUNDS Memorandum Only	ALL FUNDS EXCEPT INTERNAL SVC FUNDS	INTERNAL SVC FUNDS		GENERAL FUND	ROAD & BRIDGE FUND	DEBT SERVICE FUND	DEBT SERVICE TAXABLE FUND	OTHER FUNDS
			RISK MGMT FUND	HEALTH BENEFIT FUND					
Beginning Balance	\$186,814,947	\$157,939,929	\$10,044,382	\$18,830,636	\$119,966,236	\$2,655,127	\$16,683,194	\$781,740	\$17,853,632
Revenues:									
Taxes									
Current	507,645,292	507,645,292			428,519,135		74,616,002	4,510,155	
Delinquent	754,131	754,131			438,635		297,799	17,697	
Penalty & Interest	2,285,992	2,285,992			2,285,992				
Other	162,280	162,280			162,280				
Intergovernmental	10,505,187	10,505,187			10,260,483	72,735			171,969
Charges for services	76,386,931	76,386,931			56,164,308	9,881,318			10,341,305
Fines and forfeitures	4,800,966	4,800,966			722,716	4,078,250			
Investment Income	(1,886,897)	(2,115,382)	95,436	133,049	(2,331,423)	27,950	40,777	1,419	145,895
Miscellaneous	69,644,173	3,776,477	5,031,536	60,836,160	2,256,484	64,932			1,455,061
Total Revenues	\$670,298,055	\$604,201,874	\$5,126,972	\$60,969,209	\$498,478,610	\$14,125,185	\$74,954,578	\$4,529,271	\$12,114,230
Other Financing Sources									
Other (Not Budgeted)	(8,639) (1)	(8,639)							(8,639)
Transfers In	15,287,057 (2)	15,287,057			240,415				15,046,642
Total Available	\$857,104,363	\$777,420,221	\$15,171,354	\$79,799,845	\$618,685,261	\$16,780,312	\$91,637,772	\$5,311,011	\$45,005,865
Expenditures:									
General Government	172,222,275	104,691,899	6,185,804	61,344,572	100,495,246				4,196,653
Justice System	136,753,090	136,753,090			132,218,289				4,534,801
Corrections & Rehabilitation	107,742,471	107,742,471			107,550,546				191,925
Public Safety	81,952,794	81,952,794			78,581,145				3,371,649
Health & Human Services	53,482,582	53,482,582			53,182,458				300,124
Infrastructure & Environmental	33,598,733	33,598,733			16,057,671	16,579,580			961,482
Community & Economic Dev.	11,495,804	11,495,804			10,183,302				1,312,502
Allocated Reserves	94,822,233	67,406,410	8,960,550	18,455,273	37,284,364 (5)	200,732			29,921,314
Unallocated Reserves	84,211,595	84,211,595			68,085,598		15,273,856	852,141	0
Debt Service - Principal	56,270,000	56,270,000					52,740,000	3,530,000	
Debt Service - Interest	24,552,786	24,552,786					23,623,916	928,870	
Total Expenditures	\$857,104,363	\$762,158,164	\$15,146,354	\$79,799,845	\$603,638,619	\$16,780,312	\$91,637,772	\$5,311,011	\$44,790,450
Other Financing Uses									
Transfers Out	15,287,057 (2)	15,262,057	25,000		15,046,642				215,415
Total Expenditures and Other Uses	\$857,104,363	\$777,420,221	\$15,171,354	\$79,799,845	\$618,685,261	\$16,780,312	\$91,637,772	\$5,311,011	\$45,005,865
Ending Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Note 1: To balance transfers in and out for funds not included in the Adopted Budget.

Note 2: Total transfers are excluded in the "Total All Funds" column to prevent double counting.

Note 3: Transfer from funds not included in Adopted Budget includes \$168,713 from the County Corporations and \$39,000 from CAPSO to the General Fund.

Note 4: \$216,352 County Contributions to Grants.

Note 5: Allocated Reserves include the following amounts:

Capital Acquisition Resources Reserve	2,431,317
Allocated Reserve	10,718,725
Civil and Family Justice Center Reserve	5,446,000
Reserve for Replacement of Integrated Justice Systems	5,235,265
Reserve for Emergencies and Contingencies	5,000,000
STAR Flight Maintenance Reserve	1,995,050
Reserve for Interlocal Agreements	1,950,308
Reserve for External Social Services Contracts	1,155,025
Reserve for 1115 Waiver Participation	1,000,000
Sheriff's Office Overtime Reserve	1,000,000
Juvenile Justice Reserve	504,726
Fuel & Utilities Reserve	300,000
Smart Building Maintenance Reserve	297,948
Reserve for State Funding Cuts	250,000
Grand Total	\$37,284,364

Note 6: Estimates for the following amounts for ALL Funds will be added to the \$857,104,363 budget to establish a Total Adopted Budget for expenditures not to exceed \$1,767,104,363.

Re-Appropriated Grant Funds	260,000,000
Pre-Encumbrances and Encumbrances including Accruals	200,000,000
Bonds	200,000,000
Re-Appropriated Capital Funds	250,000,000

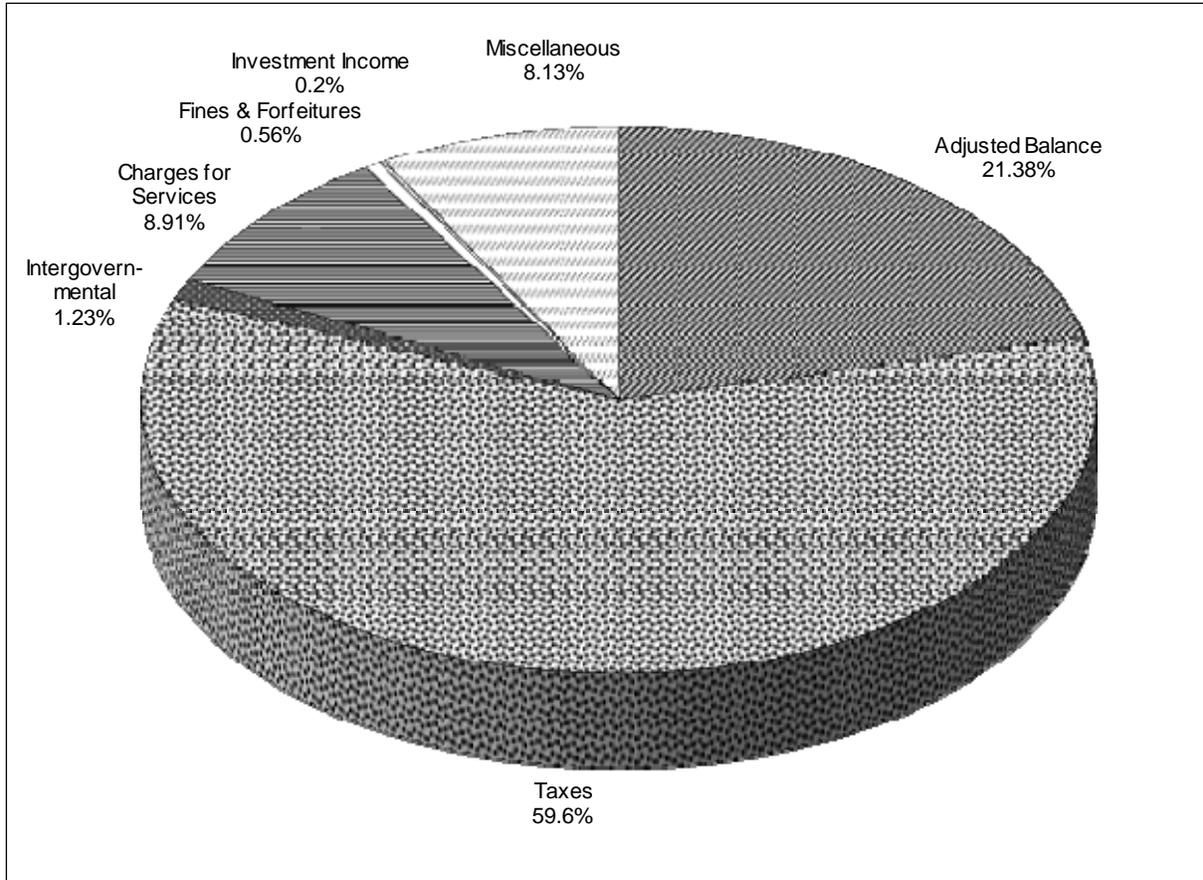
Table 1
ALL FUNDS SUMMARY
FISCAL YEAR 2014 ADOPTED BUDGET

TRAVIS COUNTY, TEXAS OTHER FUNDS COMBINING STATEMENT FISCAL YEAR 2014																
	LEOSE Comm. Court Fund	Juvenile Delinquency Prevention Fund	Unclaimed Property Fund*	Professional Prosecutors Fund	Mary Quinlan Park Fund	Probate Judiciary Fee Fund	Justice Court Technology Fund	Truancy Court Fund	Dist. Clerk Records Mgmt Fund	Elections Contract Fund	County Clerk Archival Fund	Family Protection Fund	Drug Court Program Fund	Probate Guardian- ship Fund	Vital Statistic Preservation Fund	Fire Code Fund
Beginning Balance	\$8	\$688	\$17,471	\$6	\$278,132	\$194,763	\$366,911	\$82,046	\$258,472	\$181,322	\$770,666	\$37,715	\$171,928	\$225,241	\$36,615	\$425,405
Revenues:																
Intergovernmental																
Charges for Services						155,000	156,627	97,412	81,271	969,000	2,273,638	52,866	142,853	85,000	202	120,000
Investment Income			296		1,290	837	1,936	816	1,236	2,790	4,198	205	979	1,110	172	2,168
Miscellaneous			75,000		5,000											
Total Revenues	\$0	\$0	\$75,296	\$0	\$6,290	\$155,837	\$158,563	\$98,228	\$82,507	\$971,790	\$2,277,836	\$53,071	\$143,832	\$86,110	\$374	\$122,168
Other Financing Sources																
Other (Not Budgeted)																
Transfers In				62,500				150,869								
Total Available	\$8	\$688	\$92,767	\$62,506	\$284,422	\$350,600	\$525,474	\$331,143	\$340,979	\$1,153,112	\$3,048,502	\$90,786	\$315,760	\$311,351	\$36,989	\$547,573
Expenditures:																
General Government							25,597			1,153,112	837,202					
Justice System				62,500		221,653	150,614	311,143	320,301			55,324		79,000	3,000	
Corrections & Rehabilitation													191,925			
Public Safety																173,682
Health & Human Services																
Infrastructure & Environmental																
Community & Economic Dev.																
Allocated Reserves	8	688	92,767	6	284,422	128,947	349,263	20,000	20,678		2,203,598	35,462	123,835	232,351	33,989	373,891
Unallocated Reserves																
Total Expenditures	\$8	\$688	\$92,767	\$62,506	\$284,422	\$350,600	\$525,474	\$331,143	\$340,979	\$1,153,112	\$3,040,800	\$90,786	\$315,760	\$311,351	\$36,989	\$547,573
Other Financing Uses																
Transfers Out											7,702					
Total Expenditures and Other Uses	\$8	\$688	\$92,767	\$62,506	\$284,422	\$350,600	\$525,474	\$331,143	\$340,979	\$1,153,112	\$3,048,502	\$90,786	\$315,760	\$311,351	\$36,989	\$547,573
Ending Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

*Miscellaneous revenue for Unclaimed Property Fund is categorized as Fines and forfeits by the Auditor's Office.

Chart 1

**Where Does the Money Come From?
All Funds**

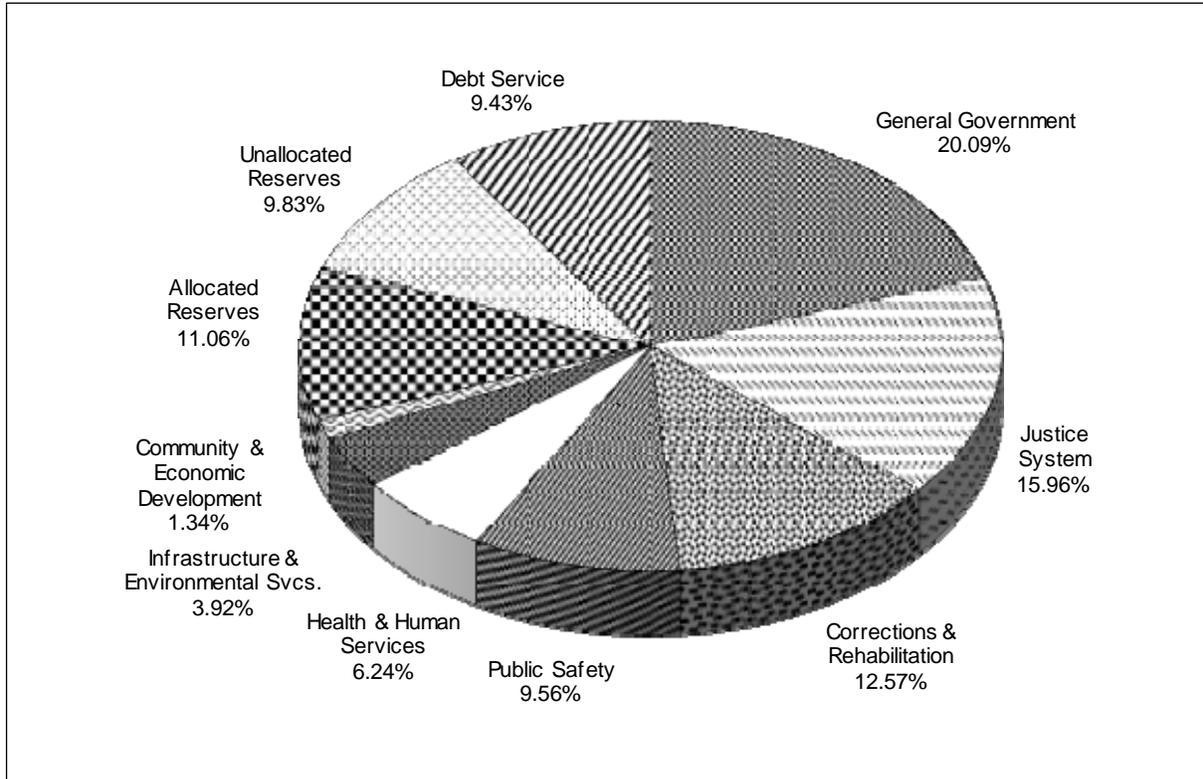


	FY 2013 ADOPTED BUDGET		FY 2014 ADOPTED BUDGET		CHANGE FROM FY 13 TO FY 14	
Adjusted Balance	\$177,897,223	21.85%	\$183,206,308	21.38%	\$5,309,085	2.98%
Beginning Balance	177,789,391		186,814,947		\$9,025,556	5.08%
Net Change Fair Value (1)	0		(3,600,000)		-\$3,600,000	N/A
Other (Not Budgeted)	107,832		(8,639)		-116,471	-108.01%
Taxes	486,033,387	59.69%	510,847,695	59.60%	24,814,308	5.11%
Intergovernmental	8,858,972	1.09%	10,505,187	1.23%	1,646,215	18.58%
Charges for Services	69,965,517	8.59%	76,386,931	8.91%	6,421,414	9.18%
Fines & Forfeitures	5,545,718	0.68%	4,800,966	0.56%	-744,752	-13.43%
Investment Income	1,041,371	0.13%	1,713,103	0.20%	671,732	64.50%
Miscellaneous	64,895,741	7.97%	69,644,173	8.13%	4,748,432	7.32%
Total All Funds	\$814,237,929	100.00%	\$857,104,363	100.00%	\$42,866,434	5.26%

(1) In accordance with Generally Accepted Accounting Principles, the County Auditor estimates the fair market value of Travis County investments will decrease by \$3.6 million in fiscal year 2014.

Chart 2

**Where Does the Money Go?
All Funds**

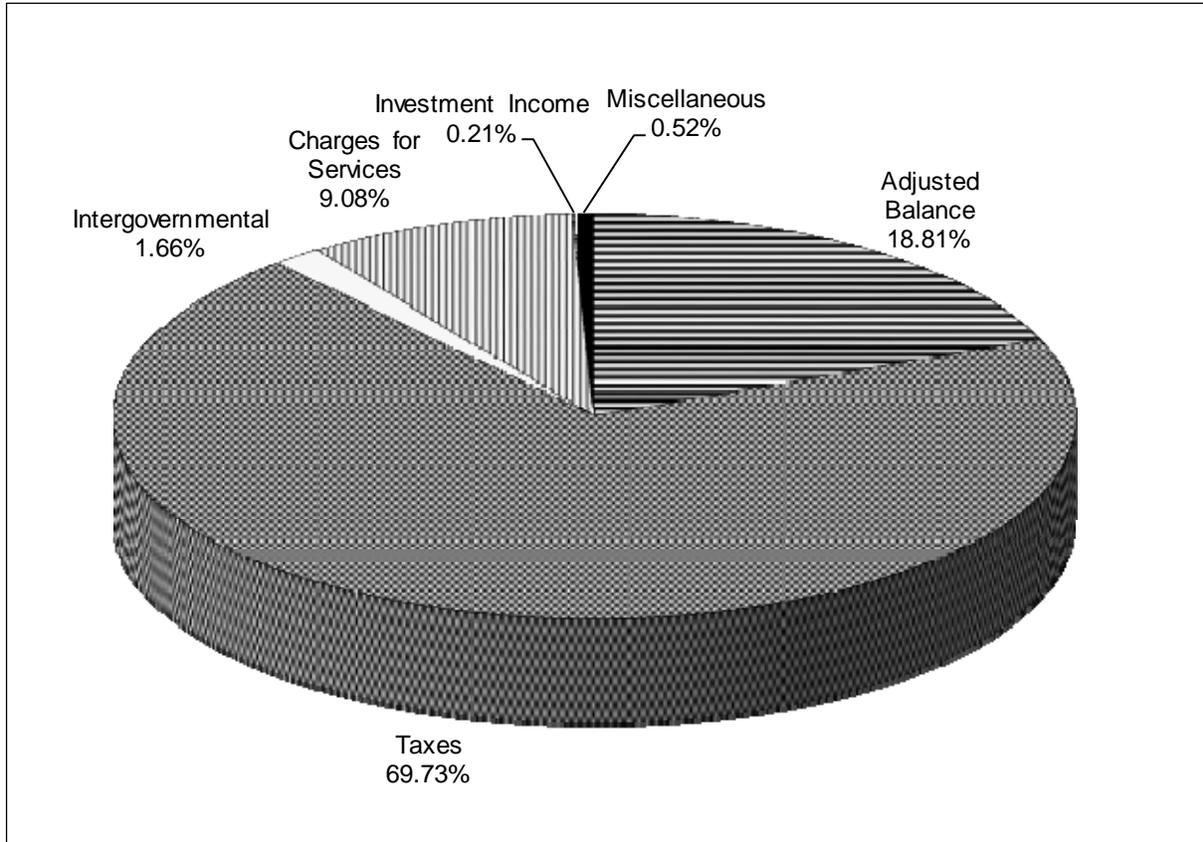


	FY 2013 ADOPTED BUDGET		FY 2014 ADOPTED BUDGET		CHANGE FROM FY 13 TO FY 14	
General Government (1)	20.00%	\$167,929,540	20.09%	\$172,222,275	\$4,292,735	2.56%
Justice System (1)	16.62%	134,769,491	15.96%	136,753,090	1,983,599	1.47%
Corrections & Rehabilitation (1)	13.86%	110,637,847 (2)	12.57%	107,742,471	-2,895,376	-2.62%
Public Safety (1)	8.91%	71,925,545	9.56%	81,952,794	10,027,249	13.94%
Health & Human Services (1)	6.37%	52,360,851	6.24%	53,482,582	1,121,731	2.14%
Infrastructure & Environmental (1)	4.09%	38,177,501	3.92%	33,598,733	-4,578,768	-11.99%
Community & Economic Dev. (1)	1.28%	10,580,827 (2)	1.34%	11,495,804	914,977	8.65%
Allocated Reserves (3)	9.99%	80,992,935 (2)	11.06%	94,822,233	13,829,298	17.07%
Unallocated Reserves (4)	8.18%	67,525,598	9.83%	84,211,595	16,685,997	24.71%
Capital (5)	0.00%	0	0.00%	0	0	N/A
Debt Service	10.69%	79,337,794	9.43%	80,822,786	1,484,992	1.87%
	100.00%	\$814,237,929	100.00%	\$857,104,363	\$42,866,434	5.26%

- (1) Budget differences between FY 2013 and FY 2014 are described for all funds in the Functional Areas Summary section in the FY 2014 Adopted Budget - Volume I.
- (2) FY 2013 amounts for these functional areas were incorrect when originally published in the FY 2013 Adopted Budget due to administrative error. The errors were insignificant, and have been corrected for this publication.
- (3) Increases in General Fund Allocated Reserves are detailed in the Executive Summary.
- (4) The Unallocated Reserve was increased to represent 12% of budgeted expenditures of the General Fund and Road and Bridge Fund. The Debt Service Funds and other special funds have dedicated reserves.
- (5) Bond funds, which are used for capital projects, are not budgeted in the FY 2013 Adopted Budget. They will be budgeted in FY 2014 as balances roll forward.

Chart 3

**Where Does the Money Come From?
General Fund**

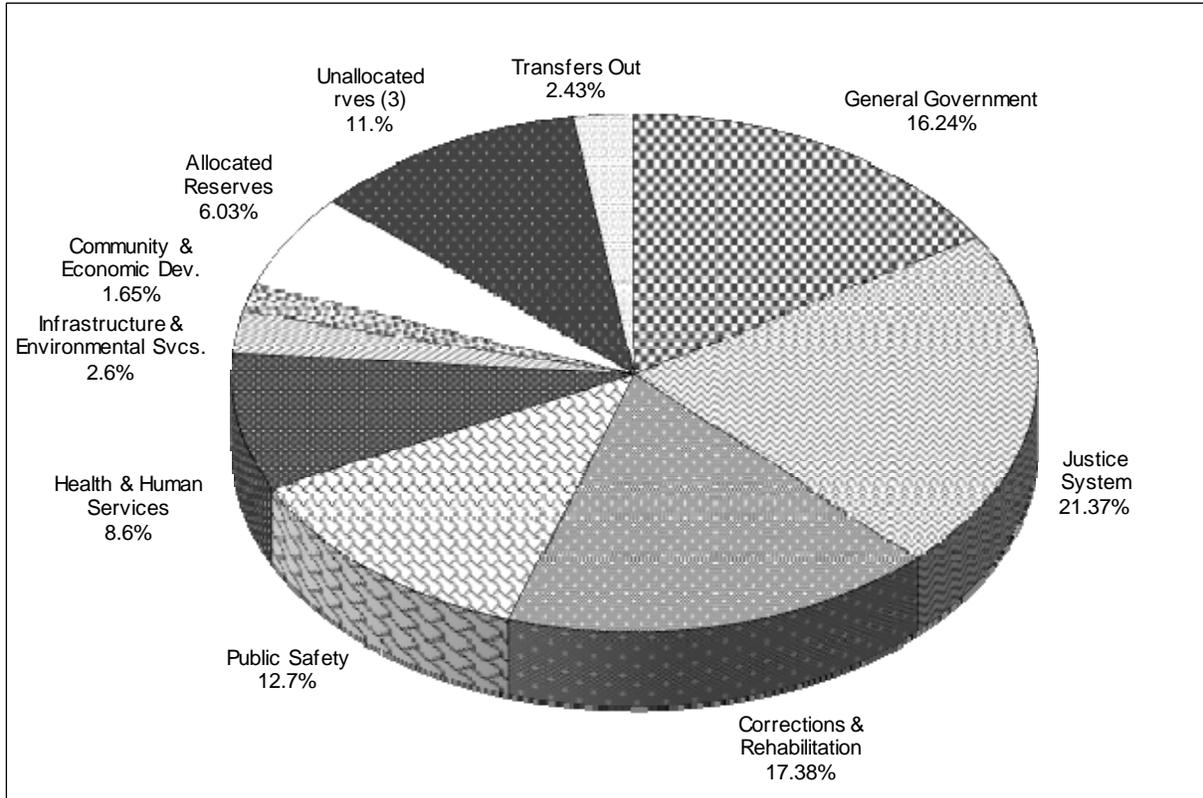


	FY 2013 ADOPTED BUDGET		FY 2014 ADOPTED BUDGET		CHANGE FROM FY 13 TO FY 14	
Adjusted Balance	\$114,021,855	17.66%	\$116,366,236	18.81%	\$2,344,381	2.06%
Beginning Balance	114,021,855		119,966,236		\$5,944,381	5.21%
Net Change Fair Value (1)	0		(3,600,000)		-\$3,600,000	N/A
Taxes	408,134,737	69.26%	431,406,042	69.73%	23,271,305	5.70%
Intergovernmental	8,599,534	1.87%	10,260,483	1.66%	1,660,949	19.31%
Charges for Services	52,505,442	9.91%	56,164,308	9.08%	3,658,866	6.97%
Fines & Forfeitures (2)	918,977	0.20%	722,716	0.12%	-196,261	-21.36%
Investment Income	462,840	0.20%	1,268,577	0.21%	805,737	174.09%
Miscellaneous (2)	2,377,709	0.36%	2,256,484	0.36%	-121,225	-5.10%
Transfers In (2)	1,084,498	0.54%	240,415	0.04%	-844,083	-77.83%
Total General Fund	\$588,105,592	100.00%	\$618,685,261	100.00%	\$30,579,669	5.20%

(1) In accordance with Generally Accepted Accounting Principles, the County Auditor estimates the fair market value of Travis County investments will decrease by \$3.6 million in fiscal year 2014.
 (2) Fines & Forfeitures, Miscellaneous, and Transfers In are all combined in Miscellaneous on pie chart due to small percentages.

Chart 4

**Where Does the Money Go?
General Fund**



	FY 2013		FY 2014		CHANGE FROM	
	ADOPTED BUDGET		ADOPTED BUDGET		FY 13 TO FY 14	
General Government (1)	16.22%	\$100,190,179	16.24%	\$100,495,246	\$305,067	0.30%
Justice System (1)	22.63%	130,386,468	21.37%	\$132,218,289	1,831,821	1.40%
Corrections & Rehabilitation (1)	19.80%	110,448,716	17.38%	\$107,550,546	-2,898,170	-2.62%
Public Safety (1)	11.90%	68,594,483	12.70%	\$78,581,145	9,986,662	14.56%
Health & Human Services (1)	9.09%	52,295,201	8.60%	\$53,182,458	887,257	1.70%
Infrastructure & Environmental Svcs. (1)	2.06%	19,634,978	2.60%	\$16,057,671	-3,577,307	-18.22%
Community & Economic Dev. (1)	1.58%	9,297,104	1.65%	\$10,183,302	886,198	9.53%
Allocated Reserves (2)	3.94%	25,977,227	6.03%	\$37,284,364	11,307,137	43.53%
Unallocated Reserves (3)	9.83%	57,195,853	11.00%	\$68,085,598	10,889,745	19.04%
Transfers Out	2.95%	14,085,383	2.43%	15,046,642	961,259	6.82%
	100.00%	\$588,105,592	100.00%	\$618,685,261	\$30,579,669	5.20%

- (1) Budget differences between FY 2013 and FY 2014 are described for all funds in the Functional Areas Summary section in the FY 2014 Adopted Budget - Volume I.
- (2) Increases in Allocated Reserves are detailed in the Executive Summary.
- (3) The Unallocated Reserve was increased to represent 12% of budgeted expenditures of the General Fund and Road and Bridge Fund. The Debt Service Funds have dedicated reserves.

Table 2

GENERAL FUND DEPARTMENTAL BUDGET HISTORY

Dept. Dept Name	Adopted Budget FY 2012*	Adopted Budget FY 2013*	Adopted Budget FY 2014*	Difference	% Change
122 Civil Courts	\$6,089,599	\$6,303,458	\$6,480,279	\$176,821	2.8%
193 Civil Court Legally Mandated Fees	\$2,784,040	\$2,940,573	\$3,250,651	\$310,078	10.5%
154 Civil Service Commission	\$92,428	\$92,376	\$110,170	\$17,794	19.3%
102 Commissioner, Precinct 1	\$351,924	\$365,899	\$380,120	\$14,221	3.9%
103 Commissioner, Precinct 2	\$350,524	\$364,831	\$376,901	\$12,070	3.3%
104 Commissioner, Precinct 3	\$340,489	\$359,096	\$380,108	\$21,012	5.9%
105 Commissioner, Precinct 4	\$340,394	\$352,920	\$363,594	\$10,674	3.0%
139 Community Supervision & Corrections	\$561,138	\$564,015	\$599,840	\$35,825	6.4%
131 Constable, Precinct 1	\$1,797,508	\$2,003,037	\$1,998,454	(\$4,583)	-0.2%
132 Constable, Precinct 2	\$2,548,815	\$2,735,301	\$2,797,352	\$62,051	2.3%
133 Constable, Precinct 3	\$2,200,901	\$2,307,681	\$2,336,987	\$29,306	1.3%
134 Constable, Precinct 4	\$1,402,469	\$1,624,701	\$1,781,104	\$156,403	9.6%
135 Constable, Precinct 5	\$4,074,189	\$4,385,174	\$4,427,839	\$42,665	1.0%
140 Counseling and Education Services	\$3,264,816	\$3,546,333	\$3,606,879	\$60,546	1.7%
119 County Attorney	\$15,676,888	\$16,959,561	\$18,233,184	\$1,273,623	7.5%
106 County Auditor	\$10,101,131	\$10,853,517	\$11,624,197	\$770,680	7.1%
120 County Clerk	\$9,122,132	\$9,633,213	\$11,403,396	\$1,770,183	18.4%
101 County Judge	\$440,887	\$454,781	\$485,013	\$30,232	6.6%
107 County Treasurer	\$563,097	\$809,468	\$836,920	\$27,452	3.4%
124 Criminal Courts	\$6,980,976	\$6,574,762	\$6,718,856	\$144,094	2.2%
194 Criminal Court Legally Mandated Fees	\$8,114,683	\$8,442,719	\$8,742,719	\$300,000	3.6%
155 Criminal Justice Planning	\$3,744,824	\$4,104,313	\$4,372,421	\$268,108	6.5%
123 District Attorney	\$16,526,503	\$17,524,583	\$20,016,046	\$2,491,463	14.2%
121 District Clerk	\$7,190,346	\$7,528,936	\$7,892,307	\$363,371	4.8%
159 Emergency Medical Services	\$16,599,439	\$19,407,179	\$20,006,815	\$599,636	3.1%
147 Emergency Services	\$4,339,583	\$4,781,918	\$6,648,650	\$1,866,732	39.0%
114 Facilities Management	\$9,497,220	\$10,073,725	\$10,624,849	\$551,124	5.5%
191 Centralized Rent & Utilities	\$4,921,469	\$4,837,821	\$4,537,130	(\$300,691)	-6.2%
110 General Administration	\$4,340,753	\$4,755,726	\$4,462,603	(\$293,123)	-6.2%
158 Health & Human Svcs & Veterans Svc ¹	\$28,226,235	\$32,293,147	\$33,053,308	\$760,161	2.4%
118 Texas AgriLife Extension ¹	\$1,010,187	\$0	\$0	\$0	0.0%
116 Veterans Services ¹	\$315,115	\$0	\$0	\$0	0.0%
889 Healthcare Contra Account ²	(\$3,305,938)	(\$3,305,938)	\$0	\$3,305,938	-100.0%
117 Historical Commission	\$4,942	\$9,442	\$7,942	(\$1,500)	-15.9%
111 Human Resources Mgmt	\$10,376,533	\$12,984,047	\$14,207,163	\$1,223,116	9.4%
112 Information Technology Services	\$20,975,022	\$22,325,266	\$22,874,535	\$549,269	2.5%
190 Centralized Computer Services ³	\$0	\$0	\$0	\$0	0.0%
126 Justice of the Peace, Precinct 1	\$933,028	\$1,004,962	\$1,039,364	\$34,402	3.4%
127 Justice of the Peace, Precinct 2	\$1,910,524	\$1,987,956	\$1,981,034	(\$6,922)	-0.3%
128 Justice of the Peace, Precinct 3	\$1,357,017	\$1,388,219	\$1,440,805	\$52,586	3.8%
129 Justice of the Peace, Precinct 4	\$937,852	\$956,273	\$998,180	\$41,907	4.4%
130 Justice of the Peace, Precinct 5	\$986,582	\$999,796	\$1,036,837	\$37,041	3.7%
145 Juvenile Probation	\$33,743,514	\$35,624,105	\$36,474,397	\$850,292	2.4%
143 Juvenile Public Defender	\$1,360,296	\$1,426,110	\$1,504,440	\$78,330	5.5%
138 Medical Examiner	\$4,009,231	\$4,407,871	\$4,627,769	\$219,898	5.0%
109 Planning and Budget	\$1,903,205	\$2,099,092	\$2,090,915	(\$8,177)	-0.4%
142 Pretrial Services	\$3,730,564	\$5,095,573	\$5,390,504	\$294,931	5.8%
125 Probate Court	\$1,660,932	\$1,779,865	\$1,871,490	\$91,625	5.1%
115 Purchasing	\$3,282,109	\$3,670,716	\$3,804,005	\$133,289	3.6%
157 Records Mgmt & Comm Resources	\$5,157,039	\$5,103,818	\$5,553,484	\$449,666	8.8%
137 Sheriff's Office	\$133,572,284	\$147,433,519	\$150,351,858	\$2,918,339	2.0%
108 Tax Assessor-Collector	\$7,791,062	\$8,367,827	\$9,275,652	\$907,825	10.8%
149 Transportation & Natural Resources	\$29,816,081	\$32,096,244	\$34,520,879	\$2,424,635	7.6%
192 Centralized Fleet Services ⁴	\$0	\$0	\$0	\$0	0.0%
Total Dept Budgets Excluding CAR	\$434,112,581	\$472,435,527	\$497,599,945	\$25,164,418	5.3%
Total CAR Budgets	\$19,001,378	\$32,496,985	\$15,715,354	(\$16,781,631)	-51.6%
Total Dept Budgets	\$453,113,959	\$504,932,512	\$513,315,299	\$8,382,787	1.7%

Table 2

GENERAL FUND DEPARTMENTAL BUDGET HISTORY

Dept. Dept Name	Adopted Budget FY 2012*	Adopted Budget FY 2013*	Adopted Budget FY 2014*	Difference	% Change
Reserves					
Capital Acquisition Resources Reserve	\$1,433,446	\$2,813,944	\$2,431,317	(\$382,627)	-13.6%
Allocated Reserve	\$15,196,426	\$6,920,945	\$10,718,725	\$3,797,780	54.9%
Civil and Family Justice Center Reserve	\$4,000,000	\$5,496,000	\$5,446,000	(\$50,000)	-0.9%
Reserve for Replacement of IJS	\$4,700,000	\$2,164,795	\$5,235,265	\$3,070,470	141.8%
Reserve for Emergencies & Conting.	\$4,950,000	\$2,016,924	\$5,000,000	\$2,983,076	147.9%
STAR Flight Maintenance Reserve	\$640,000	\$1,001,050	\$1,995,050	\$994,000	99.3%
Reserve for Interlocal Agreements	\$0	\$2,166,175	\$1,950,308	(\$215,867)	-10.0%
Reserve for 1115 Waiver Participation	\$0	\$1,000,000	\$1,000,000	\$0	0.0%
Sheriff's Office Overtime Reserve	\$0	\$0	\$1,000,000	\$1,000,000	0.0%
Juvenile Justice Reserve	\$250,000	\$418,959	\$504,726	\$85,767	20.5%
Fuel & Utilities Reserve	\$1,000,000	\$1,000,000	\$300,000	(\$700,000)	-70.0%
Smart Building Maintenance Reserve	\$60,250	\$160,778	\$297,948	\$137,170	85.3%
Reserve for State Funding Cuts	\$300,000	\$250,000	\$250,000	\$0	0.0%
Transition Reserve	\$750,000	\$101,889	\$0	(\$101,889)	-100.0%
Other Allocated Reserves	\$3,470,927	\$465,768	\$1,155,025	\$689,257	148.0%
Unallocated Reserve	\$51,367,824	\$57,195,853	\$68,085,598	\$10,889,745	19.0%
Total Reserves	\$88,118,873	\$83,173,080	\$105,369,962	\$22,196,882	26.7%
TOTAL GENERAL FUND	\$541,232,832	\$588,105,592	\$618,685,261	\$30,579,669	5.2%

* Departmental budgets exclude Capital Acquisition Resources (CAR) funds shown in Total CAR Budgets.

¹ Veterans Services and the Cooperative Extension Service merged with Health & Human Services in FY 2013.

² The Healthcare Contra Account amount (previously budgeted in Dept. 889) is now budgeted directly in relevant departments for FY 2014, resulting in decreases to those departments' budgets in comparison to FY 2013.

³ Centralized Computer Services (Dept. 190) are budgeted in the Capital Acquisition Resources account.

⁴ Centralized Fleet Services (Dept. 192) expenditures are budgeted in Transportation & Natural Resources (Dept. 149).

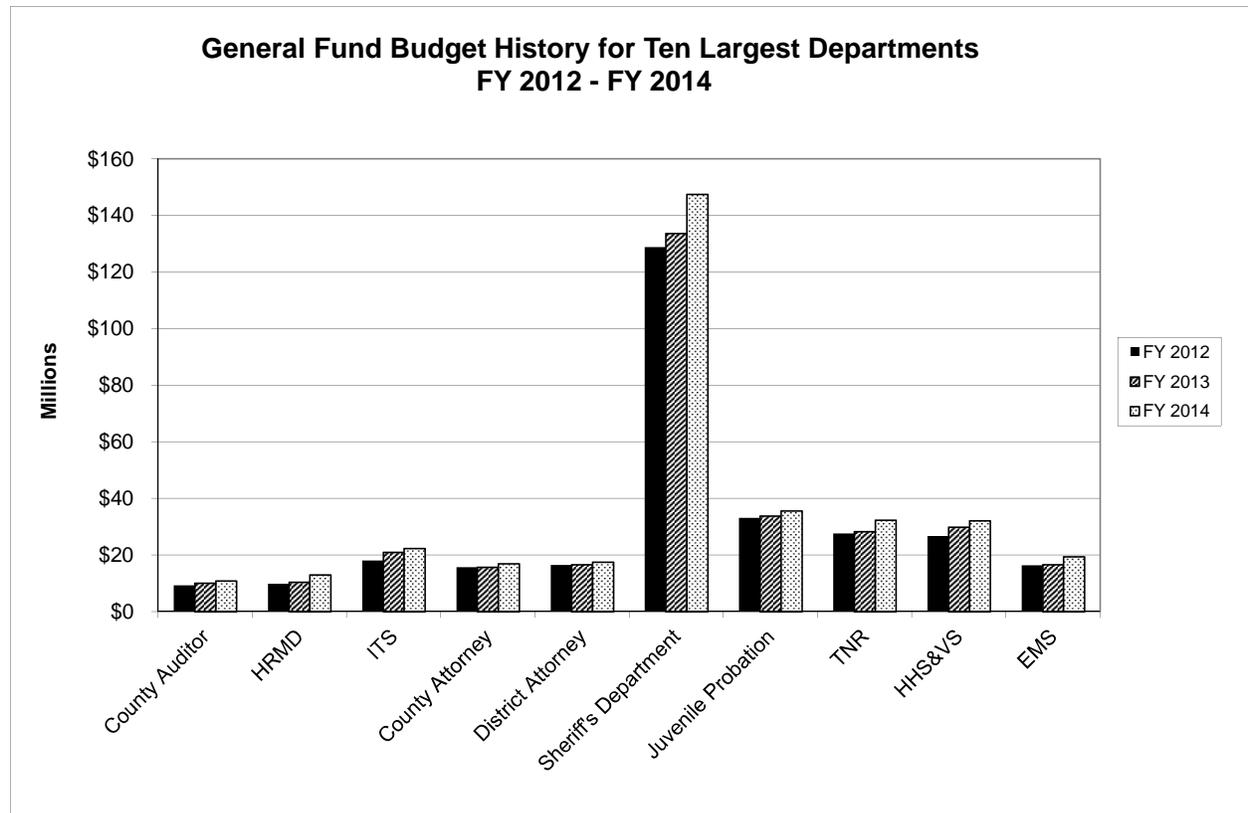


Table 3

Position Changes List

I. Positions Added or Removed in the General Fund						
Department	Title*	Position #	Grade	FTE Change	Effective Date	
Constable, Precinct 1	Constable Deputy	05872	061	(1.00)	10/01/13	
Constable, Precinct 1	Constable Deputy	05872	061	1.00	10/01/13	
Constable, Precinct 2	Court Clerk I	01753	013	(1.00)	10/01/13	
Constable, Precinct 2	Court Clerk I	01753	013	1.00	10/01/13	
Constable, Precinct 2	Constable Deputy Sr	01767	062	(1.00)	10/01/13	
Constable, Precinct 2	Constable Deputy Sr	01767	062	1.00	10/01/13	
Constable, Precinct 2	Court Clerk I	01772	013	(1.00)	10/01/13	
Constable, Precinct 2	Court Clerk I	01772	013	1.00	10/01/13	
Constable, Precinct 2	Constable Deputy Sr	01775	062	(1.00)	10/01/13	
Constable, Precinct 2	Constable Deputy Sr	01775	062	1.00	10/01/13	
Constable, Precinct 3	Constable Deputy	01802	061	(1.00)	10/01/13	
Constable, Precinct 3	Constable Deputy	01802	061	1.00	10/01/13	
Constable, Precinct 3	Constable Deputy	01808	061	(1.00)	10/01/13	
Constable, Precinct 3	Constable Deputy	01808	061	1.00	10/01/13	
Constable, Precinct 4	Court Clerk I	50169	013	0.50	01/01/14	
Constable, Precinct 4	Administrative Assoc	51651	016	1.00	10/01/13	
Constable, Precinct 4	Constable Deputy	51652	061	1.00	01/01/14	
Counseling and Education Services	Office Specialist Sr	03791	013	(1.00)	06/25/13	
Counseling and Education Services	Chemical Dependency Counselor Sr	03814	017	(1.00)	06/26/13	
Counseling and Education Services	Social Services Dir	03841	025	0.95	10/01/13	
County Attorney	Attorney II	00763	023	1.00	11/27/12	
County Attorney	Attorney VII	00781	030	0.50	11/27/12	
County Attorney	Attorney VII	50827	030	(1.00)	10/01/13	
County Attorney	Attorney VII	50827	030	1.00	03/12/13	
County Attorney	Attorney VII	50827	030	1.00	10/01/13	
County Attorney	Attorney IV	50828	027	(1.00)	10/01/13	
County Attorney	Attorney IV	50828	027	1.00	03/12/13	
County Attorney	Attorney IV	50828	027	1.00	10/01/13	
County Attorney	Paralegal	50829	018	(1.00)	10/01/13	
County Attorney	Paralegal	50829	018	1.00	03/12/13	
County Attorney	Paralegal	50829	018	1.00	10/01/13	
County Attorney	Paralegal Sr	50830	019	(1.00)	10/01/13	
County Attorney	Paralegal Sr	50830	019	1.00	03/12/13	
County Attorney	Paralegal Sr	50830	019	1.00	10/01/13	
County Attorney	Application Dev Mgr	51701	031	1.00	01/01/14	
County Attorney	Financial Analyst Sr	51702	020	1.00	01/01/14	
County Auditor	Project Mgr I	00342	027	1.00	10/01/13	
County Auditor	Application Dev Analyst III	00377	027	1.00	10/01/13	
County Auditor	Application Dev Analyst III	50184	027	1.00	10/01/13	
County Clerk	Court Services Program Mgr	50801	024	1.00	02/26/13	
Criminal Courts	Court Bailiff	01494	011	(1.00)	06/30/13	
Criminal Courts	Office Specialist Sr	01527	013	(1.00)	05/13/13	
Criminal Courts	Business Analyst III	50802	026	1.00	02/26/13	
Criminal Courts	Business Analyst I	50803	022	1.00	02/26/13	
Criminal Justice Planning	Office Specialist Sr	03791	013	1.00	06/25/13	
Criminal Justice Planning	Chemical Dependency Counselor Sr	03814	017	1.00	06/25/13	
Criminal Justice Planning	Social Services Program Specialist	50652	017	(1.00)	10/01/13	
Criminal Justice Planning	Social Services Program Specialist	50652	017	1.00	01/29/13	
Criminal Justice Planning	Social Services Program Specialist	50652	017	1.00	10/01/13	
Criminal Justice Planning	Chemical Dependency Counselor	51276	016	1.00	06/25/13	
Criminal Justice Planning	Attorney II	51676	023	1.00	10/01/13	
District Attorney	Attorney V	01351	029	0.50	01/31/13	
District Attorney	Attorney VI	01352	029	0.50	01/31/13	
District Attorney	Investigator	01405	067	1.00	10/01/13	

Table 3

Position Changes List

I. Positions Added or Removed in the General Fund						
Department	Title*	Position #	Grade	FTE Change	Effective Date	
District Attorney	Investigator	01407	067	1.00	10/01/13	
District Attorney	Investigator	01410	067	1.00	10/01/13	
District Attorney	Investigator	01411	067	1.00	10/01/13	
District Attorney	County/District Attorney Div Dir	01426	032	1.00	10/01/13	
District Attorney	Attorney VI	01431	029	1.00	10/01/13	
District Attorney	Legal Secretary	01432	015	0.50	10/01/13	
District Attorney	Forensic Analyst Sr	01433	022	1.00	10/01/13	
District Attorney	Attorney VI	01439	029	1.00	10/01/13	
District Attorney	Attorney VII	01440	030	1.00	10/01/13	
District Attorney	Legal Secretary	01441	015	1.00	10/01/13	
District Attorney	Attorney VI	01442	029	1.00	10/01/13	
District Attorney	Attorney VI	01443	029	1.00	10/01/13	
District Attorney	Forensic Analyst	01444	021	1.00	10/01/13	
District Attorney	Attorney VI	01445	029	1.00	10/01/13	
District Attorney	Forensic Analyst Sr	01446	022	1.00	10/01/13	
District Attorney	Office Specialist	01449	012	(1.00)	10/01/13	
District Clerk	Business Analyst Assoc	01175	019	0.03	10/01/13	
District Clerk	Business Analyst II	50804	024	1.00	10/01/13	
District Clerk	Court Clerk I	50805	013	(1.00)	10/01/13	
District Clerk	Court Clerk I	50805	013	1.00	02/26/13	
District Clerk	Court Clerk I	51605	013	1.00	01/01/14	
Emergency Services	Hazardous Material Coord	04584	020	1.00	10/01/13	
Facilities Management	Executive Asst	00437	017	(1.00)	10/01/13	
Facilities Management	Accountant Assoc	00438	014	0.40	10/01/13	
Facilities Management	Building Maintenance Worker Sr	00526	013	0.25	10/01/13	
Facilities Management	Building Maintenance Worker Sr	00583	013	0.25	10/01/13	
Facilities Management	Building Maintenance Worker Sr	00585	013	(0.75)	10/01/13	
Facilities Management	Building Maintenance Worker Sr	00591	013	(0.75)	10/01/13	
Facilities Management	Building Maintenance Worker Sr	00594	013	0.25	10/01/13	
Facilities Management	Building Maintenance Worker Sr	00598	013	0.25	10/01/13	
Facilities Management	Building Maintenance Worker Sr	00602	013	0.25	10/01/13	
Facilities Management	Building Maintenance Worker Sr	00605	013	0.25	10/01/13	
Facilities Management	Office Asst	51428	010	1.00	08/20/13	
Facilities Management	Building Security Guard	51677	009	1.00	10/01/13	
Facilities Management	Building Security Guard	51678	009	1.00	10/01/13	
Facilities Management	Building Security Guard	51679	009	1.00	10/01/13	
Facilities Management	Building Security Guard	51680	009	1.00	10/01/13	
Facilities Management	Building Security Guard Supv	51681	011	1.00	10/01/13	
General Administration	Special Asst to Commissioners Court	51328	NA	(0.50)	10/01/13	
Health & Human Svcs & Veterans Svc	Social Services Program Coord	05254	018	0.02	10/01/13	
Health & Human Svcs & Veterans Svc	Social Services Program Administrator	05255	021	0.04	10/01/13	
Health & Human Svcs & Veterans Svc	Social Services Program Specialist	05256	017	0.05	10/01/13	
Health & Human Svcs & Veterans Svc	Animal Control Supv	05498	NA	(1.00)	05/31/13	
Health & Human Svcs & Veterans Svc	Patient Representative	05499	NA	(1.00)	12/31/12	
Health & Human Svcs & Veterans Svc	Social Services Asst	50903	011	1.00	04/02/13	
Health & Human Svcs & Veterans Svc	Social Services Asst	50904	011	1.00	04/02/13	
Health & Human Svcs & Veterans Svc	Case Worker	51303	016	1.00	05/01/13	
Health & Human Svcs & Veterans Svc	Case Worker	51304	016	1.00	05/01/13	
Health & Human Svcs & Veterans Svc	Social Services Mgr	51305	019	1.00	05/01/13	
Health & Human Svcs & Veterans Svc	Social Worker	New	018	1.00	01/01/14	
Information Technology Services	Executive Mgr Adm Operations	00323	033	(1.00)	10/01/13	
Information Technology Services	Project Mgr I	00342	027	(1.00)	10/01/13	
Information Technology Services	Business Analyst II	00358	024	(1.00)	10/01/13	
Information Technology Services	Application Dev Analyst III	00377	027	(1.00)	10/01/13	

Table 3

Position Changes List

I. Positions Added or Removed in the General Fund					
Department	Title*	Position #	Grade	FTE Change	Effective Date
Information Technology Services	Business Consultant I	00380	027	(1.00)	10/01/13
Information Technology Services	Application Dev Analyst III	50184	027	(1.00)	10/01/13
Information Technology Services	Business Analyst II	51277	024	1.00	12/18/12
Information Technology Services	Application Dev Analyst II	51278	025	1.00	12/18/12
Information Technology Services	Application Dev Analyst II	51647	025	1.00	01/01/14
Justice of the Peace, Precinct 1	Court Clerk I	01617	013	1.00	10/01/13
Justice of the Peace, Precinct 1	Court Clerk I	01624	013	1.00	10/01/13
Justice of the Peace, Precinct 2	Court Clerk I	01634	013	(1.00)	10/01/13
Justice of the Peace, Precinct 2	Juvenile Case Mgr	01639	015	0.06	10/01/13
Justice of the Peace, Precinct 2	Court Clerk I	01649	013	(1.00)	10/01/13
Juvenile Probation	Business Analyst II	00358	024	1.00	10/01/13
Juvenile Probation	Business Consultant I	00380	027	1.00	10/01/13
Juvenile Probation	Chemical Dependency Counselor Sr	04143	017	(1.00)	10/01/13
Juvenile Probation	Counselor Sr	04148	017	1.00	10/01/13
Juvenile Probation	Registered Nurse II	04487	021	0.50	10/01/13
Juvenile Probation	Business Analyst I	51703	022	1.00	01/01/14
Juvenile Public Defender	Office Asst	51601	010	1.00	10/01/13
Medical Examiner	ME Investigator I	51602	018	1.00	10/01/13
Pretrial Services	Probation Div Dir	03475	001	(0.10)	10/01/13
Pretrial Services	Probation Div Dir	03554	001	(0.05)	10/01/13
Pretrial Services	Pretrial Officer II	51752	017	1.00	01/01/14
Probate Court	Business Analyst II	51704	024	1.00	01/01/14
Purchasing	Pur Support Specialist II	05582	015	(1.00)	10/01/13
Records Mgmt & Comm Resources	Records Analyst	05207	017	0.17	10/01/13
Sheriff's Office	Corrections Officer	01494	081	1.00	07/01/13
Sheriff's Office	Corrections Officer Sr	01527	083	1.00	05/14/13
Sheriff's Office	Licensed Vocational Nurse	01965	015	(1.00)	10/01/13
Sheriff's Office	Psychologist	51635	023	1.00	01/01/14
Sheriff's Office	Corrections Officer	51636	081	1.00	10/01/13
Sheriff's Office	Corrections Sergeant	51637	088	1.00	10/01/13
Sheriff's Office	Corrections Sergeant	51638	088	1.00	10/01/13
Sheriff's Office	Corrections Sergeant	51639	088	1.00	10/01/13
Sheriff's Office	Corrections Sergeant	51640	088	1.00	10/01/13
Sheriff's Office	Corrections Sergeant	51641	088	1.00	10/01/13
Sheriff's Office	Corrections Sergeant	51642	088	1.00	04/01/14
Sheriff's Office	Corrections Sergeant	51643	088	1.00	04/01/14
Sheriff's Office	Corrections Sergeant	51644	088	1.00	04/01/14
Sheriff's Office	Corrections Sergeant	51645	088	1.00	04/01/14
Sheriff's Office	Corrections Sergeant	51646	088	1.00	04/01/14
Sheriff's Office	Evidence Tech Lead	51851	020	1.00	10/01/13
Sheriff's Office	Evidence Room Technician	New	018	1.00	01/01/14
Tax Assessor-Collector	Tax Specialist I	00125	013	0.50	10/01/13
Tax Assessor-Collector	Financial Analyst Lead	51626	023	1.00	10/01/13
Tax Assessor-Collector	Tax Specialist II	51633	015	1.00	01/01/14
Tax Assessor-Collector	Tax Specialist III	51634	016	1.00	01/01/14
Tax Assessor-Collector	Tax Supv	51628-9	020	2.00	10/01/13
Tax Assessor-Collector	Tax Supv	51630-2	020	3.00	10/01/13
Transportation & Natural Resources	Road Maintenance Supv	05030	017	(0.15)	10/01/13
Transportation & Natural Resources	Park Forester	51653	022	1.00	10/01/13
Transportation & Natural Resources	Environmental Specialist	51753	018	1.00	01/01/14
Transportation & Natural Resources	Park Maintenance Worker Sr	51757	011	1.00	01/01/14
Transportation & Natural Resources	Park Ranger	51758	060	1.00	01/01/14
Transportation & Natural Resources	Park Maintenance Worker	51754-6	009	3.00	01/01/14
			Total	79.42	

Table 3

Position Changes List

II. Positions Added or Removed in Other Funds					
Department	Title*	Position #	Grade	FTE	Effective Date
District Clerk	Business Analyst Assoc	01175	019	(0.03)	10/01/13
District Clerk	Business Analyst II	50804	024	(1.00)	10/01/13
District Clerk	Business Analyst II	50804	024	1.00	02/26/13
District Clerk	Court Clerk I	50805	013	1.00	10/01/13
District Clerk	Court Clerk Asst	51603	011	1.00	10/01/13
District Clerk	Law Library Specialist	51604	015	0.50	10/01/13
Facilities Management	Accountant Assoc	00438	014	(0.40)	10/01/13
Facilities Management	Building Maintenance Worker Sr	00526	013	(0.25)	10/01/13
Facilities Management	Building Maintenance Worker Sr	00583	013	(0.25)	10/01/13
Facilities Management	Building Maintenance Worker Sr	00585	013	0.75	10/01/13
Facilities Management	Building Maintenance Worker Sr	00591	013	0.75	10/01/13
Facilities Management	Building Maintenance Worker Sr	00594	013	(0.25)	10/01/13
Facilities Management	Building Maintenance Worker Sr	00598	013	(0.25)	10/01/13
Facilities Management	Building Maintenance Worker Sr	00602	013	(0.25)	10/01/13
Facilities Management	Building Maintenance Worker Sr	00605	013	(0.25)	10/01/13
Health & Human Svcs & Veterans Svc	Education Instructional Specialist	50951	013	1.00	03/12/13
Health & Human Svcs & Veterans Svc	Education Instructional Specialist	50952	013	1.00	03/12/13
Health & Human Svcs & Veterans Svc	Office Specialist	50953	012	1.00	03/12/13
Justice of the Peace, Precinct 2	Juvenile Case Mgr	01639	015	(0.06)	10/01/13
Records Mgmt & Comm Resources	Law Library Specialist	05201	015	(1.00)	01/31/13
Records Mgmt & Comm Resources	Law Librarian	05201	017	0.50	01/31/13
Records Mgmt & Comm Resources	Records Analyst	05207	017	(0.17)	10/01/13
Records Mgmt & Comm Resources	Law Library Supv	05961	020	(0.50)	03/19/13
Records Mgmt & Comm Resources	Law Library Supv	50240	020	0.50	03/19/13
Transportation & Natural Resources	Road Maintenance Supv	05030	017	0.15	10/01/13
Community Supervision & Corrections	Various State-funded	NA	NA	(4.00)	10/01/13
			Total	0.49	

Table 4
Staffing Comparison in General Fund and Special Funds

Dept	Department Name	FY 2010 FTEs	FY 2011 FTEs	FY 2012 FTEs	FY 2013 FTEs	FY 2014 FTEs	FY 2014 - FY 2013
122	Civil Courts	76.50	76.50	76.50	76.50	76.50	0.00
154	Civil Service Commission	1.00	1.00	1.00	1.00	1.00	0.00
102	Commissioner, Precinct 1	4.00	4.00	4.00	4.00	4.00	0.00
103	Commissioner, Precinct 2	4.00	4.00	4.00	4.00	4.00	0.00
104	Commissioner, Precinct 3	4.00	4.00	4.00	4.00	4.00	0.00
105	Commissioner, Precinct 4	4.00	4.00	4.00	4.00	4.00	0.00
139	Community Supervision & Corrections ¹	318.00	297.00	296.50	284.75	280.75	(4.00)
131	Constable, Precinct 1	22.00	22.00	24.00	24.00	24.00	0.00
132	Constable, Precinct 2	33.00	34.00	35.00	35.00	35.00	0.00
133	Constable, Precinct 3	30.00	29.00	29.00	29.00	29.00	0.00
134	Constable, Precinct 4	18.00	19.00	19.00	20.50	23.00	2.50
135	Constable, Precinct 5	55.00	55.00	55.50	56.00	56.00	0.00
140	Counseling & Education Services	44.00	44.00	43.00	43.00	41.95	(1.05)
119	County Attorney	179.50	185.50	185.50	190.00	197.50	7.50
106	County Auditor	81.00	82.00	82.00	84.00	87.00	3.00
120	County Clerk	118.00	120.00	120.00	121.00	122.00	1.00
101	County Judge	5.00	5.00	5.00	5.00	5.00	0.00
107	County Treasurer	6.00	6.00	6.00	8.00	8.00	0.00
124	Criminal Courts	84.50	85.50	85.50	72.00	72.00	0.00
155	Criminal Justice Planning	10.00	10.00	38.00	39.00	44.00	5.00
136	Dispute Resolution Center	7.00	7.00	7.00	7.00	7.00	0.00
123	District Attorney	167.13	167.13	168.63	171.13	186.63	15.50
121	District Clerk	108.00	109.00	108.00	111.00	115.50	4.50
159	Emergency Medical Services	33.00	33.00	33.00	32.00	32.00	0.00
147	Emergency Services	17.00	17.00	17.00	18.00	19.00	1.00
114	Facilities Management	135.00	137.00	137.00	140.00	145.00	5.00
110	General Administration	2.50	2.50	2.50	2.50	2.00	(0.50)
158	Health & Human Services & Veterans Service	178.29	178.04	181.04	209.29	216.40	7.11
118	Texas AgriLife Extension	14.00	14.00	14.00	0.00	0.00	0.00
116	Veterans Services	6.00	6.00	6.00	0.00	0.00	0.00
117	Historical Commission	0.00	0.00	0.00	0.00	0.00	0.00
111	Human Resource Management	38.00	38.00	37.50	38.50	38.50	0.00
112	Information Technology Services	107.00	106.00	107.00	114.00	111.00	(3.00)
126	Justice of the Peace, Precinct 1	13.00	15.00	15.00	14.00	16.00	2.00
127	Justice of the Peace, Precinct 2	31.50	32.00	33.00	33.00	31.00	(2.00)
128	Justice of the Peace, Precinct 3	25.50	25.50	25.50	25.50	25.50	0.00
129	Justice of the Peace, Precinct 4	15.00	16.00	16.00	16.00	16.00	0.00
130	Justice of the Peace, Precinct 5	13.00	15.00	15.00	15.00	15.00	0.00
145	Juvenile Probation	438.50	462.50	462.50	467.50	471.00	3.50
143	Juvenile Public Defender	13.00	13.00	13.00	13.00	14.00	1.00
138	Medical Examiner	35.00	35.50	35.50	37.00	38.00	1.00
109	Planning and Budget	16.00	16.00	18.00	18.00	18.00	0.00
142	Pretrial Services	57.18	57.18	57.18	77.98	78.83	0.85
125	Probate Court	10.67	10.67	11.67	12.00	13.00	1.00
115	Purchasing	32.00	33.00	35.00	37.00	36.00	(1.00)
157	Records Management & Communications Resources	41.00	41.00	41.00	44.75	44.25	(0.50)
137	Sheriff's Office	1,486.50	1,510.50	1,588.50	1,621.50	1,636.50	15.00
108	Tax Assessor-Collector	129.00	130.00	131.00	134.00	142.50	8.50
149	Transportation & Natural Resources	401.55	401.55	402.05	410.80	417.80	7.00
TOTALS		4,668.82	4,716.57	4,836.07	4,925.20	5,005.10	79.91

¹ Community Supervision and Corrections FTEs totals include state funded employees.

Table 5
FY 2014 ADOPTED BUDGET
GENERAL FUND CAPITAL OUTLAY AND IMPROVEMENT PROJECTS
CAPITAL ACQUISITION RESOURCES (CAR) ACCOUNT

Description	New Cost	Replace Cost	Total Cost
Maintenance of Current Operations (Technology)	-	145,492	145,492
Data Visualization Software	40,000	-	40,000
Capital Budget Furniture	-	24,950	24,950
Disaster Recovery Infrastructure	75,000	-	75,000
Judges Workbench Maintenance and Expansion	172,425	-	172,425
Civil Courts (122) Total	287,425	170,442	457,867
Panasonic Arbitrators Cameras	18,900	-	18,900
Constable Precinct 2 (132) Total	18,900	-	18,900
Panasonic Arbitrator Cameras	-	25,200	25,200
Constable Precinct 3 (133) Total	-	25,200	25,200
Replacement Radios	-	24,552	24,552
Constable Precinct 4 (134) Total	-	24,552	24,552
Radio for Security Coverage at 1010 Lavaca	6,305	-	6,305
Counseling and Education Services (140) Total	6,305	-	6,305
Document Management System Misdemeanor Module Review and Correction of Vista System Data*	225,000	-	225,000
Phase 1 of the Replacment of County Voting System	1,000,000	-	1,000,000
Kroll Report County Clerk Category A Recommendations	40,000	-	40,000
New Carts, Network Switches and Replacement Server for Elections	25,320	7,000	32,320
County Clerk's Office (120) Total	1,290,320	7,000	1,297,320
Maintenance of Current Effort - Technology	-	244,614	244,614
Disaster Recovery Infrastructure	75,000	-	75,000
Data Visualization Software	40,000	-	40,000
Staff Ergonomic Chairs	-	7,000	7,000
Criminal Courts (124) Total	115,000	251,614	366,614
Replacement Ambulance for EMS Interlocal Base Agreement*	-	198,191	198,191
New Ambulance for Austin Colony/969*	198,191	-	198,191
Emergency Medical Services (159) Total	198,191	198,191	396,382
Annual Motorola Lease/Purchase Payment	-	473,445	473,445
Emergency Services (147) Total	-	473,445	473,445
Granger Renovations Facility Systems*	273,707	-	273,707
Granger Renovations and Improvements*	187,500	-	187,500
University Savings Bank Building Improvements*	156,000	-	156,000
Criminal Justice Center-Replacement of Two 5,000 MBH Boilers*	-	112,077	112,077
Install Fire Alarm at 2501 S. Congress*	30,000	-	30,000
Structural Foundation Repairs-Collier Building*	17,000	-	17,000
700 Lavaca Renovation*	11,145	-	11,145
Demolition of Building at 5325 Airport Blvd*	5,000	-	5,000
Criminal Justice Center New Criminal Courts Design	51,525	-	51,525
Space Related Costs for Tax Office Reorganization	270,572	-	270,572
Space Related Costs for Mental Health Public Defender Attorney	19,425	-	19,425
Holt Building Improvements	45,386	-	45,386
Criminal Justice Center - Energy Efficiency and Various Improvements	-	371,450	371,450

Table 5
FY 2014 ADOPTED BUDGET
GENERAL FUND CAPITAL OUTLAY AND IMPROVEMENT PROJECTS
CAPITAL ACQUISITION RESOURCES (CAR) ACCOUNT

Description	New Cost	Replace Cost	Total Cost
West Command Center Improvements	-	75,786	75,786
Heman Marion Sweatt Travis County Courthouse-Variou Improvements	-	83,223	83,223
Heman Marion Sweat County Courthouse-County Clerk Remodel	-	39,000	39,000
5501 Airport Blvd-County Clerk Remodel	109,093	-	109,093
Ballistic Glass Security Upgrade	45,280	-	45,280
Kroll Report Arch Security Category A Recommendations	233,450	-	233,450
Kroll Report Operational Security Category A Recommendations	15,000	-	15,000
Kroll Report District Clerk Jury Division Category A Recommendations	2,500	-	2,500
Kroll Report Ruiz Building Category A Recommendations	20,000	-	20,000
Kroll Report Tax Assessor Collector Category A Recommendations	8,200	-	8,200
Heman Marion Sweatt Travis County Courthouse-JP5 Improvements	-	19,200	19,200
Heman Marion Sweatt Travis County Courthouse-Elevators Upgrade	325,000	-	325,000
South Community Center - Del Valle Renovation	-	168,000	168,000
Precinct Three Office Bldg - New Classroom and JP3 Expansion	17,600	-	17,600
Gault Bldg and Travis County Jail Renovations	76,500	-	76,500
Gault Bldg - Decommission Data Center Equipment	35,000	-	35,000
Granger Parking Garage Improvements	213,196	-	213,196
San Antonio Parking Garage Improvements	116,800	-	116,800
Space Costs related to new District Clerk Passport FTE	25,009	-	25,009
Design and Regulatory Phase for New Purchasing Warehouse	416,800	-	416,800
Facilities Management (114) Total	2,726,688	868,736	3,595,424
Centrally Budgeted ITS (Budgeted in Dept 190)	154,434	1,996,865	2,151,299
Infrastructure Completion at 700 Lavaca*	160,000	-	160,000
Facilities Management Department HVAC Enterprise Front End*	25,700	-	25,700
Unified Communication Phase III*	15,000	-	15,000
Technology Space Related Costs for Tax Office Reorganization	45,000	-	45,000
Storage/SAN Fabric/Virtual Tape Library	850,000	-	850,000
Information and Technology Services (112/190) Total	1,250,134	1,996,865	3,246,999
Funding for Replacement of Two Courtroom Tables	-	5,000	5,000
Justice of the Peace Precinct 4 (129) Total	-	5,000	5,000
Video Surveillance Upgrades*	211,725	-	211,725
HVAC Unit Replacement	-	90,000	90,000
Water Heater Replacement	-	37,000	37,000
Carpet Replacement	-	30,500	30,500
Radios	36,842	-	36,842
Juvenile Probation Department (145) Total	248,567	157,500	406,067
Nitrogen Generator for 3200Q Trap	19,000	-	19,000
Gas Chromatograph/Mass Spectrometer (GC/MS)	-	90,000	90,000
Medical Examiner's Office (138) Total	19,000	90,000	109,000
Video Server Memory Expansion	35,000	-	35,000
Digital Video Editors	-	22,098	22,098
Television Lighting for Multifunction Room B	40,000	-	40,000

Table 5
FY 2014 ADOPTED BUDGET
GENERAL FUND CAPITAL OUTLAY AND IMPROVEMENT PROJECTS
CAPITAL ACQUISITION RESOURCES (CAR) ACCOUNT

Description	New Cost	Replace Cost	Total Cost
Replacement Book Scanner	-	90,000	90,000
Records Management and Communication Resources (157) Total	75,000	112,098	187,098
Hot Water Return Loop for the Health Services Building*	-	176,360	176,360
Vehicle Radios*	35,745	33,203	68,948
Security Electronics*	-	8,681	8,681
Marketable Skills Roofing	-	115,000	115,000
E-Citation Handheld Equipment Replacements	-	56,290	56,290
License and Weight Scales	-	19,580	19,580
Equipment for Combined Transportation, Emergency and Communications Center (CTECC) Security Deputy	6,435	-	6,435
Security Camera Monitoring at Central Booking Screening Area	-	11,588	11,588
Reseal Seams on Building 1 Smoke Exhaust Vents	-	135,000	135,000
Laundry Building Roof Replacement	-	165,000	165,000
Kitchen Equipment Replacement List	5,406	-	5,406
Chapel Building Roof Restoration	-	60,000	60,000
Cameras and Recorders for Prison Rape Elimination Act Compliance	250,000	-	250,000
Fire Alarm Monitoring Equipment (Phase 2)	75,000	-	75,000
Building 1 Weatherization	-	135,000	135,000
Building 3 Weatherization	-	115,000	115,000
Health Services Building Shower Cabinets	-	60,000	60,000
Health Services Building Shower Doors	-	10,000	10,000
TCJ Shower Refurbish/Epoxy Total	-	240,000	240,000
Kitchen Building Repairs, Upgrades to Air Handler Units & Controls	-	32,000	32,000
Building 1 Hot Water Heater System Upgrade (Phase 1)	-	220,000	220,000
TCCC Road Repairs	-	100,000	100,000
TCCC Water Softener Projects	-	55,000	55,000
New Contained Paint Booth Marketable Skills Program at the TCCC	11,000	-	11,000
Upgrade the Access Turnstile at the Criminal Justice Center	30,000	-	30,000
Roof Replacement for Training Academy Buildings CCF & CCG	-	32,000	32,000
Laundry Building Repairs to Dock Drain	-	55,000	55,000
Travis County Sheriff's Office (137) Total	413,586	1,834,702	2,248,288
Water Quality Monitoring Equipment	3,535	-	3,535
Centrally Budgeted Vehicles and Accessories	25,000	434,750	459,750
Playground Safety Request	80,000	-	80,000
Maintenance of Current Effort - Road Materials	2,200,000	-	2,200,000
Concrete Hike & Bike Trail Upgrade	100,000	-	100,000
GPS for New Forester Position	7,608	-	7,608
Transportation and Natural Resources (149) Total	2,416,143	434,750	2,850,893
Project Total	9,065,259	6,650,095	15,715,354
CAR Reserve	-	-	2,431,317
Grand Total	-	-	18,146,671

* Rebudgeted from FY 2013. These projects total \$2,080,225.

Table 6 FY 2014 ADOPTED BUDGET CENTRALLY BUDGETED COMPUTER AND TELECOMMUNICATIONS OUTLAY CAPITAL ACQUISITIONS RESOURCES (CAR) ACCOUNT					
Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
Computer Network Port	250	1	250	-	250
Personal Computer	1,300	1	1,300	-	1,300
Security/Network Related Licenses-Desktops	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Desktop	47	1	47	-	47
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Dell Part #DP1913: dual 19" screen monitor w/MDS14 monitor Stand	490	1	490	-	490
Equipment for Security Staff @ Ray Martinez Building Total			4,879	-	4,879
Computer Network Port	250	2	500	-	500
Personal Computer	1,300	2	2,600	-	2,600
Security/Network Related Licenses-Desktops	220	2	440	-	440
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	2	1,214	-	1,214
UC (voip) 7965 Branded Phone	290	1	290	-	290
Headset w/base (VOIP)	150	1	150	-	150
Computer Network Port Maintenance	20	2	40	-	40
Security/NW Related Software Maint-Desktop	47	2	94	-	94
Standard Communication Voice & Data	550	2	1,100	-	1,100
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	2	370	-	370
Two 19-inch Widescreen Panels with MDS14 Dual Monitor Stand	490	1	490	-	490
Equipment for Required Support Staff Total			8,293	-	8,293
Constable Precinct 4 (134)			13,172	-	13,172
Computer Network Port	250	1	250	-	250
Standard Workstation Notebook	2,300	1	2,300	-	2,300
Security/Network Related Licenses-Notebooks	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Application Development Manager Total			5,398	-	5,398
Computer Network Port	250	1	250	-	250
Personal Computer	1,300	1	1,300	-	1,300
Security/Network Related Licenses-Desktops	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Desktop	47	1	47	-	47
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Financial Analyst Senior Total			4,389	-	4,389
County Attorney's Office (119)			9,787	-	9,787

Table 6 FY 2014 ADOPTED BUDGET CENTRALLY BUDGETED COMPUTER AND TELECOMMUNICATIONS OUTLAY CAPITAL ACQUISITIONS RESOURCES (CAR) ACCOUNT					
Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
Computer Network Port	250	1	250	-	250
Standard Workstation Notebook	2,300	1	2,300	-	2,300
Security/Network Related Licenses-Notebooks	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Mental Health Public Defender Attorney II Total			5,398	-	5,398
Criminal Justice Planning (155)			5,398	-	5,398
Computer Network Port	250	1	250	-	250
Personal Computer	1,300	1	1,300	-	1,300
Security/Network Related Licenses-Desktops	220	1	220	-	220
Desktop Enterprise Software	607	1	607	-	607
Headset w/base (VOIP)	150	1	150	-	150
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Desktop	47	1	47	-	47
Standard Communication Voice & Data	550	1	550	-	550
Installation and Data Transfer	185	1	185	-	185
Equipment for Passport Court Clerk I Total			3,329	-	3,329
District Clerk's Office (121)			3,329	-	3,329
Computer Network Port	250	1	250	-	250
Standard Workstation Notebook	2,300	1	2,300	-	2,300
Security/Network Related Licenses-Notebooks	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Social Worker Dedicated to the Unincorporated Area - FSS Total			5,398	-	5,398
Health and Human Services (158)			5,398	-	5,398
Computer Network Port	250	1	250	-	250
Personal Computer	1,300	1	1,300	-	1,300
Security/Network Related Licenses-Desktops	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Desktop	47	1	47	-	47
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Conference of Urban Counties/ACMS Application Support FTE Total			4,389	-	4,389
Information and Technology Services (112)			4,389	-	4,389
Countywide Replacement Computers	1,996,865		-	1,996,865	1,996,865
Centralized Computer Services (190)			-	1,996,865	1,996,865

Table 6
FY 2014 ADOPTED BUDGET
CENTRALLY BUDGETED COMPUTER AND TELECOMMUNICATIONS OUTLAY
CAPITAL ACQUISITIONS RESOURCES (CAR) ACCOUNT

Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
Computer Network Port	250	1	250	-	250
Personal Computer	1,300	1	1,300	-	1,300
Security/Network Related Licenses-Desktops	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Desktop	47	1	47	-	47
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Business Analyst I Total			4,389	-	4,389
Juvenile Probation (145)			4,389	-	4,389
Mobile Data Computer (MDC)	7,400	2	14,800	-	14,800
Security/Network Related Licenses-Notebooks	220	2	440	-	440
Desktop Enterprise Software	607	2	1,214	-	1,214
Computer Network Port Maintenance	20	2	40	-	40
Security/NW Related Software Maint-Notebook	56	2	112	-	112
Standard Communication Voice & Data	550	2	1,100	-	1,100
Vehicle Mounting HW	500	2	1,000	-	1,000
Vehicle Mounting Install	300	2	600	-	600
Field Computers for Mass Disaster Total			19,306	-	19,306
Medical Examiner's Office (138)			19,306	-	19,306
Computer Network Port	250	1	250	-	250
Personal Computer	1,300	1	1,300	-	1,300
Security/Network Related Licenses-Desktops	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7965 Branded Phone	290	1	290	-	290
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Desktop	47	1	47	-	47
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Ignition Interlock Program Total			4,474	-	4,474
Pretrial Services (142)			4,474	-	4,474
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port	250	1	250	-	250
Personal Computer	1,300	1	1,300	-	1,300
Security/Network Related Licenses-Desktops	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Desktop	47	1	47	-	47
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Business Analyst II Total			4,389	-	4,389
Probate Court (125)			4,389	-	4,389
Computer Network Port	250	1	250	-	250
Personal Computer	1,300	1	1,300	-	1,300
Security/Network Related Licenses-Desktops	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607

Table 6 FY 2014 ADOPTED BUDGET CENTRALLY BUDGETED COMPUTER AND TELECOMMUNICATIONS OUTLAY CAPITAL ACQUISITIONS RESOURCES (CAR) ACCOUNT					
Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
UC (voip) 7965 Branded Phone	290	1	290	-	290
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Desktop	47	1	47	-	47
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Occupational License Assistance Total			4,474	-	4,474
Computer Network Port	250	1	250	-	250
Standard Workstation Notebook	2,300	1	2,300	-	2,300
Security/Network Related Licenses-Notebooks	220	1	220	-	220
Desktop Enterprise Software	607	1	607	-	607
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Standard Communication Voice & Data	550	1	550	-	550
Installation and Data Transfer	185	1	185	-	185
Computers for Television Control Rooms and Media Staff Total			4,188	-	4,188
Records Management and Communication Resources (157)			8,662	-	8,662
Computer Network Port	250	2	500	-	500
Personal Computer	1,300	2	2,600	-	2,600
Security/Network Related Licenses-Desktops	220	2	440	-	440
ISM Software - VOIP	180	2	360	-	360
Desktop Enterprise Software	607	2	1,214	-	1,214
UC (voip) 7945 Branded Phone	205	2	410	-	410
Computer Network Port Maintenance	20	2	40	-	40
Security/NW Related Software Maint-Desktop	47	2	94	-	94
Standard Communication Voice & Data	550	2	1,100	-	1,100
Standard Communication Voice & Data (VOIP)	825	2	1,650	-	1,650
Installation and Data Transfer	185	2	370	-	370
Equipment for Evidence Staff Total			8,778	-	8,778
Computer Network Port	250	1	250	-	250
Standard Workstation Notebook	2,300	1	2,300	-	2,300
Security/Network Related Licenses-Notebooks	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Staff Psychologist Total			5,398	-	5,398
Computer Network Port	250	1	250	-	250
Standard Workstation Notebook	2,300	1	2,300	-	2,300
Security/Network Related Licenses-Notebooks	220	1	220	-	220
Desktop Enterprise Software	607	1	607	-	607
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Standard Communication Voice & Data	550	1	550	-	550
Installation and Data Transfer	185	1	185	-	185
Equipment for Jail Mental Health Services-Contract Psychiatric Services Total			4,188	-	4,188
Travis County Sheriff's Office (137)			18,364	-	18,364
Computer Network Port	250	8	2,000	-	2,000
Personal Computer	1,300	7	9,100	-	9,100

Table 6
FY 2014 ADOPTED BUDGET
CENTRALLY BUDGETED COMPUTER AND TELECOMMUNICATIONS OUTLAY
CAPITAL ACQUISITIONS RESOURCES (CAR) ACCOUNT

Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
Standard Workstation Notebook	2,300	1	2,300	-	2,300
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Security/Network Related Licenses-Notebooks	220	1	220	-	220
Security/Network Related Licenses-Desktops	220	7	1,540	-	1,540
ISM Software - VOIP	180	8	1,440	-	1,440
Desktop Enterprise Software	607	8	4,856	-	4,856
UC (voip) 7965 Branded Phone	290	7	2,030	-	2,030
UC (voip) 7945 Branded Phone	205	1	205	-	205
Headset w/base (VOIP)	150	2	300	-	300
Computer Network Port Maintenance	20	8	160	-	160
Security/NW Related Software Maint-Desktop	47	7	329	-	329
Standard Communication Voice & Data	550	8	4,400	-	4,400
Standard Communication Voice & Data (VOIP)	825	8	6,600	-	6,600
Installation and Data Transfer	185	8	1,480	-	1,480
Equipment for Tax Office Reorganization Total			37,016	-	37,016
Tax Office (108)			37,016	-	37,016
Computer Network Port	250	1	250	-	250
Standard Mobile Notebook	1,700	1	1,700	-	1,700
Security/Network Related Licenses-Notebooks	220	1	220	-	220
ISM Software - VOIP	180	1	180	-	180
Desktop Enterprise Software	607	1	607	-	607
UC (voip) 7945 Branded Phone	205	1	205	-	205
Computer Network Port Maintenance	20	1	20	-	20
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Standard Communication Voice & Data	550	1	550	-	550
Standard Communication Voice & Data (VOIP)	825	1	825	-	825
Installation and Data Transfer	185	1	185	-	185
Equipment for Environmental Specialist Total			4,798	-	4,798
Mobile Data Computer (MDC)	7,400	1	7,400	-	7,400
Security/Network Related Licenses-Notebooks	220	1	220	-	220
Desktop Enterprise Software	607	1	607	-	607
CAD Mobile Client Software	1,550	1	1,550	-	1,550
Computer Network Port Maintenance	20	1	20	-	20
CAD Mobile Client Maintenance	360	1	360	-	360
Persysent Software Maintenance	-	1	-	-	-
Security/NW Related Software Maint-Notebook	56	1	56	-	56
Standard Communication Voice & Data	550	1	550	-	550
Vehicle Mounting HW	500	1	500	-	500
Vehicle Mounting Install	300	1	300	-	300
Equipment for Onion Creek Phase I (Barkley Meadows) Total			11,563	-	11,563
Transportation and Natural Resources (149)			16,361	-	16,361
Grand Total for Centrally Budgeted Computer and Telecommunications Outlay Budgeted in ITS			154,434	1,996,865	2,151,299

Table 7
FY 2014 ADOPTED BUDGET
CAPITAL ACQUISITION AND IMPROVEMENTS
CERTIFICATES OF OBLIGATION PROPOSED FUNDING*

Projects Proposed to be Funded with Five-Year Certificates of Obligation			
Description	New Cost	Replace Cost	Total Cost
416 W 11th St Office Courts System Building (Phase 1)	5,167,288	-	5,167,288
StarFlight Hangar Phase 2 Expansion	494,404	-	494,404
Planning and Design for a New Medical Examiner Facility**	2,200,000	-	2,200,000
Collier - TCSO Evidence Warehouse Expansion	512,400	-	512,400
Executive Office Building - Renovation Floors 4 - 11	1,774,058	-	1,774,058
5501 Airport Blvd 2nd floor Remodel and Wellness Clinic Expansion	99,025	-	99,025
Facilities Management Department (114) Total	10,247,175	-	10,247,175
TechShare Enterprise License/Source Code	1,095,302	-	1,095,302
Information Security Policy Compliance and Security Tools	500,000	-	500,000
Network Equipment End of Life Replacement	-	525,500	525,500
Information Technology Services (112) Total	1,595,302	525,500	2,120,802
Phase II of Upgrade to Perimeter Security Fencing at the Travis County Correctional Complex (TCCC)	-	435,000	435,000
Kitchen Equipment Replacement	-	172,848	172,848
Travis County Sheriff's Office (137) Total	-	607,848	607,848
HMAC and Alternative Paving Projects	4,050,000	-	4,050,000
Centrally Budgeted Vehicles and Heavy Equipment	224,500	5,006,241	5,230,741
Transportation and Natural Resources (149) Total	4,274,500	5,006,241	9,280,741
Short-Term Project Total	16,116,977	6,139,589	22,256,566
Short-Term Issuance Costs	-	-	88,434
Five-Year Short-Term Certificates of Obligation Total	-	-	22,345,000
Projects Proposed to be Funded with Twenty-Year Certificates of Obligation			
Description	New Cost	Replace Cost	Total Cost
Maha Loop Road: Pearce Lane to State Highway 71 Project	16,606,000	-	16,606,000
Transportation and Natural Resources (149) Total	16,606,000	-	16,606,000
Long-Term Project Total	16,606,000	-	16,606,000
Long-Term Issuance Costs	-	-	69,000
Twenty-Year Long-Term Certificates of Obligation Total	-	-	16,675,000
FY 2014 Proposed Certificates of Obligation*			39,020,000
* Approved project list as of November 19, 2013. Amounts and projects subject to change prior to planned issuance in spring 2014.			
** The design study for a new Medical Examiner Facility is approved as a placeholder contingent upon approval of a site.			

Table 8
FY 2014 ADOPTED BUDGET
CAPITAL ACQUISITION AND IMPROVEMENTS
FUNDED WITHIN EXISTING CERTIFICATES OF OBLIGATION

Description	New Cost	Replace Cost	Total Cost
Building 12 Digital Mixing Valves - Dual Boilers Engine System Upgrade Phase 1 Total in Fund 4038 (2003 COs)	-	534,520	534,520
Upgrade to Perimeter Security Fencing at the Travis County Correctional Complex (TCCC) Phase 2 Project Total in Fund 4081 (2013 COs)	-	65,000	65,000
Travis County Sheriff's Office (137) Total	-	599,520	599,520
Centrally Budgeted Vehicles and Heavy Equipment Project Fund 4059 (2009 COs)	-	241,065	241,065
Centrally Budgeted Vehicles and Heavy Equipment Project Fund 4063 (2010 COs)	-	378,072	378,072
Centrally Budgeted Vehicles and Heavy Equipment Project Fund 4068 (2011 COs)	-	81,122	81,122
Centrally Budgeted Vehicles and Heavy Equipment Project Fund 4072 (2012 COs)	-	420,000	420,000
Transportation and Natural Resources Department (149) Total	-	1,120,259	1,120,259
Grand Total	-	1,719,779	1,719,779

**Table 9
FY 2014 ADOPTED BUDGET
CENTRALLY BUDGETED VEHICLES AND HEAVY EQUIPMENT**

Dept	Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
137	Centrally Budgeted Vehicle Accessories	Various		-	125,000	125,000
137	TCSO Patrol Vehicles (Units# 2718,2839,2840,2841 & 2842)	46,250	5	-	231,250	231,250
123	DA's Office (Unit DA1)	27,500	1	-	27,500	27,500
114	Facilities Management SUV (Unit 3161)	24,500	1	-	24,500	24,500
149	Transportation and Natural Resources Road and Bridge Hybrid Vehicle (Unit SU2644H)	26,500	1	-	26,500	26,500
149	1/2 ton Extended Cab Pickup for Forester Position	25,000	1	25,000	-	25,000
Total for Centrally Budgeted Vehicles and Heavy Equipment in the Capital Acquisition Resources (CAR) Account				25,000	434,750	459,750
Dept	Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
137	Patrol Vehicles (2830,2831,2832,2890,2903,2904,2905,3003,3088,3090,3995,3096,3097,3099,3100,3101,3103,3108,3111,3112,3118,3120,3122,3126,3127,(3128,3129,3134,3136,3145,3188,3189,3200,3201,3213,3214,3218,3219,3224,3226,3227,3229,3350,3351,3352,3354,3355,3359,3361,3364,3366,3367,3368,3370,2742,2734,2918,2919,2920,2922,2923,2926,2928,2930,3159) \$125,000 of cost budgeted in CAR for vehicle accessories.	46,250	65	-	2,881,250	2,881,250
149	65.53% of Cost in 2014 COs	45,000	0.66	-	29,491	29,491
149	Tractor 65Hp /Flail (TNR3304)	57,500	1	-	57,500	57,500
149	Truck Dump 12YD (DU1882,DU1883,DU1884,TNR2191,TNR2197)	96,500	5	-	482,500	482,500
149	Backhoe Fr Loader (TNR3208)	100,000	1	-	100,000	100,000
149	Roller R/R 12T (TNR2812)	125,000	1	-	125,000	125,000
149	Roller S/S Vibr (2724)	135,000	1	-	135,000	135,000
149	Tractor Slope mower (TNR3365)	135,000	1	-	135,000	135,000
149	Dozer Crawler /6WAY Tilt (TNR2610)	145,500	1	-	145,500	145,500
149	Loader Wheel 4WD (TNR2517)	160,000	1	-	160,000	160,000
149	Trk Distributor (TNR2344)	165,000	1	-	165,000	165,000
149	Truck Knuckle Boom Atch (CL2415)	172,250	1	-	172,250	172,250
149	Excavator Tlscp Arm Wheel (EX2271)	355,500	1	-	355,500	355,500
149	Tractor 2WD 65HP W/attachments (TNR3310)	57,500	1	-	57,500	57,500
149	PU Ext Cab LB 2WD 3/4T (P2545)	27,500	1	-	27,500	27,500
149	Light Truck (p2061P,P2548,TNR1341P)	27,500	3	-	82,500	82,500
149	Mower Riding Rotary 52" (For Barkley Meadows)	12,500	1	12,500	-	12,500
149	Brush Chipper (For Barkley Meadows)	44,500	1	44,500	-	44,500
149	Sweeper (For Barkley Meadows)	62,250	1	62,250	-	62,250
Total for Centrally Budgeted Vehicles and Heavy Equipment Within Proposed 2014 Certificates of Obligation				119,250	5,111,491	5,230,741
Dept	Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
132	Black Chevy Tahoe Units # 2661 & 2618	36,250	2	-	72,500	72,500
132	Black Charger #3204 (Village of the Hills Program)	36,250	1	-	36,250	36,250
133	4 Door Car #2594	36,250	1	-	36,250	36,250
134	Unmarked Police Sedan #2595	36,250	1	-	36,250	36,250
135	Sedan #2598	36,250	1	-	36,250	36,250
149	11.26% of Cost in Fund 4059	45,000	0.11	-	5,065	5,065
155	Sedan #2598	18,500	1	18,500	-	18,500
Total for Fund 4059 (Funded Within Existing Certificates of Obligation Balances)				18,500	222,565	241,065
Dept	Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
147	Unit 2529	36,250	1	-	36,250	36,250
147	Unit 2607	36,250	1	-	36,250	36,250
147	Unit 2608	36,250	1	-	36,250	36,250

Table 9
FY 2014 ADOPTED BUDGET
CENTRALLY BUDGETED VEHICLES AND HEAVY EQUIPMENT

Dept	Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
147	Unit 2609	36,250	1	-	36,250	36,250
147	Unit 2614	36,250	1	-	36,250	36,250
147	Unit 2615	36,250	1	-	36,250	36,250
147	Unit 2616	36,250	1	-	36,250	36,250
149	SUV Mid 4WD 4D Explorer (2530)	36,250	1	-	36,250	36,250
149	PU Crew Cab LB 2WD 1T Drw (P2556)	45,000	0.03	-	1,322	1,322
	2.94% of Cost in Fund 4063					
149	Ranger Vehicle	36,250	1	36,250	-	36,250
149	3/4 ton Pickup Truck	27,000	1	27,000	-	27,000
149	Utility Vehicle Diesel Dump Bed	23,500	1	23,500	-	23,500
Total for Fund 4063 (Funded Within Existing Certificates of Obligation Balances)				86,750	291,322	378,072
Dept	Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
119	Vehicle Replacement, Criminal #2591	29,000	1	-	29,000	29,000
119	Vehicle Replacement, Civil #2144	29,000	1	-	29,000	29,000
149	Personnel Carrier (TNR3325)	14,000	1	-	14,000	14,000
149	PU Crew Cab LB 2WD 1T Drw (P2556)	45,000	0.20	-	9,122	9,122
	20.27% of Cost in Fund 4068					
Total for Fund 4068 (Funded Within Existing Certificates of Obligation Balances)				-	81,122	81,122
Dept	Description	Unit Cost	Qty	New Cost	Replace Cost	Total Cost
137	Full Size Prisoner Sprinter Van (2514 & 2515)	42,000	2	-	84,000	84,000
137	Sedan (3152) and Crossover (3154)	26,500	2	-	53,000	53,000
137	Patrol Vehicle PU (2741,2924,2927,2929)	32,500	4	-	130,000	130,000
139	CAR Full 4D P73	24,500	1	-	24,500	24,500
139	Van Mini 8 Pass CM 11006	23,000	1	-	23,000	23,000
149	SUV Mid 4WD 4D Explorer (SU2200)	25,500	1	-	25,500	25,500
149	Trk Box 188"WB Commodity (TNR2340)	80,000	1	-	80,000	80,000
Total for Fund 4072				-	420,000	420,000
Total for Centrally Budgeted Vehicles and Heavy Equipment (All Funding Sources)				249,500	6,561,250	6,810,750

<u>Table 10</u> FY 2014 ADOPTED BUDGET PROJECTS FUNDED WITH VOTER APPROVED AND STATE HIGHWAY BONDS FY 2014 ISSUANCE*	
2011 Voter Approved Authorization	
Proposition	
FY 14 Issuance	
Prop 1: Roads, Drainage, Bridge and Bike/Pedestrian Projects	25,220,000
Prop 2: Parks and Land Conservation Projects	15,665,000
2011 Voter Approved Authorization Total	40,885,000
State Highway Bonds	
Project	
FY 14 Issuance	
State Highway Projects - FM 1626	2,370,000
State Highway Projects - FM 969 Phase I	1,475,000
State Highway Projects - FM 969 Phase II	1,105,000
State Highway Bonds Total	4,950,000
*As of November 19, 2013. Amounts subject to change prior to planned issuance in spring 2014.	

Table 11
FY 2014 ADOPTED BUDGET
CAPITAL OUTLAY AND IMPROVEMENT PROJECTS
OTHER FUNDS

Description	New	Replace	Cost
New Technology Related Purchases Budgeted in Justice of the Peace, Pct. 3	8,278	-	8,278
Replacement of Computers and Other Technology Equipment Centrally Budgeted for Justice of the Peace, Pct. 1	-	1,545	1,545
Replacement of Computers and Other Technology Equipment Centrally Budgeted for Justice of the Peace, Pct. 2	-	27,340	27,340
Replacement of Computers and Other Technology Equipment Centrally Budgeted for Justice of the Peace, Pct. 5	-	1,945	1,945
Justice Court Technoloy Fund Total	8,278	30,830	39,108
Description	New Cost	Replace Cost	Total Cost
Water Quality Monitoring Equipment	3,535	-	3,535
BCP Parking Area for Visitor Center	42,500	-	42,500
LCRA Fund Total	46,035	-	46,035
Total Capital in Other Funds			85,143

Table 12

**Adopted Earmarks on Reserves
Earmarks on Allocated Reserve**

Department	Description	Amount
Records Management	Postage Cost of City of Austin Redistricting	\$ 310,200
Constables	Airport Staffing	278,506
Civil Courts-Legally Mandated Fees	Civil Indigent Attorney Fees	275,000
Criminal Courts	Veterans Court	228,552
Criminal Courts-Legally Mandated Fees	Attorney Fees for Capital Cases	175,000
Human Resources	Tuition Reimbursement Program	150,000
Civil Courts	Family Drug Treatment Court	144,233
Criminal Justice Planning	Paralegal for OPR	62,350
Criminal Justice Planning	Paralegal for OCR	65,291
Criminal Courts	Bailiff Transition to Sheriff's Office	38,972
Criminal Courts-Legally Mandated Fees	Forced Medication Hearings	35,000
Human Resources	Travis County/Austin Community College Internship Program	33,130
Civil Courts-Legally Mandated Fees	Foreign Language Court Interpreters	33,000
Probate Court	Administrative Judge Pay	28,482
Human Resources	ADA Program Funding	25,000
Pretrial Services	Electronic Monitoring Services	19,600
Total Allocated Reserve Earmarks		\$ 1,902,316

Earmarks on Capital Acquisition Resources Reserve

Department	Description	Amount
Transportation and Natural Resources	Road Materials	\$ 500,000
Information Technology Services	Support for Facilities Remodel/Construction Projects	400,000
Juvenile Probation	Juvenile Probation Master Plan	320,000
Transportation and Natural Resources	Failing Vehicles	192,750
Transportation and Natural Resources	Guardrail Replacement	100,000
Medical Examiner	Replacement Headspace Auto Sampler – Gas Chromatograph	70,000
Emergency Services (StarFlight)	STAR Flight Maintenance	55,000
Transportation and Natural Resources	ADA Sidewalk Upgrades	50,000
Counseling and Education	Computers for Automated Assessments	19,074
Criminal Justice Planning	Paralegal for OCR	15,798
Criminal Justice Planning	Paralegal for OPR	5,798
Total Capital Acquisition Resources Reserve Earmarks		\$ 1,728,420

Table 13
TAX RATE HISTORY
FY 2003 - FY 2014 ADOPTED

	MAINTENANCE AND OPERATING (M&O) TAX RATE	DEBT SERVICE TAX RATE	TOTAL TAX RATE	CURRENT PROPERTY TAX REVENUE
FY 2003	\$0.3626	\$0.1034	\$0.4660	\$223,996,311 M&O
				\$63,796,025 Debt Service
				\$287,792,336 Total
FY 2004	\$0.3926	\$0.0992	\$0.4918	\$232,788,164 M&O
				\$58,819,628 Debt Service
				\$291,607,792 Total
FY 2005	\$0.3850	\$0.1022	\$0.4872	\$231,751,831 M&O
				\$61,519,577 Debt Service
				\$293,271,408 Total
FY 2006	\$0.3994	\$0.0999	\$0.4993	\$249,762,493 M&O
				\$62,471,890 Debt Service
				\$312,234,383 Total
FY 2007	\$0.3623	\$0.0876	\$0.4499	\$264,776,544 M&O
				\$64,019,943 Debt Service
				\$328,796,487 Total
FY 2008	\$0.3405	\$0.0811	\$0.4216	\$287,600,941 M&O
				\$68,500,547 Debt Service
				\$356,101,488 Total
FY 2009	\$0.3394	\$0.0728	\$0.4122	\$318,500,480 M&O
				\$68,317,133 Debt Service
				\$386,817,613 Total
FY 2010	\$0.3517	\$0.0698	\$0.4215	\$328,626,332 M&O
				\$65,220,694 Debt Service
				\$393,847,026 Total
FY 2011	\$0.3858	\$0.0800	\$0.4658	\$345,968,222 M&O
				\$71,740,430 Debt Service
				\$417,708,652 Total
FY 2012	\$0.4085	\$0.0770	\$0.4855	\$380,618,089 M&O
				\$71,744,413 Debt Service
				\$452,362,502 Total
FY 2013	\$0.4217	\$0.0784	\$0.5001	\$418,763,915 M&O
				\$77,854,140 Debt Service
				\$496,618,055 Total
FY 2014	\$0.4190	\$0.0756	\$0.4946	\$439,735,292 M&O
				\$79,341,259 Debt Service
				\$519,076,551 Total
DIFFERENCE FY 14 - 13	(\$0.0027)	(\$0.0028)	(\$0.0055)	\$20,971,377 M&O
				\$1,487,119 Debt Service
				\$22,458,496 Total

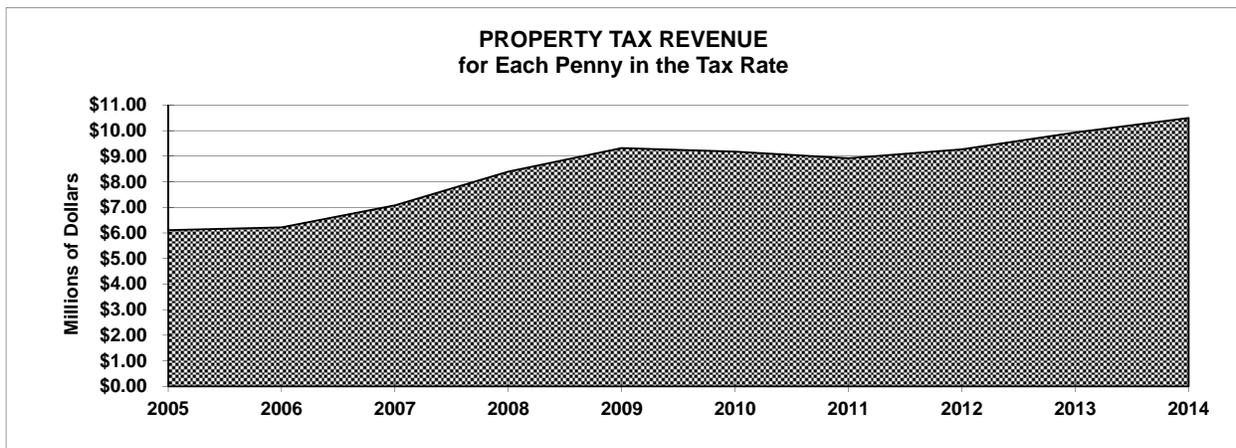
Chart 5

TRAVIS COUNTY TAXES ON THE AVERAGE/MEDIAN HOMESTEAD AND PROPERTY TAX REVENUE

FISCAL YEAR	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Avg. Appraised Value of a Homestead	\$197,874	\$203,526	\$225,014	\$243,800	\$282,894	\$287,732	\$272,820	\$272,931	\$270,774	\$282,909
Taxable Value	\$158,299	\$162,080	\$180,011	\$195,040	\$211,388	\$218,761	\$217,812	\$215,829	\$214,567	\$222,431
Tax Rate	\$0.4872	\$0.4993	\$0.4499	\$0.4216	\$0.4122	\$0.4215	\$0.4658	\$0.4855	\$0.5001	\$0.4946
Tax	\$771.23	\$809.27	\$809.87	\$822.29	\$871.34	\$922.08	\$1,014.57	\$1,047.85	\$1,073.05	\$1,100.14

FISCAL YEAR	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Med. Appraised Value of a Homestead	NA	\$204,559	\$200,794	\$209,509						
Taxable Value	NA	\$162,417	\$159,756	\$165,642						
Tax Rate	\$0.4872	\$0.4993	\$0.4499	\$0.4216	\$0.4122	\$0.4215	\$0.4658	\$0.4855	\$0.5001	\$0.4946
Tax	NA	\$788.53	\$798.94	\$819.27						

Average and median appraised values of a Homestead are values for each year according to the Travis Central Appraisal District at time of certification.



FISCAL YEAR	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Revenue (Millions)	\$6.11	\$6.22	\$7.08	\$8.40	\$9.32	\$9.18	\$8.92	\$9.27	\$9.93	\$10.49

Each one cent of the FY 2014 General Fund tax rate generates approximately \$10.49 million in tax revenue. Figures are based upon the Total Projected Net Taxable Property Value of \$107,087,701,114.

Chart 6

**TOTAL ASSESSED VALUE OF ALL TAXABLE TRAVIS COUNTY PROPERTY
FISCAL YEAR 2003 THROUGH FISCAL YEAR 2014**

Source: Travis Central Appraisal District

FISCAL YEAR	TOTAL TAXABLE VALUE	NEW CONSTRUCTION VALUE	APPRECIATION VALUE	TOTAL CHANGE IN VALUE
2003	62,380,510,051	3,131,069,949	2,151,692,942	5,282,762,891
2004	60,195,309,362	2,147,865,248	(4,333,065,937)	(2,185,200,689)
2005	61,110,246,072	1,874,961,058	(960,024,348)	914,936,710
2006	63,484,891,844	1,929,845,340	444,800,432	2,374,645,772
2007	74,193,296,448	2,583,228,287	8,125,176,317	10,708,404,604
2008	85,096,373,147	3,260,766,707	7,642,309,992	10,903,076,699
2009	95,071,022,975	3,971,894,250	6,002,755,578	9,974,649,828
2010	98,355,097,325	2,926,977,219	357,097,131	3,284,074,350
2011	94,389,607,881	1,881,549,946	(5,847,039,390)	(3,965,489,444)
2012	97,054,517,458	3,544,836,553	(879,926,976)	2,664,909,577
2013	101,328,056,027	3,549,742,494	723,796,075	4,273,538,569
2014	107,087,701,114	2,330,290,888	3,429,354,199	5,759,645,087

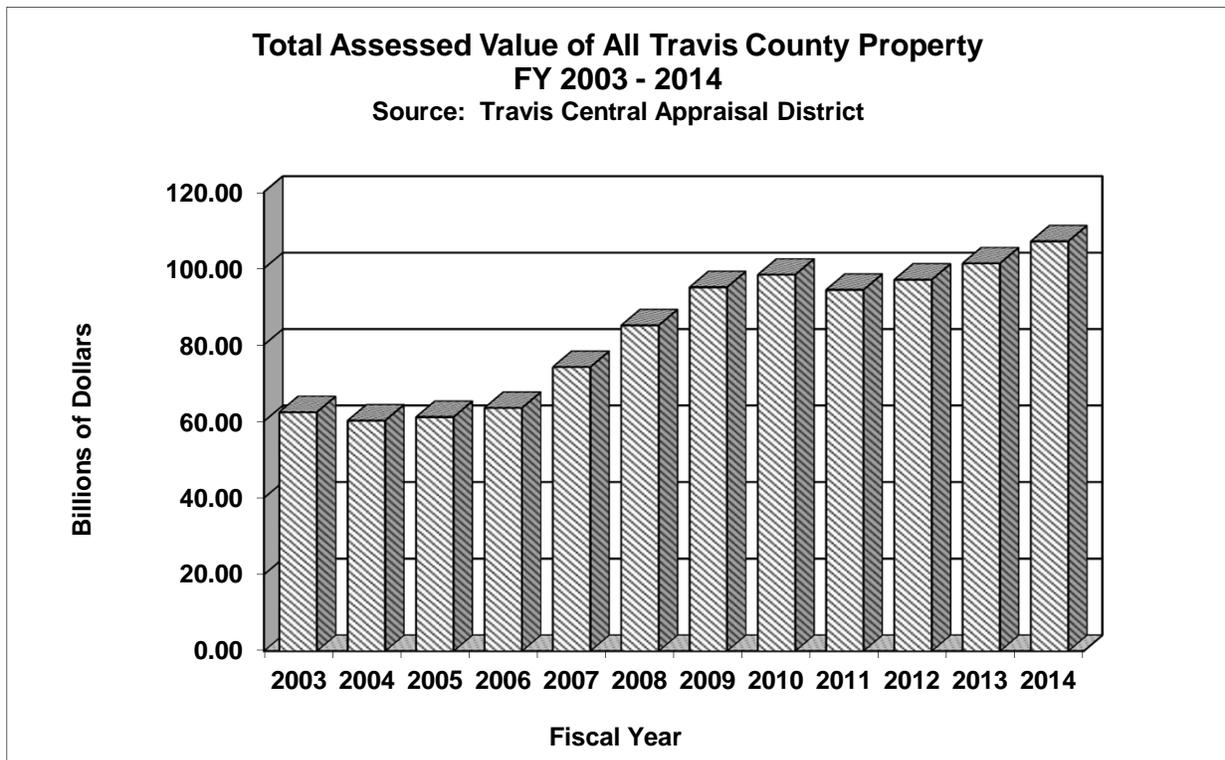


Chart 7

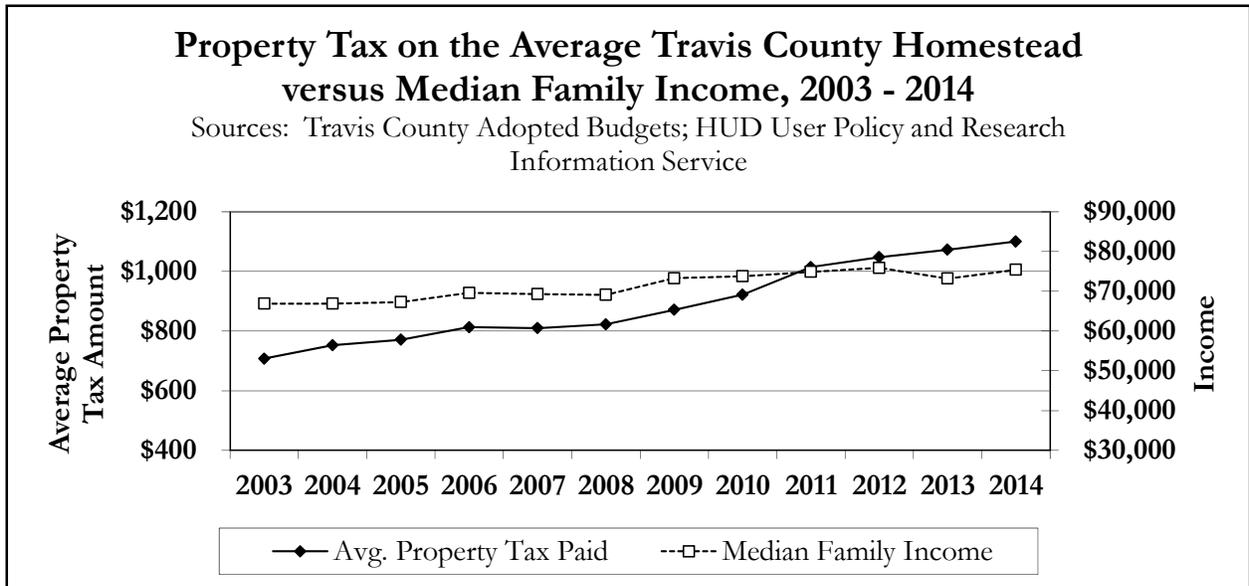


Table 14
Travis County, Texas
Combined Balance Sheet
September 30, 2013
(Unaudited)

	Governmental Fund Type			Capital Projects	Proprietary Fund Type	Non-Appropriated Funds*
	General	Special Revenue	Debt Service		Self Insurance	
Assets:						
Cash and pooled cash	\$ 202,023,716	\$ 25,686,174	\$ 23,032	189,680,882	\$ 46,431,748	\$ 21,923,420
Investments	-	-	18,813,492	-	-	1,513,664
Interest receivable	232,917	29,024	7,904	209,071	51,171	14,925
Other receivables	8,188,012	229,020	1,919	13,620,514	1,301,882	4,697,076
Taxes receivable (net of allowances for estimated uncollectibles)	-	-	1,028,765	-	-	20,366
Prepaid items/Other Assets	205,000	-	-	-	3,746,875	-
Cash - restricted	-	-	-	17,335	-	67,445
Total Assets	\$ 212,714,963	\$ 25,944,218	\$ 19,875,112	\$ 203,527,802	\$ 51,531,676	\$ 28,236,896
Liabilities and Fund Balances/Net Assets:						
Accounts payable	\$ 14,658,939	\$ 554,501	\$ -	\$ 2,420,850	\$ 110,720	\$ 733,837
Other liabilities	34,099,971	701,848	962,129	324,288	16,905,283	5,861,573
Deferred revenues	2,065,618	-	1,028,765	40,967	-	10,722,050
Total Liabilities	50,824,528	1,256,349	1,990,894	2,786,105	17,016,003	17,317,460
Fund Balances:						
<i>Nonspendable</i>						
Prepaid items	205,000	-	-	-	-	-
<i>Restricted</i>						
Debt service	-	-	17,884,218	-	-	380,250
Capital projects	-	-	-	200,741,697	-	-
Special revenue funds	-	10,911,441	-	-	-	5,377,217
County schools	-	-	-	-	-	3,246,561
<i>Committed</i>						
Special revenue funds	-	13,776,428	-	-	-	1,915,408
Justice, corrections, and rehabilitation programs	4,742,928	-	-	-	-	-
Roads, parks, and preserves	5,118,901	-	-	-	-	-
Information technology services	2,598,796	-	-	-	-	-
Facilities management	2,658,899	-	-	-	-	-
Health and human services	3,941,410	-	-	-	-	-
Other purposes	1,088,011	-	-	-	-	-
Unassigned Fund Balances/Net Assets - NOTE 1	141,536,490	-	-	-	34,515,673	-
Total Liabilities and Fund Balances/Net Assets	\$ 212,714,963	\$ 25,944,218	\$ 19,875,112	\$ 203,527,802	\$ 51,531,676	\$ 28,236,896

Please Note - Fiduciary Funds are not included above.

Also, General Fund includes the Expo Center Fund and 700 Lavaca Complex Fund, in a manner consistent with the County's financial reporting practices.

* This column includes funds which are a part of the County's finances, but are not included in the annual appropriation process. This includes grant funds which are not appropriated based on the County's fiscal year and other funds which are legally budgeted under the jurisdiction of the responsible elected official. This column also includes blended component units.

NOTE 1:

The fund balance amounts reported on the Combined Balance Sheet are the actual balances recorded on the County's financial records for fiscal year 2013. At this time, these balances have not been audited by the County's external auditors; however, the County does not foresee any significant changes that will need to be made to these balances.

The estimated beginning fund balances for the FY14 budget may differ from actuals due to the adoption of the FY14 budget prior to the closing of the County's 2013 fiscal year. The estimate is the County's best estimation of the ending fund balances as of the budget adoption date. It is a combination of actual balances as of the budget adoption date plus, based on input from County offices/departments, Planning & Budget Office and the County Auditor's Office, projected additional revenue earned and expenditures incurred, under the modified accrual basis of accounting, that should be recognized on the County's financial records.

Table 14
Travis County, Texas
Combined Revenues and Expenditures
For the Year Ended September 30, 2013
(Unaudited)

	Governmental Fund Type				Proprietary Fund Type	Non-Appropriated Funds*
	General	Special Revenue	Debt Service	Capital Projects	Self Insurance	
Revenues and Other Financing Sources:						
Taxes	\$ 414,723,210	\$ -	78,951,431	\$ -	\$ -	\$ 1,637,048
Intergovernmental	10,446,141	406,764	-	-	-	34,546,526
Charges for services	58,752,113	19,420,947	-	13,474,188	-	9,028,877
Fines and forfeitures	2,126,330	4,429,047	-	-	-	827,820
Investment income	(364,978)	162,618	49,315	424,427	35,363	285,000
Miscellaneous	6,013,670	242,191	-	1,168,942	2,237,534	203,584
Insurance premiums	-	-	-	-	58,271,941	-
Other financing sources	1,326,911	13,873,988	64,071,544	67,374,660	-	5,575
Total	\$ 493,023,397	\$ 38,535,555	143,072,290	\$ 82,442,217	\$ 60,544,838	\$ 46,534,430
Expenditures and Other Financing Uses:						
General Government	\$ 90,344,622	\$ 3,201,938	-	\$ 16,115	\$ 64,222,267	\$ 426,505
Justice System	119,141,353	3,072,250	-	-	-	12,010,125
Public Safety	70,839,795	3,589,230	-	-	-	1,676,395
Corrections and Rehabilitation	106,089,039	150,153	-	1,264	-	20,052,670
Health and Human Services	47,951,030	186,210	-	-	-	6,568,954
Infrastructure and Environ. Svcs	8,758,821	16,312,719	-	2,190,596	-	29,098
Community and Econ. Develop.	9,225,328	26,026	-	4,439	-	8,155
Capital Outlay	21,737,289	9,278,880	-	44,012,515	-	2,812,704
Debt Service	473,444	-	77,222,452	984,780	-	1,741,663
Other Financing Uses	13,879,563	789,248	61,848,695	25,719,874	-	280,613
Total	\$ 488,440,284	\$ 36,606,654	139,071,147	\$ 72,929,583	\$ 64,222,267	\$ 45,606,882

Please Note - Fiduciary Funds are not included above.

Also, General Fund includes the Expo Center Fund and the 700 Lavaca Complex Fund, in a manner consistent with the County's financial reporting practices.

* This column includes funds which are a part of the County's finances, but are not included in the annual appropriation process. This includes grant funds which are not appropriated based on the County's fiscal year and other funds which are legally budgeted under the jurisdiction of the responsible elected official. This column also includes blended component units.

Table 15
 Travis County, Texas
 Legal Debt Margin Information
 Bonds Issued Under Article 3, Section 52
 of the Texas Constitution
 Last Ten Fiscal Years
 (unaudited)

	Fiscal Year Ended September 30			
	2003	2004	2005	2006
Assessed value of <i>real</i> property	\$ 66,863,306,587	\$ 63,566,576,847	\$ 69,852,496,817	\$ 74,296,405,220
Debt limit rate	x 25 %	x 25 %	x 25 %	x 25 %
Amount of debt limit	16,715,826,647	15,891,644,212	17,463,124,204	18,574,101,305
Unlimited Tax Bonds	198,093,479	197,033,445	186,960,893	193,822,299
Legal debt margin	<u>\$ 16,517,733,168</u>	<u>\$ 15,694,610,767</u>	<u>\$ 17,276,163,311</u>	<u>\$ 18,380,279,006</u>
Total debt applicable to the limit as a percentage of debt limit	1.19%	1.24%	1.07%	1.04%

Article 3, Section 52 of the Texas Constitution allows counties to issue bonds upon a vote of two-thirds majority of the voting qualified voters affected by the issuance so long as the amount does not exceed one-fourth of the assessed valuation of the real property, and levy and collect taxes to pay the interest and provide a sinking fund for the redemption.

Section 52 bonds may be issued for 1) improvement of rivers, creeks, and streams to prevent overflows, to permit navigation and irrigation and in aid of such purposes, 2) construction and maintenance of pools, lakes, reservoirs, dams, canals, and waterways for the purposes of irrigation, drainage, or navigation or in aid of such purposes, and 3) construction, maintenance, and operation of macadamized, graveled, or paved roads and turnpikes, or in aid of such purposes. For those bonds levied for roads and turnpikes, the County may levy and collect taxes to pay the interest on the bonds as it becomes due and to provide a sinking fund for redemption of the bonds.

Notes: Excludes applicable exemptions.
 This schedule includes blended component units.

Table 15 is from Travis County, Texas Fiscal Year 2012 Comprehensive Annual Financial Report, Schedule 15

Fiscal Year Ended September 30					
2007	2008	2009	2010	2011	2012
\$ 87,385,224,698	\$ 99,318,629,135	\$ 111,469,687,610	\$ 115,805,577,308	\$ 111,502,473,706	\$ 113,340,515,940
x 25 %	x 25 %	x 25 %	x 25 %	x 25 %	x 25 %
21,846,306,175	24,829,657,284	27,867,421,903	28,951,394,327	27,875,618,427	28,335,128,985
219,375,445	246,505,212	235,218,567	211,230,905	189,426,777	198,166,335
<u>\$ 21,626,930,730</u>	<u>\$ 24,583,152,072</u>	<u>\$ 27,632,203,336</u>	<u>\$ 28,740,163,422</u>	<u>\$ 27,686,191,650</u>	<u>\$ 28,136,962,650</u>
1.00%	0.99%	0.84%	0.73%	0.68%	0.70%

Table 16
Travis County, Texas
Legal Debt Margin Information
Bonds and Certificates of Obligation Issued Under Texas General Laws
Last Ten Fiscal Years
 (unaudited)

	Fiscal Year Ended September 30			
	2003	2004	2005	2006
Assessed value of all taxable property	\$ 75,142,738,899	\$ 71,388,112,436	\$ 77,884,808,976	\$ 82,557,628,306
Debt limit rate	x 5 %	x 5 %	x 5 %	x 5 %
Amount of debt limit	<u>3,757,136,945</u>	<u>3,569,405,622</u>	<u>3,894,240,449</u>	<u>4,127,881,415</u>
Amount of debt applicable to debt limit:				
Gross bonded debt ⁽¹⁾	484,731,970	457,768,518	430,316,881	470,250,004
Less: Amounts set aside to repay general debt	<u>11,700,278</u>	<u>7,157,714</u>	<u>7,197,456</u>	<u>8,795,401</u>
Total amount of net debt applicable to debt limit	<u>473,031,692</u>	<u>450,610,804</u>	<u>423,119,425</u>	<u>461,454,603</u>
Legal debt margin	<u>\$ 3,284,105,253</u>	<u>\$ 3,118,794,818</u>	<u>\$ 3,471,121,024</u>	<u>\$ 3,666,426,812</u>
 Total net debt applicable to the limit as a percentage of debt limit	 12.59%	 12.62%	 10.87%	 11.18%

Bonds issued under the Texas General Laws have, in addition to the debt limit of 5 percent of assessed value of all taxable property, a constitutional limit on the tax rate which may be levied to service general law bonds and provide funds for the general operations of the County. This limit for Travis County is \$.80 annually on the \$100 assessed valuation plus a levy of \$.15 annually for the maintenance of public roads.

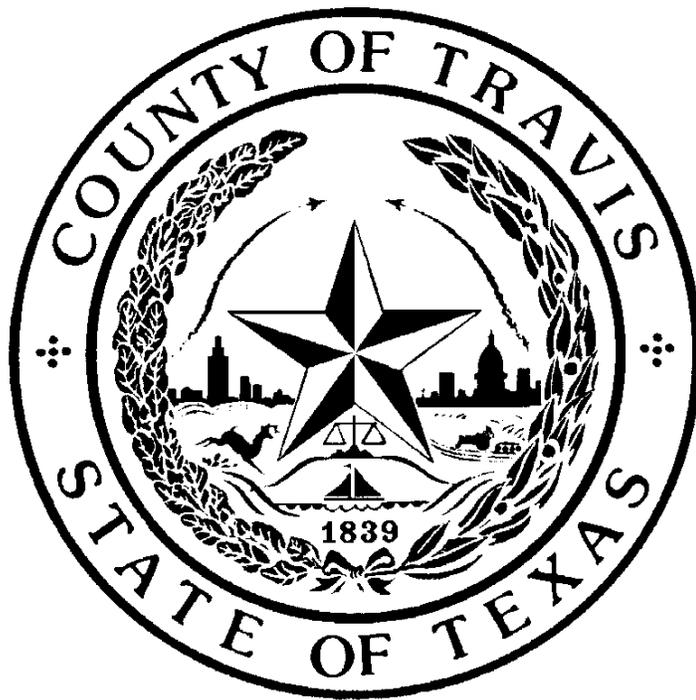
Article VIII, Section 9 of the Texas Constitution, as amended, specified that the Commissioners' Court "shall levy whatever tax rate may be needed for the four (4) constitutional purposes; namely, general fund, permanent improvement fund, road and bridge fund and jury fund so long as the Court does not impair any outstanding bonds or other obligations and so long as the total of the foregoing tax levies does not exceed Eighty Cents (\$.80) on the One Hundred Dollars (\$100) valuation in any one (1) year."

- Notes:** Excludes applicable exemptions.
 This schedule includes blended component units.
 (1) Includes General Obligation Bonds and Certificates of Obligation

Table 16 is from Travis County, Texas Fiscal Year 2012 Comprehensive Annual Financial Report, Schedule 16

Fiscal Year Ended September 30

2007	2008	2009	2010	2011	2012
\$ 96,239,193,035	\$ 109,233,886,893	\$ 122,147,526,968	\$ 126,199,553,706	\$ 120,562,406,243	\$ 123,337,210,719
x 5 %	x 5 %	x 5 %	x 5 %	x 5 %	x 5 %
4,811,959,652	5,461,694,345	6,107,376,348	6,309,977,685	6,028,120,312	6,166,860,536
535,569,525	557,055,286	540,353,567	622,255,905	620,551,777	655,566,335
11,300,206	13,872,599	13,608,314	14,140,251	14,910,298	14,377,853
524,269,319	543,182,687	526,745,253	608,115,654	605,641,479	641,188,482
<u>\$ 4,287,690,333</u>	<u>\$ 4,918,511,658</u>	<u>\$ 5,580,631,095</u>	<u>\$ 5,701,862,031</u>	<u>\$ 5,422,478,833</u>	<u>\$ 5,525,672,054</u>
10.90%	9.95%	8.62%	9.64%	10.05%	10.40%



**FISCAL YEAR 2014 ADOPTED BUDGET
SECTION III – BUDGET NARRATIVES**

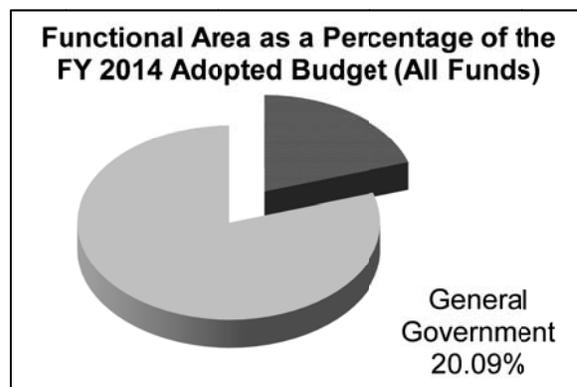
Functional Areas in Travis County Government

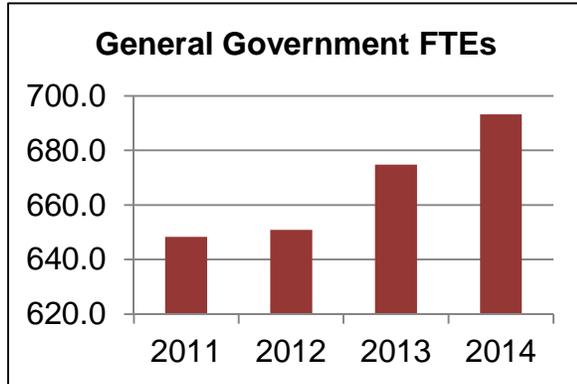
Travis County provides a myriad of services through offices and departments that have many distinct mandates and responsibilities. While the County’s operating budget is distributed along departmental lines, the Travis County budget can also be viewed by functional area. This organization of the budget provides an opportunity to map the global aims and purposes of County programs and illustrates how the services provided by the County offices and departments fit within these functional areas. In addition, it matches the All Funds Summary prepared by the Planning and Budget Office, as well as the reporting structure used by the County Auditor to develop the County’s Comprehensive Annual Financial Report.

The seven functional areas, listed from largest to smallest by budget, are General Government, Justice System, Public Safety, Corrections and Rehabilitation, Health and Human Services, Infrastructure and Environmental Services, and Community and Economic Development. Departmental budgets can be spread across multiple functional areas, reflecting the various distinct programs contained within County offices and departments. For example, election services provided by the County Clerk’s Office are included in the General Government category while court support is reported as part of the Justice System. These functional areas comprise 69.7% of the Adopted Budget with the remaining 30.3% consisting of reserves and debt service (principal and interest payments). The following summaries provide a brief description of each functional area and highlight budget changes and programmatic issues for Fiscal Year 2014. A detailed list of changes and programmatic issues are contained in the departmental summaries that follow this section and are organized alphabetically by departmental name.

General Government

The General Government functional area includes administration, management services and physical support for Travis County offices and departments. This functional area also provides services for taxpayers and voters of Travis County. The Fiscal Year 2014 Adopted Budget for General Government (All Funds) is \$172,222,275.





Staffing

In the Fiscal Year 2014 Adopted Budget, the General Government functional area contains 693.15 FTEs. This functional area has experienced 6.9% growth (44.80 FTEs) in staffing since 2011. The year-to-year increase from 2013 to 2014 was 18.40 FTEs. The largest FTE change for this area is related to reorganization within the Tax Office.

Highlights

Changes for Fiscal Year 2014 within this functional area include:

- Resources for reorganization within the Tax Office to address internal controls, workload demands and supervision needs of the office. This is part of a proposed multi-year implementation plan.
- Centrally budgeted contributions for employee and retiree health care based on projected requirements for Fiscal Year 2014. Contributions from the County, employees and retirees were increased and design changes to the employee health plan were made with affordability for all participants as a key goal.
- Additional resources for the County to continue participating in the Council of Urban Counties TechShare project. The Fiscal Year 2014 Adopted Budget includes funding for the development and implementation of the Criminal Courts and Prosecutor case management systems, Juvenile case management system, and maintenance for the Justice of the Peace Odyssey project. A special purpose reserve was established for one-time project expenses that will be moved to this functional area as needed. Staffing was added to Information Technology Services and to several other departments to support the implementation of these projects.
- A net decrease in the budget of the Information Technology Services Department that is related to one-time projects budgeted and spent in Fiscal Year 2013.
- Compensation and benefit adjustments spread across offices and departments reflecting approved changes.

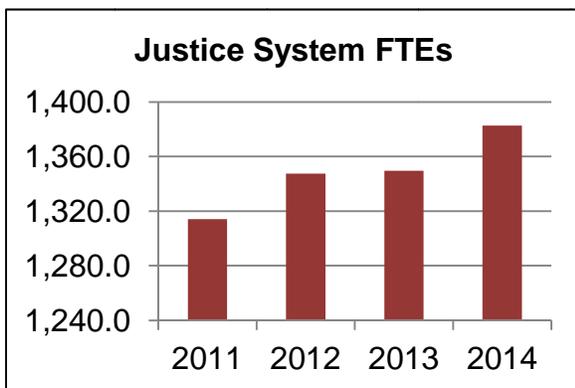
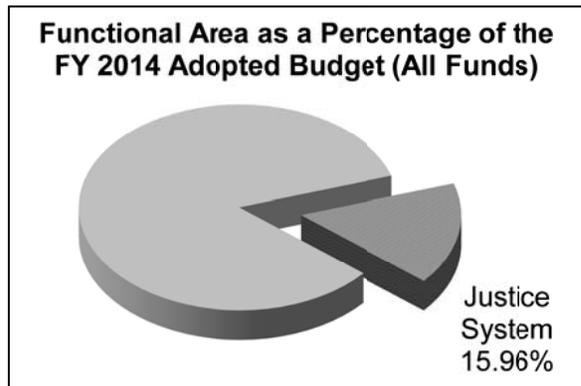
Budget Summary for the General Government Functional Area (All Funds)				
Department	FY 2013	FY 2014	Difference \$	Difference %
County Judge*	\$448,976	\$479,170	\$30,194	6.7%
Commissioner Precinct 1	365,899	380,120	14,221	3.9%
Commissioner Precinct 2	364,831	376,901	12,070	3.3%
Commissioner Precinct 3	359,096	380,108	21,012	5.9%
Commissioner Precinct 4	352,920	363,594	10,674	3.0%
County Auditor	10,853,517	11,624,197	770,680	7.1%
County Treasurer	809,468	836,920	27,452	3.4%
Tax Assessor-Collector*	7,614,731	8,503,449	888,718	11.7%
Planning and Budget	2,099,092	2,090,915	(8,177)	-0.4%
General Administration	4,186,042	3,617,919	(568,123)	-13.6%
Human Resource Management	76,203,045	81,620,688	5,417,643	7.1%
Information & Telecommunication Systems (ITS)*	29,323,555	24,087,086	(5,236,469)	-17.9%
Facilities Management*	13,402,338	12,559,961	(842,377)	-6.3%
Purchasing	3,670,716	3,804,005	133,289	3.6%
County Clerk*	9,406,975	12,444,617	3,037,642	32.3%
Transportation and Natural Resources (TNR)	4,800	0	(4,800)	-100.0%
Civil Service Commission	92,376	110,170	17,794	19.3%
Records Management & Comm. Resources*	5,793,880	6,284,884	491,004	8.5%
Centralized Computer Services (ITS)*	596,646	534,032	(62,614)	-10.5%
Centralized Rent and Utilities (Facilities)*	2,423,985	2,123,539	(300,446)	-12.4%
Health Contra Account †	(443,348)	0	443,348	-100.0%
Total	\$167,929,540	\$172,222,275	\$4,292,735	2.6%

* Departments with programmatic duties in multiple functional areas. (For example, the Facilities Management Department, the Centralized Rent and Utilities Department, and the Centralized Computer Services Department all provide central support services, including janitorial services, building and cubicle configuration, security monitoring services, and information technology cabling, network configuration and support, computing and software purchases and maintenance, and website services for County departments across all functional areas.)

† The Health Contra Account is budgeted in individual departments beginning in Fiscal Year 2014. (Funds once budgeted centrally are now included in departmental budgets as a negative dollar amount, or "contra account," to capture anticipated medical insurance benefit savings related to employee turnover.)

Justice System

The Justice System functional area contains the County’s judicial responsibilities. Offices and departments with budgets in this functional area promote justice and adherence to the law, address the effects of crime, and prevent and resolve disputes in a peaceful manner.



Staffing

In the Fiscal Year 2014 Adopted Budget, the Justice System functional area contains 1,375.73 FTEs. This functional area has experienced 5.3% growth (68.68 FTEs) in staffing since 2011. The year-to-year increase from 2013 to 2014 was 33.27 FTEs. The largest FTE change is related to the transfer of most employees in the District Attorney’s Public Integrity Unit to the County’s General Fund when state funding was discontinued.

Highlights

Changes for Fiscal Year 2014 within this functional area include:

- Additional General Fund resources to offset the loss of state funding for the District Attorney’s Public Integrity Unit. In June 2013, the Governor line-item vetoed state funding for the unit effective August 31, 2013. To mitigate the loss of funding, the Commissioners Court approved an interim plan that included a combination of one-time and ongoing funding to support the operations of a smaller unit. Identifying ongoing funding for the unit will continue to be an issue that needs to be addressed during development of the Fiscal Year 2015 Budget.
- Continuation of funding to plan and develop a new Civil and Family Courthouse. In Fiscal Year 2013, the Commissioners Court selected a team to perform program management services for the project and directed the firm to undertake the analysis needed to assist the Commissioners Court in finalizing its decision on an appropriate construction delivery method for the project. The Commissioners Court chose a design-build delivery method in late Fiscal Year 2013, and the team is now focusing on establishing project governance and obtaining the services of an independent architect.

- A net decrease in the Facilities Management Department related to one-time funding for the purchase of land for a courts system building that was budgeted and spent in 2013, and will not occur in Fiscal Year 2014. Additional information regarding capital investments planned in Fiscal Year 2014, such as Phase I of the multi-year design and construction of the courts system building, can be found in Section II, Tables 5 – 11.
- Compensation and benefit adjustments spread across offices and departments reflecting approved changes.

Budget Summary for the Justice System Functional Area (All Funds)				
Department	FY 2013	FY 2014	Difference \$	Difference %
County Judge*	\$5,805	\$5,843	\$38	0.7%
Tax Assessor-Collector*	881,918	895,025	13,107	1.5%
Facilities Management*	7,435,230	1,710,027	(5,725,203)	-77.0%
County Attorney	16,923,353	18,215,321	1,291,968	7.6%
County Clerk*	3,535,746	3,187,213	(348,533)	-9.9%
District Clerk	7,643,463	8,343,985	700,522	9.2%
Civil Courts	7,050,258	7,309,260	259,002	3.7%
District Attorney	17,579,907	20,071,370	2,491,463	14.2%
Criminal Courts	6,853,642	7,085,470	231,828	3.4%
Probate Court	2,072,348	2,172,143	99,795	4.8%
Justice of the Peace, Precinct 1	1,072,721	1,104,881	32,160	3.0%
Justice of the Peace, Precinct 2	2,046,264	2,041,327	(4,937)	-0.2%
Justice of the Peace, Precinct 3	1,565,339	1,636,935	71,596	4.6%
Justice of the Peace, Precinct 4	1,012,897	1,066,557	53,660	5.3%
Justice of the Peace, Precinct 5	999,796	1,036,837	37,041	3.7%
Dispute Resolution Office	432,843	429,972	(2,871)	-0.7%
Juvenile Public Defender	1,426,110	1,504,440	78,330	5.5%
Juvenile Probation	37,355,406	38,172,615	817,209	2.2%
Criminal Justice Planning	4,104,313	4,372,421	268,108	6.5%
Records Management & Comm. Resources*	1,062,584	1,068,490	5,906	0.6%
Health and Human Services and Veterans Service*	763,319	780,094	16,775	2.2%
Centralized Computer Services (ITS)*	670,025	498,234	(171,791)	-25.6%
Centralized Rent and Utilities (Facilities)*	2,045,242	2,051,260	6,018	0.3%
Civil Courts Legally Mandated Fees	2,940,573	3,250,651	310,078	10.5%
Criminal Courts Legally Mandated Fees	8,442,719	8,742,719	300,000	3.6%

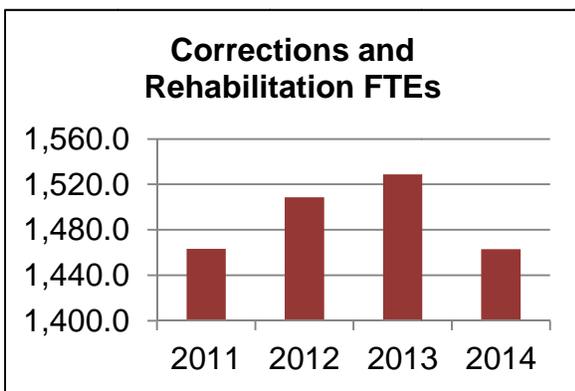
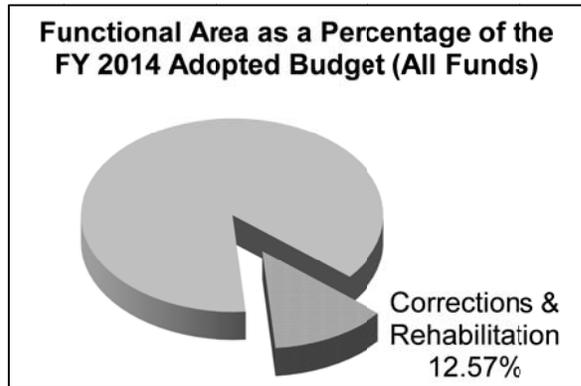
Budget Summary for the Justice System Functional Area (All Funds)				
Department	FY 2013	FY 2014	Difference \$	Difference %
Health Contra Account †	(1,152,330)	0	1,152,330	-100.0%
Total	\$134,769,491	\$136,753,090	\$1,983,599	1.5%

* Departments with programmatic duties in multiple functional areas. (For example, the Facilities Management Department, the Centralized Rent and Utilities Department, and the Centralized Computer Services Department all provide central support services, including janitorial services, building and cubicle configuration, security monitoring services, and information technology cabling, network configuration and support, computing and software purchases and maintenance, and website services for County departments across all functional areas.)

† The Health Contra Account is budgeted in individual departments beginning in Fiscal Year 2014. (Funds once budgeted centrally are now included in departmental budgets as a negative dollar amount, or "contra account," to capture anticipated medical insurance benefit savings related to employee turnover.)

Corrections and Rehabilitation

The Corrections and Rehabilitation functional area includes programs associated with confinement, probation, counseling, and other related programs for adult offenders. The County jail and County corrections center, adult probation, and counseling and education diversion programs for offenders are all contained in this category.



Staffing

In the Fiscal Year 2014 Adopted Budget, the Corrections and Rehabilitation functional area contains 1,463.03 FTEs. The number of FTEs decreased by 0.07 FTE compared to 2011. The year-to-year change from 2013 to 2014 was a decrease of 65.78 FTEs, related to the reallocation of administrative costs and FTEs in the Travis County Sheriff’s Office from this functional area to Public Safety.

Highlights

Changes for Fiscal Year 2014 within this functional area include:

- Budget allocation changes within the Travis County Sheriff’s Office that centralized administrative costs and FTEs associated with all functions under the Sheriff’s Office in the Public Safety functional area. A large portion of the decrease in this functional area resulted from this consolidation, which is expected to improve budget oversight.
- Resources for the Travis County Sheriff’s Office (10 FTEs) to increase the relief factor staffing for corrections sergeants. Five of the positions have a start date of October 1, 2013, and the remaining five have a later start date of April 1, 2014. Only the amount directly required by the office was budgeted for FY 2014. Full-year funding will be provided in 2015 so that the positions with a delayed start date will be fully budgeted for the next fiscal year and beyond.
- An additional officer in Pretrial Services to support the Ignition Interlock Program. The FTE will help reduce the caseload of program staff monitoring defendants with DWI cases who are required to use ignition interlock devices in their vehicles.

- Compensation and benefit adjustments spread across offices and departments reflecting approved changes.

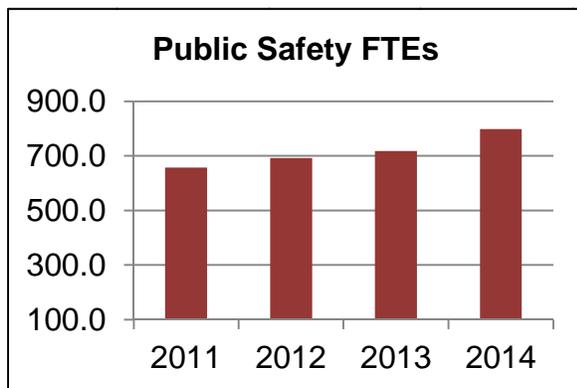
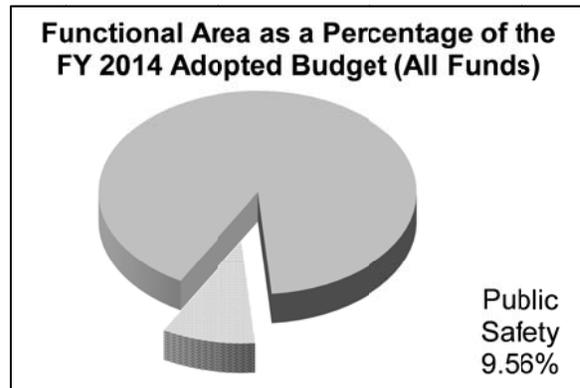
Budget Summary for the Corrections and Rehabilitation Functional Area (All Funds)				
Department	FY 2013	FY 2014	Difference \$	Difference %
Facilities Management*	\$144,466	\$0	(\$144,466)	-100.0%
Sheriff*	101,748,380	97,506,808	(4,241,572)	-4.2%
Community Supervision and Corrections	564,015	599,840	35,825	6.4%
Counseling & Education Services (TCCES)	3,546,333	3,613,184	66,851	1.9%
Pretrial Services	5,284,704	5,582,429	297,725	5.6%
Centralized Computer Services (ITS)*	256,067	336,772	80,705	31.5%
Centralized Rent and Utilities (Facilities)*	103,438	103,438	0	0.0%
Health Contra Account †	(1,009,556)	0	1,009,556	-100.0%
Total	\$110,637,847	\$107,742,471	(\$2,895,376)	-2.6%

* Departments with programmatic duties in multiple functional areas. (For example, the Facilities Management Department, the Centralized Rent and Utilities Department, and the Centralized Computer Services Department all provide central support services, including janitorial services, building and cubicle configuration, security monitoring services, and information technology cabling, network configuration and support, computing and software purchases and maintenance, and website services for County departments across all functional areas.)

† The Health Contra Account is budgeted in individual departments beginning in Fiscal Year 2014. (Funds once budgeted centrally are now included in departmental budgets as a negative dollar amount, or "contra account," to capture anticipated medical insurance benefit savings related to employee turnover.)

Public Safety

The Public Safety functional area contains offices and departments that work to enforce State statutes and protect persons and property within the County. These duties include serving warrants and other court papers, investigating deaths, investigating fires, ensuring obedience to laws through ticketing and citation, and planning and leadership in large-scale emergencies.



Staffing

In the Fiscal Year 2014 Adopted Budget, the Public Safety functional area contains 798.00 FTEs. This functional area has experienced 21.4% growth (140.92 FTEs) in staffing since 2011. The year-to-year increase from 2013 to 2014 was 80.31 FTEs. The largest FTE change for this area is related to the reallocation of FTEs in the Travis County Sheriff’s Office from the Corrections and Rehabilitation functional area to Public Safety.

Highlights

Changes for Fiscal Year 2014 within this functional area include:

- Budget allocation changes within the Travis County Sheriff’s Office that centralized administrative costs and FTEs associated with all functions under the Sheriff’s Office in the Public Safety functional area. A large portion of the increase in this functional area resulted from this consolidation, which is expected to improve budget oversight.
- Additional resources and new FTEs for the evidence storage program within the Travis County Sheriff’s Office and a new security related FTE for Combined Transportation, Emergency and Communications Center (CTECC). Revenue provided by CTECC partners offsets the cost of the security position to the County.
- Resources for an interlocal agreement for a hazardous material services program with the City of Austin and one FTE to support the program within Emergency Services. This continues a position previously funded with grant resources that is responsible for identifying and disposing of illegally dumped hazardous material on County right-of-way.

- Compensation and benefit adjustments spread across offices and departments reflecting approved changes.

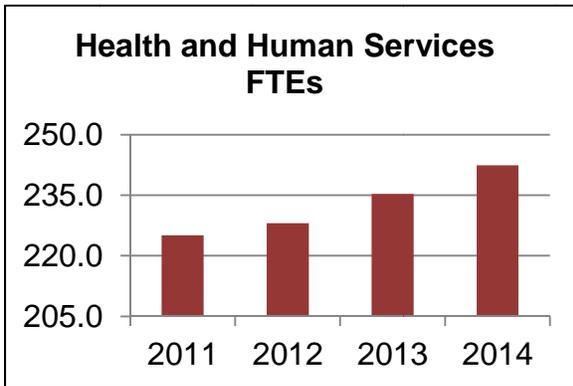
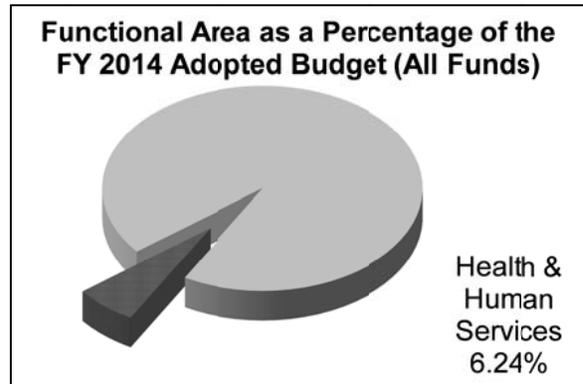
Budget Summary for the Public Safety Functional Area (All Funds)				
Department	FY 2013	FY 2014	Difference \$	Difference %
Facilities Management*	\$159,570	\$121,172	(\$38,398)	-24.1%
Constable, Precinct 1	2,020,037	1,998,454	(21,583)	-1.1%
Constable, Precinct 2	2,749,201	2,816,252	67,051	2.4%
Constable, Precinct 3	2,307,681	2,362,187	54,506	2.4%
Constable, Precinct 4	1,644,399	1,805,656	161,257	9.8%
Constable, Precinct 5	4,385,174	4,427,839	42,665	1.0%
Sheriff*	47,764,718	55,696,704	7,931,986	16.6%
Medical Examiner	4,486,871	4,736,769	249,898	5.6%
Emergency Services	5,442,507	7,316,725	1,874,218	34.4%
Transportation and Natural Resources (TNR)*	125,000	459,750	334,750	267.8%
Centralized Computer Services (ITS)*	1,162,886	189,884	(973,002)	-83.7%
Centralized Rent and Utilities (Facilities)*	21,402	21,402	0	0.0%
Hospitalization Contra Account †	(343,901)	0	343,901	-100.0%
Centralized Rent and Utilities (Facilities)*	0	0	0	0.0%
Total	\$71,925,545	\$81,952,794	\$10,027,249	13.9%

* Departments with programmatic duties in multiple functional areas. (For example, the Facilities Management Department, the Centralized Rent and Utilities Department, and the Centralized Computer Services Department all provide central support services, including janitorial services, building and cubicle configuration, security monitoring services, and information technology cabling, network configuration and support, computing and software purchases and maintenance, and website services for County departments across all functional areas.)

† The Health Contra Account is budgeted in individual departments beginning in Fiscal Year 2014. (Funds once budgeted centrally are now included in departmental budgets as a negative dollar amount, or "contra account," to capture anticipated medical insurance benefit savings related to employee turnover.)

Health and Human Services

The Health and Human Services functional area contains programs that are designed to provide services to those in need and promote the conservation and improvement of public health. The County provides public assistance (assistance with food, rent, and utility expenses) to eligible indigents and assists armed forces veterans in obtaining veterans benefits. This category also includes funding for services like STAR Flight and ground ambulance services.



Staffing

In the Fiscal Year 2014 Adopted Budget, the Health and Human Services functional area contains 242.40 FTEs. This functional area has experienced 7.7% growth (17.36 FTEs) in staffing since 2011. The year-to-year increase from 2013 to 2014 was 7.11 FTEs. The largest FTE change for this area is related to an administrative adjustment to accurately represent the General Fund and grant portions of some salaries within the

Health and Human Services and Veterans Service Department.

Highlights

Changes for Fiscal Year 2014 within this functional area include:

- Resources for Health and Human Services and Veterans Service to continue many of the one-time Fiscal Year 2013 social services investments for an additional year. A portion of this funding was intended to continue programs that were approved by the Commissioners Court in 2012, thus allowing organizations to have additional time to establish a successful track record.
- Resources placed in a special purpose reserve, as well as within the Health and Human Services and Veterans Service Department budget. The department presented and received approval for a plan to change and expand County investments in purchased social services. The department will use ongoing funds to create competitive procurement processes to solicit proposals from external agencies to fund expanded services in the County in the Early Childhood issue area, and other areas that are of highest priority to the County.

- Changes within the Emergency Medical Services budget resulting in a net decrease compared to the prior year. These changes include additional STAR Flight maintenance costs, and STAR Flight services related to Circuit of the Americas contracts for Formula One and other events. The costs incurred for services at the racetrack are billed to and reimbursed by the Circuit of Americas. A mid-year base contract increase to the EMS Ground Transportation Interlocal Agreement with the City of Austin is also included along with reductions related to large one-time capital purchases that were budgeted and expensed in the prior year.
- Compensation and benefit adjustments spread across offices and departments reflecting approved changes.

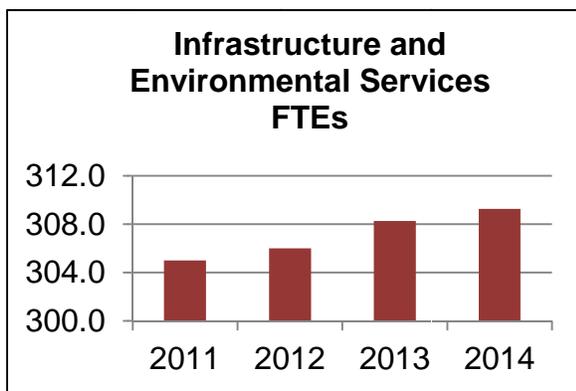
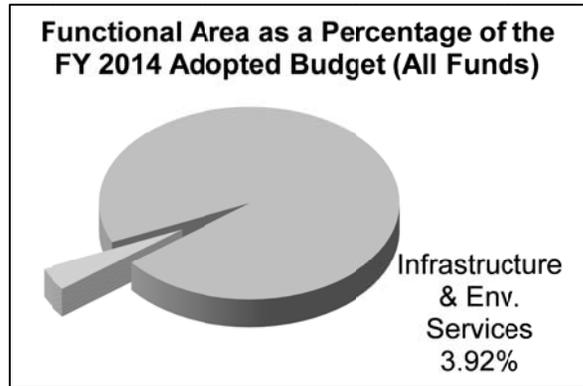
Budget Summary for the Health and Human Services Functional Area (All Funds)				
Department	FY 2013	FY 2014	Difference \$	Difference %
Facilities Management*	\$0	\$168,000	\$168,000	-
Health and Human Services and Veterans Service*	31,595,478	32,573,338	977,860	3.1%
Emergency Medical Services*	20,646,101	20,403,197	(242,904)	-1.2%
Centralized Computer Services (ITS)*	82,764	108,326	25,562	30.9%
Centralized Rent and Utilities (Facilities)*	235,984	229,721	(6,263)	-2.7%
Hospitalization Contra Account †	(199,476)	0	199,476	-100.0%
Centralized Rent and Utilities (Facilities)*	0	0	0	0.0%
Totals	\$52,360,851	\$53,482,582	\$1,121,731	2.1%

* Departments with programmatic duties in multiple functional areas. (For example, the Facilities Management Department, the Centralized Rent and Utilities Department, and the Centralized Computer Services Department all provide central support services, including janitorial services, building and cubicle configuration, security monitoring services, and information technology cabling, network configuration and support, computing and software purchases and maintenance, and website services for County departments across all functional areas.)

† The Health Contra Account is budgeted in individual departments beginning in Fiscal Year 2014. (Funds once budgeted centrally are now included in departmental budgets as a negative dollar amount, or "contra account," to capture anticipated medical insurance benefit savings related to employee turnover.)

Infrastructure and Environmental Services

The Infrastructure and Environmental Services functional area contains programs that are associated with the development and maintenance of the County’s transportation systems, subdivision platting and review, conservation and development of natural resources, and activities associated with providing sanitation services within the County.



Staffing

In the Fiscal Year 2014 Adopted Budget, the Infrastructure and Environmental Services functional area contains 309.25 FTEs. This functional area has experienced 1.4% growth (4.25 FTEs) in staffing since 2011. The year-to-year increase from 2013 to 2014 was 1.00 FTE added in the Transportation and Natural Resources Department.

Highlights

Changes for Fiscal Year 2014 within this functional area include:

- A net decrease in the Infrastructure and Environmental Services Functional Area is primarily the result of a one-time investment for the construction and extension of Kellam Road to Pearce Road in Southeast Travis County funded on a pay as you go basis (cash funding) that occurred in Fiscal Year 2013. Additional information regarding capital investments planned in Fiscal Year 2014, can be found in Section II, Tables 5 – 11.
- Continued shifting of expenses between the General Fund and Road and Bridge Fund as the result of decreased revenue in the Road and Bridge Fund. To maintain road repair standards, expenses formerly budgeted in the Road and Bridge Fund have been moved to the General Fund.
- Additional resources added to the County’s central fuel budget resulting from increased fuel costs to maintain current service levels.
- Compensation and benefit adjustments spread across offices and departments reflecting approved changes.

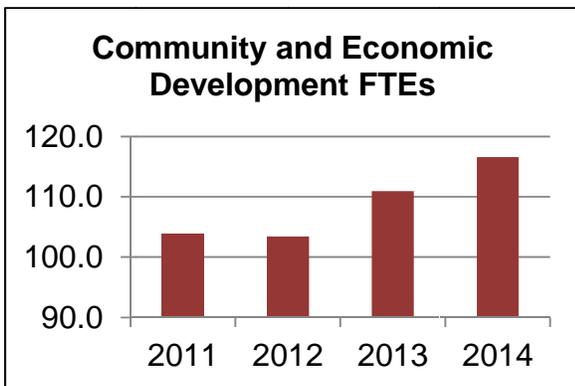
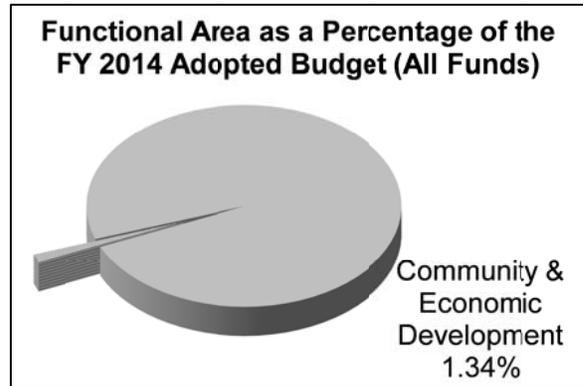
Budget Summary for the Infrastructure and Environmental. Services Functional Area (All Funds)				
Department	FY 2013	FY 2014	Difference \$	Difference %
Transportation and Natural Resources (TNR)*	\$38,088,885	\$33,487,100	(\$4,601,785)	-12.1%
Centralized Computer Services (ITS)*	169,427	110,688	(58,739)	-34.7%
Centralized Rent and Utilities (Facilities)*	945	945	0	0.0%
Hospitalization Contra Account †	(81,756)	0	81,756	-100.0%
Centralized Rent and Utilities (Facilities)*	0	0	0	0.0%
Total	\$38,177,501	\$33,598,733	(\$4,578,768)	-12.0%

* Departments with programmatic duties in multiple functional areas. (For example, the Facilities Management Department, the Centralized Rent and Utilities Department, and the Centralized Computer Services Department all provide central support services, including janitorial services, building and cubicle configuration, security monitoring services, and information technology cabling, network configuration and support, computing and software purchases and maintenance, and website services for County departments across all functional areas.)

† The Health Contra Account is budgeted in individual departments beginning in Fiscal Year 2014. (Funds once budgeted centrally are now included in departmental budgets as a negative dollar amount, or "contra account," to capture anticipated medical insurance benefit savings related to employee turnover.)

Community and Economic Development

The Community and Economic Development functional area contains programs and activities that provide economic development in the County and cultural, recreational, and educational activities for the benefit of County residents and visitors. The County operates 59 parks that are either owned or maintained by the County. These parks provide facilities for picnics, hiking, camping, swimming, boating, soccer, baseball, and equestrian activities.



Staffing

In the Fiscal Year 2014 Adopted Budget, the Community and Economic Development functional area contains 116.55 FTEs. This functional area has experienced 12.1% growth (12.60 FTEs) in staffing since 2011. The year-to-year increase from 2013 to 2014 was 5.60 FTEs. The largest FTE change for this area is related to the addition of park staff within the Transportation and Natural Resources Department.

Highlights

Changes for Fiscal Year 2014 within this functional area include:

- Resources within the Transportation and Natural Resources Department to fund five new FTEs to support operations at the newly completed Onion Creek Open Space Parkland Project at Barkley Meadows. This project is a voter-approved project from the 2005 bond program. Additionally, funds were added to help replace damaged cement trails at the Northeast and Southeast metro parks.
- Funding for a new Park Forester position in the Transportation and Natural Resources Department to help maintain trees and vegetation in County parks and oversee future County forestry programs.
- Grant match resources in the Historical Commission for a project that is part of an ongoing departmental effort to identify and protect historic properties and cultural resources that exist in the County. Through these “survey” projects, the Historical Commission seeks to promote informed growth and development of the County in the future.

- Compensation and benefit adjustments spread across offices and departments reflecting approved changes.

Budget Summary for the Community and Economic Development Functional Area (All Funds)				
Department	FY 2013	FY 2014	Difference \$	Difference %
General Administration*	\$528,019	\$763,019	\$ 235,000	44.5%
Facilities Management*	1,104,116	1,112,502	8,386	0.8%
Historical Commission	1,942	1,942	0	0.0%
Transportation and Natural Resources (TNR)*	8,875,816	9,207,323	331,507	3.7%
Centralized Computer Services (ITS)*	139,680	404,193	264,513	189.4%
Centralized Rent and Utilities (Facilities)*	6,825	6,825	0	0.0%
Hospitalization Contra Account †	(75,571)	0	75,571	-100.0%
Total	\$10,580,827	\$11,495,804	\$914,977	8.7%

* Departments with programmatic duties in multiple functional areas. (For example, the *Facilities Management Department*, the *Centralized Rent and Utilities Department*, and the *Centralized Computer Services Department* all provide central support services, including janitorial services, building and cubicle configuration, security monitoring services, and information technology cabling, network configuration and support, computing and software purchases and maintenance, and website services for County departments across all functional areas.)

† The Health Contra Account is budgeted in individual departments beginning in Fiscal Year 2014. (Funds once budgeted centrally are now included in departmental budgets as a negative dollar amount, or "contra account," to capture anticipated medical insurance benefit savings related to employee turnover.)

Civil Courts (122)

Mission Statement & Program Goals

The mission of the Travis County Civil Courts is to fairly and efficiently dispose of cases filed within our courts. As Judges, we have a responsibility to foster the improvement of the justice system of Travis County while ensuring the delivery of quality court services and the prudent use of County resources.

Fiduciary Responsibilities

- Adjudicate and resolve civil disputes in an expeditious and timely manner.

Efficiency and Effectiveness Improvements

- Improve the effectiveness, economy and efficiency of court operations.

Human Resources

- Provide a progressive, challenging, team-oriented work environment that encourages employees to identify and implement improvements.

Technology

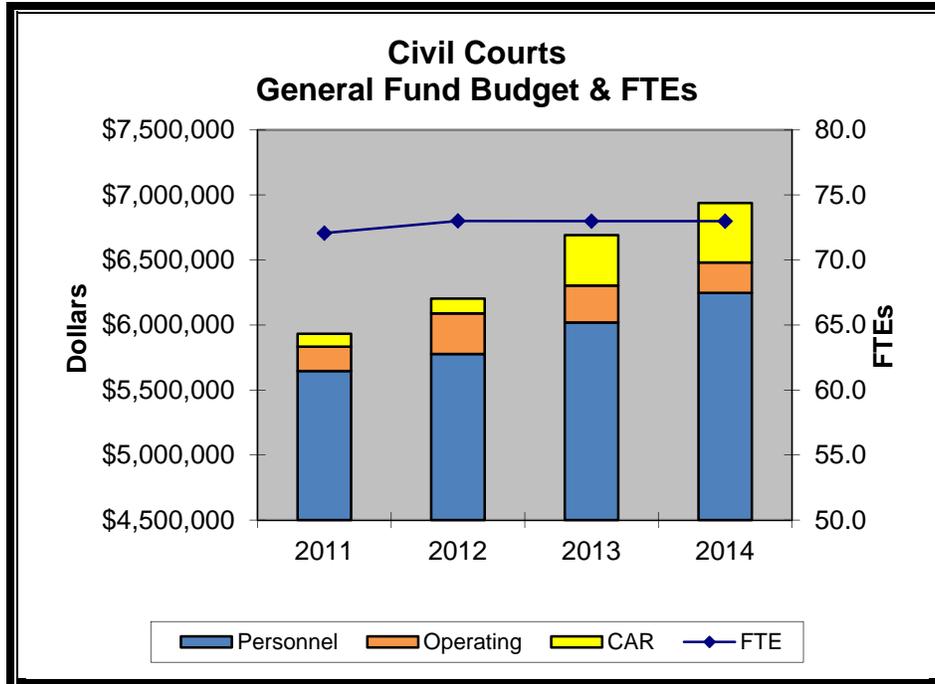
- Develop technology innovations that improve court operations.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
District Courts				
Civil Cases Disposed	21,510	20,056	19,000	19,000
Clearance Rate	108.5%	96%	97%	97%
% of Cases Disposed Over 18 Mos. Old	16%	8%	8%	8%
County Courts-at-Law				
Civil Cases Disposed	13,227	12,019	12,794	12,800
Clearance Rate	101%	104.7%	89.2%	90%
% of Cases Disposed Over 18 Mos. Old	33%	27.6%	29.8%	30%

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$5,645,831	\$5,777,405	\$6,019,964	\$6,247,065	\$227,101
Operating	\$188,111	\$312,194	\$283,494	\$233,214	\$(50,280)
CAR (Capital)	\$98,700	\$113,720	\$386,887	\$457,867	\$70,980
Total	\$5,932,642	\$6,203,319	\$6,690,345	\$6,938,146	\$247,801
FTEs	72.07	73.00	72.98	72.98	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Civil Courts increased by \$247,801 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 3.7% increase. The personnel budget increased while the operating budget decreased. In addition, there was more CAR funding as compared to last year.

Programmatic Funding

\$98,800 in one-time FY 2013 funding for creation of a business continuity plan was removed from the department’s FY 2014 budget. An additional \$2,796 in one-time funding was added to the Civil Courts’ budget to fund an intern position as part of the County’s ongoing Austin Community College (ACC) internship program. Finally, \$50,000 was added to the budget on a one-time basis for a security assessment of the Heman Marion Sweatt (HMS) Courthouse.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and elected officials totaling \$221,950 for the Civil Courts. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$38,281 for an approximate 6% increase in the County’s contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$35,175 to the County’s contribution to the Texas County and District Retirement System. This increase consists

of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$65,030 to capture anticipated medical insurance benefit savings related to employee turnover. In addition, there is a one-time net decrease of \$5,981 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$1,570 has been eliminated from the Civil Courts since this cost is managed centrally. An additional \$90 was reallocated from the personnel budget to the operating budget.

Capital Funding**General Fund Capital Acquisition Resources Account**

Cash funding for capital equipment and projects for the Civil Courts totals \$457,867. These funds are to be used for the following FY 2014 capital equipment and projects:

- \$75,000 to implement the business continuity plan created in FY 2013 in conjunction with the Criminal Courts,
- \$40,000 for data visualization software – an analytical tool for synthesizing judicial information – in conjunction with the Criminal Courts,
- \$24,950 for high-priority furniture replacement in the Civil Courthouse,
- \$172,425 to continue the maintenance and expansion of the Judges Workbench eDocket system, and
- \$145,492 for standard replacements of technological equipment.

Civil Courts (122)

Court Reporter Service Fund (0113)

Purpose

The Court Reporter Service Fund partially supports the County’s court reporting functions in the District and County Courts to assist in the payment of court reporter related services.

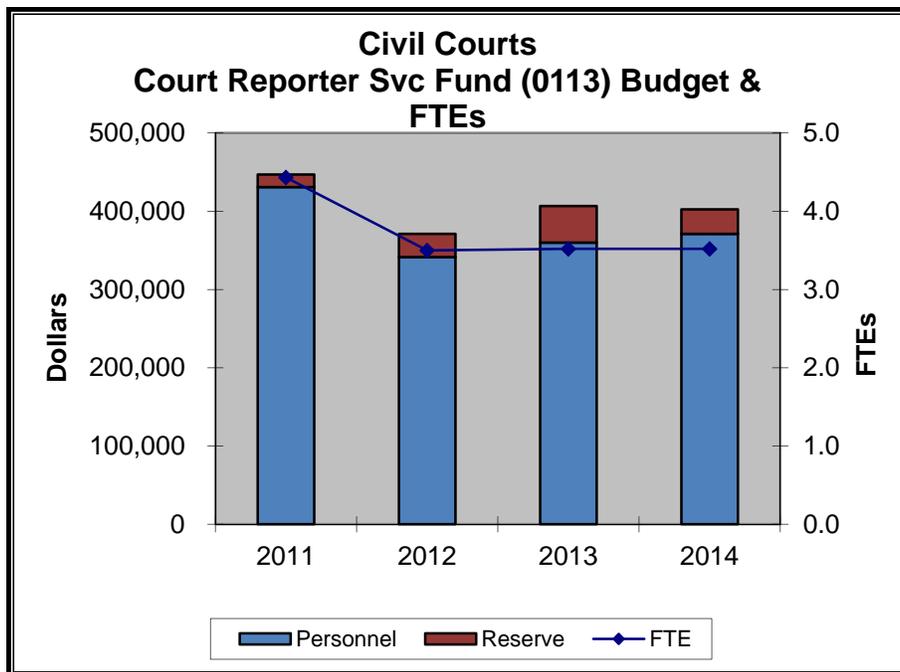
Funding Source

The Court Reporter Service Fund derives its income from a \$15 fee assessed on each civil case filed with the County and District Clerk. The County Auditor has certified \$402,447 in revenue for FY 2014. This estimate consists of \$333,579 of fee revenue, \$68,438 of beginning fund balance, and \$430 of interest income.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$431,026	\$341,441	\$359,913	\$371,114	\$11,201
Reserve	\$16,068	\$29,697	\$46,834	\$31,333	\$(15,501)
Total	\$447,094	\$371,138	\$406,747	\$402,447	\$(4,300)
FTEs*	4.43	3.50	3.52	3.52	-

*The change in FTEs is due to minor annual adjustments related to the fund splits for several Court Reporters who are funded partially in the General Fund and partially in the Court Reporter Service Fund.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Court Reporter Service Fund decreased by \$4,300 from the FY 2013 Adopted Budget. This is a 1.1% decrease. The personnel budget increased while the operating budget decreased.

Programmatic Funding

Programmatic funding changes consist of a net reduction of \$15,501 to the Court Reporter Service Fund's Allocated Reserve to balance the expenditure budget to the Auditor's Fifth Revenue Estimate.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$9,871 for employees funded by the Court Reporter Service Fund. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$1,836 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this fund. The budget also includes an increase of \$2,157 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 budget for the Court Reporter Service Fund includes a one-time net decrease of \$2,663 to account for employee medical insurance elections made during open enrollment for FY 2014.

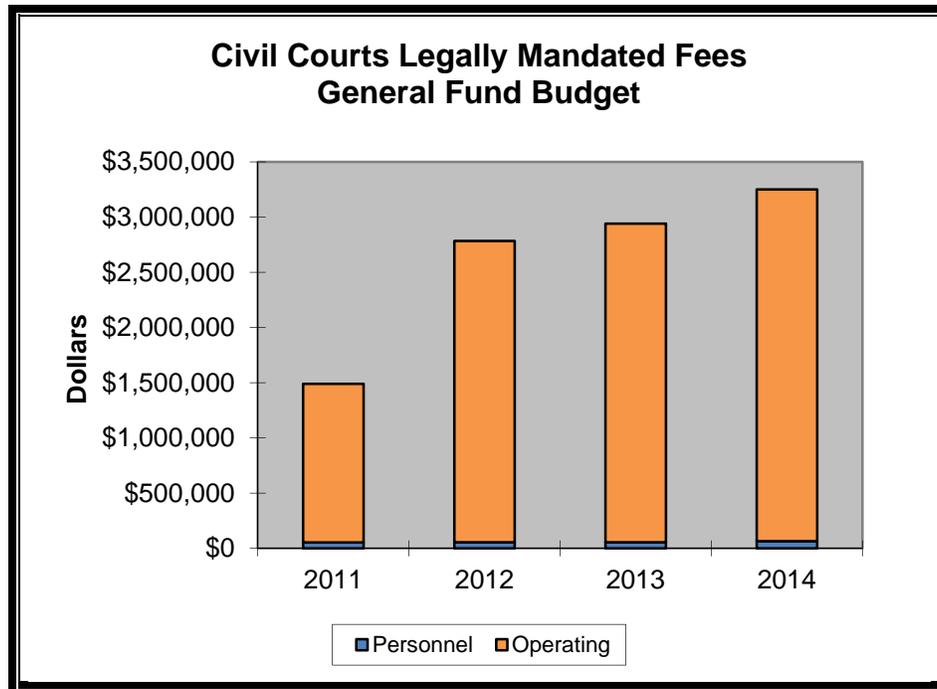
Civil Courts Legally Mandated Fees (193)

Mission Statement & Program Goals

The Civil Courts Legally Mandated Fees budget provides for a number of costs directly related to civil trials. The largest expense in the budget is for statutory fees paid to attorneys of indigent defendants who cannot afford counsel but require legal representation. Also included in the budget are fees for interpreters, visiting court reporter costs, court transcripts for indigents, travel related expenses for visiting judges, supplemental salaries for the Judges for the 3rd Court of Appeals, and Travis County’s portion of the judicial district expenses for the 3rd Judicial Administrative Region.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$53,841	\$54,040	\$54,837	\$64,918	\$10,081
Operating	\$1,435,454	\$2,730,000	\$2,885,736	\$3,185,733	\$299,997
Total	\$1,489,295	\$2,784,040	\$2,940,573	\$3,250,651	\$310,078



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Civil Courts Legally Mandated Fees increased by \$310,078 from the FY 2013 Adopted Budget. This is a 10.5% increase. The majority of the increase was in the operating budget.

Programmatic Funding

Programmatic funding changes consist of \$300,000 in additional ongoing operating resources to address the expected budget shortfall in Civil Indigent Attorney Fees. In fall 2013, staff from Civil Courts, Criminal Justice Planning, and the Planning and Budget Office will form a study group to examine the consistent increase in indigent attorney fee expenditures seen over the last several years and identify the major cost drivers involved.

Compensation and Benefits Funding

The Civil Courts Legally Mandated Fees budget includes an increase of \$370 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 budget includes an increase of \$9,708 in ongoing personnel funds to account for an increase to the County salary supplements received by the Justices of the 3rd Court of Appeals. The State of Texas fully reimburses Travis County for payment of these supplements. Early in the budgeting process, a net \$3 was removed from the operating budget and added to the personnel budget.

Capital Funding

The Civil Courts Legally Mandated Fees budget does not include any capital funding for FY 2014.

Civil Service Commission (154)

Mission Statement & Program Goals

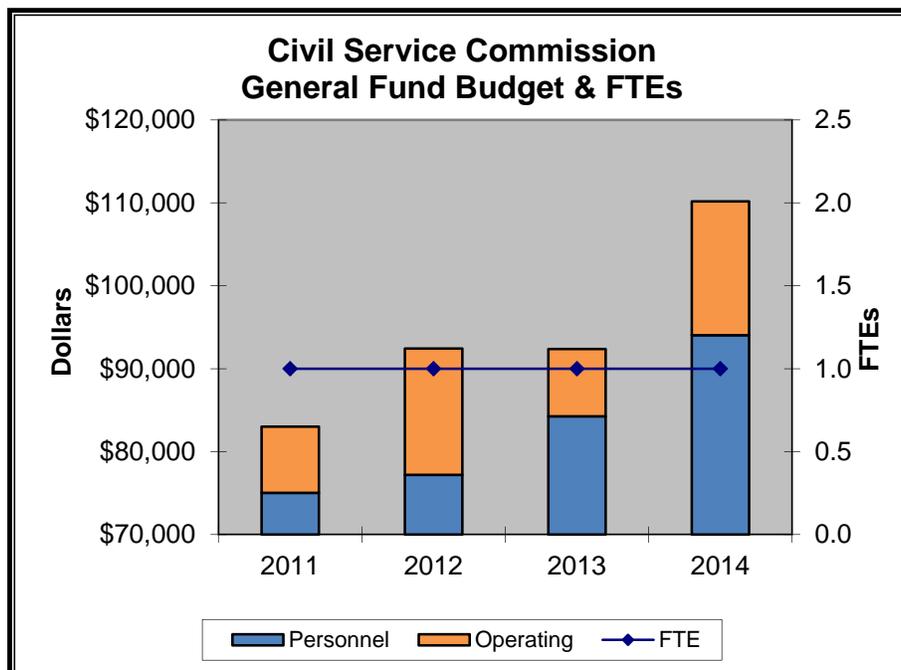
The mission of the Civil Service Commission is to develop, establish and enforce rules and regulation that cover the employee work environment in the Travis County Sheriff's Office, including employee selection, advancement, rights and general working conditions statutorily required under Local Government Code 158.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of Grievances Submitted		2	4	4
Number of Hearings Conducted	3	3	4	4
Number of Meetings	2	4	4	4
Number of Advancement Exams	130	66	100	100
Number of Promotional Applicants	235	230	240	240
Number of Promotional Review Boards	102	52	80	80
Number of Patrol Review Boards	50	33	40	40

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$75,039	\$77,195	\$84,254	\$94,048	\$9,794
Operating	\$7,963	\$15,233	\$8,122	\$16,122	\$8,000
Total	\$83,002	\$92,428	\$92,376	\$110,170	\$17,794
FTEs	1.00	1.00	1.00	1.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Civil Service Commission increased by \$17,794 from the FY 2013 Adopted Budget, including CAR capital funding, or by 19% compared to the prior year.

Programmatic Funding

The FY 2014 budget includes the biannual statutory codification from the completion of the 83rd Legislature. This one-time operating adjustment of \$8,000 is included every other year following the completion of the legislative biennium.

Compensation and Benefits Funding

Changes include an increase of \$6,564 for an approved title and pay scale reclassification for the department's one position. There is also a 3% across the board salary increase for regular employees on the classified pay scale totaling \$2,238. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$525 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$509 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

Changes in this section include a decrease of \$44 to account for employee medical insurance elections made during open enrollment and an increase of \$2 related to a longevity pay adjustment for this small department.

Capital Funding

This office did not receive any capital funding for FY 2014.

Community Supervision & Corrections (139)

Mission Statement & Program Goals

The mission of Travis County Supervision and Corrections (Adult Probation) is to impact the community by making it safer and changing the lives of those placed under its supervision.

Adult Probation works with the community so each individual on supervision successfully:

- Makes amends to the community/victims;
- Meets their supervision conditions; and
- Fully participates in programs and services to positively change their lives and be law abiding.

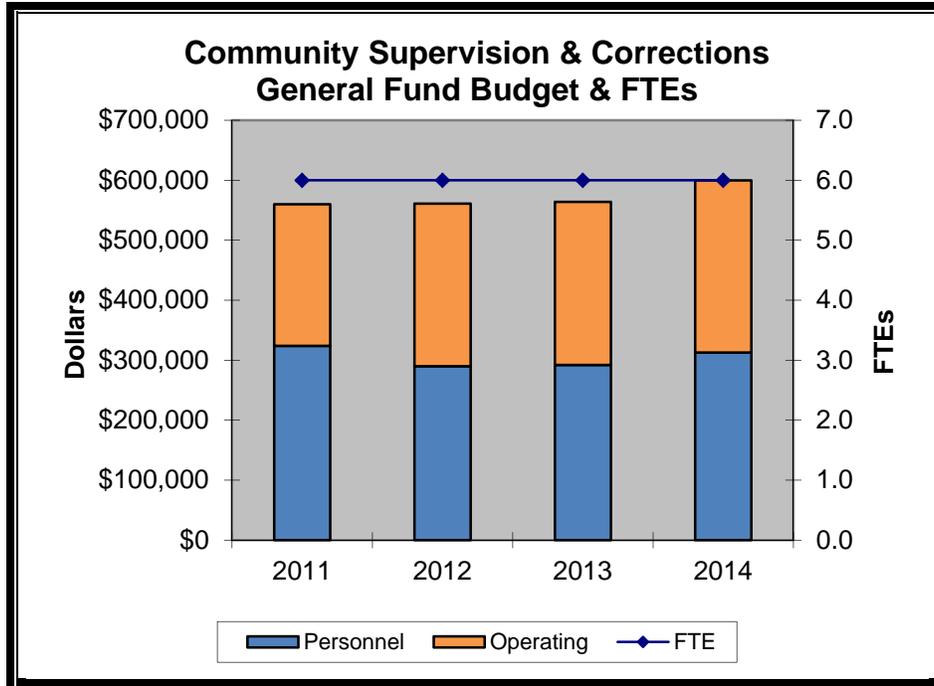
Key Program Statistics

Measures	FY 11 Actual	FY 12 Actual	FY 13 Projected	FY 14 Projected
Cases Probated by Local Court	5,316	5,271	5,500	5,300
Cases Accepted for Courtesy Supervision	1,552	1,541	1,600	1,600
Cases Accepted & Assigned to Misdemeanor Pre-Trial Diversion Supervision	129	55	150	100
Average Number of Direct Cases	11,380	10,700	12,000	11,200
Probationers Successfully Discharged	5,269	4,372	5,300	5,000
Community Service Restitution Hours Completed	191,729	182,574	192,000	188,000
Restitution Disbursements	\$1,911,106	\$2,032,762	\$1,900,000	\$1,900,000
Collected County Funds	\$1,172,868	\$1,099,947	\$1,300,000	\$1,200,000
Average Caseload-Specialized	54	48	55	52
Average Caseload-Non Specialized	112	116	110	112

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$323,918	\$290,125	\$292,128	\$312,878	\$20,750
Operating	\$235,949	\$271,013	\$271,887	\$286,962	\$15,075
Total	\$559,867	\$561,138	\$564,015	\$599,840	\$35,825
FTEs	6.00	6.00	6.00	6.00	-

*The FY 2014 FTE count includes 274.75 State-funded positions and 6.0 County-funded positions, as compared to 278.75 State-funded positions and 6.0 County-funded positions in FY 2013. There is a reduction of four (4) State funded FTEs in FY 2014 compared to the prior fiscal year.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Community Supervision and Corrections Department increased by \$35,825 from the FY 2013 Adopted Budget. This is a 6.4% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

Community Supervision and Corrections is primarily a state-funded agency. In Travis County, the General Fund provides resources for 1.0 FTE to support misdemeanor courts and 5.0 FTEs to support the accounting and collection process for the program. The table below summarizes the total funding for the department.

Source	Amount
Travis County General Fund	\$599,840
Texas Department of Criminal Justice - Community Justice Assistance Division	\$19,932,721
Grant Fund 0143 (Local Revenue Collections)	\$498,689
DWI Drug Court Grant - Texas Office of the Governor	\$218,637
DWI Drug Court Grant - Substance Abuse and Mental Health Services Administration	\$187,500
Co-occurring Re-entry Services Grant	\$565,345
Domestic Violence Accountability Mgt. Program Grant	\$499,956
Total	\$22,502,688

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$7,937 for the county portion of the Community Supervision and Corrections Department. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$7,539 to match the increased cost of the State of Texas health plan, since all the employees of this department are required to be on the state health plan since the 79th State Legislative biennium in 2005. The budget also includes an increase of \$1,704 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

In addition, \$7,685 from an FY 2013 compensation reserve was allocated to the six Travis County employees in a FY 2013 midyear adjustment related to the Market Salary Survey of that year.

Administrative and Other Funding Changes

Within the department's FY 2014 budget submission there was a \$6,050 reallocation from the personnel budget to the operating budget to internally fund additional security services. Additionally there was a reallocation of \$1,275 from the operating budget security service line item to personnel to accommodate a midyear salary adjustment. There was also a \$660 increase for increased longevity pay costs anticipated in FY 2014. Finally, there is a one-time increase of \$10,300 for installation of door lites in 61 office doors at the Precinct 2 Office Building.

Capital Funding

This department did not receive any capital funding for FY 2014.

Outside of the department's budget, there is \$47,500 budgeted centrally in TNR for two CSCD vehicles that meet both the age and mileage requirements in order to be replaced.

Constable Summary

Overview

The primary responsibility of the five Constables in Travis County is to serve Civil and Criminal process to persons and establishments identified by the courts. The Constables' responsibilities also include providing neighborhood security, traffic control, enforcing disabled parking and truancy codes. The five offices are liable to and elected by voters in their respective precincts.

The total Adopted Budgets for FY 2014 for all the Constable offices is \$13,410,388. The services provided collectively by the Constables are projected to generate revenue totaling \$4,299,933 in FY 2014.

Adopted Budgets FY 2014

	Constable Pct. 1	Constable Pct. 2	Constable Pct. 3	Constable Pct. 4	Constable Pct. 5	Totals
Personnel	\$1,936,787	\$2,688,752	\$2,268,603	\$1,728,846	\$4,315,331	\$12,938,319
Operating	\$61,667	\$108,600	\$68,384	\$52,258	\$112,508	\$403,417
CAR	\$0	\$18,900	\$25,200	\$24,552	\$0	\$68,652
Total	\$1,998,454	\$2,816,252	\$2,362,187	\$1,805,656	\$4,427,839	\$13,410,388
FTE	24.00	35.00	29.00	23.00	56.00	167.00
Revenue	\$440,115	\$908,435	\$530,056	\$403,130	\$2,018,197	\$4,299,933

The revenue listed above is that attributed to the Constables' offices revenue line items only. There is also revenue attributed to the Justice Courts that is collected in part through the efforts of the Constables' offices.

In addition, Constable Precinct Two and Constable Precinct Three have entered into interlocal agreements with small governmental jurisdictions such as villages, school districts and municipal utility districts for law enforcement services. The budgets of those offices reflect the costs of providing those revenue-producing services.

Constable Precinct One (131)

Mission Statement & Program Goals

The mission of the Travis County Precinct One Constable's Office is to serve the citizens of Precinct One in an efficient, professional and ethical manner while exhibiting integrity, a concern for public safety, courtesy, and fairness in all interactions with the public including ongoing efforts to combat truancy and in executing both civil and criminal processes to persons and establishments identified by the courts.

The Civil Division records and executes all incoming legal documents from the Justice, County, District, and Federal Courts. The main goal of the program is the service of civil process from the courts. This division is also given the task of enforcing court ordered judgments.

The Criminal Division program's primary function is the execution of misdemeanor warrants, and any other criminal process issued from Justice of the Peace Precinct One (JP1), and any other Texas Judicial system. Other documents include Summons, Subpoenas, and Peace Bond Warrants.

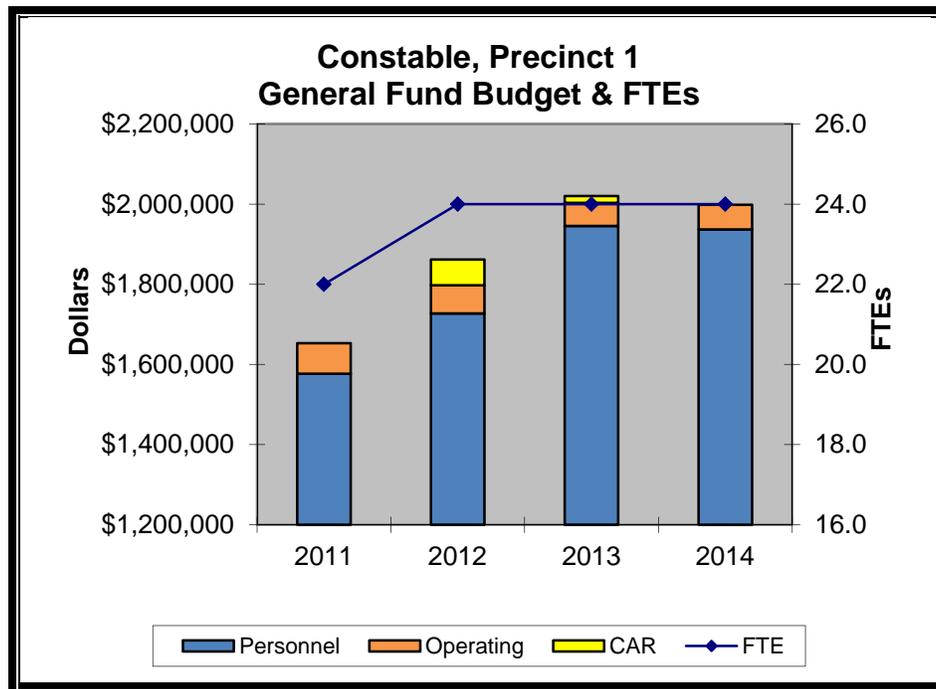
The Security Division's primary goals are the protection of the JP1 Court and protection of employees and the physical assets at the County offices located on Airport Boulevard. The Security Division also provides Tax Office security at the Heflin location.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
Civil Process Documents Received	6,700	5,896	6,000	6,000
Civil Process Documents Executed	6,700	5,896	6,000	6,000
Percent Processed	100%	100%	100%	100%
Criminal Division:				
Warrants Received	2,000	3,648	4,000	4,500
Warrants Executed	1,756	1,840	2,400	2,400
Percent Executed	88%	75%	100%	100%
Security Division:				
Calls for Service	150	63	100	100
Calls Cleared	150	63	100	100
Percent Cleared	100%	100%	100%	100%
Trial Bailiff Attended	5,850	6,000	5,000	5,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,576,732	\$1,727,227	\$1,945,370	\$1,936,787	\$(8,583)
Operating	\$76,411	\$70,281	\$57,667	\$61,667	\$4,000
CAR (Capital)	-	\$64,318	\$17,000	-	\$(17,000)
Total	\$1,653,143	\$1,861,826	\$2,020,037	\$1,998,454	\$(21,583)
FTEs	22.00	24.00	24.00	24.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Constable Precinct One decreased by \$21,583 from the FY 2013 Adopted Budget. This is a 1.1% decrease. While the operating budget slightly increased, the personnel and CAR budget are less than FY 2013.

Programmatic Funding

Programmatic funding changes include a one-time reduction totaling \$124,996 consisting of \$69,487 for one Deputy Constable position related to reduced warrant work load and \$55,509 for overtime for the November general election timeframe.

Constable Precinct One's FY 2014 Adopted Budget had an increase of \$70,279 to restore one Deputy Constable to ongoing funding in lieu of the one-time funding in the FY 2013 Adopted Budget due to an increase in the warrant work load. There was also one-time funding of \$2,796 for a fall semester Austin Community College intern, and

\$23,425 to continue security at the County Clerk and Tax Assessor offices located at 5501 Airport Boulevard for October 2013, pending a final staffing for FY 2014. Finally there is \$4,200 in one-time operating funded for the replacement of expired body armor for Deputy Constable safety.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$11,767 for Constable Precinct One. In addition, the budget includes resources totaling \$12,062 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$10,487 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 office budget includes a one-time net reduction of \$14,403 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$200 has been eliminated from Constable Precinct One since the cost is managed centrally.

Capital Funding

This office did not receive any capital funding for FY 2014.

Constable Precinct Two (132)

Mission Statement & Program Goals

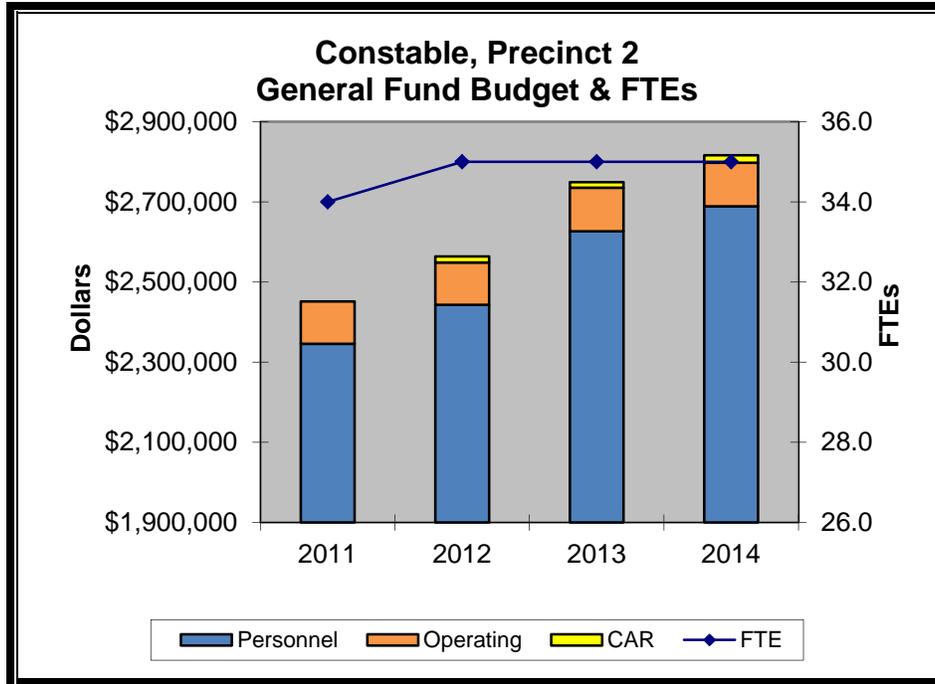
The Mission of Constable Precinct Two is to be **Courteous** to all people, **Servicing** all civil and criminal process issued by the courts in a professional manner with due diligence. Constable Precinct Two will provide **Protection** for the public by enforcing all local, state, and environmental laws as authorized by statute. The Precinct Two Constable's Office will provide services to the community and work in collaboration with other Constable Offices and law enforcement agencies in and around Travis County. **"Courtesy, Service and Protection"**

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
Civil Process Received	5,733	5,733	5,800	5,800
Civil Process Cleared	100%	100%	100%	100%
Criminal Division:				
Warrants Entered	13,500	4,500	4,500	4,500
Warrants Cleared	15,938	1,980	4,000	4,000
People Screened in Precinct 2 Offices	218,713	218,713	250,000	250,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$2,345,647	\$2,443,096	\$2,626,286	\$2,688,752	\$62,466
Operating	\$105,719	\$105,719	\$109,015	\$108,600	\$(415)
CAR (Capital)	-	\$15,000	\$13,900	\$18,900	\$5,000
Total	\$2,451,366	\$2,563,815	\$2,749,201	\$2,816,252	\$67,051
FTEs	34.00	35.00	35.00	35.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Constable Precinct Two increased by \$67,051 from the FY 2013 Adopted Budget. This is a 2.4% increase. The majority of this increase was in the personnel budget.

Programmatic Funding

Beginning in FY 2013, the funding for two warrant teams composed of four FTEs was changed from ongoing to one-time due to a decrease in warrant workload. This one-time funding of \$237,576 was removed from the FY 2014 target budget. However, three of the FTEs, one Deputy Constable and two Court Clerks were continued for FY 2014 with one-time funding in the amount of \$179,163 until a vacancy occurs in the office. These positions will be removed from this budget through attrition.

In addition, one Deputy Constable FTE is funded in the amount of \$77,697 on an ongoing basis and is reassigned to the Security Division to assist with coverage of the Justice of the Peace Court.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for regular employees on the classified pay scale and the elected official totaling \$19,285 for the Constable Precinct Two Office. In addition, the FY 2014 Adopted Budget includes

additional resources totaling \$16,258 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$14,102 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 budget includes a net increase of \$9,697 to account for employee medical insurance elections made during open enrollment for FY 2014. The FY 2014 office budget also includes a reduction of \$16,160 to capture anticipated medical insurance benefit savings related to employee turnover.

The budget for long distance of \$415 has been eliminated from Constable Precinct Two since this cost is managed centrally.

Capital Funding**General Fund Capital Acquisition Resources Account**

Cash funding for capital equipment and projects for Constable Precinct Two totals \$18,900 for replacement of Panasonic arbitrator cameras to be placed in three replacement patrol cars.

In addition to the equipment and projects listed above, there is also \$108,750 budgeted centrally in TNR for three Constable Precinct Two vehicles that meet both the age and mileage requirements in order to be replaced.

Constable Precinct Three (133)

Mission Statement & Program Goals

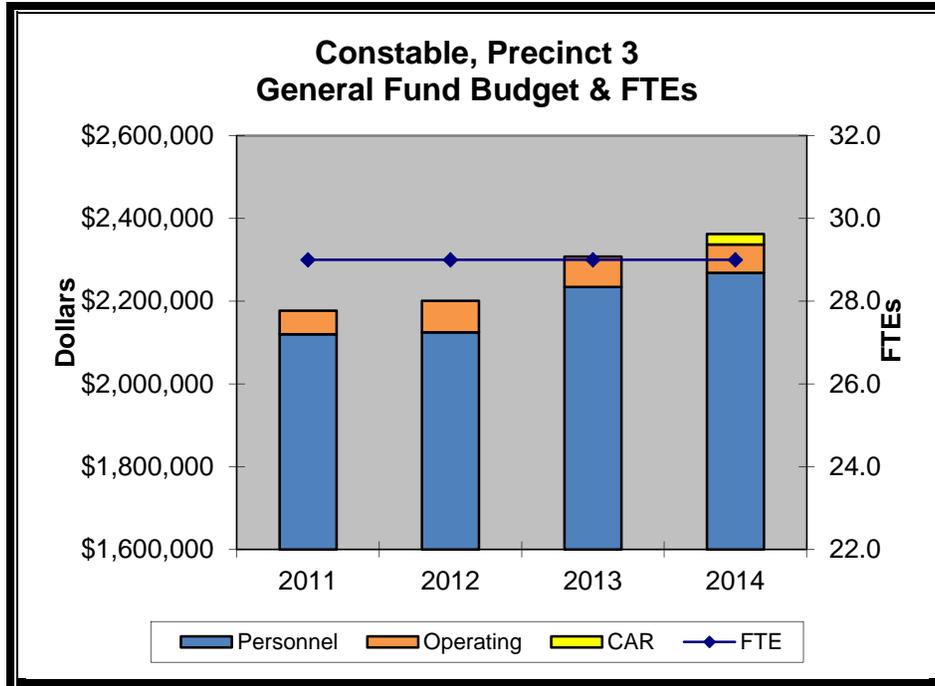
The mission of Constable Precinct Three is to serve all civil and court documents with the utmost professionalism and integrity. We also strive to build coalitions with neighborhoods and collaborate on safer communities, which uphold and enhance our high quality of life in Southwest Travis County.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
Civil Process Received	3,181	2,791	2,478	3,000
Civil Process Executed	3,181	2,847	2,556	3,000
Criminal Division:				
Warrants Received	12,018	9,204	5,252	8,000
Warrants Executed	14,482	10,744	4,356	8,000
Traffic Citations Issued	1,791	1,805	3,955	3,000
Subdivision Patrol Service (Shady Hollow)	2,080 hrs	2,080 hrs	2,080 hrs	2,080 hrs
Court Bailiff Precinct 3	2,272 hrs	2,272 hrs	2,272 hrs	2,272 hrs
Counterfeit Motor Vehicle Inspection Permit PILOT Program:				
Total Counterfeit Certificate Citations	373	198	200	400
Vehicles Retested and Passed	167	217	150	200
Vehicles Not Retested	193	26	20	55
Vehicles Retested and Failed	13	73	N/A	N/A

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$2,120,137	\$2,124,499	\$2,234,390	\$2,268,603	\$34,213
Operating	\$56,687	\$76,402	\$73,291	\$68,384	\$(4,907)
CAR (Capital)	-	-	-	\$25,200	\$25,200
Total	\$2,176,824	\$2,200,901	\$2,307,681	\$2,362,187	\$54,506
FTEs	29.00	29.00	29.00	29.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Constable Precinct Three increased by \$54,506 from the FY 2013 Adopted Budget. This is a 2.4% increase. While the operating budget slightly decreased, the personnel and CAR budget increased as compared to FY 2013.

Programmatic Issues

In FY 2014, Constable Precinct Three launched two new crime prevention programs to combat fraud against senior citizens and to expand neighborhood watch programs into the areas of Precinct Three. These programs are run on a volunteer basis.

While one-time funding for two Counterfeit Motor Vehicle Inspection Program (CMVIP) Deputy Constables totaling \$138,973 was removed from the target budget, the two CMVIP Deputy Constables have been approved for continued one-time funding in the amount of \$140,557 for FY 2014.

Due to action during the 83rd Legislative Session that restored access to Low Income Repair Assistance Program/Local Initiative Project (LIRAP/LIP) funds, the Constable Precinct Three will have the opportunity to reapply for these grant funds through TNR in FY 2014. These funds will help subsidize the CMVIP program costs in the office.

In FY 2014, the CMVIP Program will move away from the investigatory focus of the program to an on road enforcement via writing citations for expired and fraudulent

inspection stickers. The two Deputy Constables in the program are leveraging the assets of other County departments and external agencies by doing investigations up to a certain point, then collaborating with other departments such as the Texas Department of Public Safety, the Sheriff's Office, the Transportation and Natural Resources Department (TNR), and the Justice of the Peace, Precinct Three to continue the investigations.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for regular employees on the classified pay scale and the elected official totaling \$18,930 for Constable Precinct Three. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$14,161 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$12,035 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 Budget includes a net decrease of \$16,704 to account for employee medical insurance elections made during open enrollment for FY 2014.

Constable Precinct Three reallocated \$4,207 from its operating budget to various personnel commitment items to fund promotions and add-pay costs projected for FY 2014.

The budget for long distance of \$700 has been eliminated from Constable Precinct Three since this cost is managed centrally.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and resources for Constable Precinct Three totals \$25,200 for replacement of four Panasonic arbitrator cameras to be placed in patrol cars.

In addition to the equipment and projects listed above, there is also \$36,250 budgeted centrally in TNR for one Constable Precinct Three vehicle that meets both the age and mileage requirements in order to be replaced.

Constable Precinct Four (134)

Mission Statement & Program Goals

The primary mission of the Precinct Four Constable’s Office is to effectively execute civil and criminal process in accordance with Federal and State law, Texas Rules of Civil and Criminal Procedure, and the Travis County Code.

Constable Precinct Four’s mission is a critical component of the administration of justice in Travis County.

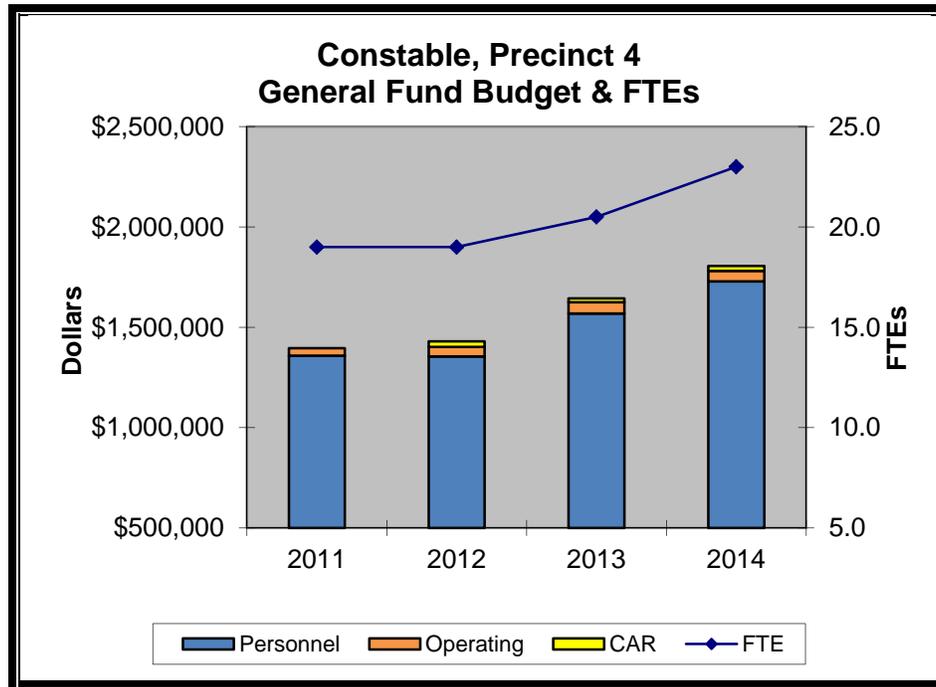
- The proper execution of civil process by the office ensures that citizens receive the benefits of due process. Staff members are sensitive and responsive to both plaintiffs and defendants in the performance of their duties.
- The execution of criminal and family law ensures the protection of Travis County citizens and expedites case resolution.
- The Constable’s Office also provides courtroom security/bailiff services for the Precinct Four Justice Court as well as operating the building’s security checkpoint that screens the more than 150,000 probationers and visitors annually at the Ray Martinez Building on McKinney Falls Parkway. Employees and visitors for four county departments are protected from workplace violence through patrols and screening for weapons and contraband.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
Civil Process Received	3,904	4,110	4,028	4,100
Civil Process Executed	99.7%	96.9%	98.9%	99%
Criminal Division:				
Warrant Intake & Processing	5,264	4,075	3,500	3,500
Warrants Executed	6,400	5,659	4,800	4,800
Security Division:				
Number of visitors screened	166,399	157,272	150,000	156,000
Post Hours per week	120	120	146	176

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,358,640	\$1,354,340	\$1,568,821	\$1,728,846	\$160,025
Operating	\$37,301	\$48,129	\$55,880	\$52,258	\$(3,622)
CAR (Capital)	-	\$27,700	\$19,698	\$24,552	\$4,854
Total	\$1,395,941	\$1,430,169	\$1,644,399	\$1,805,656	\$161,257
FTEs	19.00	19.00	20.50	23.00	2.50



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Constable Precinct Four Office increased by \$161,257 from the FY 2013 Adopted Budget. This is a 9.8% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

For FY 2014, \$8,509 of one-time security and operating budget included in the FY 2013 Adopted Budget were removed from the Constable Precinct Four budget.

Constable Precinct Four’s FY 2014 budget had an increase of \$73,149 (\$71,849 in personnel and \$1,300 in operating) for a Deputy Constable position for added security staffing for the Ray Martinez Office Building. There was also an increase of \$84,635 (76,556 in personnel and \$7,809 in operating) for conversion of a half-time Court Clerk I

position to a full-time position and the addition of one Administrative Associate to improve cash handling and provide sufficient administrative support for the office.

The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. Due to this delay, \$22,539 was removed from the Constable Precinct Four personnel budget on a one-time basis.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for regular employees on the classified pay scale and the elected official totaling \$12,286 for Constable Precinct Four.

In addition, the FY 2014 Adopted Budget includes additional resources totaling \$11,014 for an approximate 6% increase in the County's contribution for medical insurance benefits of this office. The budget also includes an increase of \$9,196 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 Adopted Budget includes an increase of \$14,486 to correct for the underfunding of a Constable Sergeant position originally funded in FY 2013. In addition, the FY 2014 budget includes a one-time net increase of \$4,801 to account for employee medical insurance elections made during open enrollment for FY 2014. The FY 2014 office budget includes a reduction of \$21,246 to capture anticipated medical insurance benefit savings related to employee turnover.

The budget for long distance of \$600 has been eliminated from Constable Precinct Four since this cost is managed centrally.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and resources for Constable Precinct Four totals \$24,552 for four replacement hand-held radios, which are nine years old, for the Deputy Constable staff.

In addition to the equipment and projects listed above, there is also \$36,250 budgeted centrally in TNR for one Constable Precinct Four vehicle that meets both the age and mileage requirements in order to be replaced, and \$13,172 centrally budgeted in ITS for telephone and computer equipment for the new administrative associate position.

Constable Precinct Five (135)

Mission Statement & Program Goals

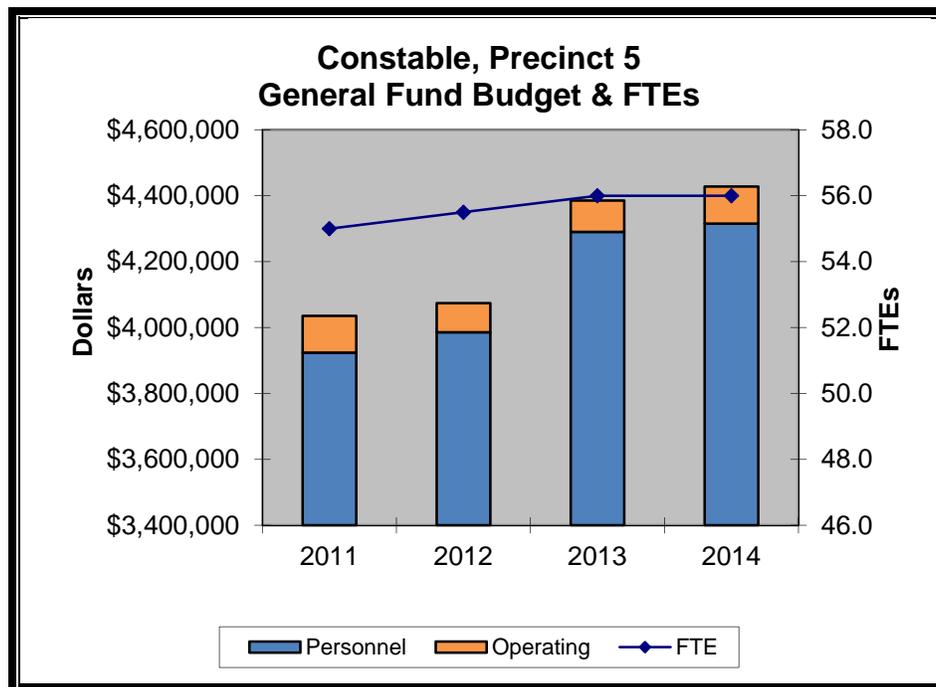
The mission of Constable Precinct Five is to execute all court issued documents received by this office in a timely and efficient manner, enforce state laws and enforce disabled parking as authorized by statute.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Process Received	53,967	50,586	51,532	51,000
Civil Process Processed	100%	100%	100%	100%
Warrants Received	1,800	1,800	2,300	2,300
Warrants Cleared	1,044	1,200	1,200	1,200
Disabled Parking Tickets Issued	1,218	1,200	1,500	2,000
Disabled Parking Tickets Cleared	1,146	1,150	1,200	1,200

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$3,923,684	\$3,985,507	\$4,290,174	\$4,315,331	\$25,157
Operating	\$111,682	\$88,682	\$95,000	\$112,508	\$17,508
Total	\$4,035,366	\$4,074,189	\$4,385,174	\$4,427,839	\$42,665
FTEs	55.00	55.50	56.00	56.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Constable Precinct Five increased by \$42,665 from the FY 2013 Adopted Budget. This is a 1.0% increase. The majority of the increase was in the personnel budget.

Programmatic Issues

The Constable Precinct Five Office did not receive new programmatic funding in FY 2014. However, in FY 2013, Constable Pct. 5 received funding to bring a 0.5 FTE to 1.0 FTE status in the Disabled Parking Enforcement Program (DPEP). The office plans to add additional volunteers to the program to process the increased volume of citations. The office is in the process of restructuring staff to further increase the effectiveness of the DPEP, to recruit and train more volunteers and enhance and increase DPEP's investigative capabilities on an ongoing basis.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for regular employees on the classified pay scale and the elected official totaling \$41,542 for Constable Precinct Five. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$29,363 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$24,396 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 Budget includes a one-time net increase of \$4,775 to account for employee medical insurance elections made during open enrollment for FY 2014.

The FY 2014 office budget includes a reduction of \$9,617 to capture anticipated medical insurance benefit savings related to employee turnover, and an additional reduction of \$47,480 to capture anticipated vacancy savings.

The budget for long distance of \$314 has been eliminated from Constable Precinct Five since this cost is managed centrally.

Constable Precinct Five reallocated \$17,822 from the personnel budget to the operating budget. A large portion of this transfer will pay for cell phone allowances for 38 employees in the Office. These employees use their cellular phones on a regular basis for county-related work.

Capital Funding

General Fund Capital Acquisition Resources Account

The office did not receive any CAR funding for FY 2014.

Outside of the office's budget, there is \$36,250 budgeted centrally in TNR for one Constable Precinct Five vehicle that meets both the age and mileage requirements in order to be replaced.

Counseling & Education Services (140)

Mission Statement & Program Goals

The Counseling and Education Services (CES) department's mission is to promote public safety, crime reduction, assist clients and support agencies benefiting crime victims. This is accomplished by providing alcohol/drug and family violence assessments, case-management and evidence based rehabilitation programs. CES provides services for adults and juveniles referred from the justice system and other community agencies.

Intake & Screening Assessments

CES provides both Alcohol and Drug and Family Violence assessments to the Travis County Courts.

Alcohol & Drug Classes/Programs

CES provides Alcohol and Drug (AOD) classes and related programs on a continuous basis. These consist of four Department of State Health Services "State Certified" programs and four classes developed by CES.

Case Management Services

The goal of CES case management is to facilitate the successful completion of the client's court ordered alcohol and drug counseling recommendations for clients identified as being high risk for relapse and recidivism.

Juvenile Education Classes

The intent of CES Juvenile Education Classes is to provide the Municipal Court, Juvenile Court, and Justice of the Peace courts an early intervention in their continuum of options for court ordered sanctions. Often the various courts use the CES option for deferred prosecution. Deferred prosecution options are especially viable when the goal is to minimize costly formal court processing and to provide the least punitive sanction.

Adult Education Classes

The Adult Education Classes provide clients opportunities for personal growth and development with the ultimate goal of lessening the propensity for future law violations.

Safe Havens Grant

PlanetSafe is a collaborative project between Travis County and SafePlace funded by The Office on Violence Against Women (OVW), U.S. Department of Justice. The project is funded to support the supervised visitation and safe exchange of children in situations involving domestic violence, child abuse, sexual assault, or stalking.

Crime Victims Fund

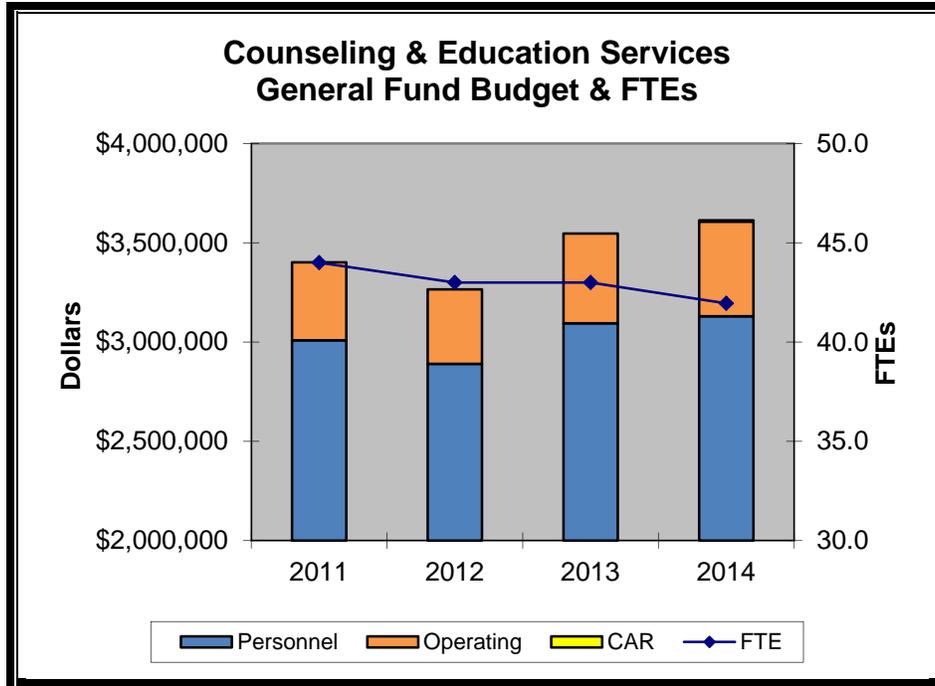
The Crime Victims Fund resources are managed through contracts to 20 different agencies that provide services to crime victims in Travis County.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
# of Alcohol/Other Drug (AOD) assessments	3,749	3,774	3,972	3,972
# clients registered in AOD classes	5,208	5,228	4,933	4,933
# clients completing AOD classes	4,466	4,467	4,412	4,412
# clients assigned to AOD case management program	1,277	1,124	1,111	1,111
# clients successfully completing AOD case mgmt pgm	528	592	643	643
# clients assigned to Family Violence case management	191	229	339	339
# of Family Violence assessments	1,893	1,874	1,793	1,793
# clients successfully completing Family Violence case management	47	50	74	74
# clients referred to Juvenile Classes	298	361	382	382
# clients completed the Juvenile Classes	244	236	313	313
# clients referred to Adult Education classes	4,632	3,881	3,240	3,240
# of clients completing Adult Education classes	3,380	2,518	2,072	2,072
# crime victims served by Crime Victims Fund programs	4,752	7,509	7,509	7,509

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$3,008,345	\$2,890,462	\$3,094,504	\$3,129,506	\$35,002
Operating	\$392,988	\$374,354	\$451,829	\$477,373	\$25,544
CAR (Capital)	-	-	-	\$6,305	\$6,305
Total	\$3,401,333	\$3,264,816	\$3,546,333	\$3,613,184	\$66,851
FTEs	44.00	43.00	43.00	41.95	(1.05)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Counseling and Education Services Department (CES) increased by \$66,851 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 1.9% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The Social Service Family Violence Director has been a temporary position at CES since April, 2009. This position was hired initially to administer Travis County’s Safe Havens Grant(s) from the Office of Violence against Women. The scope of service broadened into implementing diverse, county-wide initiatives for the Austin/Travis County Family Violence Task Force in October, 2010. As family violence is a wide spread public health and safety issue that impacts many areas of our county government, this position has provided needed efficiencies in the county’s response to family violence including encouraging greater interdepartmental collaboration. CES internally funded a portion of the salary to convert this position into a permanent FTE. The ongoing personnel cost is \$75,784 and will add 0.95 FTEs to the department’s total FTE count. The remaining 0.05 FTE salary is paid from the Safe Havens grant funds.

Funding for a contract with SafePlace to provide a Volunteer/Administrative Manager staff position at the PlanetSafe center has been continued for FY2014. The position will support the operation of supervised visitation and safe exchange services for families

who have experienced violence. The cost is \$45,000 per year, and there is a net zero difference in the departmental budget since funding was also included on a one time basis in FY 2013.

CES was funded for expanded security coverage to provide safety in the workspace. The ongoing operating cost for this security contract is \$29,623. In addition, a one-time cost of \$2,300 is included for improved cellular coverage near their office.

The Crime Victims Fund (CVF) increased by 5% totaling \$8,898. CES's objective has been to increase the CVF by at least 5% annually so that it can provide more substantial support to the victim service endeavors in Travis County.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$69,944. The FY 2014 Adopted Budget includes additional resources totaling \$22,552 for an approximate 6% increase in the County's contribution for employee medical insurance costs. The budget also includes an increase of \$18,366 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$15,893 to capture anticipated medical insurance benefit savings related to employee turnover. In addition, there is a one-time net decrease of \$11,521 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$620 has been eliminated from the department since this cost is managed centrally.

Each year's annual budget includes an estimate of anticipated savings within the personnel budget for salaries and related benefits and health benefit contributions from the County related to annual employee turnover. The savings are budgeted in a number of negative (contra) budgets within departments for salaries and related benefits and centrally for health benefits. PBO has reviewed budgeted salary savings countywide and has determined that the CES budget needs to be increased by \$33,252 to more accurately reflect historical vacancy rates over the past three years.

CES and Criminal Justice Planning (CJP) transferred the Commitment to Change (CTC) program and all associated funding to CJP in June 2013. This will streamline oversight and consolidate the treatment occurring within the Travis State Jail and post release reentry services. Currently, CES provides the treatment inside the State Jail and the Inside/Out Travis County (IOTC) program of CJP provides reentry services.

Consolidation of the CTC program with IOTC will effect a seamless transition and continuity of care from the residential service to reentry services in the community. The total reduction is \$172,139 (\$164,363 personnel, \$7,776 operating, including 2 FTEs).

In addition, CES moved \$6,881 from the operating to personnel budget.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and projects for CES totals \$6,305. This funding is for a radio for security personnel located at the CES downtown location.

County Attorney (119)

Mission Statement & Program Goals

The mission of the County Attorney's Office is to provide:

- A full range of civil legal services in a timely manner;
- Superior legal representation for the State in misdemeanor cases and for victims of family violence;
- Processing, collecting and accounting for bad checks and statutory fees, restitution ordered by courts in criminal cases, attorney's fees on protective orders, enforcement fees on tax cases and reimbursement of college work study funds.

Civil Divisions

The Texas Constitution requires that the County Attorney must advise the elected officials of the county, in writing, regarding their duties, when requested. Most of the duties of the civil divisions of the Travis County Attorney's Office derive from this constitutional requirement and are not optional, provided the Office is asked to provide those services by an elected official.

However, there are many statutes requiring the Travis County Attorney to perform certain specific "civil" duties which are performed by the civil divisions of the Travis County Attorney's Office. Many of those duties must be performed by the Travis County Attorney regardless of whether an elected official makes a request for the services.

Criminal Divisions

The County Attorney's Office receives, reviews, files, and prosecutes through appeal all Class "B" and "A" misdemeanor criminal cases in Travis County Courts-at-Law and District Courts, as well as Class "C" misdemeanors filed in Justice of the Peace Courts. These divisions also provide services for victims of domestic violence applying for protective orders. The criminal divisions represent the District and County Attorney's Office in expunction hearings. These divisions also conduct public awareness programs for DWI, traffic safety, and family violence cases.

The criminal Trial Court Division represents the State in Travis County's various specialty court programs, including the DWI court, the misdemeanor mental health docket, the veterans' court and the pre-trial diversion program. The director and/or the assistant directors of this Division serve on the steering committees for these specialty court programs and were active in the planning and implementation of each program.

The Mental Health Section of the Family Violence Division is charged with representing the State in mental health commitments under the Texas Mental Health Code when individuals are believed to be a danger to themselves or others. This Section also

represents the State in removal actions when elderly or disabled individuals are in danger of neglect or exploitation.

Check Division

This section provides the service of processing, collecting and accounting for bad checks, statutory fees, and restitution ordered by the courts in criminal cases, attorney’s fees for protective orders, and reimbursement of college work study funds.

Comprehensive Underage Drinking Prevention Program

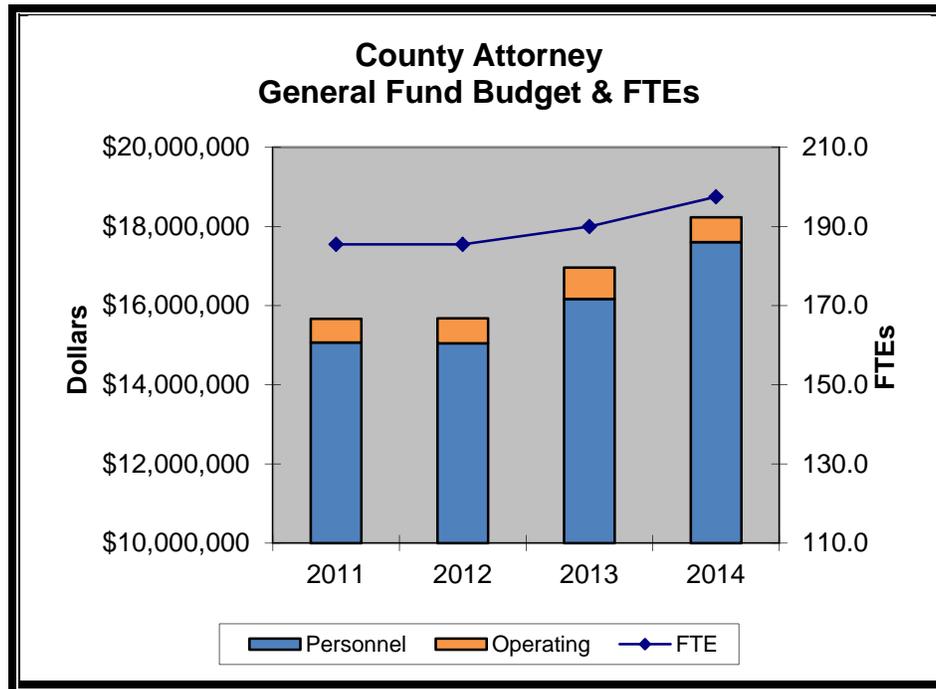
This program provides community education and increases public awareness of the legal and social consequences of underage drinking.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division				
Billable hours per attorney and paralegal per year	1,586	1,759	1,664	1,832
Property Tax Collection Rate	98.97%	98.50%	99.16%	98.50%
Dollar amount of Bond Forfeiture Collections	\$1,843,438	\$1,269,407	\$1,254,550	\$1,204,550
Criminal Division				
Average number of days to file case	23	16	26	26
Cases filed (including hot checks)	34,062	30,482	27,988	32,045
Jail Reduction Docket: # of days between 1 st setting and final disposition (misdemeanor charges only)	.60	.59	<1	<1
Number of DWI cases filed	6,523	6,091	5,988	6,201
Number of DWI cases disposed	6,663	5,967	5,298	5,976
Number of Protective Orders filed	869	881	842	842
Number of Protective Orders obtained	667	654	642	642
Number of Mental health hearings	5,929	6,493	6,660	6,640
Number of Polluted Sites investigated and closed	351	334	365	365
Check Division				
Number of Checks filed	6,618	5,854	5,332	4,810
Dollar amount restitution received	\$1,434,063	\$1,033,772	\$1,051,000	\$1,068,228
Underage Drinking Prevention Program				
Number of People reached	30,788	33,616	30,000	35,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$15,068,494	\$15,047,393	\$16,170,907	\$17,602,424	\$1,431,517
Operating	\$599,540	\$629,495	\$788,654	\$630,760	\$(157,894)
Total	\$15,668,034	\$15,676,888	\$16,959,561	\$18,233,184	\$1,273,623
FTEs	185.50	185.50	190.00	197.50	7.50



FY 14 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Attorney increased by \$1,273,623 from the FY 2013 Adopted Budget. This is a 7.5% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The FY 2014 Adopted Budget includes one-time reductions from the FY 2013 Adopted Budget totaling \$172,281 in County Contribution to Grants of \$18,351, operating costs for the positions funded in 2013 of \$9,867, and \$144,063 for Document Management software approved for 2013.

Additionally there was a FY 2013 mid-year addition of \$150,869 for 1.5 FTEs to create a Family Violence Protection Team. Another mid-year addition is continued in FY 2014 with one-time funding of \$361,369 (\$354,587 personnel and \$6,782 operating) for 4.0 FTEs is for the MERS Corporation lawsuit related to the required filing of records with

the County Clerk's Office. These FTEs will be reconsidered on an annual basis throughout the duration of the legal action.

Additionally, funding of \$133,420 in personnel and \$3,648 in operating was approved for an Application Development Manager FTE, to support development, implementation and long-term maintenance of the Council of Urban Counties (CUC) Techshare Prosecutor case management system. Further, funding of \$68,284 for a Senior Financial Analyst FTE and \$2,290 for related operating costs is included in the budget to provide an in-house financial and accounting manager to run the day to day financial, budgeting and account business of this large office.

The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. Due to this delay, \$50,432 was removed from the County Attorney's personnel budget on a one-time basis.

Finally, \$27,092 was added to the personnel budget funded by the Central Health Interlocal Agreement, in order to increase compensation of the lead counsel taking on additional duties for their newly formed non-profit organization.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for regular employees on the classified pay scale and the elected official totaling \$437,389 for the County Attorney's Office.

In addition, the FY 2014 Adopted Budget includes additional resources totaling \$106,451 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$100,078 to the County's contribution to the Texas County and District Retirement. This increase consists of a 4.2% increase in the County's retirement contributions to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 budget includes a reduction of \$194,747 to capture anticipated health benefit savings related to employee turnover, and an increase of \$208,391 to lower the budgeted salary savings contra account and related benefits to better track historical vacancy savings.

In addition, there is a one-time net reduction of \$36,767 to account for employee medical insurance elections made during open enrollment for FY 2014.

The County Attorney's State prosecutor longevity pay was funded at \$133,420 based on the certification of available revenue from the State of Texas for this purpose. The

budget for long distance of \$4,851 has been eliminated from the County Attorney's Office since this cost is managed centrally.

The County Attorney's Office internally reallocated \$6,518 from its personnel budget to the operating budget primarily to fund additional office supplies and equipment.

Capital Funding

This office did not receive any capital funding for FY 2014.

Outside of the office's budget, there is also \$58,000 budgeted centrally in TNR for two County Attorney vehicles that meet both the age and mileage requirements in order to be replaced, and \$9,787 centrally budgeted in ITS for telephone and computer equipment for the new Application Development Manager and Senior Financial positions.

County Attorney (119) Professional Prosecutor’s Fund (0122)

Purpose

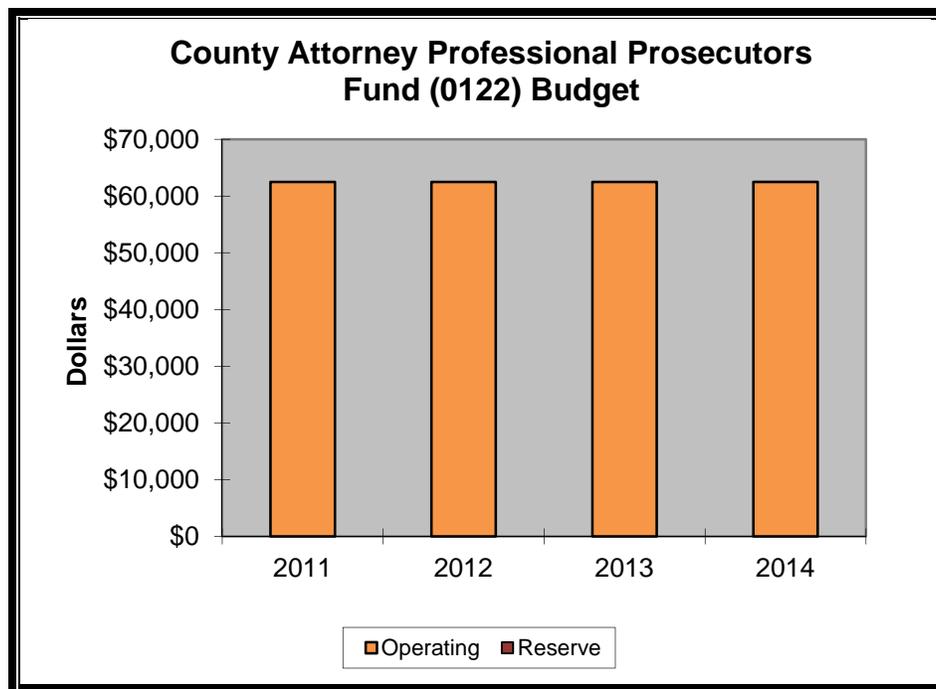
The Professional Prosecutor’s Fund supports the prosecution of misdemeanors in the Travis County Attorney’s Office.

Funding Source

The Professional Prosecutor’s Fund is funded by an annual payment from the State of Texas for supplemental salary compensation for the County Attorney, or if waived, for expenses of the County Attorney’s Office. The FY 2014 revenue for the Professional Prosecutor’s Fund is \$62,506.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$62,500	\$62,500	\$62,506	\$62,500	\$(6)
Reserve	-	-	-	\$6	\$6
Total	\$62,500	\$62,500	\$62,506	\$62,506	-



FY 2014 Adopted Budget

The FY 2014 Adopted Budget for the Professional Prosecutors Fund is \$62,506, which is the same as the FY 2013 Adopted Budget. The budget for this fund is established in an operating line item, which is transferred mid-year to personnel general fund line items for pay supplements for staff attorneys.

County Auditor (106)

Mission Statement & Program Goals

The mission of the Travis County Auditor's Office is to ensure that the county meets its fiduciary responsibilities to taxpayers with regard to county finances by strictly enforcing the statutes governing county finances as required by the local government code (LGC) by providing:

- The technical, financial and managerial support necessary to ensure the integrity of the County financial reporting system,
- The annual revenue estimate as the primary control parameter for the county budget, and
- Technical assistance and analysis to Travis County elected and appointed officials and customers to maximize the effective and efficient use of county resources.

Within the resource parameters provided by the District Judges and the Commissioners Court, the goals of the Auditor's Office are to:

- Provide reasonable assurance that financial operations are in accordance with appropriate state statutes and orders of the Commissioner Court;
- Facilitate county wide the creation of sound fiscal policies and procedures;
- Provide the revenue estimate for the county budget;
- Provide financial and performance analyses;
- Report County financial status with reasonable accuracy on a timely basis;
- Provide helpful customer service to other county departments and the public.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Projected
Consolidations & Financial Reporting				
Unqualified audit opinion from independent audit firm with no significant audit findings	100% Statutory Basis, (OCBOA) ¹	100% Statutory Basis, (OCBOA) ¹	100% GAAP ² Basis	100% GAAP ² Basis
Certificate of Excellence (GFOA) ³	NA	NA	NA	100%
Revenue Estimation & Financial Analysis				
General Fund Revenue Estimate as a Percent of actual revenue	92.7%	95%	97%	95-101%
Number of funds w/revenue estimates (excludes grants)	96	104	105	103

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Projected
General Ledger & Disbursements Auditing				
Number of Accounts Payable Invoice transactions	164,433	133,277	134,172	136,000
Number of checks/Electronic Fund Transfers (operating acct)	41,023	39,424	40,691	41,000
Number of active contracts	1,546	1,569	1,332	1,400
Number of Vendors paid in fiscal year	8,009	6,235	6,811	6,850
Payroll & Benefits Auditing				
Number of Payroll checks ⁴	125,926	128,173	140,331	144,500
Number of PAFs ⁵	8,199	8,211	3,666	4,000
Grants Auditing & Financial Reporting				
Number of Grants	192	237	223	230
Number of Grant Reports	741	726	529	550
% of Grantor Reports on time	100%	99%	98%	100%
Risk Evaluation & Consulting				
Number of Reviews	31	32	35	34
Number of Special Projects	6	13	18	8
Financial Systems Maintenance & Support				
Unplanned SAP production server downtime from 6am-9pm M-F	NA	NA	<1%	<1%
SAP classroom training effectiveness*	NA	NA	>90%	>90%
Timely training**	NA	NA	>95%	>95%
Timely support***	NA	NA	Meets or exceeds	Meets or exceeds

1 Other Comprehensive Basis of Accounting (OCBOA)

2 Generally Accepted Accounting Principles (GAAP)

3 Government Finance Officers Association (GFOA)

4 Includes payroll payments by check and ACF

5 In FY 2013, Human Resources began processing all PAFs except for those involving personnel transfers.

* Survey question: "I am confident that I can use SAP based on what I learned in this class" will be used for this measure.

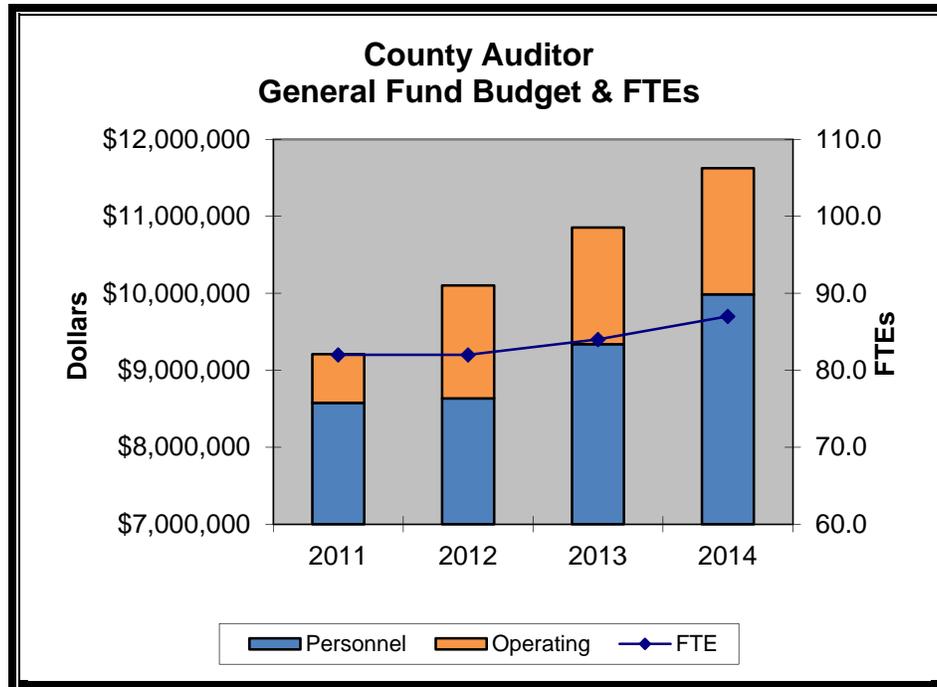
** Training for new role requests will be available within four weeks of receiving the request.

*** Help desk response by Priority: Very High, 98% within 4 hours; High: 95% within 12 hours; Medium: 95% within 3 days.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$8,575,661	\$8,633,466	\$9,339,539	\$9,985,033	\$645,494
Operating	\$632,804	\$1,467,665	\$1,513,978	\$1,639,164	\$125,186
Total	\$9,208,465	\$10,101,131	\$10,853,517	\$11,624,197	\$770,680
FTEs	82.00	82.00	84.00	87.00	3.00
Cert. of Obl.*	\$4,100,000	\$6,601,525	-	-	-

*Numbers reflect amounts issued for Certificates of Obligation in FY 2011 and FY 2012 for the BEFIT Project, including the new SAP accounting system.



*The increase in FTEs and budgeted amounts are actually transfers from the ITS Department

FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Auditor increased by \$770,680 from the FY 2013 Adopted Budget. This is a 7.1% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

Programmatic funding changes include a one-time reduction totaling \$382,862 related to the FY 2013 Better Enterprise Financial Information for Travis County Program (BEFIT) and the operating expenses related to the Database Architect FTEs added that fiscal year.

The System Analysis and Program Development financial system (SAP) went live on June 4, 2012. SAP payroll went live on January 1, 2013. The Auditor's Financial Systems Maintenance and Support Division is responsible for ongoing development and maintenance of these systems. Of the \$871,112 transferred to the Auditor's budget from ITS for SAP, \$510,522 was for ongoing contractual costs for hardware and software maintenance, \$360,590 was for personnel costs and personnel related costs.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for regular employees on the classified pay scale totaling \$263,246 for the County Auditor's Office. In addition, the FY 2014 Adopted Budget includes resources totaling \$45,622 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$57,494 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 Adopted Budget includes a net decrease of \$20,996 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$660 has been eliminated from the County Auditor's Office since this cost is managed centrally.

For FY 2014, the County Auditor submitted its budget \$33,585 below budget to account for lower than expected BEFIT implementation ongoing costs.

Finally, the County Auditor's personnel budget was reduced by \$28,691 under the District Judge Order.

Capital Funding

This office did not receive any capital funding for FY 2014.

County Clerk (120)

Mission Statement & Program Goals

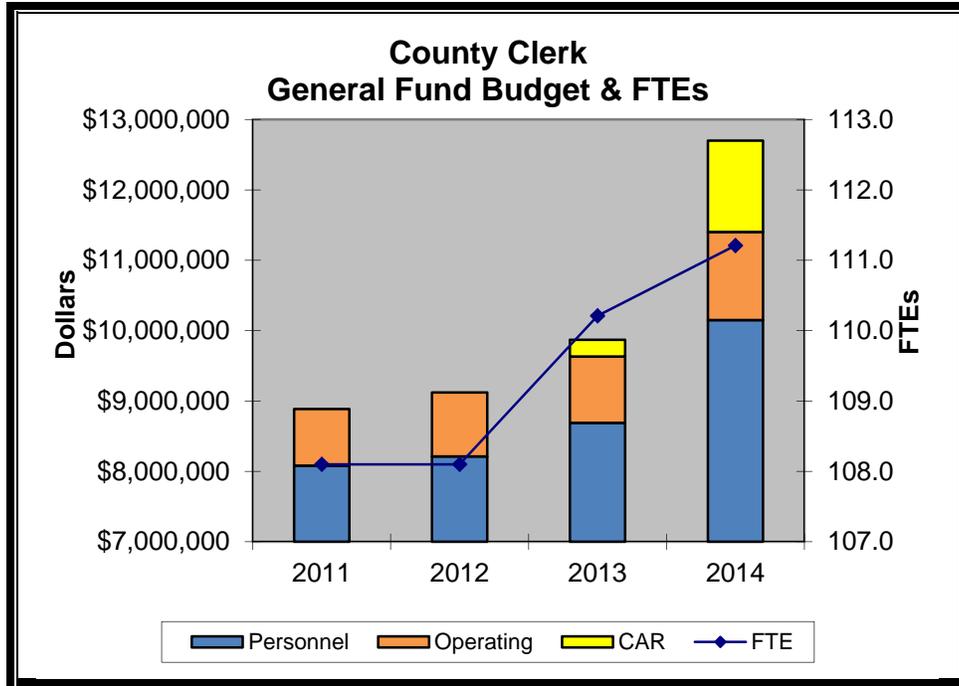
The mission of the County Clerk's Office is to promptly and efficiently serve as the official recordkeeper for the public and the courts, and to conduct fair and convenient elections for Travis County voters.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of elections conducted	28	31	37	34
Number of civil lawsuits filed	8,853	8,392	8,800	8,800
Number of bond forfeiture cases filed	4,151	3,772	4,300	4,000
Number of probate cases filed	2,148	2,078	2,250	2,300
Number of mental health cases filed	3,090	3,322	3,400	3,500
Number of documents noted on computer docket detail	160,382	157,176	164,000	167,000
Number of new criminal cases filed with charging instrument	33,920	30,086	28,006	31,965
Number of real property documents recorded	200,842	214,353	232,548	267,430
Number of marriage licenses issued	9,100	9,216	9,210	10,592
Number of foreclosures processed	7,802	6,331	4,130	4,750
Number of images scanned	1,041,282	N/A	N/A	N/A

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$8,081,467	\$8,213,060	\$8,689,595	\$10,149,757	\$1,460,162
Operating	\$805,701	\$909,072	\$943,618	\$1,253,639	\$310,021
CAR (Capital)	-	-	\$237,000	\$1,297,320	\$1,060,320
Total	\$8,887,168	\$9,122,132	\$9,870,213	\$12,700,716	\$2,830,503
FTEs	108.10	108.10	110.21	111.21	1.00



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Clerk’s Office increased by \$2,830,503 from the FY 2013 Adopted Budget, including capital. This is a 29% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

For FY 2013, the County Clerk’s elections budget included funding to hold the November 2012 election and early work for the November 2013 election. For FY 2014, in addition to the November 2013 and early work for the November 2014 election there are primaries and primary run off elections that are budgeted. These additional elections are anticipated to cost \$1,475,518, of which \$1,170,909 is in personnel costs and \$304,609 is operating expenses, above what was allocated for elections in FY 2013. There is an additional \$1,000,000 in anticipated election cost reimbursement revenue, which partially offsets these costs.

A total of \$85,761 was added for a Program Manager that was approved mid-year FY 2013 to support the Tech Share program.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale and the elected official totaling \$198,855 for the County

Clerk's Office. The FY 2014 Adopted Budget includes resources totaling \$64,036 for an approximate 6% increase in the County's contribution for employee medical insurance costs. The budget also includes an increase of \$45,093 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

The FY 2014 department budget includes a reduction of \$50,596 to capture anticipated medical insurance benefit savings related to employee turnover. Also, there is a one-time net increase of \$3,483 to account for employee medical insurance elections made during open enrollment for FY 2014.

Administrative and Other Funding Changes

There were two administrative adjustments to the County Clerk's Budget for FY 2014. \$41,307 was removed associated with a one-time FY 2013 position in the Elections Division. Also, \$9,680 in one-time non-capital equipment for the Recording Division was removed.

The Department reallocated \$16,072 from its personnel budget to operating funds for inflationary expenses.

The budget for long distance of \$980 has been eliminated since this cost is now managed centrally.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and projects for the County Clerk totals \$1,297,320. Of this amount, \$225,000 is funding originally approved in FY 2013 to expand a new document management system to include the misdemeanor records that was not completed in that fiscal year and is rebudgeted for FY 2014.

The remaining \$1,072,320 is for the following FY 2014 capital equipment and projects:

- \$1,000,000 to begin work on implementing a new County-wide voting system.
- \$40,000 for improvements to the County Clerk's Airport Boulevard location.
- \$32,320 for election equipment to allow the programming of multiple laptops at the same time.

County Clerk (120)

Records Management Fund (0108)

Purpose

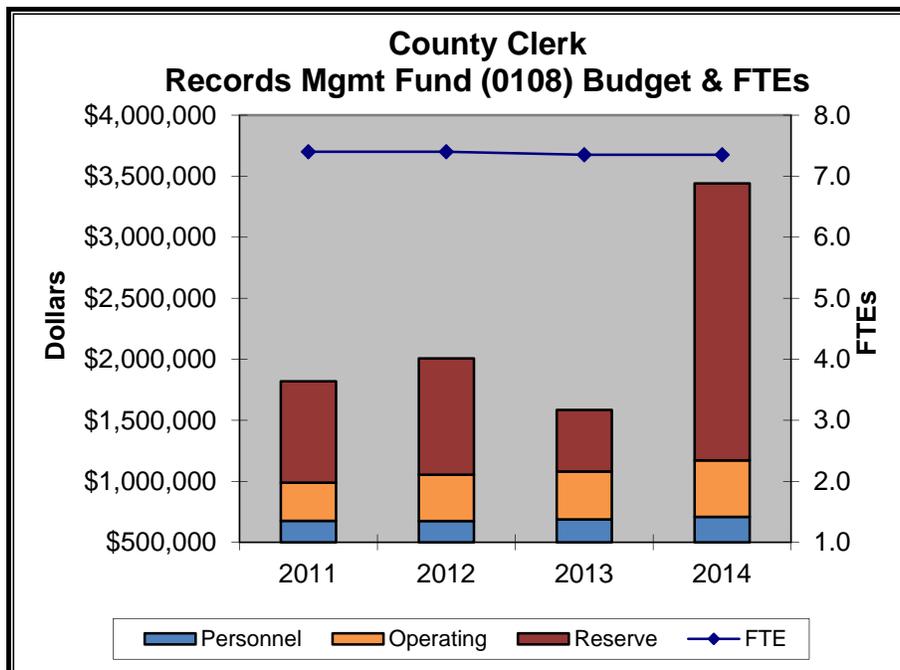
This fund is for “records management and preservation services performed by the county clerk after the filing and recording of a document in the records of the office of the clerk.” (Section 118.025 of the Texas Local Government Code.)

Funding Source

The Records Management and Preservation Fund derives its income from fees placed on certain court cases and legal transactions. FY 2014 revenue for the Records Management Fund (Fund 108) is \$3,441,079 an increase of \$1,856,001 over FY 2013. This resulted from a \$1,072,470 beginning fund balance, \$7,358 in interest income and \$2,361,251 in projected charges for services. Of the total \$3,441,076 in the fund, \$1,170,930 is budgeted in the County Clerk’s Office for personnel and operating expenditures, and \$2,270,149 is budgeted in the Allocated Reserve for the fund.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$676,105	\$674,254	\$688,335	\$708,914	\$20,579
Operating	\$312,370	\$380,070	\$392,000	\$462,016	\$70,016
Reserve	\$831,379	\$952,567	\$504,743	\$2,270,149	\$1,765,406
Total	\$1,819,854	\$2,006,891	\$1,585,078	\$3,441,079	\$1,856,001
FTEs	7.40	7.40	7.35	7.35	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Clerk Records Management Fund increased by \$1,856,001 from the FY 2013 Adopted Budget. This is a 117% increase. The majority of the increase was in the Fund's reserve.

Programmatic Funding

Due to an increase in fees generated for case filings, the reserve for the fund increased. There was a net increase of \$1,765,406 to reserves, setting the FY 2014 reserve at \$2,270,149. These funds are typically held to eventually fund large records related capital projects.

Included in the Fund for FY 2014 is \$140,148 for the cost to remodel the County Clerk's Airport Boulevard location. This increase is offset by the removal of expenses associated with one time funding for FY 2013 of \$74,430. Also, due to inflationary increases, \$4,298 was moved from personal expenses to operating.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$14,317 for the Fund. The FY 2014 Adopted Budget includes resources totaling \$3,855 for an approximate 6% increase in the County's contribution for employee medical insurance costs. The budget also includes an increase of \$4,076 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

There is a one-time net increase of \$2,629 to account for employee medical insurance elections made during open enrollment for FY 2014.

County Clerk (120)

Elections Contract Fund (0128)

Purpose

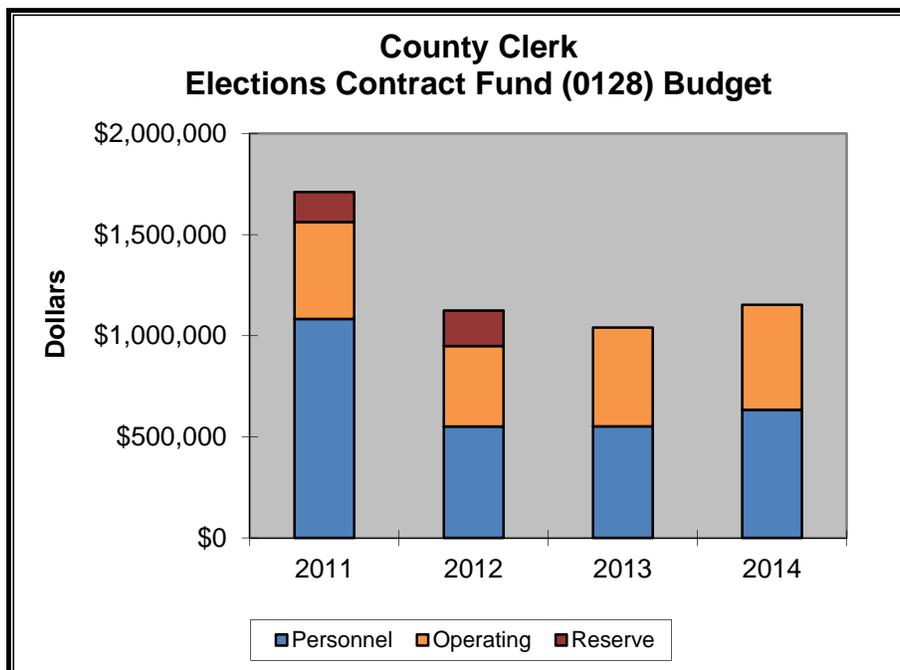
The Elections Contract Fund is to fund all expenditures related to election services contracts. In 2003, the County entered into an agreement with the City of Austin whereby the County Clerk’s Office will administer the City of Austin’s elections. The County also has an agreement with Austin Community College and may enter into agreements with other local jurisdictions as required.

Funding Source

The revenue for this fund derives from the reimbursement of election services provided by the county to other jurisdictions. For FY 2014, \$1,153,112 of revenue is certified in the fund. This is an increase of \$113,159 from the FY 2013 certified amount. The Auditor’s Office has certified a beginning fund balance of \$181,322, \$969,000 in charges for services, and \$2,790 in interest earned.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,082,604	\$551,017	\$551,869	\$633,219	\$81,350
Operating	\$479,348	\$398,174	\$488,084	\$519,893	\$31,809
Reserve	\$148,288	\$175,201	-	-	-
Total	\$1,710,240	\$1,124,392	\$1,039,953	\$1,153,112	\$113,159



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Clerk Records Management Fund increased by \$113,159 from the FY 2013 Adopted Budget. This is a 11% increase. The majority of the increase was in the operating budget for the Fund.

Programmatic Funding

Unlike most County Special Revenue Funds, this fund does not maintain a separate reserve. This is due to unique statutory guidelines of the fund that place its use under the control of the County Clerk. The additional revenue results in an increase to the personnel budget of \$78,289 and the operating budget increased by \$31,809.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$2,820 for the Fund. The budget also includes an increase of \$241 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

<h2 style="margin: 0;">County Clerk (120)</h2> <h3 style="margin: 0;">Archive Fund (0129)</h3>
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Purpose

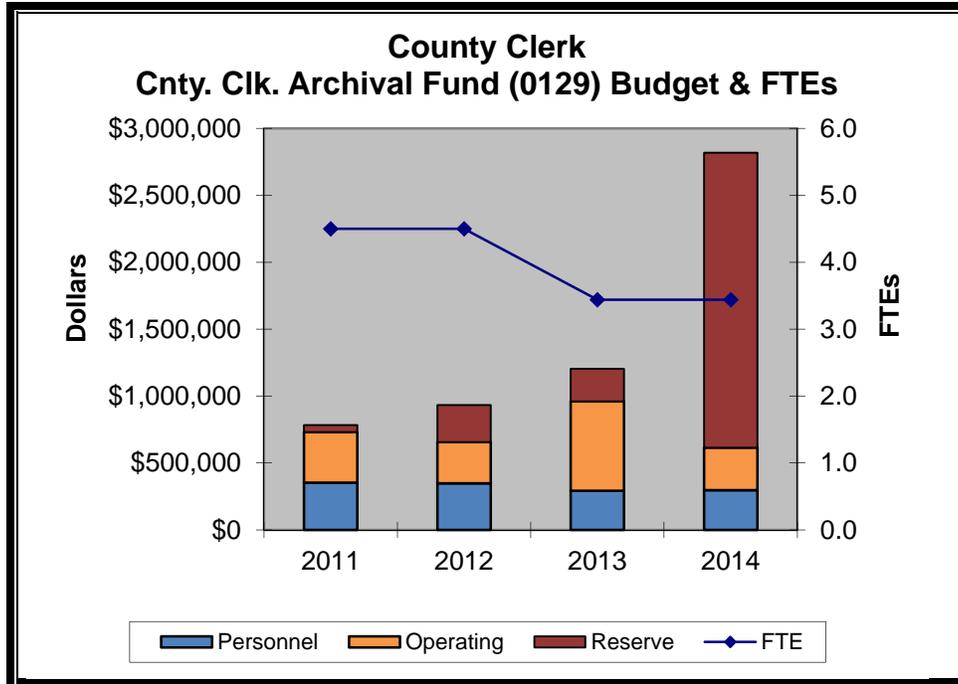
The Archival Fund supports the County's preservation and restoration services performed by the County Clerk in connection with maintaining a records archive. A records archive is defined by statute to mean public documents filed with the County Clerk before January 1, 1990.

Funding Source

The revenue for this fund derives from a records archive fee charged when a person, excluding a state agency, presents a public document to the County Clerk for recording or filing. The revenue certified for the entire fund in FY 2014 totals \$3,048,502. This is an increase of \$1,616,073 over the FY 2013 certified amount. This resulted from a \$770,666 beginning fund balance, \$2,273,638 in fees, and \$4,198 in interest earned.

FY 2014 Adopted Budget

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Pers Cty Clk	\$352,716	\$348,508	\$292,220	\$297,175	\$4,955
Pers RMCR	\$48,999	\$49,288	\$49,880	\$51,888	\$2,008
Personnel	\$401,715	\$397,796	\$342,100	\$349,063	\$6,963
Oper Cty Clk	\$377,549	\$307,702	\$667,702	\$317,599	\$(350,103)
Oper RMCR	\$178,388	\$178,388	\$178,316	\$178,242	\$(74)
Operating	\$555,937	\$486,090	\$846,018	\$495,841	\$(350,177)
Reserve	\$52,903	\$277,171	\$244,311	\$2,203,598	\$1,959,287
Total	\$1,010,555	\$1,161,057	\$1,432,429	\$3,048,502	\$1,616,073
FTE Cty Clk	4.50	4.50	3.44	3.44	-
FTE RMCR	1.00	1.00	1.00	1.00	-
FTEs	5.50	5.50	4.44	4.44	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Clerk Records Management Fund increased by \$1,616,073 from the FY 2013 Adopted Budget. This is a 113% increase. The majority of the increase was in the Fund’s reserve.

Programmatic Funding

Due to a fee change, reserves increased by \$1,959,287. The FY 2014 reserve for the fund is \$2,203,598. These funds are typically held to eventually fund large archive related capital projects. The increase to reserves is partially offset by a decrease of \$360,000 due to the removal of one time FY 2013 special project funding. Also, there is a one-time net increase of \$3,624 to account for employee medical insurance elections made during open enrollment for FY 2014.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$8,889 for the Fund. The FY 2014 Adopted Budget includes resources totaling \$2,330 for an approximate 6% increase in the County’s contribution for employee medical insurance costs. The budget also includes an increase of \$1,945 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

County Commissioner, Precinct One (102)

Mission Statement & Program Goals

The mission of the Precinct One County Commissioner is to use County resources to promote governmental efficiency and fiscal responsibility.

The Commissioner will:

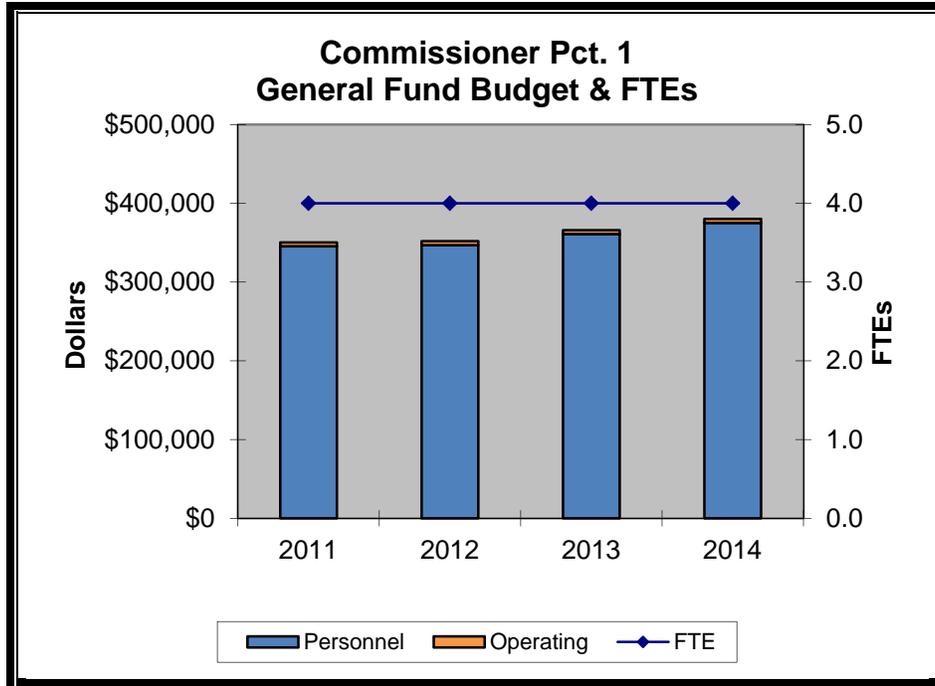
- Provide executive oversight of departmental initiatives,
- Determine, implement, and enforce Travis County policies, and
- Ensure adequate roads, better parks, improved County services for the indigent, and the efficient delivery of other County programs.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of agenda items sponsored	208	215	230	235
Number of committees and boards on which the Precinct One Commissioner serves	10	13	13	13
Number of special projects	35	35	35	35
Number of letters written on behalf of constituents	1,100	1,300	1,300	1,300
Number of speeches/presentations given on various topics	80	85	90	90

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$345,370	\$346,924	\$360,899	\$375,120	\$14,221
Operating	\$5,000	\$5,000	\$5,000	\$5,000	-
Total	\$350,370	\$351,924	\$365,899	\$380,120	\$14,221
FTEs	4.00	4.00	4.00	4.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Commissioner, Precinct One Office increased by \$14,221 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 3.9% increase. The entirety of the increase was in the personnel budget.

Programmatic Funding

The County Commissioner in Precinct One represents the northeastern quadrant of the County. The County Commissioner, Precinct One Office did not request any additional funding for programmatic changes.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$9,601 for the County Commissioner, Precinct One Office. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$2,098 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$2,126 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net decrease of \$46 to account for employee medical insurance elections made during open enrollment for FY 2014. An additional \$442 was added to the personnel budget due to an increase in longevity.

The budget for long distance of \$100 has been eliminated from the County Commissioner, Precinct One Office since this cost is managed centrally. However, these funds were restored to another operating commitment item due to action taken in FY 2001, when the Commissioners Court set equitable operating budgets - \$5,000 for each County Commissioner and \$6,500 for the County Judge.

Capital Funding

This office did not receive any capital funding for FY 2014.

County Commissioner, Precinct Two (103)

Mission Statement & Program Goals

The mission of the Precinct Two County Commissioner is to facilitate operational efficiency in county government and create opportunities for innovation and collaboration between regional governments, state and federal governments, proxy entities, and individuals to promote and maximize quality of life.

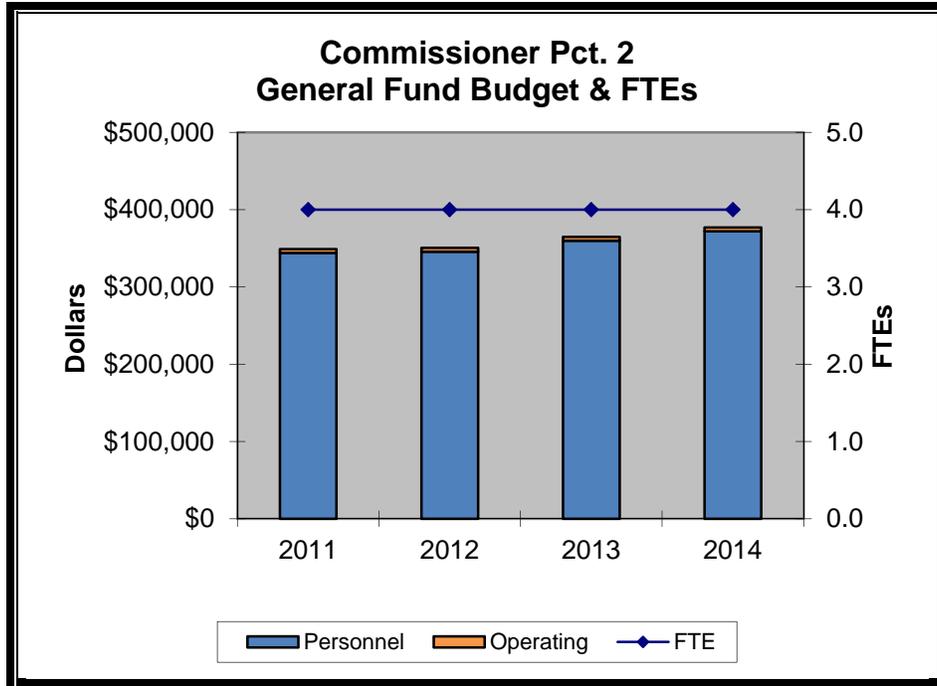
Key Program Statistics

The current County Commissioner, Precinct Two was appointed in June 2013. The previous County Commissioner, Precinct Two Office estimated FY 2013 office performance as follows:

- **Length of work week** – the Commissioner averaged 50-60 hours per week.
- **Attendance** – the Commissioner had a 90% or better attendance record for voting sessions and work sessions.
- **Punctuality** – the Commissioner had an above average punctuality rating.
- **Constituent issues** – excluding issues requiring less than one day to address, this office received approximately 20 or more issues per month.
- **Resolution time** – this office resolved 90% of issues within one week of receiving communication from a constituent.
- **Ratio of issues by subject area** – although this distribution does not reflect the relative importance of these issues to this office, constituent issues raised last year could be approximately categorized in the following manner:
 - Transportation 25%
 - Justice and Public Safety 30%
 - Environmental and Natural Resources 25%
 - Health and Human Services 20%
(incl. Economic Development)

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$344,000	\$345,524	\$359,831	\$371,901	\$12,070
Operating	\$5,000	\$5,000	\$5,000	\$5,000	-
Total	\$349,000	\$350,524	\$364,831	\$376,901	\$12,070
FTEs	4.00	4.00	4.00	4.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Commissioner, Precinct Two Office increased by \$12,070 from the FY 2013 Adopted Budget. This is a 3.3% increase. The entirety of the increase was in the personnel budget.

Programmatic Funding

The County Commissioner in Precinct Two represents areas in the northern, central, and western parts of the County. The County Commissioner, Precinct Two Office did not request any additional funding for programmatic changes.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$9,517 for the County Commissioner, Precinct Two Office. However, the current County Commissioner, Precinct Two has elected to take a reduced salary of \$1 pursuant to Texas Local Government Code § 152.052.

The FY 2014 Adopted Budget includes additional resources totaling \$2,098 for an approximate 6% increase in the County’s contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$2,079 to the County’s contribution to the Texas County and District Retirement System. This increase consists

of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net decrease of \$1,990 to account for employee medical insurance elections made during open enrollment for FY 2014. An additional \$366 was added to the personnel budget due to an increase in longevity.

The budget for long distance of \$50 has been eliminated from the County Commissioner, Precinct Two Office since this cost is managed centrally. However, these funds were restored to another operating commitment item due to action taken in FY 2001, when the Commissioners Court set equitable operating budgets - \$5,000 for each County Commissioner and \$6,500 for the County Judge.

Capital Funding

This office did not receive any capital funding for FY 2014.

County Commissioner, Precinct Three (104)

Mission Statement & Program Goals

The mission of the Precinct Three County Commissioner is to provide the constituents of Travis County with superior and innovative service, to be judicious and efficient in the expenditure of resources, and to promote a safe, clean, and healthy environment.

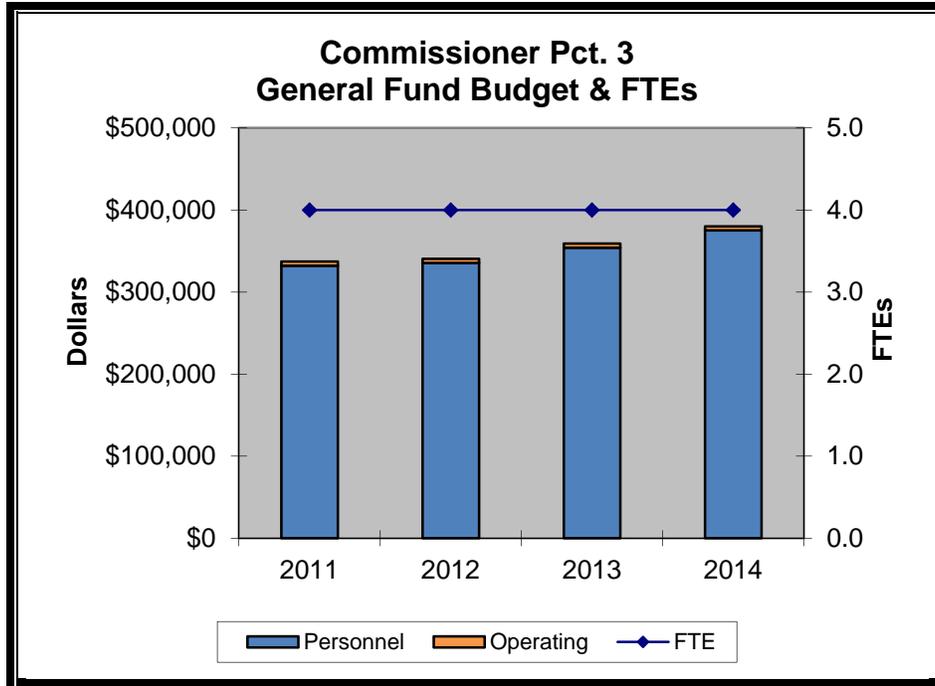
Key Program Statistics

Measures	FY 2011 Actual*	FY 2012 Actual*	FY 2013 Projected*	FY 2014 Projected
Number of committees and boards on which the Precinct Three Commissioner serves	N/A	N/A	11	11
Number of phone calls received	N/A	N/A	7,800	10,400
Number of meetings attended by Commissioner and staff	N/A	N/A	1,950	2,600
Number of Precinct Three maintained lane miles	N/A	N/A	1,396	1,396

*The Precinct Three County Commissioner took office in January 2013.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$332,118	\$335,489	\$354,096	\$375,108	\$21,012
Operating	\$5,000	\$5,000	\$5,000	\$5,000	-
Total	\$337,118	\$340,489	\$359,096	\$380,108	\$21,012
FTEs	4.00	4.00	4.00	4.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Commissioner, Precinct Three Office increased by \$21,012 from the FY 2013 Adopted Budget. This is a 5.9% increase. The entirety of the increase was in the personnel budget.

Programmatic Funding

The County Commissioner in Precinct Three represents the western quadrant of the County. The County Commissioner, Precinct Three Office did not request any additional funding for programmatic changes.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$9,290 for the County Commissioner, Precinct Three Office. However, the current County Commissioner, Precinct Three has elected to take a reduced salary of \$90,109 pursuant to Texas Local Government Code § 152.052.

The FY 2014 Adopted Budget includes additional resources totaling \$2,098 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$2,017 to the County's

contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net increase of \$6,530 to account for employee medical insurance elections made during open enrollment for FY 2014. An additional \$1,077 was added to the personnel budget due to an increase in longevity.

The budget for long distance of \$50 has been eliminated from the County Commissioner, Precinct Three Office since this cost is managed centrally. However, these funds were restored to another operating commitment item due to action taken in FY 2001, when the Commissioners Court set equitable operating budgets - \$5,000 for each County Commissioner and \$6,500 for the County Judge.

Capital Funding

This office did not receive any capital funding for FY 2014.

County Commissioner, Precinct Four (105)

Mission Statement & Program Goals

The mission of the Travis County Commissioner Precinct Four Office is to provide an effective and efficient team style of government, resulting from the process of strategic planning. This will enable us to provide for a better use of existing tax base for the benefit of the residents of Travis County, better management of county departments, and improved services to meet the constituents' needs.

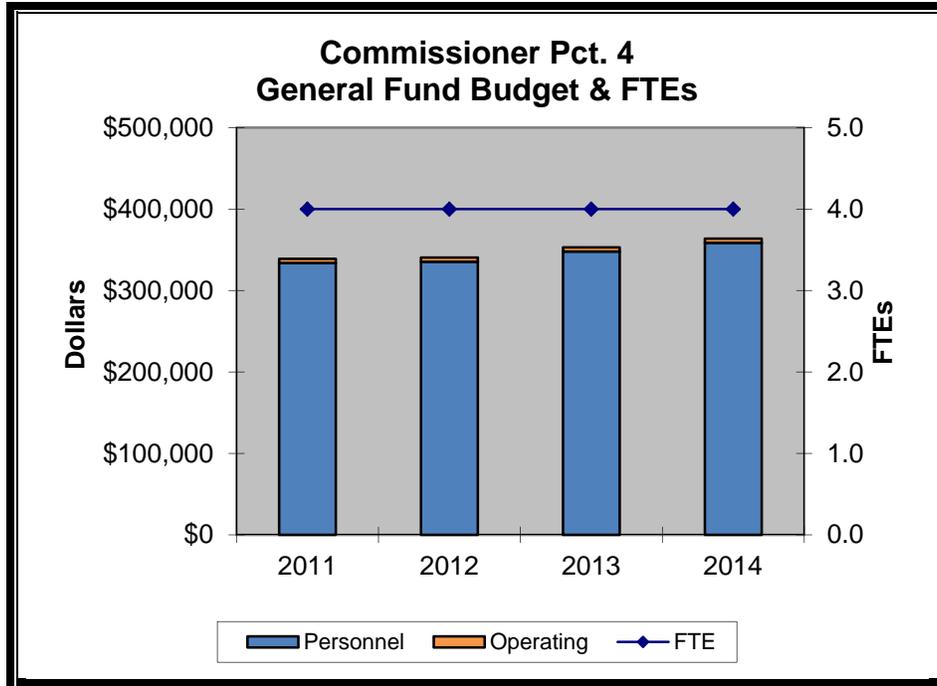
The goal for this department is to incorporate strategic planning to insure that the needs of constituents are met in the areas of education, health care, social welfare, and transportation.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of internal work orders for Precinct Four	3,126	3,175	3,381	3,300
Number of referrals made to HHS	591	625	520	550
Number of referrals made to other departments within or outside of the County	502	525	516	525
Number of committees and boards on which the Precinct Four Commissioner serves	16	14	13	14

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$333,869	\$335,394	\$347,920	\$358,594	\$10,674
Operating	\$5,000	\$5,000	\$5,000	\$5,000	-
CAR (Capital)	-	-	-	-	-
Total	\$338,869	\$340,394	\$352,920	\$363,594	\$10,674
FTEs	4.00	4.00	4.00	4.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Commissioner, Precinct Four Office increased by \$10,674 from the FY 2013 Adopted Budget. This is a 3.0% increase. The entirety of the increase was in the personnel budget.

Programmatic Funding

The County Commissioner in Precinct Four represents the southern quadrant of the County. The County Commissioner, Precinct Four Office did not request any additional funding for programmatic changes.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$9,011 for the County Commissioner, Precinct Four Office. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$2,098 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$2,077 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net decrease of \$2,585 to account for employee medical insurance elections made during open enrollment for FY 2014. An additional \$73 was added to the personnel budget due to an increase in longevity.

The budget for long distance of \$100 has been eliminated from the County Commissioner, Precinct Four Office since this cost is managed centrally. However, these funds were restored to another operating commitment item due to action taken in FY 2001, when the Commissioners Court set equitable operating budgets - \$5,000 for each County Commissioner and \$6,500 for the County Judge.

Capital Funding

This office did not receive any capital funding for FY 2014.

County Judge (101)

Mission Statement & Program Goals

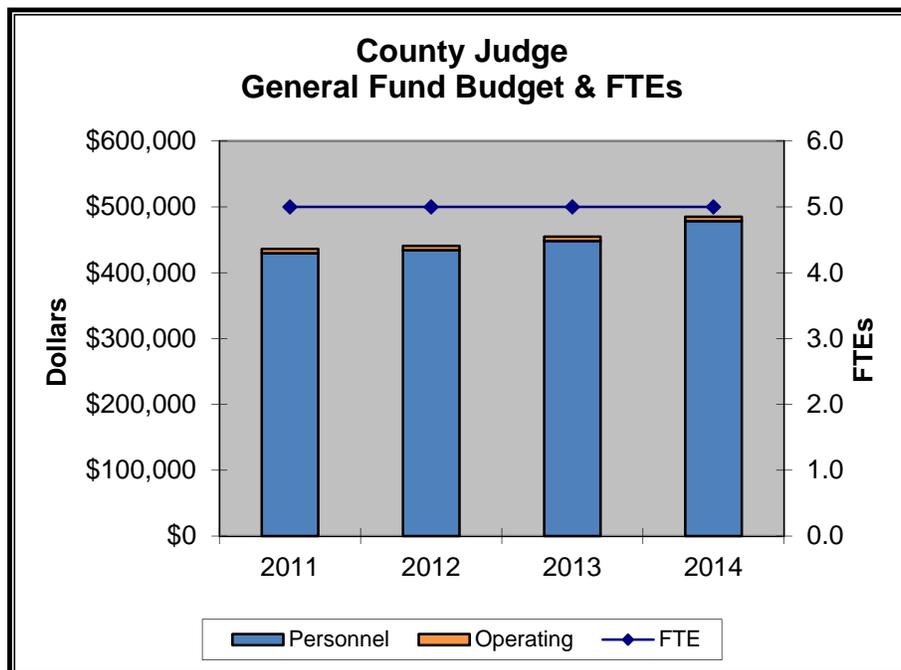
The mission of the County Judge's Office is to provide leadership, coordination, and assistance to County offices in a manner that promotes high quality and efficiency in the delivery of County services to the public.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
% of meetings attended by County Judge	99%	99%	99%	99%
% of agendas distributed by Thursday	100%	100%	100%	100%
Total number of agenda items	2,458	2,566	2,500	2,500
Number of TABC hearings held	6	4	4	4
Number of phone calls received	31,374	28,896	31,000	31,000
Number of pieces of mail received	5,976	7,224	6,500	6,500

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$429,767	\$434,387	\$448,281	\$478,513	\$30,232
Operating	\$6,500	\$6,500	\$6,500	\$6,500	-
Total	\$436,267	\$440,887	\$454,781	\$485,013	\$30,232
FTEs	5.00	5.00	5.00	5.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Judge's Office increased by \$30,232 from the FY 2013 Adopted Budget. This is a 6.7% increase. The entirety of the increase was in the personnel budget.

Programmatic Funding

The County Judge is the presiding officer of the Commissioners Court. The County Judge's Office is responsible for preparing the Court's agenda each week. While each County Commissioner is elected by the voters of his or her precinct, the County Judge is elected by all voters of Travis County. The County Judge's Office did not request any additional funding for programmatic changes.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$11,951 for the County Judge's Office. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$2,622 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$2,657 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

The personnel budget of the County Judge's Office increased by \$10,391 to fund the transfer of a County employee from a position in another department that was funded at a higher pay grade.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net increase of \$2,538 to account for employee medical insurance elections made during open enrollment for FY 2014. An additional \$73 was added to the personnel budget due to an increase in longevity.

The budget for long distance of \$80 has been eliminated from the County Judge's Office since this cost is managed centrally. However, these funds were restored to another operating commitment item due to action taken in FY 2001, when the Commissioners Court set equitable operating budgets - \$5,000 for each County Commissioner and \$6,500 for the County Judge.

Capital Funding

This office did not receive any capital funding for FY 2014.

County Treasurer (107)

Mission Statement & Program Goals

The mission of the County Treasurer's Office is to provide for the safekeeping of all County funds by performing as the chief custodian of County finances. The department is responsible to:

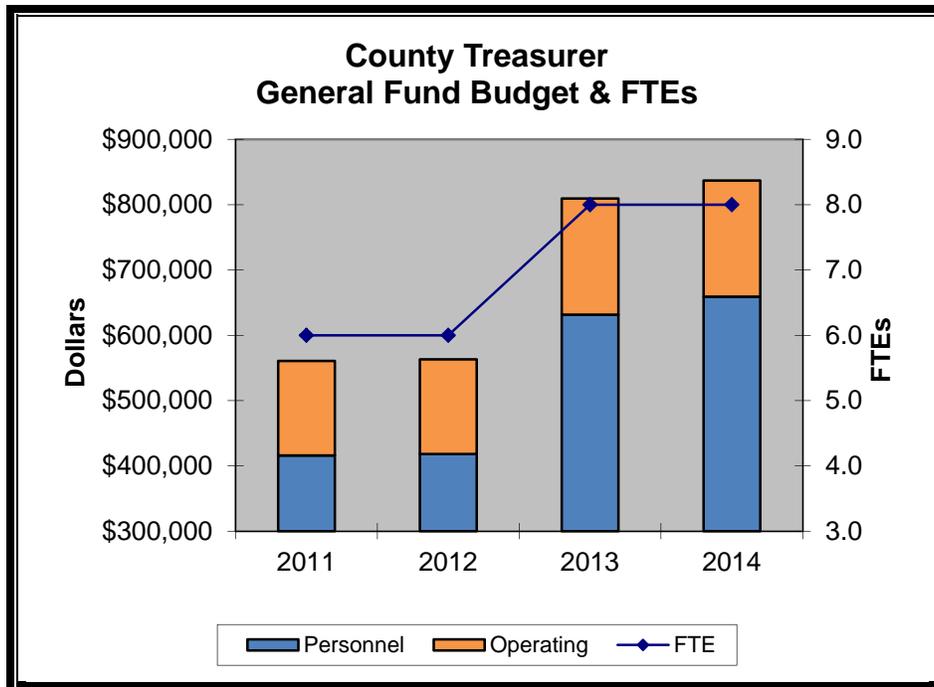
- Receive, account, and disburse all moneys belonging to the County;
- Keep the public fully informed of County government fiscal affairs;
- Register all claims against the County;
- Expedite the payment to all jurors;
- Improve the processing of funds;
- Perform fiduciary responsibilities as paying agent/registrar of all Travis County bonds;
- Increase interest and accelerate the availability of funds;
- Monitor the portfolio of Travis County;
- Purchase and monitor collateral for all County funds;
- Collect and report unclaimed property held by Travis County; and
- Continually improve the efficiency and effectiveness of the Treasury's administrative operations.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of cash receipts processed	12,981	12,894	12,500	12,500
Number of warrants processed	58,862	57,177	50,000	50,000
10% service fee retained for prompt filing of reports	\$363,518	\$345,839	\$350,000	\$350,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$415,805	\$418,164	\$631,633	\$659,211	\$27,578
Operating	\$144,933	\$144,933	\$177,835	\$177,709	\$(126)
Total	\$560,738	\$563,097	\$809,468	\$836,920	\$27,452
FTEs	6.00	6.00	8.00	8.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the County Treasurer’s Office increased by \$27,452 from the FY 2013 Adopted Budget. This is a 3.4% increase, and includes a 27,578 increase to the personnel budget and a small decrease in the operating budget.

Programmatic Funding

There were no programmatic funding changes to the Treasurer’s FY 2014 Budget.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$16,663 for the Treasurer’s Office. The FY 2014 Adopted Budget includes additional resources totaling \$4,196 for an approximate 6% increase in the County’s contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$3,637 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net increase of \$462 to account for employee medical insurance elections made during open enrollment for FY 2014. An increase of \$2,620 for Longevity Pay was added to this small department with little turnover. The budget for long distance of \$126 has been eliminated from the Treasurer's Office since this cost is now managed centrally.

County Treasurer (107)

Unclaimed Property Fund (0121)

Purpose

As mandated in Section 74.602 of the Texas Property Code, the County Treasurer maintains the Unclaimed Property Fund, and uses money within that fund to pay reimbursement claims to citizens establishing ownership of property left unclaimed with the County.

The Travis County Commissioners Court established this special fund in 2013.

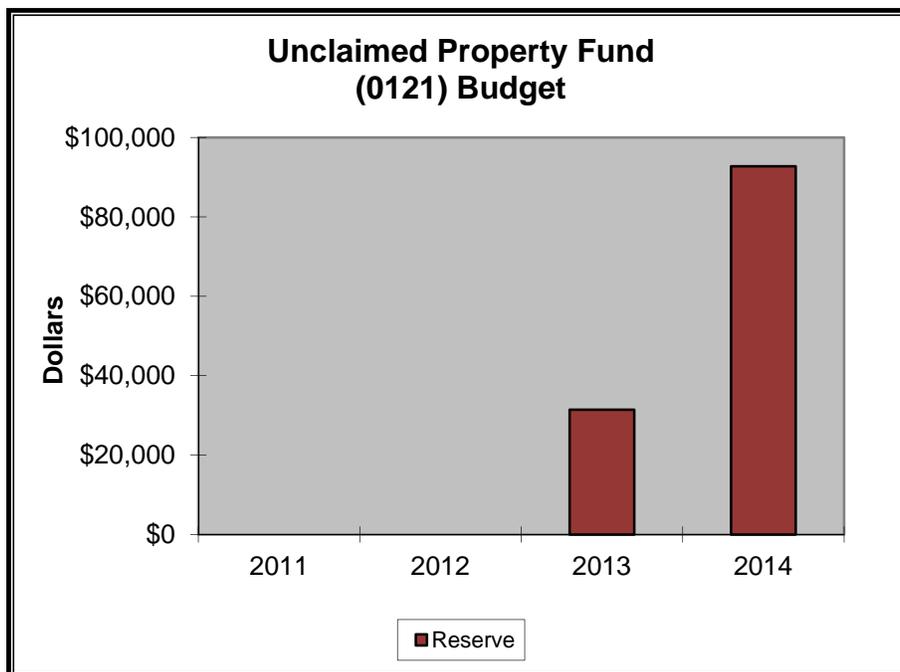
Funding Source

The Unclaimed Property Fund derives its income from property left unclaimed within Travis County agencies.

For FY 2014, the County Auditor has certified \$75,000 in fines and forfeitures, \$296 in interest income, and \$17,471 as beginning fund balance for a total of \$92,767.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Reserve	-	-	\$31,455	\$92,767	\$61,312
Total	-	-	\$31,455	\$92,767	\$61,312



FY 2014 Adopted Budget

Summary of Changes

The Allocated Reserve includes the operating budget of \$92,767 for this fund for FY 2014. If a reimbursement claim is received, the County Treasurer will use this fund resource to secure payment.

Criminal Courts (124)

Mission Statement & Program Goals

The mission of the Criminal Courts is to provide a judicial forum in which Criminal District and County Court at Law cases may be resolved in keeping with the laws of the State of Texas. The mission of the Drug Diversion Program (SHORT) is to break the cycle of drugs and crime by substituting an effective counseling alternative to traditional case disposition and incarceration.

The District Courts consist of seven Courts under the direction of an elected District Court Judge, one Court under the direction of a Magistrate (appointed by the District Judges), and a Criminal Courts Administration Office. The County Courts at Law consist of six Courts under the direction of elected County Court Judges.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
District Courts				
Total cases pending (beginning of the year)	19,051	19,305	18,214	18,250
Number of new cases on docket	13,057	11,065	11,052	11,200
Number of dispositions	12,832	12,010	11,112	11,250
Clearance rate (dispositions/filings)	98%	109%	105%	100%
Cases on docket (each September 30)	5,841	5,868	5,900	5,950
County Courts				
Number of new cases ¹	35,997	32,774	32,684	33,460
Number of dispositions	40,561	36,937	36,824	36,432
Clearance rate (dispositions/filings)	113%	113%	105%	107%
Total cases pending at end of year	66,291	62,128	60,367	58,240
Average number of cases without settings	99	114	98	100
Ability of Courts to set cases w/in 5 days	95%	95%	95%	95%
Number of cases receiving a court-appointed attorney at Jail Call	7,072	8,236	8,422	8,312
Measures for Specialty Courts				
County Court at Law #4				
Number of family violence cases	3,022	2,893	2,700	2,745
Number of protective order hearings	437	471	468	465
Number of dispositions	2,779	2,902	2,700	2,650
Amount of time between arrest and disposition	6 months	6 months	6 months	6 months

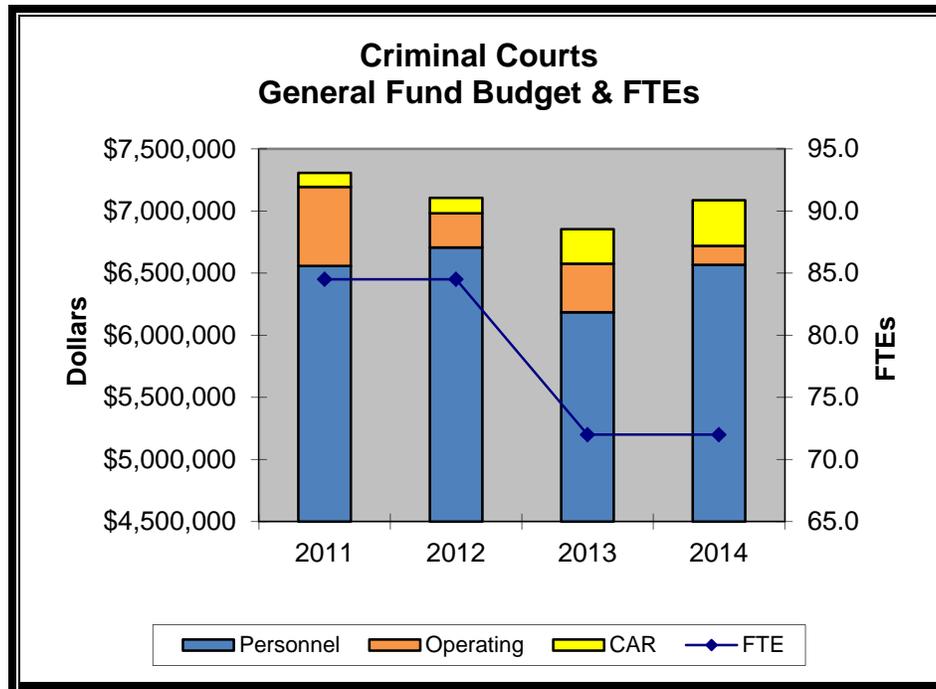
¹New cases include new informations, probation revocations, early discharge hearings, etc.

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Veterans Court				
Number of veterans screened	294	628	630	630
Number of veterans accepted	25	41	40	40
Number of veterans receiving linkage in VA Services	38	59	60	60

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013*	FY 2014	Diff 2014-2013
Personnel	\$6,557,145	\$6,706,179	\$6,185,082	\$6,566,904	\$381,822
Operating	\$636,156	\$274,797	\$389,680	\$151,952	\$(237,728)
CAR (Capital)	\$113,260	\$123,803	\$278,880	\$366,614	\$87,734
Total	\$7,306,561	\$7,104,779	\$6,853,642	\$7,085,470	\$231,828
FTEs	84.50	84.50	72.00	72.00	-

*In FY 2013, the Drug Court program moved to Pretrial Services. This move was made to implement evidence-based practices in the Drug Court program. The move reduced the FY 2013 departmental budget by \$782,516 (\$698,716 in personnel expenses and \$83,800 in operating expenses) and 12.5 FTEs on an ongoing basis.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Criminal Courts increased by \$231,828 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 3.4% increase. The personnel budget increased while the operating budget decreased. In addition, there was more CAR funding as compared to last year.

Programmatic Funding

\$230,886 in one-time FY 2013 funds for an equity grant and \$5,500 in funds for equipment for the Judges' Workbench project were removed from the department's FY 2014 budget.

The creation of new full-time TechShare Business Analyst I and Business Analyst III positions (two FTEs), which were approved by Commissioners Court on February 26, 2013, added \$198,962 to the Criminal Courts' personnel budget on an ongoing basis. In accordance with the recommendation of the Travis County Security Committee, the Criminal Courts have begun transitioning their Bailiff/Office Specialist positions to Sheriff's Deputies in the Travis County Sheriff's Office (TCSO) through attrition. In FY 2013, two Bailiff/Office Specialist positions were vacated, and the Criminal Courts transferred those FTEs and the associated salary savings to TCSO. This change reduced the Criminal Courts' FY 2014 budget by \$97,263 and two FTEs.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and elected officials totaling \$270,450 for the Criminal Courts. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$38,019 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$36,310 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a net reduction of \$57,420 to capture anticipated medical insurance benefit savings and salary savings related to employee turnover. In addition, there is a one-time net decrease of \$7,236 to account for employee medical insurance elections made during open enrollment for FY 2014. The budget for long distance of \$1,342 has been eliminated from the Criminal Courts since this cost is managed centrally.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and projects for the Criminal Courts totals \$366,614. These funds are to be used for the following FY 2014 capital equipment and projects:

- \$75,000 to implement the business continuity plan created in FY 2013 in conjunction with the Civil Courts,
- \$40,000 for data visualization software – an analytical tool for synthesizing judicial information – in conjunction with the Civil Courts,
- \$7,000 for high-priority ergonomic chairs for staff, and
- \$244,614 for standard replacements of technological equipment.

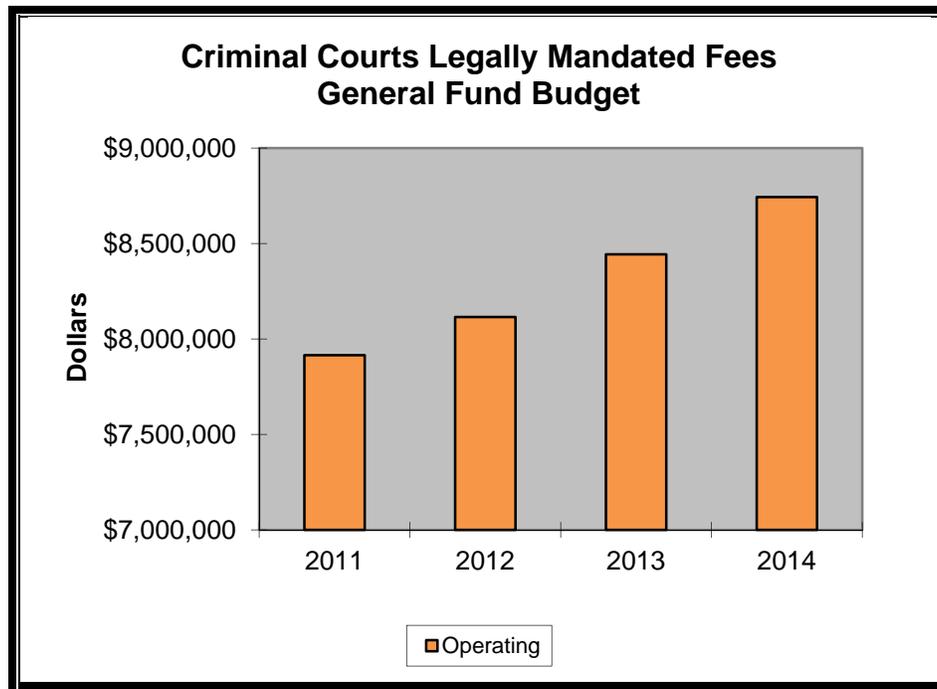
Criminal Courts Legally Mandated Fees (194)

Mission Statement & Program Goals

The Criminal Courts Legally Mandated Fees budget provides for a number of costs directly related to criminal trials or appeals. The largest expense in the budget is for statutory fees paid to attorneys of indigent defendants who cannot afford counsel but require legal representation for felony and misdemeanor cases. Also included in the budget are fees for interpreters, jury expenses, psychiatric evaluations, substitute court reporter costs, court transcripts for indigents, court costs related to mental health clients at out-of-county state hospitals, travel-related expenses for visiting judges, and investigation and expert witness costs.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$7,914,683	\$8,114,683	\$8,442,719	\$8,742,719	\$300,000
Total	\$7,914,683	\$8,114,683	\$8,442,719	\$8,742,719	\$300,000



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Criminal Courts Legally Mandated Fees increased by \$300,000 from the FY 2013 Adopted Budget. This is a 3.6% increase. The entirety of the increase was in the operating budget.

Programmatic Funding

Programmatic funding changes consist of \$300,000 in additional ongoing operating resources to partially fund an increase to the attorney fees for indigent appointments. \$100,000 has been allocated to fund a fee increase for appointments for misdemeanor cases, and the remaining \$200,000 will fund a fee increase for felony appointments. The total annual cost of the fee increases approved in FY 2014 is \$939,437; the Criminal Courts plan to internally fund the remainder of this cost. The amount of fund balance for the past two fiscal years has been sufficient for the department to internally fund the remainder of these fee increases, largely due to the trial of fewer than expected capital cases.

Compensation and Benefits Funding

The Criminal Courts Legally Mandated Fees budget does not include any compensation or benefits funding for FY 2014.

Administrative and Other Funding Changes

The Criminal Courts Legally Mandated Fees budget does not include any administrative or other funding for FY 2014.

Capital Funding

The Criminal Courts Legally Mandated Fees budget does not include any capital funding for FY 2014.

Criminal Justice Planning (155)

Mission Statement & Program Goals

The mission of the Criminal Justice Planning (CJP) Department is to support the Travis County Commissioners Court and key stakeholders by providing quality data analysis and facilitating the planning and implementation of countywide initiatives for the enhancement of public safety. This service comes in the form of research of best practices, presentation of data from various criminal justice data sources, evaluations of programs and systems, and targeted analyses as directed. CJP also researches and implements strategies that seek to improve the management of criminal justice populations through greater efficiencies and effective programs. Department staff serves as leaders, liaisons, and facilitators, representing Travis County on several interagency partnerships with various criminal justice-related missions.

Office of Child Representation

The Office of Child Representation (OCR) provides quality legal services for children and youth involved in civil Child Protective Services legal cases and help control the growth of indigent attorney fees expenditure budget. OCR serves as the attorney ad litem for individual clients, as well as the guardian ad litem in many cases. OCR also provides social work services to clients and conducts public outreach and training about the work of the department.

Office of Parental Representation

The Travis County Office of Parental representation provides quality, efficient legal representation for the indigent primary parent in child abuse and neglect cases pending in Travis County. Furthermore, this office has a goal to reduce the cost of private attorney appointments for Travis County.

Mental Health Public Defender

The mission of the Mental Health Public Defender is to minimize the number of days a person with mental illness spends in jail, increase the number of dismissals among defendants with mental illness, reduce recidivism by providing intensive case management and finally enhance the legal representation by providing attorneys with specialized knowledge needed to defend persons with mental illness.

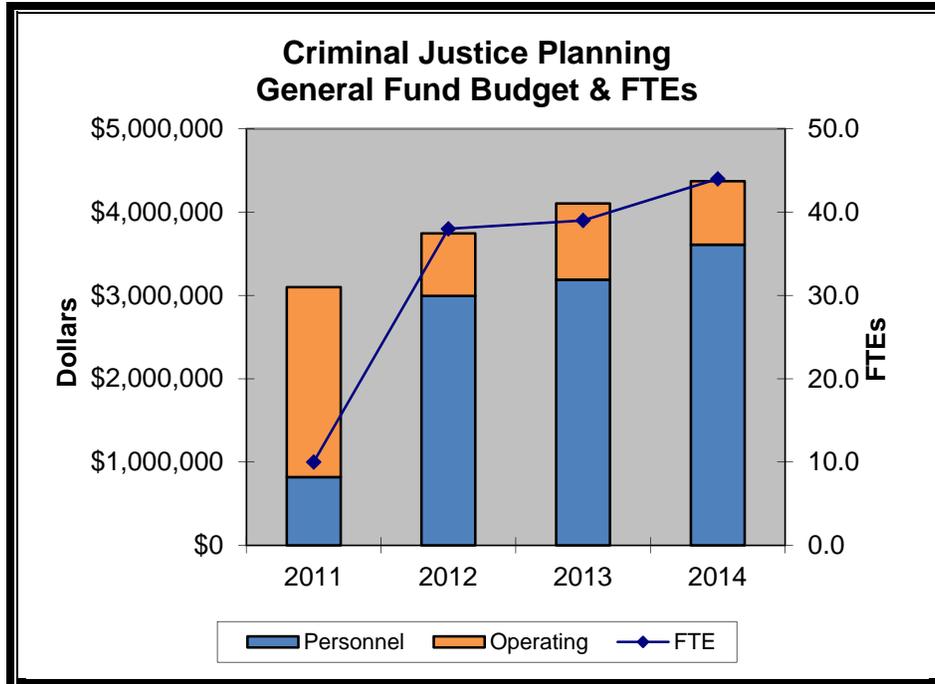
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Criminal Justice Planning				
# programs planned	3	3	4	3
# programs implemented	3	3	4	3
# programs evaluation	12	12	2	4
# program studies completed	10	10	2	4

	FY 2011	FY 2012	FY 2013	FY 2014
Measures	Actual	Actual	Projected	Projected
# prepared responses to request for information	5	5	5	10
# projects planned	10	10	10	5
# working committees chaired or participated in	8	8	10	12
# of CJP staff participating in special workgroups or task forces	10	10	8	10
# of grants researched	5	5	5	5
# of CJP develop grant applications	3	3	3	3
# of developed grant applications with joint participation	3	3	3	3
OCR				
Target Monthly Caseload	216	223	246	276
Target Case-Related Attorney Hours	5,696	8,123	9,100	9,000
Target Case-Related Paralegal/Legal Asst Hours	0	3,676	1,210	4,000
OPR				
Average Case Load	189	226	226	226
Average Monthly Atty Hours	625	711	770	770
Successful Outcomes	61%	89%	89%	89%
MHPDO				
# Legal Cases Accepted	346	340	400	400
# Dismissals	113	125	200	200
# of Cause # Represented	401	394	400	400
# Social Cases Accepted	438	447	480	480
#Receiving Community Referrals	1,338	1,869	1,500	1,500
# of Mental Health Assessments	379	386	490	490
# of Clients maintained arrest/jail free for 6 months or greater	n/a	304	344	400

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$819,516	\$2,993,636	\$3,189,301	\$3,609,736	\$420,435
Operating	\$2,279,327	\$751,188	\$915,012	\$762,685	\$(152,327)
Total	\$3,098,843	\$3,744,824	\$4,104,313	\$4,372,421	\$268,108
FTEs	10.00	38.00	39.00	44.00	5.00



*In FY 2012, all three public defender offices (OPR, OCR & MHPD) ceased to be grant funded and the programs were transferred in their entirety to the General Fund.

FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Criminal Justice Planning department increased by \$268,108 from the FY 2013 Adopted Budget. This is a 6.5% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The department transferred the operation and management of Counseling and Education Service’s Commitment to Change program located at the Travis State Jail to CJP in order for all state jail programming to be under the oversight of one supervisor. A total of \$172,139 was transferred from CES and \$5,000 was transferred from Juvenile Public Defender’s budget to move two existing FTEs from CES as well as add one new chemical dependency counselor position for the enhancement of the program.

\$200,000 in one time funding has again been included in the budget for the contract with Council on At-Risk Youth. This non-profit uses an evidence based curriculum called Aggression Replacement Training (ART). ART is a cognitive behavioral intervention program designed to help children and adolescents improve social skills, competence, and moral reasoning, to better manage anger and reduce aggressive behavior. The program specifically targets chronically aggressive adolescents. With funding from Travis County, CARY will serve a maximum of 300 students with three staff positions

from the following AISD middle schools: the Alternative Learning Center, Webb, Garcia and Martin. This funding was also included in FY 2013 on a one-time basis therefore there is no net increase to the budget.

CJP's budget also includes \$35,000 in ongoing funding for the Re-Entry Roundtable. The group is a collaboration of local and state policy leaders, correctional leaders, service providers, former offenders, and others with the mission of enhancing public safety and improving the success rate of offenders returning to Travis County from prison and jail. This funding was also included in FY 2013 on a one-time basis therefore there is no net increase to the budget.

The Workforce Development (WFD) program helps individuals with a criminal background to prepare and locate gainful employment, acquire employment training and job readiness skills as needed. The program also actively recruits and advocates to local employers to hire the ex-offender population. Commissioners Court approved one FTE in mid-FY 2013 to implement this program. For FY 2014, the FTE was continued on a one-time basis to continue the program as a pilot at a cost of \$57,493.

The Mental Health Public Defender Office (MHPDO) provides quality legal representation and intensive case management for mentally ill, indigent Travis County defendants charged with a misdemeanor criminal offense. One additional attorney was added to allow the MHPDO to represent more clients and to maintain the caseload levels established in FY 2012. The cost is \$81,569 in personnel and \$2,300 in operating.

For FY 2014, funding for the Road to Recovery program is discontinued (\$150,527). In addition, there were one-time costs added in FY 2013 for a case worker for MHPDO that was removed (\$3,000).

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$91,987. The FY 2014 Adopted Budget includes additional resources totaling \$20,454 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$19,271 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$23,006 to capture anticipated medical insurance benefit savings related to employee turnover. In addition, there is a one-time net decrease of \$4,472 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$1,100 has been eliminated from the department since this cost is managed centrally.

In addition to the funding above, \$4,015 is centrally budgeted in TNR for vehicle maintenance and fuel for one new vehicle funded for this department. Also, space costs to accommodate the new MHPDO Attorney are budgeted in Facilities Management at \$19,425.

Capital Funding

General Fund Capital Acquisition Resources Account

This office did not receive any capital funding for FY 2014.

Outside of the office's budget, there is also \$18,500 budgeted centrally in TNR for one new vehicle for MHPDO staff to help transport clients to court, and \$5,398 centrally budgeted in ITS for telephone and computer equipment for a new attorney for MHPDO.

Dispute Resolution Center (136)

Dispute Resolution Fund (0104)

Mission Statement & Program Goals

The Dispute Resolution Center (DRC) is an independent, nonprofit organization that provides and promotes accessible, high-quality dispute resolution services for all people in the Travis County area.

The program's goals are to:

- A. Provide low cost, accessible dispute resolution services to all people in Travis County
- B. Reduce docket loads of County, District, Municipal and Probate Courts
- C. Teach people how to peacefully resolve their disputes

Funding Source

The revenue the Dispute Resolution Center receives from the County is based on the Alternative Dispute Resolution (ADR) fee that is charged in certain civil cases filed in the Travis County Court System. The FY 2014 certified revenue for this fund is \$429,972. That consists of \$673 in ending fund balance, \$343,279 in fee revenue, \$286 in interest income, \$4,069 in miscellaneous revenue and an \$81,665 transfer from the General Administration department in the General Fund.

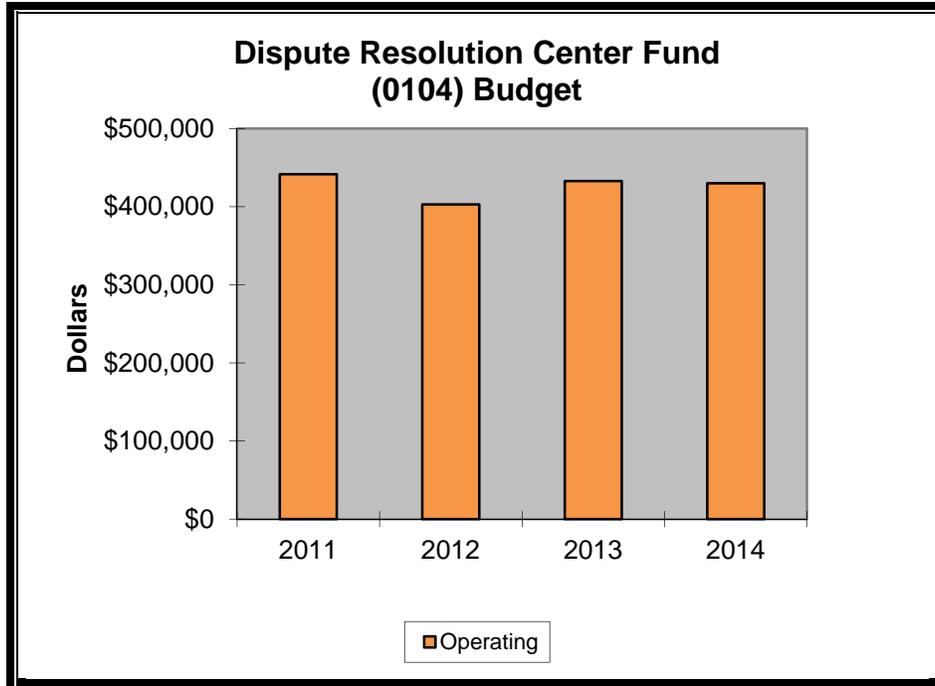
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of People Served:				
- Training Services	264	186	250	180
- ADR Services	3,143	2,660	2,500	2500
- # ADR Sessions	428	336	420	380
Estimated Savings to Travis County	\$3,338,400	\$2,532,432	\$3,000,000	\$2,800,000
% Cases Diverted from Court	78%	75%	70%	70%
% Court Related Referrals	83%	82%	70%	75%
% Clients Satisfied with Mediation	97%	96%	97%	97%

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$441,677	\$402,830	\$432,843	\$429,972	\$(2,871)
Total	\$441,677	\$402,830	\$432,843	\$429,972	\$(2,871)

*Prior budgets indicated that the Dispute Resolution Center has 7 FTE. However, the personnel count for this department is not directly funded by Travis County.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Dispute Resolution Center decreased by \$2,871 from the FY 2013 Adopted Budget. This is a 0.7% decrease. The decrease from FY 2013 to FY 2014 is mainly due to a lower ending fund balance. All funds received in this budget are transferred on a monthly basis to offset program costs of the Dispute Resolution Center.

Programmatic Funding

The Dispute Resolution Center accepts referrals from the Courts to resolve certain disputes outside the court system. Trials and lawsuits can be avoided with successful mediation of these cases and therefore save Travis County funds. The overall number of ADR sessions is roughly the same, however revenue from training sessions have decreased. While training revenue is not part of the Travis County revenue certification, it does affect the overall budget of the DRC. The Commissioners Court approved a one-time General Fund transfer increase of \$40,000 to make up some of the difference in lost revenue and a lower ending fund balance. Service levels are expected to remain the same in FY 2014 as in FY 2013.

District Attorney (123)

Mission Statement & Program Goals

The mission of the District Attorney's Office is to see that justice is done by providing the highest quality legal representation for the public and for individual victims of crime and by supporting the community's efforts to strengthen itself and solve problems.

The department is organized into eight divisions. The Administration Division is responsible for the planning, implementation, and coordination of the legal support and business functions of the District Attorney's Office. The primary functions of the Appellate Division are to represent the State of Texas in appeals arising from criminal proceedings, juvenile adjudications, and termination of parental rights, and to respond to writs of habeas corpus and motions for post-conviction DNA testing. The Courts Division of the District Attorney's Office represents the people of the State of Texas and the victims in felony criminal cases pending in District Court. The Family Justice Division handles legal matters within the jurisdiction of the District Attorney's Office relating to children and families. The Grand Jury/Intake Division is the primary intake unit for felony cases flowing into the seven District Courts comprising the Travis County felony court system. The Investigations Division provides litigation support to attorneys preparing cases for presentation to the Grand Jury, hearings, and trials. The District Attorney's Office's specialty courts and units, housed in the Strategic Prosecution Division, consist of the Drug Diversion Court, Mental Health Court Team, Veterans Court, White Collar Crime Unit, and Community Prosecution. Finally, the Victim/Witness Division is responsible for providing services to victims of crime as mandated in Article I, Section 30 of the Texas Constitution, Chapter 56 of the Code of Criminal Procedure, and in Chapter 57 of the Family Code.

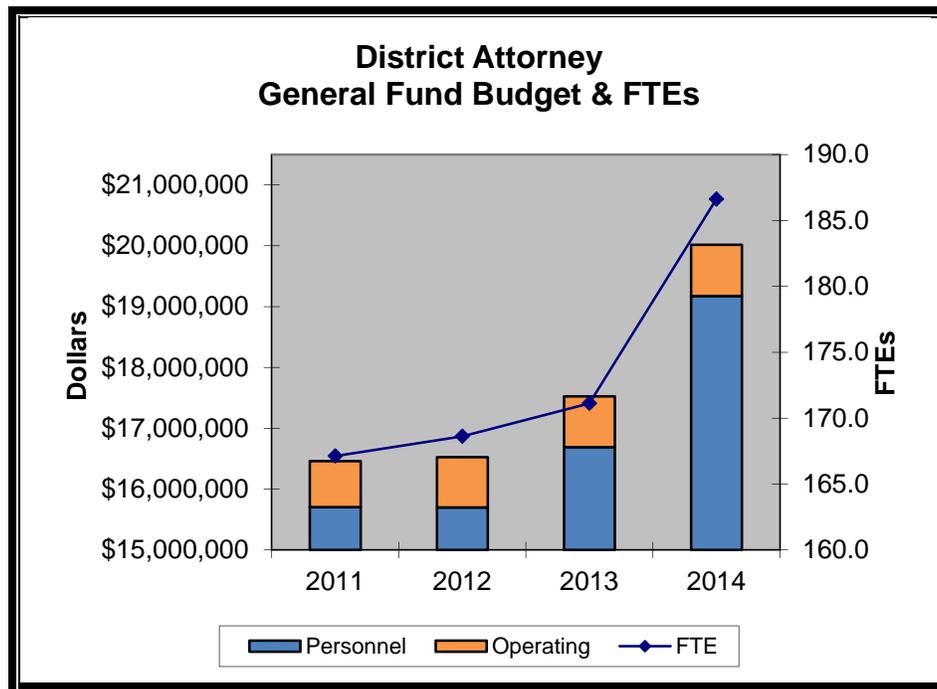
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
# of services to victims and witnesses	93,048	90,449	92,000	92,000
# of criminal court dispositions	11,225	12,010	11,330	11,150
# of juvenile dispositions	1,646	1,658	2,382	2,000
# of new cases opened for Grand Jury review	11,462	11,500	12,900	12,500
# of appellate briefs filed	87	79	95	95
Total White Collar Crime Unit restitution ordered	\$1,343,546	\$838,635	\$1,000,000	\$1,000,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014*	Diff 2014-2013
Personnel	\$15,703,446	\$15,698,733	\$16,690,548	\$19,174,496	\$2,483,948
Operating	\$756,375	\$827,770	\$834,035	\$841,550	\$7,515
Total	\$16,459,821	\$16,526,503	\$17,524,583	\$20,016,046	\$2,491,463
FTEs	167.13	168.63	171.13	186.63	15.50

*Prior to FY 2014, the District Attorney’s Public Integrity Unit (PIU) was entirely funded by the state and consisted of 34.5 FTEs; its most recent budget was \$7.5 million per biennium. In June 2013, the Texas Governor line-item vetoed all state funding for the PIU. During the FY 2014 budget development process, the Commissioners Court approved the addition of 15 FTEs and \$1,693,997 to the General Fund budget to allow the District Attorney’s Office to operate a scaled-down version of the PIU. This accounts for most of the increase to the Office’s FY 2014 budget.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the District Attorney’s Office increased \$2,491,463 from the FY 2013 Adopted Budget. This is a 14.2% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The FY 2014 Adopted Budget includes the addition of \$126,523 and 1.0 FTE for grant match funds associated with an interlocal agreement with the City of Austin to continue the Family Violence Protection Team grant. The budget also includes a reduction of \$600 in one-time costs for office supplies for a Business Analyst that was added in FY

2013. \$1,693,997 was added to the District Attorney's budget to fund the Public Integrity Unit (PIU) with County funds after state funds were cut in June 2013. This addition consists of \$878,266 in ongoing personnel funds, \$807,876 in one-time personnel funds, and \$7,855 in one-time operating funds.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$456,132 for the District Attorney's Office. The District Attorney elected not to take a salary increase, pursuant to Texas Local Government Code § 152.052. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$91,243 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$103,307 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$203,577 to capture anticipated salary savings and medical insurance benefit savings related to employee turnover. In addition, there is a one-time net increase of \$28,216 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$9,925 has been eliminated from the District Attorney's Office since this cost is managed centrally. In addition, there is a one-time net decrease of \$998 to the personnel budget and a net decrease of \$2,037 to the operating budget to account for a change to the District Attorney's Office interlocal agreement with Texas Mutual Insurance. A net \$12,222 was added to the FY 2014 budget on a one-time basis to cover this year's General Fund transfer to the District Attorney's Family Protection Fund (0130). One-time funding of \$20,000 for the Downtown Austin Alliance interlocal agreement was continued in FY 2014 with net zero change to the budget. Finally, \$196,960 in ongoing personnel funds was added to the budget for prosecutor longevity costs that were previously budgeted on a quarterly basis.

Capital Funding

This office did not receive any capital funding for FY 2014.

Outside of the office's budget, there is \$27,500 budgeted centrally in TNR for one District Attorney vehicle that meets both the age and mileage requirements in order to be replaced.

**District Attorney (123)
Family Protection Fund (0130)**

Purpose

In 2003, the Texas Legislature established an additional filing fee called the Family Protection Fee. This fee may be collected by county governments at the time a suit for dissolution of marriage is filed. The Legislature intended that the revenues collected be used to fund a nonprofit organization located in the county or an adjacent one that provides family violence prevention, intervention, mental health, counseling, legal, and marriage preservation services to families that have experienced or are at risk of experiencing family violence or child abuse or neglect.

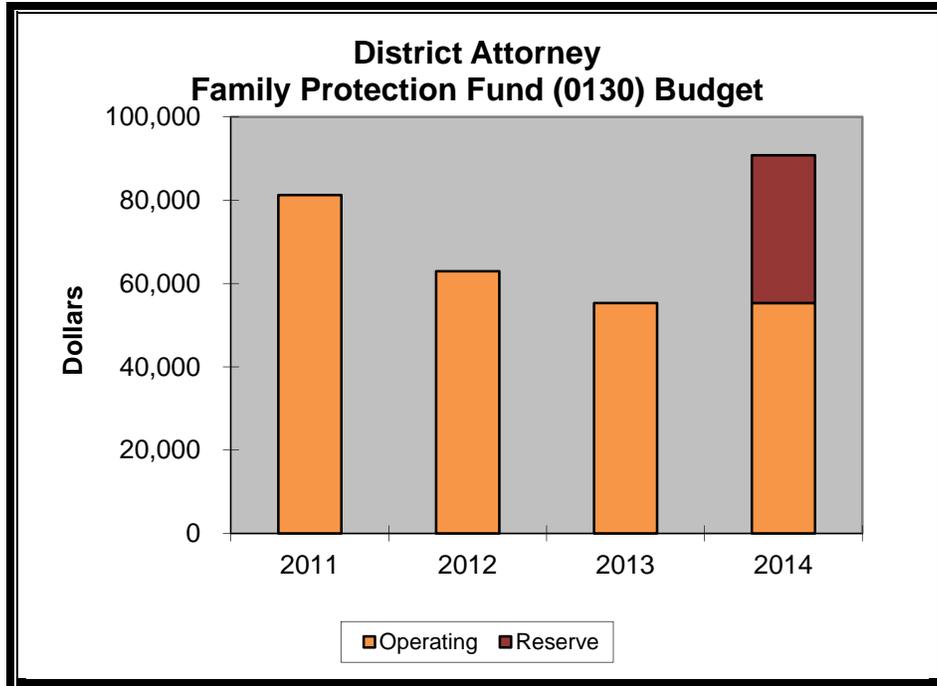
The Family Protection Fund pays for Travis County’s contract with the Center for Child Protection, which is maintained through the District Attorney’s Office. The contract provides for the coordination of collaborative investigations of child abuse. Due to the fact that revenue has decreased, the General Fund has provided the remaining funds needed for the \$100,000 Center for Child Protection contract in recent years.

Funding Source

The County Auditor has certified \$90,786 of revenue in the Family Protection Fund for FY 2014. This consists of \$52,866 of fee revenue, \$37,715 of beginning fund balance, and \$205 of interest income.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$81,232	\$62,954	\$55,324	\$55,324	-
Reserve	-	-	-	\$35,462	\$35,462
Total	\$81,232	\$62,954	\$55,324	\$90,786	\$35,462



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the District Attorney’s Family Protection Fund increased \$35,462 from the FY 2013 Adopted Budget. This is a 64.1% increase.

Administrative and Other Funding Changes

The FY 2014 Family Protection Fund budget includes a one-time addition of a \$35,462 reserve. Given diminished revenues in recent years, establishing a reserve within this special fund ensures that appropriate resources will be available to fund the contract with the Center for Child Protection in the future. The County’s \$100,000 contract with the Center for Child Protection is paid with \$55,324 from this special revenue fund and an additional \$44,676 from the General Fund.

District Clerk (121)

Mission Statement & Program Goals

The Office of the District Clerk was constitutionally created by the State of Texas to serve a vital role in the justice system. The mission of the Travis County District Clerk's Office is to provide quality services to and develop a smooth exchange of information with:

- Local trial and appellate courts;
- County departments and other criminal and civil justice agencies;
- Attorneys and other professionals involved with court cases;
- The media and other organizations interested in the justice system; and
- The general public of Travis County, Texas, and beyond.

The goals of the District Clerk's Office include:

- Establish and maintain a permanent record of case filings and District Court proceedings and report case information to various authorities;
- Inform parties to a lawsuit of the existence of the cause of action via the issuance of citation and notice and of proceedings in the suit via issuance of notices, subpoenas, and show cause writs; plus, implement the decisions made in the District Courts through issuance of writs and abstracts of judgment in civil matters and judgments, warrants or commitments in criminal matters;
- Support the justice system by staffing hearings, preparing case records and disseminating them among the various courtrooms where hearings will be held, and providing jury panels to all trial courts of Travis County and the City of Austin;
- To the extent practical, use the Internet to provide all services of the office, including filing of court documents, requests for issuance of process, and viewing information contained within the records of District Court proceedings;
- To participate in the collection of court costs routinely assessed in civil cases and as ordered by the court in civil and criminal cases;
- To function as the official Jury Office for the County and manage all jury matters, including summoning, assigning, and paying jurors; and
- To preserve the history of the County and the community through a program of historic records preservation.

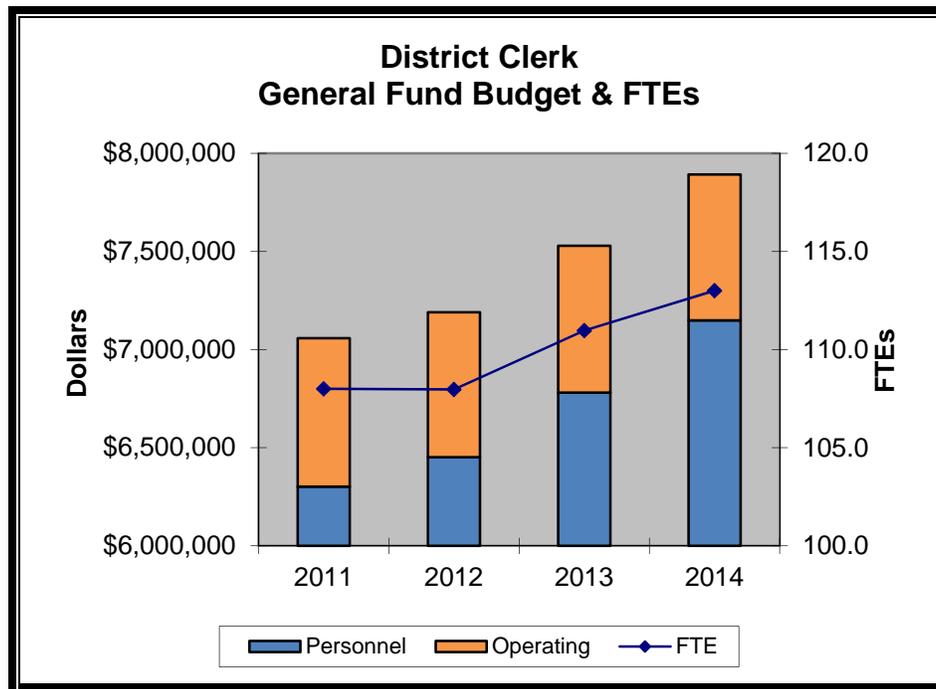
In addition, the District Clerk is a certified passport application accepting agency certified by the U.S. Department of State.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
New civil cases filed – family	14,055	13,861	11,668	12,000
New civil cases filed – general civil	6,616	7,140	6,766	6,800
New criminal cases filed – indictment/ revocation/other	14,813	13,891	14,442	14,500
# of motions to revoke probation	3,501	3,300	3,272	3,250
Criminal cases pulled for court	85,002	83,793	81,787	80,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$6,301,990	\$6,452,057	\$6,780,755	\$7,149,084	\$368,329
Operating	\$756,289	\$738,289	\$748,181	\$743,223	\$(4,958)
Total	\$7,058,279	\$7,190,346	\$7,528,936	\$7,892,307	\$363,371
FTEs	108.00	107.97	110.97	113.00	2.03



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the District Clerk’s Office increased by \$363,371 from the FY 2013 Adopted Budget. This is a 4.8% increase. The personnel budget increased while the operating budget decreased.

Programmatic Funding

The Conference of Urban Counties (CUC) TechShare project presented a new workload driver for the District Clerk's Office beginning in FY 2013, which PBO expects to continue through FY 2014. A TechShare Court Clerk I position, which was approved midyear in FY 2013, has been moved from the District Clerk's General Fund to the Records Management and Preservation Fund at a net reduction of \$687 to the personnel budget of the District Clerk's General Fund budget. Additionally, \$10,500 associated with one-time operating costs for positions added in FY 2013 was removed from the budget of the District Clerk's Office. At the department's request, personnel funds totaling \$442 were moved to the District Clerk's operating budget for an expected increase in office supply expenses.

Further programmatic funding changes include two new FTEs in FY 2014, a TechShare Business Analyst II and a Passport Court Clerk I. These positions added \$150,168 in ongoing personnel costs and \$5,800 in one-time operating costs to the budget of the District Clerk's Office. The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. Due to this delay, \$11,531 was removed from the District Clerk's personnel budget on a one-time basis.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$172,744 for the District Clerk's Office. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$59,781 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$38,760 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 budget includes a reduction of \$39,924 to capture anticipated medical insurance benefit savings related to employee turnover. In addition, there is a one-time net decrease of \$540 to account for employee medical insurance elections made during open enrollment for FY 2014. The budget for long distance of \$700 has been eliminated from the District Clerk's Office since this cost is managed centrally.

Capital Funding

This office did not receive any capital funding for FY 2014.

District Clerk (121)

Records Management Fund (0127)

Purpose

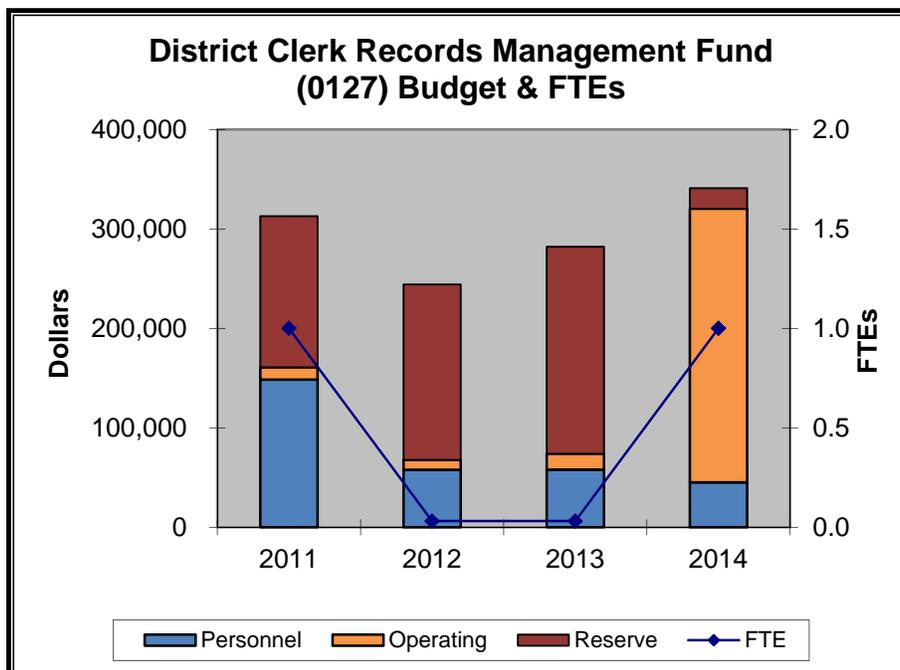
The District Clerk Records Management Fund was established in 2004 based on H.B. 1905 passed by the 78th Texas Legislature. This fund is supported by a \$5 fee for records management and preservation that became effective on January 1, 2004. The fund is dedicated to records management and preservation services performed by the District Clerk after documents are filed in the District Clerk’s Office.

Funding Source

The Fund derives its income from fees placed on certain documents filed in the District Clerk’s Office. FY 2014 revenue certified for the District Clerk Records Management Fund (0127) is \$340,979. This estimate consists of \$81,271 of fee revenue, \$258,472 of beginning fund balance, and \$1,236 of interest income.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$148,437	\$57,709	\$57,984	\$45,101	\$(12,883)
Operating	\$12,360	\$10,000	\$15,885	\$275,200	\$259,315
Reserve	\$151,925	\$176,427	\$208,114	\$20,678	\$(187,436)
Total	\$312,722	\$244,136	\$281,983	\$340,979	\$58,996
FTEs	1.00	0.03	0.03	1.00	0.97



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the District Clerk Records Management Fund increased by \$58,996 from the FY 2013 Adopted Budget. This is a 20.9% increase. The personnel budget decreased while the operating budget increased.

Programmatic Funding

The Conference of Urban Counties (CUC) TechShare project presented a new workload driver for the District Clerk's Office beginning in FY 2013, which PBO expects to continue through FY 2014. A TechShare Court Clerk I position, which was approved midyear in FY 2013, has been moved from the District Clerk's General Fund to the Records Management Fund at an increase of \$46,123 to the personnel budget of the Records Management Fund. Additionally, a one-time special project worker who assisted in the cataloging and researching of archived records in FY 2013 was removed from the Records Management Fund. \$54,683 in associated one-time personnel costs and \$15,000 in one-time operating costs were removed from the budget. Finally, \$275,200 in one-time operating funds to be used on redaction software and eFiling services was added to the Records Management Fund budget.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$981 for the Records Management Fund. In addition, the FY 2014 Adopted Budget includes an increase of \$197 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 budget includes a one-time net decrease of \$2,342 to account for employee medical insurance elections made during open enrollment for FY 2014. A technical correction was made to adjust one FTE who was partially paid out of the Records Management Fund in prior years to being fully paid out of the General Fund. This change results in an ongoing reduction of \$3,159 to the Records Management Fund's personnel budget and \$885 to the operating budget. There was also a net decrease of \$187,436 to the Fund's Allocated Reserve due to increased spending on one-time projects associated with records management in FY 2014.

District Clerk (121)

Records Technology Fund (0139)

Purpose

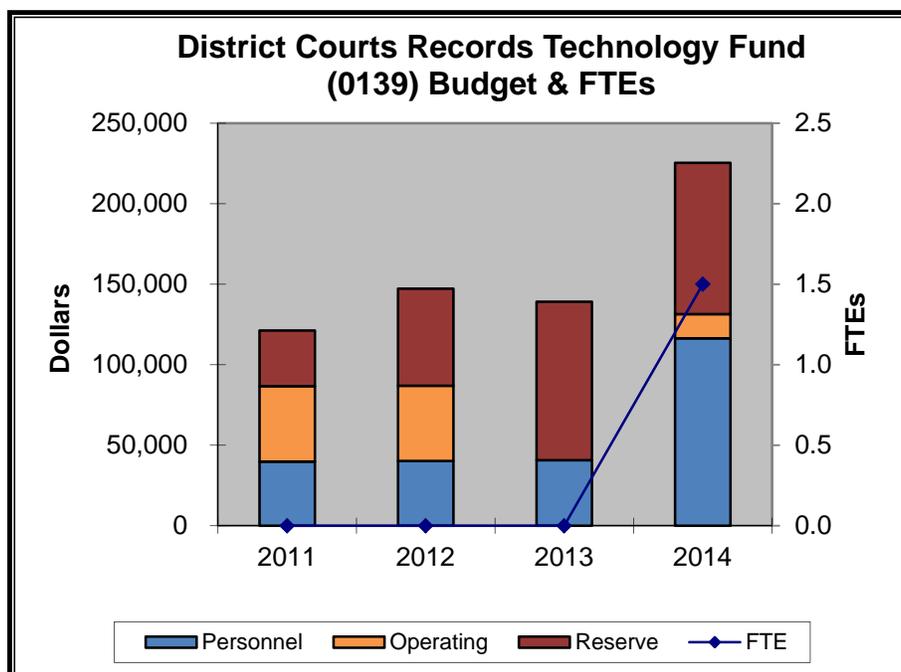
The District Courts Records Technology Fund was established in 2009 by the 81st Texas Legislature with the passage of S.B. 1685. This fund is supported by a \$5 fee from the filing of a suit in the District Courts and became effective on October 1, 2009. Section 51.305(D) of the Texas Government Code requires the authorized fee to be used for “the preservation and restoration services of the district court records archive.”

Funding Source

The Fund derives its income from a \$5 fee on lawsuits filed in the District Clerk’s Office. FY 2014 revenue certified for the District Clerk Records Technology Fund (0139) is \$225,357. This estimate consists of \$109,879 of fee revenue, \$114,982 of beginning fund balance, and \$496 of interest income.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$39,826	\$40,184	\$40,658	\$116,377	\$75,719
Operating	\$46,798	\$46,798	-	\$15,000	\$15,000
Reserve	\$34,622	\$60,229	\$98,449	\$93,980	\$(4,469)
Total	\$121,246	\$147,211	\$139,107	\$225,357	\$86,250
FTEs	-	-	-	1.50	1.50



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the District Clerk Records Technology Fund increased by \$86,250 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 62% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

Programmatic funding changes include the continuation of an FY 2013 one-time funded Court Clerk Assistant special project worker at a net personnel increase of \$2,747, plus \$15,000 for one-time operating costs in support of historical preservation services.

The Conference of Urban Counties (CUC) TechShare project presented a new workload driver for the District Clerk's Office beginning in FY 2013, which PBO expects to continue through FY 2014. A Court Clerk I position (1.0 FTE) was added to the Records Technology Fund in support of normal operations while other employees are supporting TechShare, a personnel budget addition of \$43,405. An additional 0.5 FTE Law Librarian Specialist was added to the Records Technology Fund at a personnel cost of \$30,437 to fund a review of records for archiving.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$1,025 for the Records Technology Fund. In addition, the FY 2014 Adopted Budget includes an increase of \$305 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 budget includes a one-time net decrease of \$2,200 to account for employee medical insurance elections made during open enrollment for FY 2014. There was also a net decrease of \$4,469 to the Fund's Allocated Reserve due to increased spending on projects associated with the preservation and restoration services of archives in FY 2014.

Emergency Medical Services (159)

Mission Statement & Program Goals

Travis County Emergency Medical Services (TCEMS) will provide leadership for the planning, coordination, and delivery of public safety services to enhance the safety of the citizens and visitors of Travis County, emphasizing innovation, integrity, and a responsible stewardship of the public trust. TCEMS is comprised of the STAR Flight Aeromedical program along with the budget for the ground Emergency Medical Services Interlocal with the City of Austin and the Travis County Emergency Services Districts programs.

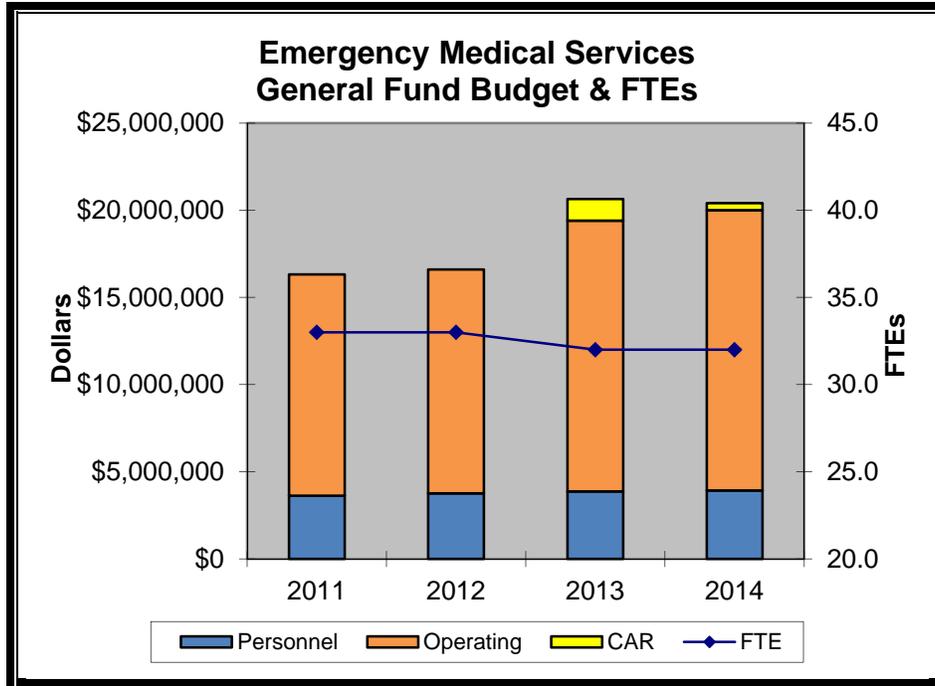
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
STAR Flight: Number of County Patient Transports	566	542	600	700
STAR Flight: Out of County Patient Transports	399	400	400	400
STAR Flight: Number of Search and Rescue Missions	88	101	90	100
STAR Flight: Number of Law Enforcement Missions	31	28	35	35
STAR Flight: Number of Fire Missions	95	9	50	50
Flight Missed Due to Mechanical Failure	2	3	10	5
Total County Responses (Ground)	16,905	16,944	18,919	19,322
% of Cardiac Arrest Patients Delivered to Medical Facility with a Pulse	31.90%	37%	37%	37%

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$3,621,047	\$3,761,629	\$3,867,074	\$3,922,541	\$55,467
Operating	\$12,693,806	\$12,837,810	\$15,540,105	\$16,084,274	\$544,169
CAR (Capital)	-	-	\$1,238,922	\$396,382	\$(842,540)
Total	\$16,314,853	\$16,599,439	\$20,646,101	\$20,403,197	\$(242,904)
FTEs	33.00	33.00	32.00	32.00	-
Cert. of Obl.*	\$460,060	-	\$2,302,015	-	\$(2,302,015)

*Numbers reflect amounts issued for Certificates of Obligation.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Emergency Medical Services decreased by \$242,904 from the FY 2013 Adopted Budget. This is a 1.2% decrease.

Programmatic Funding

Programmatic funding includes a one-time reduction from the FY 2013 Adopted Budget totaling \$505,335 including a reduction of \$97,253 for STAR Flight helicopter maintenance, a reduction of \$408,082 for startup costs for the new Austin Colony/969 EMS station.

There was a mid-year addition of \$664,141 to fully fund the base cost of the FY 2013 EMS Ground Transportation Interlocal Agreement with the City of Austin.

Additionally, funding of \$283,379 was approved for FY 2014 STAR Flight one-time maintenance. Further there was one-time funding of \$94,500 for revenue-supported Circuit of the Americas contracts and of \$7,860 for an ongoing Helipad Camera contract.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for permanent employees on the classified pay scale totaling \$88,188 for the Emergency Medical Services department.

In addition, the FY 2014 Adopted Budget includes additional resources totaling \$16,785 for an approximate 6% increase in the County's contribution for medical insurance benefit costs of this department. The budget also includes an increase of \$23,063 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 Budget includes a reduction of \$49,314 to capture anticipated medical insurance benefit savings related to employee turnover. There is also a net reduction of \$23,251 to account for employee medical insurance elections during open enrollment for FY 2014.

The budget for long distance of \$200 has been eliminated from the Emergency Medical Services Department since this cost is managed centrally.

Emergency Medical Services internally reallocated \$4 from its personnel commitment items to its operating commitment item for office supplies.

Capital Funding**General Fund Capital Acquisition Resources Account**

Cash funding for Emergency Medical Services totals \$396,382 for one replacement ambulance and for purchase of an ambulance for the Austin Colony/969 EMS Station started in July 2013.

Emergency Services (147)

Mission Statement & Program Goals

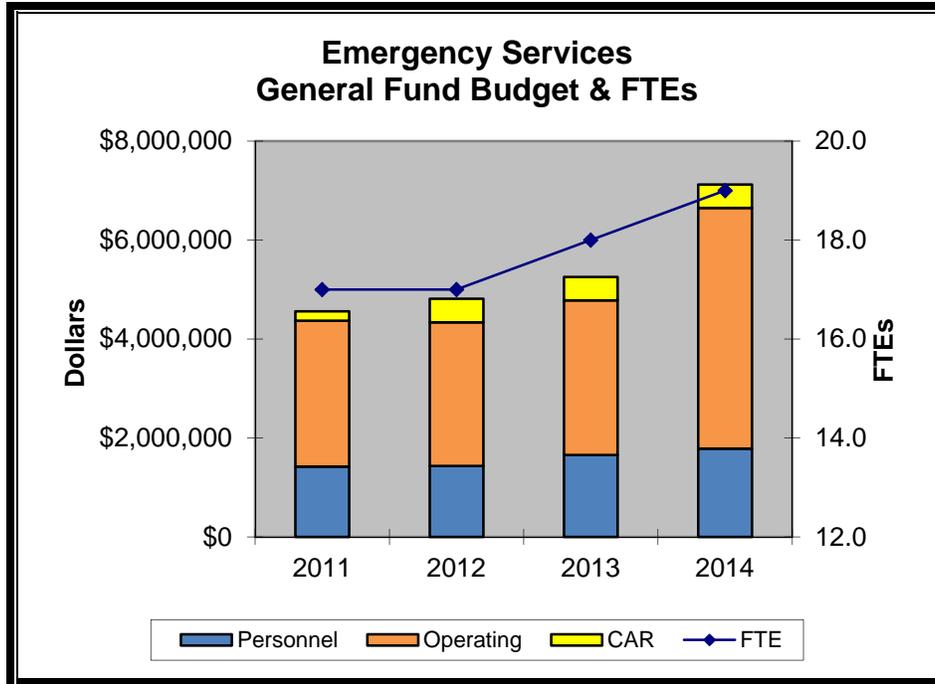
Travis County Emergency Services will provide leadership for the planning, coordination, and delivery of emergency services in the operational provision of administration; technology and communications; fire investigations; emergency management; air emergency medical transport, search and rescue, fire suppression, law enforcement, and homeland security (STAR Flight); ground emergency medical transport (EMS); 9-1-1 service (CTECC); and medico legal investigations (Medical Examiner's Office). Emergency Services will enhance the safety and welfare of the residents and visitors of Travis County, emphasizing innovation, integrity and responsible stewardship of the public trust.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Cities/agencies assisted with Emergency Management planning programs	37	25	30	20
Number of Drills/Emergency Operations Center Activations	6	7	7	6
Number of fires investigated	114	75	80	90
Number of fires in unincorporated Travis County	1,150	1,300	1,300	1,400
Number of inspections conducted	770	1,980	1,000	1,000
Construction plans reviewed	365	483	225	200
Number of fire education and training initiatives	31	55	35	50
Number of Travis County buildings inspected	93	97	95	90

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,420,799	\$1,433,993	\$1,656,222	\$1,786,259	\$130,037
Operating	\$2,949,091	\$2,905,590	\$3,125,696	\$4,862,391	\$1,736,695
CAR (Capital)	\$191,674	\$473,444	\$473,445	\$473,445	-
Total	\$4,561,564	\$4,813,027	\$5,255,363	\$7,122,095	\$1,866,732
FTEs	17.00	17.00	18.00	19.00	1.00



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Emergency Services increased by \$1,866,732 from the FY 2013 Adopted Budget. This is a 35.5% increase. The majority of the increase was in the operating budget.

Programmatic Funding

The FY 2014 Adopted Budget includes net ongoing increases from the FY 2013 Adopted Budget totaling \$1,769,562 including \$191,557 for the Combined Transportation Emergency and Communications Center (CTECC), \$32,666 for a Hazardous Materials (HazMat) Coordinator position and \$80,000 for a City of Austin Interlocal Agreement to be the primary contractual responder for HazMat call, and \$1,465,339 for the RRS Interlocal Agreement.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for permanent employees on the classified pay scale of \$36,211 for the Emergency Services Department.

In addition, the FY 2014 Adopted Budget includes additional resources totaling \$8,492 for an approximate 6% increase in the County’s contributions for medical insurance benefits for this department. The budget also includes an increase of \$9,772 to the

County's contribution to the Texas County and District Retirement System. This increase consists of 4.2% increase in the County's retirement contributions to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The budgeted salary savings and related benefits for Emergency Services was eliminated in FY 2014. This resulted in an increase to the personnel budget of \$15,491. The FY 2014 department budget includes a one-time net increase of \$23,874 to account for employee medical insurance elections made during open enrollment for FY 2014.

Also, \$3,530 was added to budget an increase to the Fire Marshal's salary that was approved in July 2013 after the FY 2014 budget had been submitted.

The budget for long distance of \$200 has been eliminated from the Emergency Services Department since this cost is managed centrally.

Capital Funding**General Fund Capital Acquisition Resources Account**

Cash funding for the annual Motorola Contract Lease/Purchase Payment (MCLP) of \$473,445 was continued for the third of five years resulting in no net change to the CAR budget.

In addition to the funding above, there is also \$253,750 centrally budgeted in TNR for seven Fire Marshal's Office vehicles that meet both the age and mileage requirements in order to be replaced.

Emergency Services (147) Fire Code Fund (0134)

Purpose

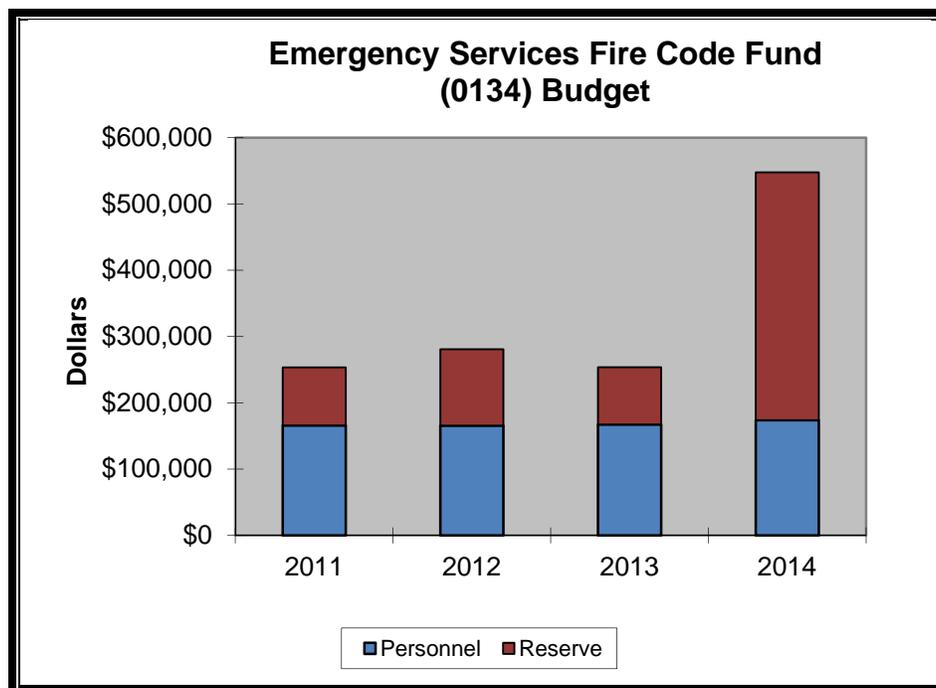
The mission of the Travis County Fire Marshal’s Office is to protect and serve the citizens of Travis County within the constraints of State law and County policy.

Funding Source

The revenue for the Fire Code Fund is based on fees to support the enforcement of the Fire Code Fund, adopted by the Commissioners Court in 2005. The FY 2014 Adopted Budget for the Fire Code Fund includes a total budget of \$547,573, which is a \$293,999 increase from FY 2013. The beginning fund balance is estimated at \$425,405. New fee revenue is estimated at \$120,000 and interest income is estimated at \$2,168.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$165,801	\$165,607	\$167,234	\$173,682	\$6,448
Reserve	\$87,695	\$115,145	\$86,340	\$373,891	\$287,551
Total	\$253,496	\$280,752	\$253,574	\$547,573	\$293,999



FY 2014 Adopted Budget

The FY 2014 Adopted Budget for the Fire Code Fee Fund increased by \$293,999 from the FY 2013 Adopted Budget. This is a 115.9% increase. The majority of this increase is in the fund's allocated reserve.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for regular employees on the classified pay scale totaling \$4,521 in the Fire Code Fund. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$950 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this Fund. The budget also includes an increase of \$977 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits for employees and a 2% Cost of Living Adjustment (COLA) for retirees. Emergency Services reclassifies a portion of the salaries of the employees of the Fire Marshal's Office to this fund.

Administrative and Other Changes

The Allocated Reserve increased by \$287,551 representing the majority of the budget increase for FY 2014.

Facilities Management Department (114)

Mission Statement & Program Goals

To manage the planning, design, construction, maintenance, operations and leases for facilities that effectively meet the economic and functional needs of Travis County.

The goals of the Administration Division are to provide managerial, financial, parking management and other administrative support to the seven operating divisions of the Facilities Management Department in order to support departmental goals.

The goal of the Grounds Keeping program is to preserve and maintain the grounds of assigned Travis County facility assets in a safe, attractive and environmentally sound condition. This includes proactively maintaining each property so that work orders are kept to a minimum.

Program goals for the Custodial Division include providing custodial services for downtown and major facilities with in-house forces aligned into four teams and to continue training in-house staff on acceptable quality of service standards and cleaning techniques for County facilities.

The Security Services program provides security of County facilities. Security Services personnel provide basic watchman services for County properties after normal duty hours, and provide security assistance during business hours. Security Services personnel serve as the single point of communications between building users and maintenance staff regarding after-hours access and building issues. Security Services works to maintain proper operation of fire protection and entry control systems/equipment for all buildings. Staff also ensures buildings are properly secured at the end of the business day and monitors the properties during non-business hours for vandalism, fire and/or maintenance emergencies. Services include responding to problems with locks/keying systems, surveillance cameras, and card entry control devices.

The Planning, Design & Construction Division's goal is to apply design and construction industry best professional practices tailored to the requirements of each project they manage.

Program goals for the Maintenance Division include continuing to improve the responsiveness to work requests from County departments, maintaining or improving response record where fire, life safety, health or facility damage issues require immediate attention, continuing emphasis on proactive preventive maintenance with a focus on the aesthetics of the buildings and facilities and the upgrade of equipment at its end of life, and optimizing the use of service contracts to augment in-house workforce.

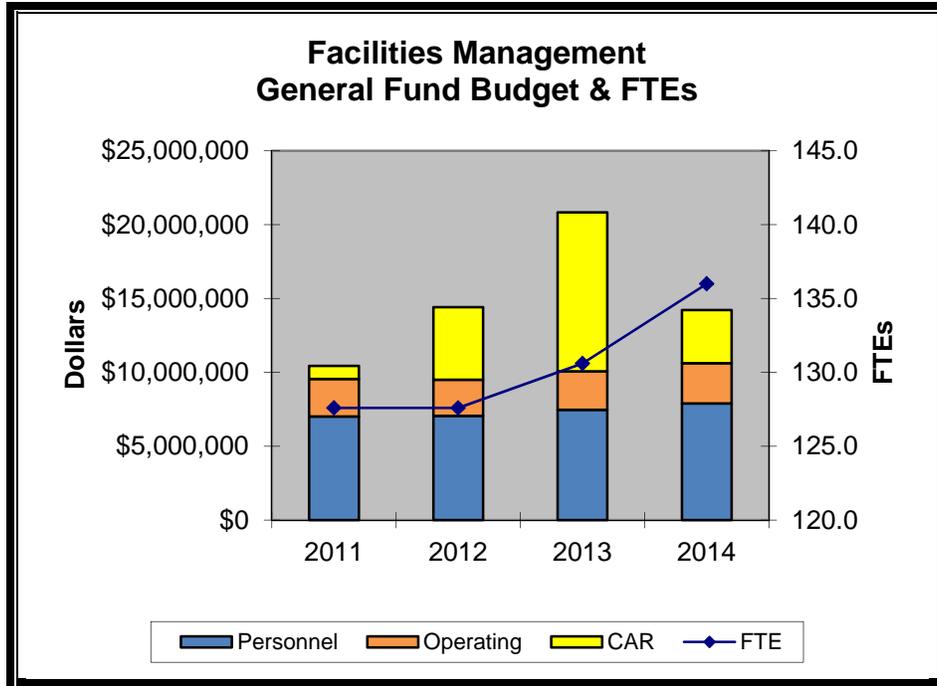
Key Program Statistics

Measures	FY 11 Actual	FY 12 Actual	FY 13 Projected	FY 14 Projected
Percent of correct contract modifications processed within departmental policy deadlines (1 week)	96%	97%	90%	95%
Percent of purchase requisitions processed within departmental policy deadlines (1 week)	96%	97%	75%	90%
Percent construction contract modifications	4%	12.5%	8%	5%
Percent construction schedule variance	15%	15%	5%	5%
Percent design contract modifications	1%	10%	4%	2%
Percent design schedule variance	0%	15%	16%	5%
Percent of grounds keeping plan tasks completed	99	93	95	95
Total # of grounds keeping call-in tasks	106	166	104	104
Total # of custodial call-in requests, excluding move requests	917	950	1,100	950
Total # of custodial calls, including moves.	1,806	1,900	1,995	1,900
Total number of call-in job requests (locks)	561	622	650	625
Percent of "emergency calls" closed within 48 hours	95%	100%	100%	95%
Percent of maintenance job orders that are self-identified	60%	70%	51%	60%
Percent of "routine" calls closed within a month	75%	90%	90%	90%
Average number of maintenance call-in jobs per month	400	300	475	400

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$7,014,732	\$7,052,881	\$7,469,310	\$7,898,644	\$429,334
Operating	\$2,538,026	\$2,444,339	\$2,604,415	\$2,726,205	\$121,790
CAR (Capital)	\$886,301	\$4,919,328	\$10,752,549	\$3,595,424	\$(7,157,125)
Total	\$10,439,059	\$14,416,548	\$20,826,274	\$14,220,273	\$(6,606,001)
FTEs	127.60	127.60	130.60	136.00	5.40
Cert. of Obl.*	\$26,263,648	\$8,401,705	\$9,639,730	\$10,247,175	\$607,445

*Numbers reflect amounts issued for Certificates of Obligation. The FY 2014 amount is pending final approval by the Commissioners Court.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Facilities Management Department (FMD) decreased by \$6,606,001 from the FY 2013 Adopted Budget, including capital funding. This is a 31.7% decrease that results from reduced capital funding.

Programmatic Funding

Due to the economic downturn, the FMD budget for the annual flooring replacement and painting programs was reduced in 2010, and funding for facilities assessments was deferred. For FY 2014, ongoing funding for facilities assessments of \$67,600 was added to the budget. In addition, funding for the flooring replacement and painting programs of \$90,015 and \$59,037, respectively, has been restored to the FMD budget on an ongoing basis.

One-time funding of \$67,000 has been approved to resurface the StarFlight hangar floor and install energy efficient lighting in the hangar. The budget for the Grounds Maintenance Division is increased by \$20,263 to account for increasing costs for grounds keeping materials such as mulch, fertilizers and pesticides/herbicides, for paint to restripe parking lots, for repair parts for grounds keeping equipment and sprinkler systems, and for contract tree trimming services.

Commissioners Court approval of an updated security plan for various County locations resulted in the addition of four Building Security Guard positions and one Building

Security Guard Supervisor at a cost of \$192,924 in ongoing personnel, \$1,150 in ongoing operating expenditures, and \$21,585 in one-time operating expenditures. In addition, seven positions that had been split funded between FMD's General Fund and Exposition Center Fund budgets were all converted to full-funding status in either one fund or the other. This resulted in a net 0.40 FTE increase to the General Fund budget and a net 0.40 FTE decrease to the Expo Center Fund budget. An Executive Assistant position was removed from the budget that resulted in a decrease to the budget of \$66,157. Finally, funding for an Office Assistant position absorbed within the FY 2013 budget, increasing the position count for this department by one FTE.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular FMD employees on the classified pay scale totaling \$193,034. The FY 2014 Adopted Budget includes additional resources totaling \$69,221 for an approximate increase of 6% in the County's contribution for medical insurance benefit costs for this department. The budget also includes an increase of \$42,975 for the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$105,101 to capture anticipated medical insurance benefit savings related to employee turnover and an increase of \$106,503 to account for lower vacancy levels in the department. In addition, there is a one-time net increase of \$3,375 to account for employee medical insurance elections made during open enrollment for FY 2014. Finally, the budget for long distance of \$800 has been eliminated from the FMD budget because long distance expenses are now centrally managed by Information Technology Services.

The FMD budget was reduced by \$211,500 for one-time operating expenses budgeted in FY 2013 related to moving costs for various departments and for security improvements. Finally, the department internally transferred \$7,440 in permanent vacancy savings from the personnel budget to the operating budget.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and projects totals \$3,595,424. Of this amount, \$792,429 is funding originally approved in FY 2013 for capital equipment and projects that were not completed in that fiscal year and have been rebudgeted for FY 2014. The rebudgeted capital includes:

- Granger Building systems renovations, \$273,707
- Granger Building renovations and improvements, \$187,500

- University Savings Bank building improvements, \$156,000
- Replacement of two 5,000 MBH gas fired boilers at the Criminal Justice Center, \$112,077
- Replacement of fire alarm at North side of the Post Road location, \$30,000
- Collier Building structural foundation repairs, \$17,000
- 700 Lavaca Building renovation, \$11,145
- Demolition of building at 5325 Airport Blvd, \$5,000

The remaining \$2,802,995 is for the following FY 2014 capital equipment and projects:

- Planning and design for remodeling of Criminal Justice Center, Gault Building, and Travis County Jail for new courts, \$128,025
- Tax Office reorganization space modifications, \$270,572
- Mental Health Public Defender's new position space configurations, \$19,425
- District Clerk's Office new position space configurations, \$25,009
- Improvements to the Holt Building, \$45,386
- Energy efficiency upgrades and interior improves at the Criminal Justice Center, \$371,450
- Interior renovation and exterior improvements at the Sheriff's Office West Command Center, \$75,786
- Improvements at the Heman Marion Sweatt (HMS) Courthouse, \$83,223
- Remodel of the County Clerk offices at HMS Courthouse, \$39,000
- Remodel of the County Clerk offices at 5501 Airport Blvd, \$109,093
- Physical security improvements at various County facilities, \$324,430
- Remodel of Justice of the Peace, Pct. 5 office at HMS Courthouse, \$19,200
- Upgrade passenger and freight elevators at HMS Courthouse, \$325,000
- Parking lot and interior renovations at South Community Center in Del Valle, \$168,000
- Renovation of Justice of the Peace, Pct. 3 and Health and Human Service offices, \$17,600
- Decommission equipment remaining at Gault Building Data Center, \$35,000
- Refurbish portions of Granger parking garage, \$213,196
- Refurbish portions of San Antonio parking garage, \$116,800
- Design and regulatory approval phase for new Purchasing Office warehouse, \$416,800

In addition to the equipment and projects listed above, there is also \$24,500 budgeted centrally in TNR for one FMD vehicle that meets both the age and mileage requirements in order to be replaced.

Certificates of Obligation Funding

The FY 2014 Adopted Budget includes \$10,247,175 for capital equipment and projects proposed to be included in the planned issuance of Certificates of Obligation (COs). The

project list and amounts will be finalized during early FY 2014 for subsequent issuance in the spring.

- New courts system building at 416 W. 11th Street, \$5,167,288
- Star Flight Hangar Phase 2 expansion, \$494,404
- New Medical Examiner Facility planning and design, \$2,200,000
- Sheriff's Office evidence warehouse expansion, \$512,400
- Executive Office Building renovation, \$1,774,058
- Remodel and expansion of Wellness Clinic and 5501 Airport Blvd, 2nd Floor, \$99,025

Facilities Management Department (114)

700 Lavaca Fund (0002)

Purpose

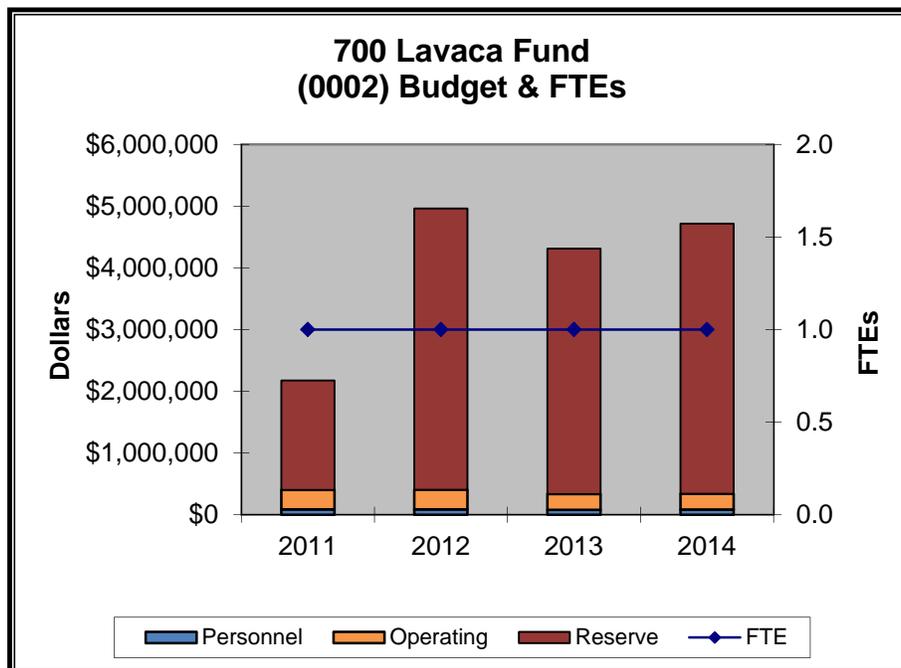
This special fund was created in FY 2010 upon the purchase of the building and parking garage at 700 Lavaca Street to serve as a central location for the County's administrative functions, including the offices and courtroom of the Commissioners Court. This fund will be used to separately account for revenues and expenditures related to the tenants in the facilities.

Funding Source

The source of funds is lease payments made by current third party tenants at 700 Lavaca Street other than County offices. The Auditor's final revenue estimate for FY 2014 included \$4,136,947 in beginning fund balance, \$19,206 in interest income, and \$560,747 in miscellaneous revenue (lease payments) for total resources of \$4,716,900.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$88,081	\$88,478	\$80,723	\$83,887	\$3,164
Operating	\$315,000	\$315,000	\$255,000	\$255,000	-
Reserve	\$1,772,167	\$4,557,776	\$3,977,251	\$4,378,013	\$400,762
Total	\$2,175,248	\$4,961,254	\$4,312,974	\$4,716,900	\$403,926
FTEs	1.00	1.00	1.00	1.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the 700 Lavaca Fund increased by \$403,926 from the FY 2013 Adopted Budget. This is a 9.4% increase. The majority of the increase was in the fund's Allocated Reserve. The Allocated Reserve in this fund increases when revenues exceed expenditures.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for a position on the classified pay scale budgeted in the 700 Lavaca Fund totaling \$2,170. The FY 2014 Adopted Budget includes additional resources totaling \$525 for an approximate increase of 6% in the County's contribution for medical insurance benefit costs for this fund. The budget also includes an increase of \$469 for the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees. This position is currently vacant and will likely be filled when the third party contract for property management services at 700 Lavaca Street expires.

Administrative and Other Funding Changes

The budget realized a net increase of \$400,762 to the fund's Allocated Reserve to balance the expenditure budget to the Auditor's final revenue estimate.

Facilities Management Department (114)

Texas Exposition & Heritage Center Fund (0003)

Purpose

The Travis County Exposition Center is a County-owned, multi-purpose facility consisting of four primary structures on approximately 128 acres out of 1,872 acres of parkland known as Walter E. Long Metropolitan Park. The County has a 50-year lease on the land owned by the City of Austin, which expires in December 2033. Initially constructed in 1983, the Exposition Center was built to host livestock exhibitions, equestrian shows, rodeos, and other recreational, education, cultural, and historic events. The Exposition Center is the current home of the Star of Texas Fair and Rodeo and a venue for an array of community events and trade shows.

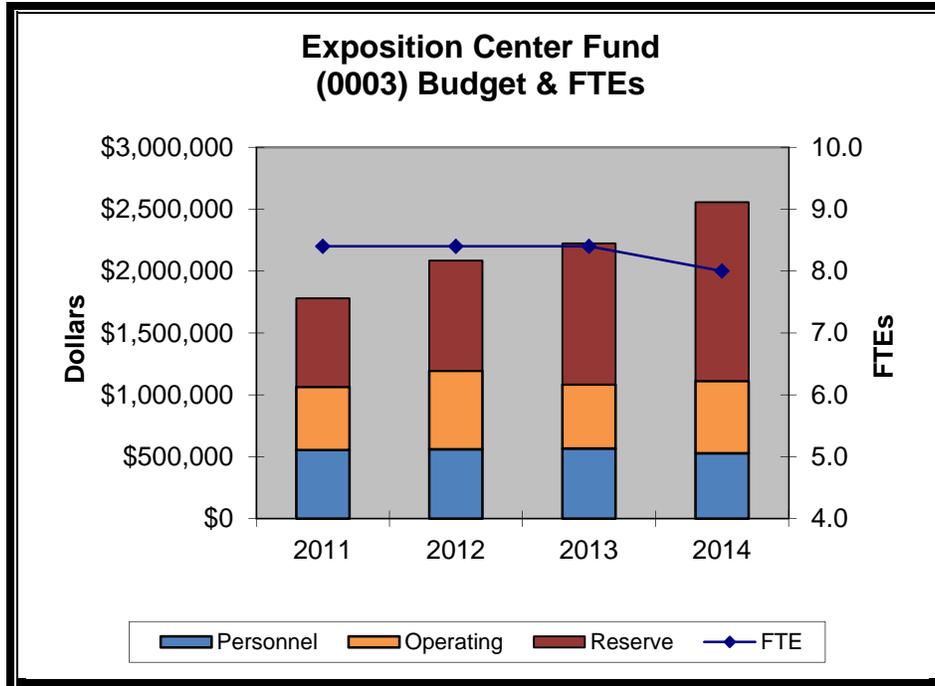
The Exposition Center provides a public service by supporting various governmental agencies, charities and non-profits with free or substantially reduced terms for staging functions and events. Such usage days along with contractual "City of Austin Use Days" comprise 45 days of free or deeply discounted rentals. Separately, the Exposition Center devotes 37 days to the Star of Texas Fair and Rodeo, allowing usage at significantly reduced rates with the rodeo retaining 100% of the revenue derived from concessions sold during those dates. During the remaining months, the directive for the Exposition Center is to generate a stream of revenue sufficient to cover costs for the entire fiscal year while also funding continued capital improvements as a self-sustaining enterprise.

Funding Source

The certified revenue for FY 2014 in this special fund is comprised of \$1,603,048 in beginning fund balance, \$253,400 in charges for services, \$8,324 in interest income, and \$691,120 in miscellaneous revenue for total resources of \$2,555,892.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$554,099	\$560,501	\$566,831	\$528,408	\$(38,423)
Operating	\$510,762	\$633,762	\$516,892	\$584,094	\$67,202
Reserve	\$715,705	\$890,583	\$1,139,861	\$1,443,390	\$303,529
Total	\$1,780,566	\$2,084,846	\$2,223,584	\$2,555,892	\$332,308
FTEs	8.40	8.40	8.40	8.00	(0.40)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Texas Exposition and Heritage Center Fund increased by \$332,308 from the FY 2013 Adopted Budget. This is a 14.9% increase. The increase was in the budgeted operational expenditures for third party services.

Programmatic Funding

One-time funding of \$13,500 is included in this budget to replace a personnel carrier used on-site. In addition, seven positions that had been split funded between the General Fund and Exposition Center Fund budgets were all moved to full funding in either one fund or the other. This resulted in a net 0.40 FTE increase to the General Fund budget and a net 0.40 FTE decrease to the Exposition Center Fund budget.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$11,175 for the Exposition Center Fund. The FY 2014 Adopted Budget includes additional resources totaling \$4,196 for an approximate increase of 6% in the County’s contribution for medical insurance benefit costs for this fund. The budget also includes an increase of \$2,852 for the County’s contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

There is a one-time net decrease of \$2,444 to account for employee medical insurance elections made during open enrollment for FY 2014. In addition, the budget for long distance of \$500 has been eliminated from this budget since it is centrally managed by Information Technology Services. The department internally reallocated budget from the personnel to the operating budget totaling \$54,202. In addition, the Allocated Reserve for this special fund increased by \$303,529 in order to match the expenditure budget to the Auditor's revenue estimate.

Centralized Rent & Utilities (191)

Mission Statement & Program Goals

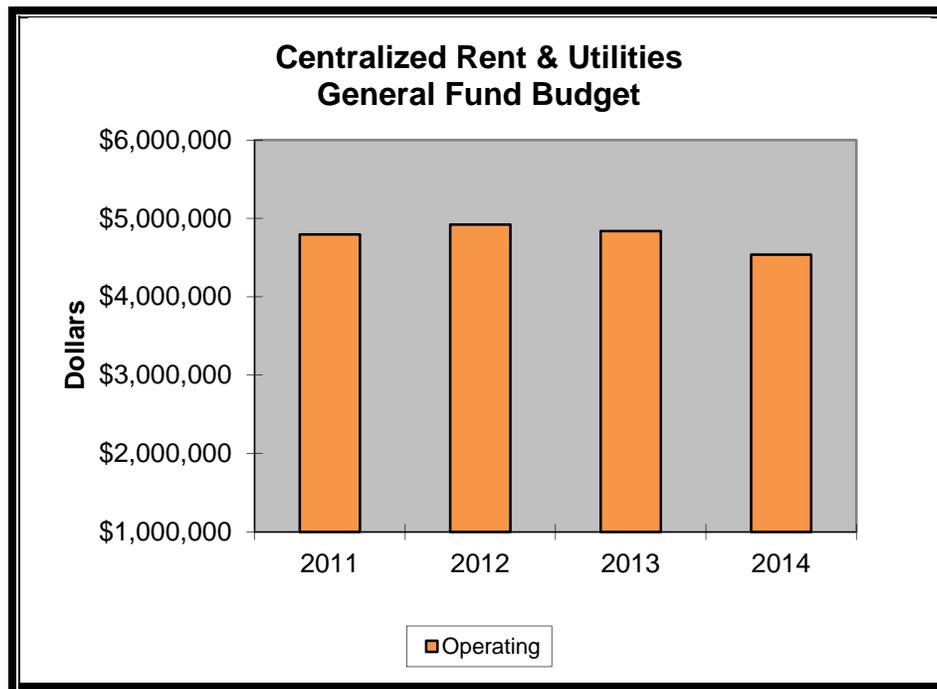
The Central Rent and Utilities budget includes centralized Travis County leases and utilities expenditures and is managed by the Facilities Management Department (FMD).

Key Program Statistics

FMD does not report performance measures for this budget, but FMD has been implementing energy efficiency measures as it renovates older facilities and as funding is available.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Oper-Leases	\$736,386	\$861,678	\$778,030	\$477,339	\$(300,691)
Oper-Utilities	\$4,059,791	\$4,059,791	\$4,059,791	\$4,059,791	-
Total	\$4,796,177	\$4,921,469	\$4,837,821	\$4,537,130	\$(300,691)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Centralized Rent & Utilities increased by \$300,691 from the FY 2013 Adopted Budget. This is a 6.2% decrease. All of the decrease was in the lease budget.

Programmatic Funding

The portion of this budget related to utilities has not grown over the past three years. This appears to be due primarily to management of the County's energy efficiency program. Even with a large increase in electric rates implemented by Austin Energy in January 2013, the budget continued to be sufficient in FY 2013. FMD projects it will continue to meet the County's utilities demands without a budget increase in FY 2014.

As new facilities are built, FMD strives to achieve Leadership in Energy and Environmental Design (LEED) certification. In addition, FMD has been submitting budget requests annually to replace old HVAC systems, lighting, windows, etc. with more energy efficient systems, materials and products.

The portion of this budget related to leases is zero-base budgeted every year. This year, FMD submitted its FY 2014 budget \$76,591 below target to account for parking leases that are no longer needed. In addition, in cooperation with Information Technology Services (ITS), \$224,100 in the lease budget was transferred to the ITS budget for a lease with CyrusOne for equipment related to the new countywide financial system. Because ITS already manages another CyrusOne lease for the County's data center, all parties agreed that it was more efficient to have ITS oversee both CyrusOne leases. A major difference between these two leases and all the other leases remaining in this budget is that the CyrusOne leases include IT performance requirements that are more easily monitored by IT subject matter experts.

General Administration (110)

Mission Statement & Program Goals

This department is an administrative function of the Commissioners Court. The General Administration budget is used for expenditures that do not easily fit into any other department.

The budget has traditionally included five types of expenditures:

- Travis County Appraisal District fees;
- County membership and participation fees for various community organizations;
- Contracts for services that are for countywide purposes;
- Performance-based pay for County Executives; and
- Transfers from the General Fund to other County Funds.

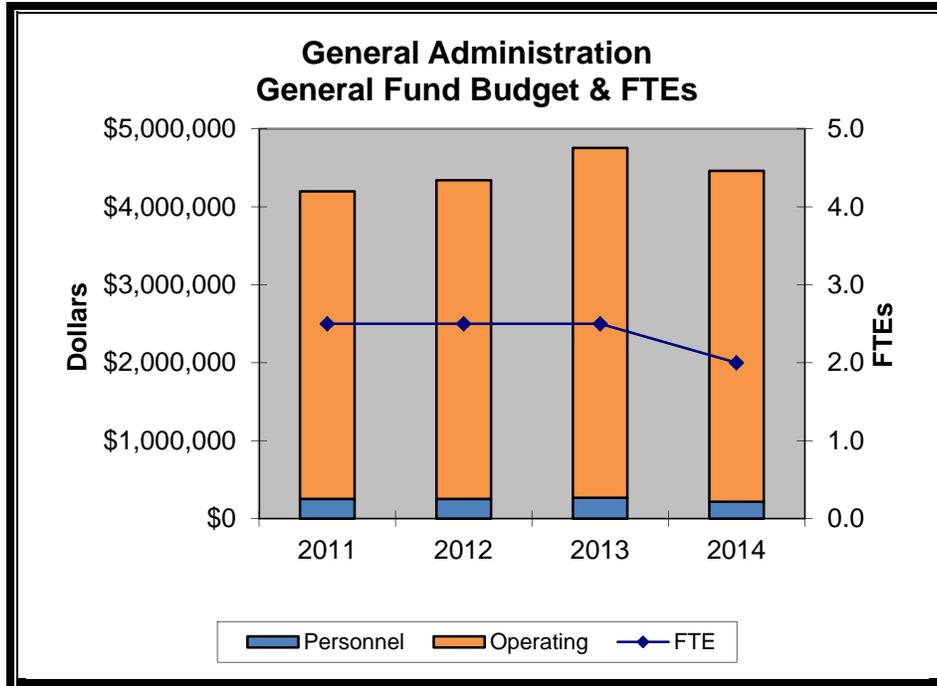
The General Administration budget also includes expenditures related to the Intergovernmental Relations Office, created in 2008, which reports directly to the Commissioners Court.

Key Program Statistics for the Intergovernmental Relations Office

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Legislative Metrics				
# of Bills and Joint Resolutions (JRs) tracked	1,284	N/A	1,000	N/A
# of Bills and JRs analyzed	923	N/A	700	N/A
% of Bills and JRs analyzed (ATLAS)	72%	N/A	70%	N/A
# of Legislative Priorities set by Court	12	N/A	10	N/A
% of Legislative Priorities addressed	100	N/A	100%	N/A
% of Legislative Priorities accomplished	42%	N/A	TBD	N/A
Appointments Process Metrics				
# of applications received and processed	4	11	30	35
# of Court appointments facilitated	1	3	8	7

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$252,894	\$252,766	\$268,630	\$217,191	\$(51,439)
Operating	\$3,946,394	\$4,087,987	\$4,487,096	\$4,245,412	\$(241,684)
Total	\$4,199,288	\$4,340,753	\$4,755,726	\$4,462,603	\$(293,123)
FTEs	2.50	2.50	2.50	2.00	(0.50)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the General Administration Department decreased by \$293,123 from the FY 2013 Adopted Budget. This is a 6.2% decrease. The majority of the decrease was in the operating budget.

Programmatic Funding

On May 7, 2013, Commissioners Court approved the internally funded reclassification of the Administrative Assistant II position in the Intergovernmental Relations Office to an Administrative Associate position. A vacant Special Assistant to the Commissioners Court position (0.5 FTE) was eliminated in FY 2014. These actions decreased the General Administration Department’s personnel budget by a net \$59,845 and the operating budget by \$2,830. Additionally, FY 2013 one-time operating funds of \$710,000 for a security assessment and the Adult Correctional System Needs Analysis and Master Plan were removed from General Administration’s FY 2014 budget.

A budget request for anticipated increased travel was partially funded, resulting in an ongoing \$500 increase to the operating budget of the Intergovernmental Relations Office. An additional \$47 in ongoing funding was added to their personnel budget for an increase to employees’ longevity pay.

Payments from the General Administration Department to other entities resulted in one-time increases to the departmental budget in FY 2014. The first of these is a one-time

General Fund transfer to the Dispute Resolution Center (DRC). The DRC accepts referrals from the Courts to resolve certain disputes outside the court system. Trials and lawsuits can be avoided with successful mediation of these cases, and therefore save Travis County tax dollars. The overall number of ADR sessions is roughly the same; however, revenue from training sessions has decreased. The Commissioners Court approved a one-time General Fund transfer increase of \$40,000 to make up some of the difference in lost revenue and a lower ending fund balance. Secondly, \$196,036 was added to the General Administration Department's budget to fund an expected increase to the County's payment to the Travis County Appraisal District (TCAD) for appraisal services. Finally, \$235,000 was added to fund an expected increase to the County's payment for Waller Creek Tax Increment Financing (TIF).

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$5,891 for the General Administration Department. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$1,198 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$1,527 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net decrease of \$257 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$390 has been eliminated from the General Administration Department since this cost is managed centrally.

Capital Funding

This office did not receive any capital funding for FY 2014.

Health & Human Services & Veterans Service (158)

Mission Statement & Program Goals

The purpose of the Health and Human Services and Veterans Service Department (HHSVS) is to maximize quality of life for all people in Travis County

- Protect vulnerable populations
- Invest in social and economic well-being
- Promote healthy living: physical, behavioral, and environmental
- Build a shared understanding of our community

To make this possible, Travis County invests in a wide array of human and social services ranging from birth (Healthy Families) to death (Indigent Burials). Each of the programs and services described below contribute in a meaningful way to our success.

A common set of core values underlie every component of our department:

- We value helping people.
- We provide accessible, person-centered services with respect and care.
- We work to empower people through our service to them, always honoring the strengths and differences of the individuals and families of Travis County.
- We value the accountability and integrity of our staff.
 - We value the diversity of our staff and the experience each of us brings to HHSVS.
 - We honor our collective service to the public, including the careful stewardship of public funds.
 - We value the quality services we provide to the community in a spirit of shared responsibility.
- We value cooperation and collaboration in the community at large and within HHSVS.
 - We are interdependent and connected.
 - We treat one another with respect and value effective communication and teamwork.
 - We honor our partners in the community and engage with them to more efficiently and effectively serve our clients.

It is the Health and Human Services and Veterans Service Department's mission to work in partnership with the community to promote full development of individual, family,

neighborhood and community potential and to optimize self-sufficiency for families and individuals in safe and healthy communities.

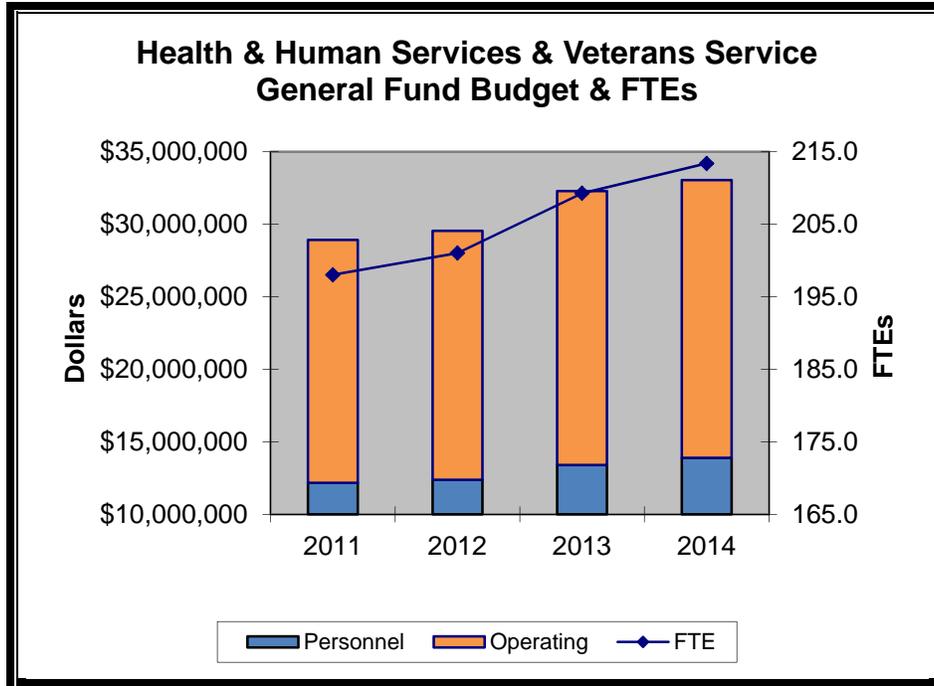
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Veterans Service:				
Compensation and benefit awards attributed to claims submitted by Travis County	\$150,979,000	\$137,091,000	\$175,000,000	\$200,000,000
Rehabilitation & education awards to veterans of Travis County	\$44,259,000	\$40,807,000	\$45,000,000	\$50,000,000
Veterans disability/life insurance and indemnities received	\$5,338,000	\$4,896,000	\$5,250,000	\$5,413,000
Texas AgriLife:				
Educational program participants	266,939	296,367	260,000	280,000
Educational programs presented	4,002	6,619	5,000	6,000
Volunteers trained	1,269	1,720	1,400	1,600
Clientele reached by volunteers	102,401	82,734	80,000	85,000
Public Health:				
Animals sheltered by county	1,200	2,537	2,200	3,000
Housing Services:				
Households served with weatherization and home repair services	1,160	680	197	370
Human Services:				
Clients receiving food pantry assistance	25,440	23,373	20,000	20,000
Paupers' burials provided	145	157	168	185
Summer youth employment participants	750	750	750	750
Recidivism of youth w/in one year of completing Neighborhood Conference Committee contract	70%	70%	78%	78%
Coming of Age volunteer service hours	83,240	125,876	88,000	88,000

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Unduplicated clients receiving deaf and hard of hearing communication services	724	684	700	700
Unduplicated clients receiving direct services/case management	346	278	275	275
Children/families served by Healthy Families	229	178	151	250
Referrals that meet TX Family Code definitions and assigned for investigation (CPS caseload)	10,772	9,491	9,500	9,500
Unduplicated families participating in Children F.I.R.S.T.	261	262	260	260
Families successfully completing their service plan goals	147	82%	70%	70%
Families served by the Youth & Family Assessment Center's wraparound approach	225	185	180	180
Average number of children in conservatorship per month	840	851	835	835

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$12,171,673	\$12,380,265	\$13,401,628	\$13,901,894	\$500,266
Operating	\$16,760,385	\$17,171,272	\$18,891,519	\$19,151,414	\$259,895
Total	\$28,932,058	\$29,551,537	\$32,293,147	\$33,053,308	\$760,161
FTEs	198.04	201.04	209.29	213.40	4.11



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Health and Human Services and Veterans Service Department (HHSVS) increased by \$760,101 from the FY 2013 Adopted Budget. This is a 2.4% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The increase to the department’s budget includes programmatic changes as well as routine compensation and benefit adjustments. The department’s base budget included a reduction of one-time funding in the amount of \$1,213,097 related to the FY 2013 budget for external social service contracts administered by HHSVS.

The department’s FY 2014 Budget included a reduction to the personnel budget of \$75,927 related to the retirement of an FTE who worked on a program governed by the Public Health Interlocal agreement with the City of Austin as well as a \$5,206 reduction representing a transfer of personnel funds to operating. The personnel budget includes increases of \$60,851 for a Social Worker based in the unincorporated area of Travis County, to support population growth and increased demand for services. In addition, the salary of \$84,651 for the Substance Abuse Clinical Manager dedicated to the Parenting in Recovery grant program partially funded by the US Department of Health and Human Services has been continued on an ongoing basis in FY 2014. The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1,

2014. Due to this delay, \$15,212 was removed from the HHSVS personnel budget on a one-time basis.

The operating budget was reduced by \$2,000 for one-time costs for the creation of the Indigent Burial Unit and \$2,000 of one-time costs associated with hiring a new FTE in Veterans Service and was increased by \$6,300 for a Software Licensing Fee. The department's operating budget also includes \$12,200 of ongoing and \$2,000 in one-time operating costs for the new Social Worker for the unincorporated area, and \$184,420 in one-time grant match funds for recovery support programming for the Parenting in Recovery program.

The department received approval from Commissioners Court to rebudget \$74,000 of unexpended FY 13 monies from the Housing Division General Fund operating budget to FY 2014 on a one-time basis, to expand services in the areas of roofing, plumbing, electrical, and septic, and to qualify homes for weatherization services. The department was also granted approval to change and expand County investments in purchased social services. HHSVS received \$1,144,975 in one-time funding for FY 2014 to continue many of the one-time FY 2013 investments for an additional year. A portion of this funding was intended to continue programs that were approved by the Commissioners Court in 2012, thus allowing organizations to have additional time to establish a successful track record. These appropriations are listed below:

- African American Men and Boys Harvest Foundation: Youth Resource Center, \$282,000
- Boys and Girls Club - Great Futures Program, \$150,000
- The Overton Group, \$25,000
- BiG AUSTIN Small Business and Job Creation Ex-Offender Re-entry Program, \$25,000
- American Youth Works Workforce Development, \$141,620
- Capital IDEA, \$75,000
- Skillpoint Alliance - Adult Workforce Division, \$248,615
- The Arc of the Capital Area - Guardianship Case Management, \$15,000
- Capital Area Food Bank Mobile Food Pantry, \$19,312
- Meals on Wheels and More \$52,350
- Meals on Wheels and More - Congregate Meals Program, \$61,078
- ECHO – Ending Community Homelessness Coalition, \$50,000

The department also received \$50,000 for an external partner agency, the Seedling Foundation, to expand its school mentor program to serve children in the Del Valle Independent School District.

The Reserve for External Social Services Contracts contains \$1,155,025 for the department to use to transition to a new procurement model for funding social service needs in the county with external provider agencies. The department will work with partner County departments to build a competitive procurement process in FY 2014 and FY 2015. This reserve contains \$500,000 of ongoing funds. An additional \$1 million in

the Reserve for 1115 Waiver Participation has been identified to increase ongoing social service investments across multiple issue areas for the second half of FY 2014, and Commissioners Court has committed to increase this investment to an annualized ongoing funding level of \$2 million beginning in FY 2015.

Five FTEs funded by interlocal contracts were added to the department mid-year in FY 2013. Two employees are related to a Neighborhood Conference Committee Truancy Program with the City of Austin, and three are related to an expansion of the Healthy Families Program, also with the City of Austin. All five FTEs are funded by reimbursement through these agreements. The department's FTE count increased by a net 4.11, related to an administrative adjustment to accurately represent the General Fund portion of the salaries of some grant-funded FTEs in the department.

Compensation and Benefits Funding

The Adopted Budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$351,296 for HHSVS. The FY 2014 Adopted Budget includes additional resources totaling \$110,874 for an approximate 6% increase in the County's contribution for medical insurance benefit costs. The budget also includes an increase of \$79,802 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$273,242 to capture anticipated medical insurance benefit savings related to employee turnover. There is a one-time net increase of \$45,010 to account for employee medical insurance elections made during open enrollment for FY 2014.

In addition, PBO reviewed budgeted salary savings countywide and determined that the salary savings budgeted in Health and Human Services and Veterans Service be reduced to -\$573,478 because they did not reflect recent vacancy rates in the department. This change represents a net increase of \$137,370 including associated benefits.

The budget for long distance of \$2,109 has been eliminated from HHSVS since this cost is now managed centrally.

Capital Funding

General Fund Capital Acquisition Resources Account

There is \$5,398 centrally budgeted in ITS for a notebook computer for the new Social Worker.

Health & Human Services & Veterans Service (158) Child Abuse Prevention Fund (0135)

Purpose

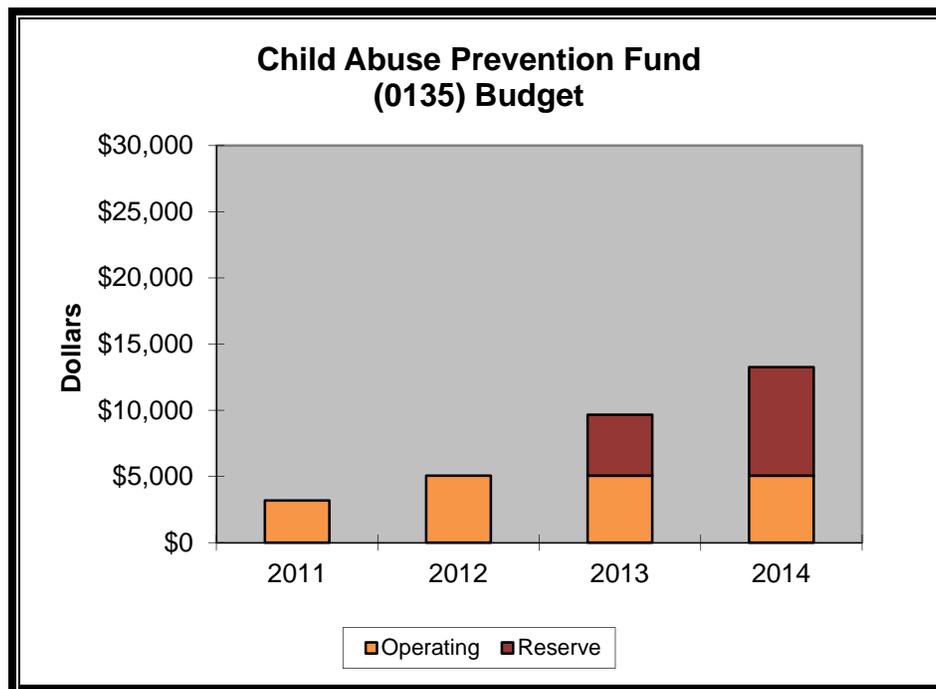
The 79th Texas Legislature approved the imposition of a fee of \$100 paid upon conviction of certain child sexual assault and related offenses. The Code of Criminal Procedure, Art. 102.0186 states that such costs will be deposited into a county Child Abuse Prevention Fund. This fund is designated to be used only to fund child abuse prevention programs in the county where the court is located.

Funding Source

The County Auditor has certified \$2,665 in charges for services and a \$10,587 beginning balance for this fund. The total budgeted revenue in the FY 2014 Adopted Budget is \$13,252.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$3,177	\$5,050	\$5,050	\$5,050	-
Reserve	-	-	\$4,611	\$8,202	\$3,591
Total	\$3,177	\$5,050	\$9,661	\$13,252	\$3,591



FY 2014 Adopted Budget

Summary of Changes

The funds in this budget will be used in conjunction with General Fund monies budgeted for child abuse prevention programs in HHS&VS. The operating budget in this fund has an Allocated Reserve of \$8,202 which is included in the \$13,252 total for the FY 2014 Adopted Budget.

Health & Human Services & Veterans Service (158) Health Food Permits Fund (0138)

Purpose

The Texas Legislature authorized that counties may require the payment of a fee for issuing or renewing a permit related to the regulation of food service establishments. The Legislature intended that the revenues collected from these fees be used for conducting inspections and issuing permits for food service establishments.

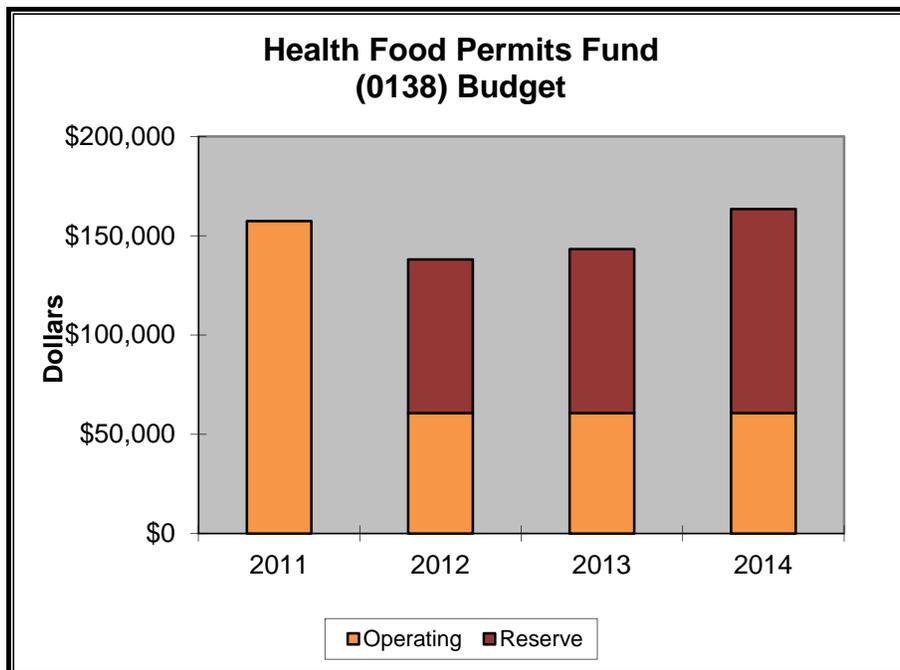
Funding Source

The Health Food Permits Fund derives its income from food establishment fees, mobile food establishment permits, and temporary food establishment permits approved by the Commissioners Court.

The County Auditor has certified \$72,136 in charges for services, \$1,022 in interest income, and \$90,294 in beginning balance for this special revenue fund. The total budgeted revenue in the fund for the FY 2014 Adopted Budget is \$163,452.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$157,354	\$60,600	\$60,600	\$60,600	-
Reserve	-	\$77,423	\$82,670	\$102,852	\$20,182
Total	\$157,354	\$138,023	\$143,270	\$163,452	\$20,182



FY 2014 Adopted Budget

Summary of Changes

The budget in this Special Fund is used to help pay for the Public Health Interlocal with the City of Austin. The operating budget includes an Allocated Reserve of \$102,852 which is included in the \$163,452 total for the FY 2014 Adopted Budget.

**Health & Human Services & Veterans Service (158)
Afterschool Youth Enrichment Services Fund (0149)**

Purpose

This special fund was created in 2013 to consolidate funding for the Travis County CAPITAL AmeriCorps Project that provides after-school programming at schools throughout Travis County.

Previously, the contracts and positions they fund were administered by the Texas A&M University Agricultural Extension Service, in conjunction with Travis County. Consolidation was required because the maintenance of two separate financial document sources made it difficult for the grantor, OneStar, to audit the grant accounts for this project at the end of each grant period.

Funding Source

During the FY 2013 Fiscal Year, this fund received revenue through contracts with school districts and education agencies, such as the Austin Independent School District and Boys and Girls Clubs of the Austin Area, among others. The County Auditor has certified \$190,000 in charges for services and \$44,474 in beginning balance for the FY 2014 Adopted Budget. The estimated resource for this fund in the FY 2014 Adopted Budget is \$234,474.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	-	-	-	\$134,053	\$134,053
Operating	-	-	-	\$100,421	\$100,421
Total	-	-	-	\$234,474	\$234,474
FTEs	-	-	-	3.00	3.00

FY 2014 Adopted Budget

Summary of Changes

Three employees were hired in this fund in FY 2013 and were partially funded with a transfer from the General Fund of \$34,011. This transfer was internally funded within HHSVS using temporary salary savings. This one-time General Fund transfer was necessary in FY 2013, but is not planned to be repeated because the ongoing revenue contracts in this fund will allow it to be self-sustaining.

Historical Commission (117)

Mission Statement & Program Goals

Travis County Historical Commission initiates and conducts programs for the preservation of the heritage of Travis County, Texas and its citizens.

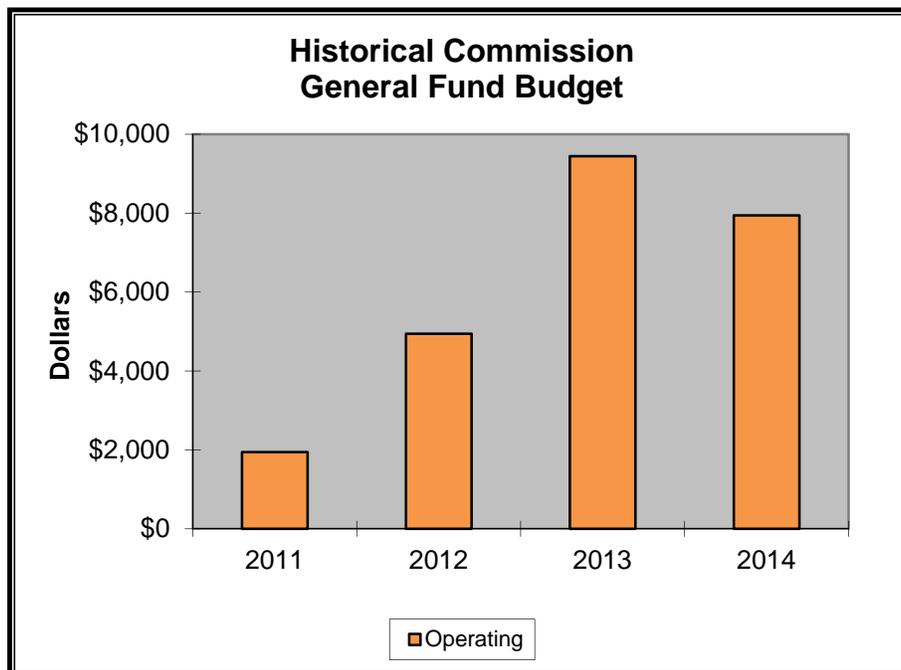
The department is charged with preserving the heritage of Travis County and its influence on the political, governmental and cultural history of the Capitol of the State of Texas and also represents the Texas Historical Commission (THC) locally.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of Special Projects	4	4	4	3
Number of Volunteer Hours Contributed	1,400	1,400	1,400	1,400
Number of Marker Applications Processed	10	10	8	8
Number of Markers Sponsored	0	1	0	0
Number of Publications Sponsored	2	2	2	1

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$1,942	\$4,942	\$9,442	\$7,942	\$(1,500)
Total	\$1,942	\$4,942	\$9,442	\$7,942	\$(1,500)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Historical Commission decreased by \$1,500 from the FY 2013 Adopted Budget. This is a 15.89% decrease in the operating budget.

Programmatic Funding

Programmatic funding changes include a net decrease related to one-time grant match funds in the department. The FY 2013 budget included a \$7,500 County grant match for an educational outreach grant through the National Park Service that was re-budgeted in the department for project completion in FY 2013.

The FY 2014 budget includes a one-time new grant match of \$6,000, for a cultural resources survey grant through the National Park Service. The full grant award is \$7,500, and requires a county match of \$7,500. The Historical Commission will fund the remaining \$1,500 by an in-kind match of volunteer hours.

Human Resources Management (111)

Mission Statement & Program Goals

The mission of the Human Resources Management Department (HRMD) is to act in partnership with County departments in recruiting and retaining a competitive, qualified, motivated, and diverse workforce, and to promote a safe and positive environment.

The goals of HRMD include the following:

Administer classification and compensation services, including job analysis, market reviews, job descriptions, market salary surveys, classification reviews, policy development and revision, Fair Labor Standards Act analysis and training, and analysis and processing of personnel actions in accordance with policies and State and Federal laws and regulations.

Administer staffing, training and employee relations services, including posting of job vacancies, recruitment initiatives, applicant tracking, staff development, wellness employment/supervisor consultations and grievances; respond to inquiries related to Americans with Disabilities Act (ADA) and the Family Medical Leave Act; and develop policies and procedures related to human resources management.

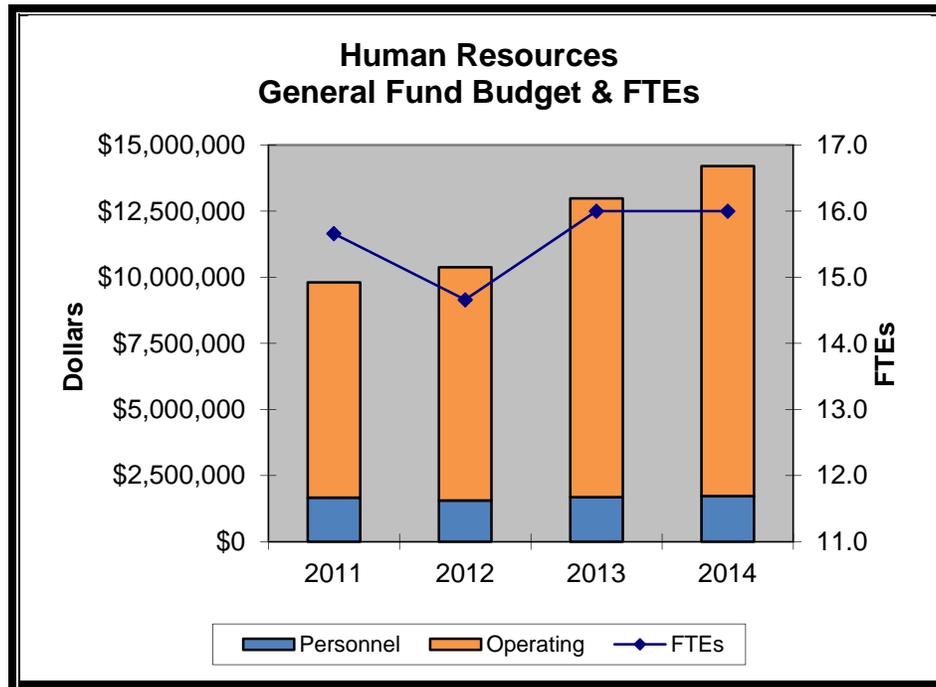
Protect the county from losses due to risk exposure from perils normally identified as insurable under various policies; self-insure based on risk tolerance, frequency and severity of losses and empirical data; apply the most cost-effective risk financing technique to pay for recovery from losses that do occur; and administer safety and loss prevention, ADA and drug and alcohol testing programs.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Positions market surveyed	4,770	1,330	1,700	1,500
Personnel actions processed	16,624	12,775	8,912	12,292
Positions posted	350	459	460	450
Consultations with hiring managers, personnel liaisons and applicants	1,200	1,508	1,538	1,500
Employment discrimination complaints filed (Equal Employment Opportunity Commission/Texas Workforce Commission)	2	1	1	3
Outreach contacts to recruit a qualified and diverse workforce	5,000	5,000	5,000	5,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,666,207	\$1,556,616	\$1,680,892	\$1,724,574	\$43,682
Operating	\$8,139,445	\$8,819,917	\$11,303,155	\$12,482,589	\$1,179,434
Total	\$9,805,652	\$10,376,533	\$12,984,047	\$14,207,163	\$1,223,116
FTEs	15.66	14.66	16.00	16.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Human Resources Management increased by \$1,223,116 from the FY 2013 Adopted Budget. This is a 9.4% increase. The majority of the increase related to the centralized benefits operating budget.

Programmatic Funding

HRMD received \$90,000 in new operating funds to insure the new helicopter budgeted for the Emergency Services Department in FY 2013. In addition, the cost to continue funding retiree medical insurance increased by \$1,092,206 in FY 2014. Finally, the HRMD budget was reduced by \$2,472 to account for one-time expenditures approved in FY 2013 that will not be needed in FY 2014.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular HRMD employees on the classified pay scale totaling \$37,378 and additional resources totaling \$8,392 to fund an approximate increase of 6% in the County's contribution for medical insurance benefit costs. The budget also includes an increase of \$8,135 for the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$14,711 to capture anticipated medical insurance benefit savings related to employee turnover. In addition, there is a one-time net increase of \$4,488 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$300 has been eliminated from HRMD since the cost is now being managed centrally.

Capital Funding

This department did not receive any capital funding for FY 2014.

Human Resources Management (111) Risk Management Fund (8955)

Purpose

Risk Management functions to protect the county from losses due to risk exposure from perils normally identified as insurable under various policies. Self-insuring based on risk tolerance, frequency and severity of losses and empirical data reduces the cost of using traditional insurance coverage. Program practices include recommending insurance for vendor contracts, managing insurance policies, risk fund for financing covered losses from casualty, liability and worker's compensation claims, and retention or deductibles on insurance policies covering county property or aviation assets. A principal objective of the program is to apply the most cost-effective risk financing technique to pay for recovery from losses that do occur. Other program responsibilities feature safety and loss prevention, compliance with the Americans with Disabilities Act (ADA), and drug and alcohol testing.

Funding Source

The Risk Management Fund is funded from transfers from the General Fund. Worker's Compensation is budgeted in each department but transferred to the fund to cover claims. The County Auditor has certified a beginning balance of \$10,044,382, investment income of \$95,436, and premium income of \$5,031,536 for total available resources of \$15,171,354.

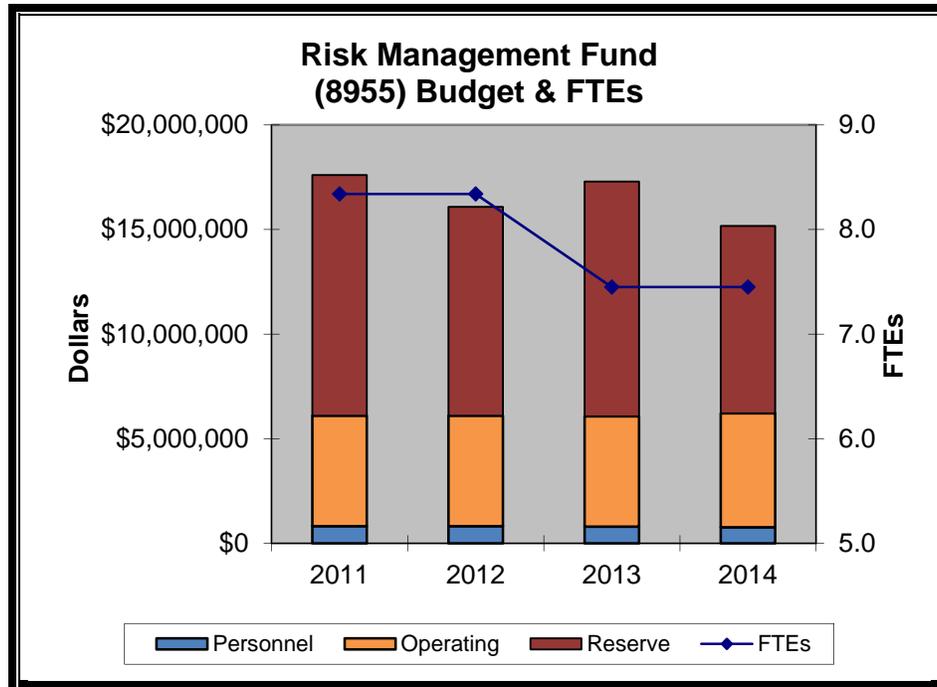
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Loss prevention to County property	86	63	100	167
# of workers compensation claims	410	475	475	548
# of days to answer ADA inspection requests	2	2	2	1
Settle number of liability claims below 20k	80%		80%	
# of safety training sessions provided to dpts	40	38	55	45
# of emergency responses reported	11	10	15	13
# of ergo assessments	67	66	200	107
# of alcohol and drug testing conducted	335	259	385	136
Annual fire safety inspections for all dpts	16	18	20	20
Cardio Pulmonary Resuscitation (CPR) Automatic External Defibrillator (AED) classes / attendees		14/110	48	14/115
Public Access Defibrillator (PAD)/AED responses	24	35	34	40
Defensive driving classes / attendees		9/120	8/80	9/120

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013*	FY 2014	Diff 2014-2013
Personnel	\$1,164,906	\$1,166,191	\$795,495	\$768,784	\$(26,711)
Operating	\$4,930,133	\$4,929,970	\$5,274,171	\$5,442,020	\$167,849
Reserve	\$11,509,388	\$9,983,825	\$11,223,093	\$8,960,550	\$(2,262,543)
Total	\$17,604,427	\$16,079,986	\$17,292,759	\$15,171,354	\$(2,121,405)
FTEs	8.34	8.34	7.45	7.45	-

*As of FY 2013, the \$345,000 annual budget for Unemployment Insurance Actual Claims is classified as an operating expenditure. In prior years, this budgeted amount was considered a personnel expenditure.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Risk Management Fund decreased by \$2,121,405 from the FY 2013 Adopted Budget. This is a 12.3% decrease. The majority of the decrease was in the Allocated Reserve in this fund and is due to the County Auditor's Office increasing the liability for claims based on the 2013 actuarial report the County receives annually.

Programmatic Funding

Programmatic funding for FY 2014 includes \$90,000 in operating budget for the aviation insurance premium needed to cover the third Star Flight helicopter purchased in FY 2013 specifically to assist with firefighting efforts. In addition, one-time funding of \$86,736 added in FY 2013 for a succession position for a Risk Safety Specialist is

removed from this budget. Salary and benefits totaling \$19,760 for three months of a succession position for an Occupational Health Safety Engineer who is retiring at the end of 2013 is included on a one-time basis in the FY 2014 budget. Finally, a target budget increase of \$78,040 was made to the budget for worker's compensation claims.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$19,967 for the HRMD staff funded in the Risk Management Fund. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$3,907 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$4,266 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net increase of \$9,815 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$192 has been eliminated from this budget because it is centrally managed by ITS. In addition, \$2,311 has been added to the personnel budget to cover the salary of the HRMD Director, hired midyear 2013. Further, the department internally reallocated \$1 from the personnel budget to the operating budget. Finally, this budget saw a net decrease of \$2,262,543 to the fund's Allocated Reserve to account for the increased liability booked by the County Auditor's Office. The Risk Fund is monitored closely throughout the year by the Risk Manager, the Auditor's Office and PBO as well as reviewed by an external actuary annually.

Human Resources Management (111)

Employee Health Benefits Fund (8956)

Purpose

The Employee Health Benefits Fund was established in 2002 to provide self-insurance of employee and retiree health benefits. The advantages of self-insurance include the opportunity to offer a better level of benefits and to provide more control over increasing health benefit costs. In FY 2005, the County established an employee health clinic that is budgeted within this fund. All employees, retirees, and dependents on the County health plan have access to the clinic, including wellness programs and education efforts.

The majority of the budget in this fund is under the authority of the Human Resources Management Department (HRMD). A small portion of the budget funds one position in Information Technology Services (ITS) to ensure compliance with the federal Health Insurance Portability and Accountability Act’s (HIPAA) privacy requirements.

Funding Source

The FY 2014 Adopted Budget for the Employee Health Benefits Fund includes revenue of \$79,799,845 that is derived from the following sources: premiums paid by the County of \$50,920,560, premiums paid by employees and retirees of \$9,284,904, COBRA premiums paid by persons who leave County employment of \$105,696, investment income of \$133,049, rebates from pharmacy expenses of \$525,000, and beginning fund balance of \$18,830,636.

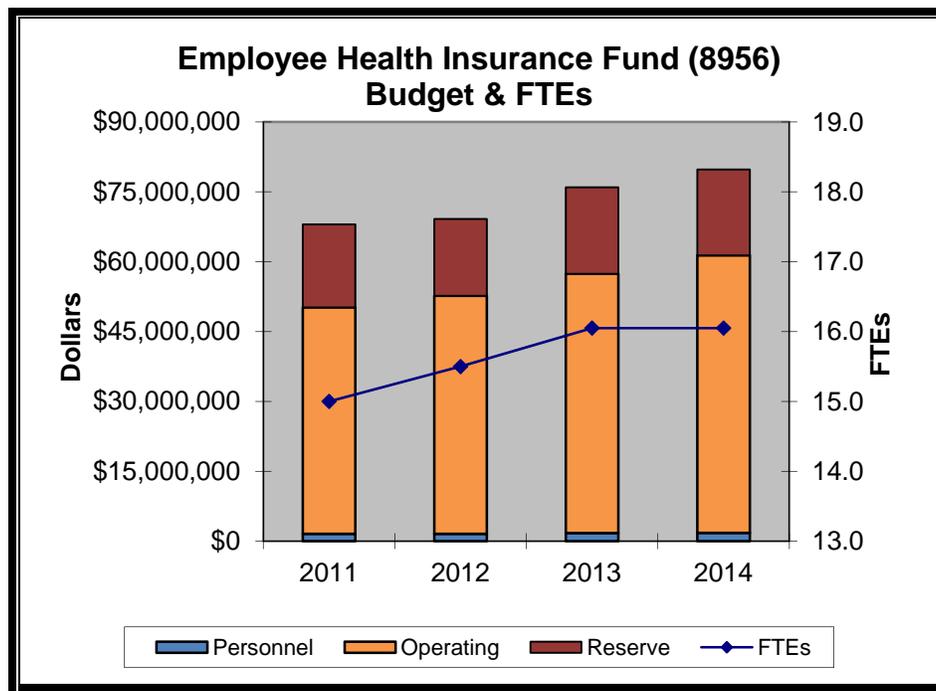
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
# of employees, retirees, and COBRA participants enrolled in benefits during open enrollment	4,879	5,084	4,850	5,100
# of active/former employees assisted with benefits inquiries and issues (phone)	3,000	2,909	3,000	3,100
# of active/former employees assisted with benefits inquiries and issues (walk-in)	750	750	750	750
Premium audits	12	12	12	12
Claim audits	52	52	52	52

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Pers HRMD	\$1,461,298	\$1,488,750	\$1,638,623	\$1,673,993	\$35,370
Pers ITS	\$97,748	\$95,974	\$113,482	\$116,851	\$3,369
Personnel	\$1,559,046	\$1,584,724	\$1,752,105	\$1,790,844	\$38,739
Oper HRMD	\$48,476,210	\$50,982,600	\$55,535,709	\$59,553,728	\$4,018,019
Oper ITS	\$141,759	\$117,807	\$103,230	-	\$(103,230)
Operating	\$48,617,969	\$51,100,407	\$55,638,939	\$59,553,728	\$3,914,789
Reserve	\$17,835,899	\$16,487,686	\$18,562,124	\$18,455,273	\$(106,851)
Total	\$68,012,914	\$69,172,817	\$75,953,168	\$79,799,845	\$3,846,677
FTEs HRMD	14.00	14.50	15.05	15.05	-
FTEs ITS	1.00	1.00	1.00	1.00	-
FTEs	15.00	15.50	16.05	16.05	-

*The FY 2014 Certificates of Obligation amount is pending final approval by the Commissioners Court.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Employee Health Benefits Fund increased by \$3,846,677 from the FY 2013 Adopted Budget. This is a 5.1% increase. The majority of the increase results from planned payments to third party providers for the County's portion of employee medical insurance.

Programmatic Funding

The FY 2014 Adopted Budget includes additional funding of \$3,921,471 to pay for the County's portion of the employee medical insurance. The total costs for the plan are shared with the County and the workforce, and plan changes are made when necessary to avoid major cost increases for both participants. In addition, one-time funding of \$70,000 was included in the budget to fund consulting services to aid in the preparation and evaluation of proposals seeking a third party administrator for the County's health plan, a pharmacy benefit manager, stop loss insurance, and vision insurance.

Operating expenditures totaling \$103,230 were reduced from the ITS portion of the budget related to compliance with HIPAA privacy regulations. The funding is not needed in FY 2014.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular HRMD and ITS employees on the classified pay scale totaling \$46,709 who are budgeted in the Employee Health Benefits Fund. The FY 2014 Adopted Budget includes additional resources totaling \$8,680 for an approximate increase of 6% in the County's contribution for medical insurance benefit costs for this department. The budget also includes an increase of \$10,238 for the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees. This budget also includes a net increase of \$2,563 to account for a correction to the personnel budget and a Commissioners Court approved salary increase for a new employee.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net decrease of \$2,317 to account for employee medical insurance elections made during open enrollment for FY 2014. This budget also includes a net transfer of \$586 from the personnel budget to other operating expenditures to more properly align costs within the overall budget. Finally, the Allocated Reserve in this fund was reduced by \$106,851 from the FY 2013 Adopted Budget to balance the expenditure budget to the County Auditor's revenue estimate.

Information Technology Services (112)

Mission Statement & Program Goals

The mission of Travis County Information Technology Services (ITS) is to provide quality information technology services to all County departments in the execution of functional responsibilities through innovative technology infrastructure and effective technology service.

The ITS team is committed to becoming a strategic leader of the County's IT governance efforts and a proactive partner in all technology related matters within the purview of independently elected County officials.

ITS goals are:

1. **System Availability:** maintain infrastructure systems in an operational state that supports the daily business needs of Travis County.
2. **Information Security:** protect the confidentiality, integrity, and availability of information assets owned by, under the custodianship of, or licensed by Travis County officials.
3. **Increase productivity and efficiency:** implement innovative technology to increase system and user productivity and efficiency.
4. **Customer Support:** provide efficient central support for the Travis County network and infrastructure.

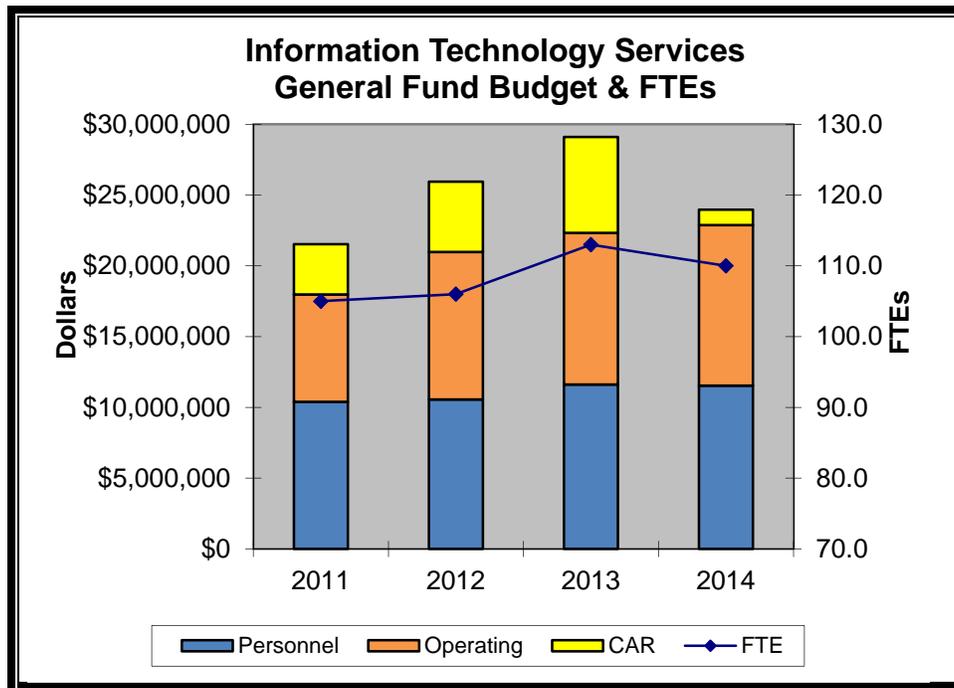
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Application Development & Production Support				
Development/implementation projects	15	49	36	31
Maintained applications/support	80	73	80	82
Network & Systems Operations Services				
Servers maintained	401	547	709	768
Voice and data network equipment	664	746	872	1,208

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$10,393,192	\$10,559,518	\$11,613,622	\$11,540,621	\$(73,001)
Operating	\$7,580,536	\$10,415,504	\$10,711,644	\$11,333,914	\$622,270
CAR (Capital)	\$3,550,922	\$4,973,033	\$6,781,577	\$1,095,700	\$(5,685,877)
Total	\$21,524,650	\$25,948,055	\$29,106,843	\$23,970,235	\$(5,136,608)
FTEs	105.00	106.00	113.00	110.00	(3.00)
Cert. of Obl.*	\$1,445,000	\$1,248,996	\$3,551,500	\$2,120,802	\$(1,430,698)

*Numbers reflect amounts issued for Certificates of Obligation. The FY 2014 amount is pending final approval by the Commissioners Court.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget decreased by \$5,971,301 from the FY 2013 Adopted Budget, including capital funding. This is an 18.6% decrease. While there was an increase in the department’s budget for operational expenditures, there was a substantial decrease in capital funding directly budgeted in ITS.

Programmatic Funding

An amount of \$765,228 was added for contract increases relating to maintenance coverage for existing software and hardware, including systems that are approaching expiration of warranty. Additionally, this amount includes software costs for the true-up of licenses due to growth in the number of users.

Three FTEs at a cost of \$245,928 in the personnel budget and \$2,500 in ongoing operating expenditures were added for ITS support of the Conference of Urban Counties (CUC) ACMS Case Management System Project (commonly referred to as "TechShare"). These FTEs will be instrumental in implementing all CUC TechShare modules. Please note that one position, an Application Developer, is budgeted with a January 1, 2014 start date. The full-year cost of the FTE is \$94,434.

The budget includes maintenance costs of \$248,145 (\$233,145 in ongoing costs and \$15,000 in one-time funds) for all five Justice of the Peace Offices to continue with the Case Management Odyssey System. This amount includes the monthly Software as a Service (SaaS) fees, funding for the CUC Enterprise Modifications Fund and CUC Services (quality assurance).

Other increases in the budget include \$9,500 in ongoing funds for maintenance costs for additional batteries and uninterrupted power supplies, \$98,000 in one-time funds for additional tape storage, and the transfer of \$96,683 from other operating expenditures to the personnel budget. Also, one-time costs totaling \$249,377, which were budgeted in FY 2013, were removed from the department's target budget.

For FY 2014, the Integrated Justice Reserve is budgeted at \$5,235,265. This reserve, budgeted outside of ITS, is expected to cover all development, implementation, maintenance, hardware, training and data conversion for the Prosecutor Module (\$2,023,165) and Criminal Courts module (\$2,667,100). Funds totaling \$545,000 have been set aside for the juvenile case management system project that is expected to begin in FY 2014.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular ITS employees on the classified pay scale totaling \$306,606. The FY 2014 Adopted Budget includes additional resources totaling \$58,209 for an approximate increase of 6% in the County's contribution for employee medical insurance costs in the department. The budget also includes an increase of \$68,452 for the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$96,369 to capture anticipated medical insurance benefit savings related to employee turnover. In addition, there is a one-time net increase of \$8,424 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$1,343 has been removed, but an appropriate amount will be placed back into the ITS budget when the long distance contract is renewed in FY 2015.

The budget was reduced by one FTE and a total of \$187,821 in personnel costs related to the Executive Manager, Administrative Operations position, which has been vacated for a number of years.

Two FTEs budgeted at \$217,823 were transferred to Juvenile Probation. These FTEs will work on the Juvenile Case Management System implementation in the Juvenile Probation Department on a full-time basis to assist in the conversion and maintenance of the new system.

Various BEFIT-related expenditures were transferred from ITS to the Auditor's Office. The purpose of this consolidation is to better align the core functions supporting the BEFIT system (Better Enterprise Financial Information for Travis County) within the Auditor's Office. Three positions were transferred from ITS to the Auditor's Office as their work is specifically dedicated to support of the BEFIT system. The total personnel cost for these three positions is \$355,291 with other ongoing operational costs of \$5,299. The BEFIT maintenance agreement budget of \$372,501 was also transferred and covered SAP Application Software Maintenance, annual MS Support, and Bar Code Scanners maintenance.

The Cyrus One data center lease was consolidated centrally under ITS. A total of \$224,100 was added to the budget for this purpose.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for ITS capital equipment and projects totals \$1,095,700. Of this amount, \$200,700 is funding originally approved in FY 2013 for capital equipment and projects that were not completed in that fiscal year and are rebudgeted for FY 2014, and includes:

- \$160,000 for infrastructure costs for the completion of 700 Lavaca renovation
- \$25,700 for HVAC front end project for Facilities Management
- \$15,000 to complete the third phase of the Unified Communications project

The remaining \$895,000 is for the following new FY 2014 capital equipment and projects:

- A redundant Virtual Tape Library (VTL) at a cost of \$850,000. Backups are performance intensive and require, in many cases, exclusive access to data resulting in lengthy after-hours backup requirements. In addition, VTL uses disk rather than tape, which is much faster and much more data can be backed up in

a given time period than is possible with a tape solution. Once the data is on the VTL disk, it can be transferred to tape without the same time restrictions and interference with network operations.

- \$45,000 for IT infrastructure needed for a tax office renovation

Certificates of Obligation Funding

The FY 2014 Adopted Budget includes \$2,120,802 for capital equipment and projects proposed to be included in the planned issuance of Certificates of Obligation. For ITS, these projects are:

- \$1,095,302 for the TechShare enterprise license, which includes the source code
- \$500,000 to acquire specialized information security technology
- \$525,500 for end of life network equipment, including replacement of the travtax system in the Tax Office

Centralized Computer Services (190)

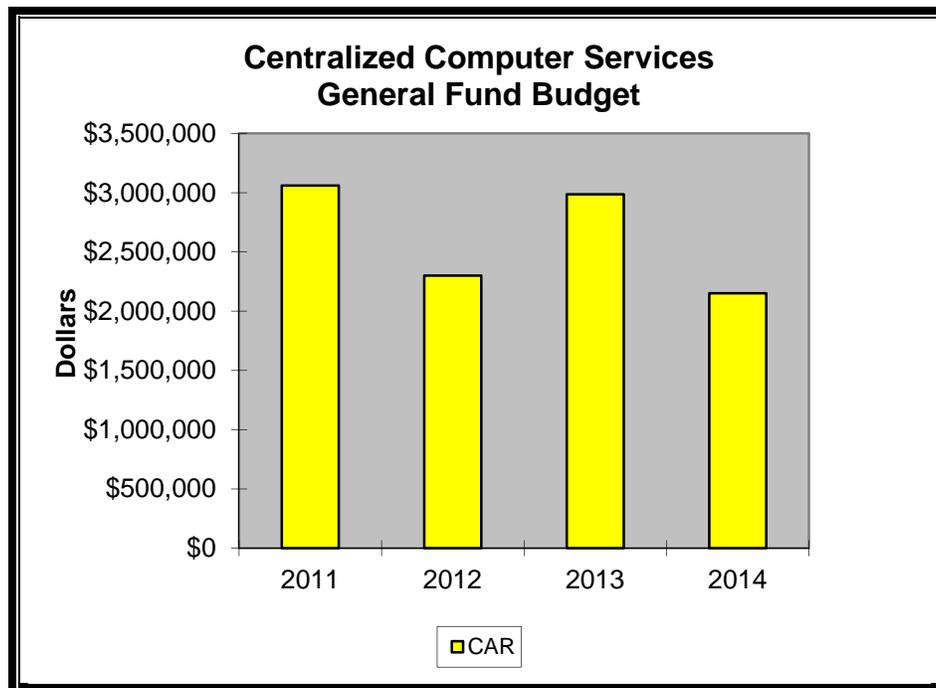
Mission Statement & Program Goals

The Centralized Computer Services budget provides for replacement computers and telecommunications equipment that are funded countywide. In addition, this budget includes funding for computer and telecommunications equipment in various departments for new staff or for newly funded programs. The total budget is comprised of capital equipment.

The Centralized Computer Services budget was created as a result of the implementation of the Uniform Chart of Accounts. The Uniform Chart of Accounts for Texas Counties was developed by the Texas County Financial Data Advisory Committee. It is intended to allow Texas counties to utilize a uniform accounting and reporting structure without significant revisions to their current financial systems. It was adopted by the State Comptroller in accordance with H.B. 2869 approved by the 2001 Legislature.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
CAR (Capital)	\$3,059,721	\$2,299,894	\$2,985,991	\$2,151,299	\$(834,692)
Total	\$3,059,721	\$2,299,894	\$2,985,991	\$2,151,299	\$(834,692)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Centralized Computer Services decreased by \$834,692 from the FY 2013 Adopted Budget, including capital funding. This is a 28% decrease.

Programmatic Funding

The total FY2014 Adopted Budget for Centralized Computer Services includes \$1,996,865 for replacement computers and \$154,434 for new computers and equipment for new FTEs.

Please see the financial charts at the beginning of this document for a list of all IT equipment that is centrally funded. This central budget remains under the oversight and management control of Information Technology Services.

Justice of the Peace Summary

Overview

Justices of the Peace handle civil and criminal cases, including small claims court, justice court, and administrative hearings. Such cases are usually lawsuits over debts, evictions, car accidents, unlawful towing, and property. There are five Justices of the Peace, each one responsible to and elected by voters in five Justice Court precincts within Travis County.

The criminal workload involves Class C misdemeanor complaints such as traffic citations, underage alcohol offenses, truancy, and issuance of bad checks. These cases involve payment of fees and fines, setting contested cases for trial, holding pre-trial hearings with the county prosecutor, and conducting bench and jury trials. The Justices of the Peace issue warrants for and conduct hearings concerning seizure and disposition of cruelly treated animals and review arrest and search warrants for probable cause. Other duties include presiding over peace bond hearings, reviewing applications for mental health or chemically dependent commitments, conducting compulsory school attendance trials, and giving warnings to truant juveniles. Finally, JPs process arrest warrants for all levels of offenses for Travis County Sheriff’s Office, the Department of Public Safety, University of Texas Police, and other law enforcement agencies.

In addition to the other duties listed above, Justice of the Peace, Precinct 5 (JP 5) also handles out-of-state fugitive warrants and schedules examining trials in unindicted felony cases. JP 5 daily magistrates jail prisoners on out-of-state and out-of-county charges, charges added or changed after arrest, as well as Class C and traffic charges from all Travis County justice courts. JP 5 also issues emergency protective orders in family violence cases during jail magistration. In FY 2009, JP 5 began handling all field release citation cases. Please see the departmental summary for JP 5 for more details on these cases.

Key Program Statistics for FY 2012 (Actual)*

Measures	JP 1	JP 2	JP 3	JP 4	JP 5
# of civil cases filed	2,941	5,227	2,456	3,651	3,792
# of criminal cases filed	17,028	24,970	13,739	12,374	13,179**

*FY 2012 is the most recent year with complete actual information.

**JP 5 has additional criminal filings, unique to that office, which are summarized in the departmental summary for JP 5.

General Fund Adopted Budgets FY 2014

	JP 1	JP 2	JP 3	JP 4	JP 5	Totals
Personnel	\$1,022,225	\$1,958,603	\$1,421,343	\$985,382	\$1,019,512	\$6,407,065
Operating	\$17,139	\$22,431	\$19,462	\$12,798	\$17,325	\$89,155
CAR	\$0	\$0	\$0	\$5,000	\$0	\$5,000
Total	\$1,039,364	\$1,981,034	\$1,440,805	\$1,003,180	\$1,036,837	\$6,501,220
FTEs	15.00	30.06	23.50	15.00	15.00	98.56
Revenue - All Funds ¹	\$813,644	\$1,650,062	\$1,209,441	\$772,134	\$713,381	\$5,158,662

¹Fine and fee revenue certified by the County Auditor within the Justice Courts goes to the General Fund, Road and Bridge Fund, Justice Court Technology Fund, Vital Statistic Preservation Fund, Juvenile Case Manager Fund, Courthouse Security Fund, and Justice Court Building Security Fund.

Justice of the Peace, Precinct 1 (126)

Mission Statement & Program Goals

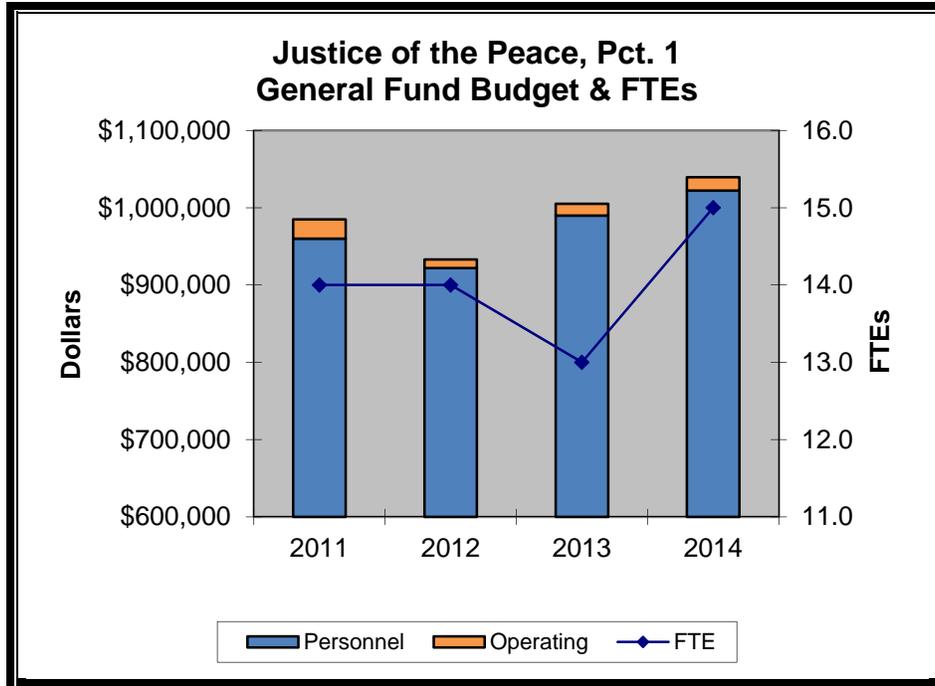
The overall mission of Justice of the Peace, Precinct 1 is to maximize services for Travis County citizens by efficient and accessible administration of justice for all court operations and customer support through integrity, fairness and respect. The judicial forum provided allows citizens the opportunity to represent themselves or be represented by an attorney; to substantiate claims filed or defend against claims filed against them, to conduct business of the county by assessing and collecting fines and court cost within our jurisdiction as defined by law.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
# of Civil Cases filed	3,047	2,941	2,875	2,950
# of Civil trials by Judge	2,607	1,722	1,700	2,010
# of Civil cases dismissed	1,577	1,615	1,350	1,505
Criminal Division:				
# of traffic misdemeanors filed	11,357	11,409	10,765	11,200
# of pre-trial/trials	7,361	3,341	4,780	5,900
# of truancy cases filed	1,475	611	920	1,000
# of arrest warrant issued	2,355	3,648	4,000	4,500
# of omni cases issued	3,784	5,008	4,700	4,500
# of Tollway Cases	319	620	997	1,100

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$960,003	\$921,879	\$989,846	\$1,022,225	\$32,379
Operating	\$24,903	\$11,149	\$15,116	\$17,139	\$2,023
Total	\$984,906	\$933,028	\$1,004,962	\$1,039,364	\$34,402
FTEs	14.00	14.00	13.00	15.00	2.00



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Justice of the Peace, Precinct 1 increased by \$34,402 from the FY 2013 Adopted Budget. This is a 3.4% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

For several years Justice of the Peace, Precinct 1 has had several temporary special project workers to assist with overall caseload. For FY 2014 these positions were made permanent. Since the costs of the positions were mostly in the FY 2013 Adopted Budget, the increase as a result of this change is \$1,174 to personnel expenses and an overall increase of two FTE.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale and the elected official totaling \$24,748 for Justice of the Peace, Precinct 1. The FY 2014 Adopted Budget includes resources totaling \$6,818 for an approximate 6% increase in the County’s contribution for employee medical insurance costs. The budget also includes an increase of \$5,155 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The budget for long distance of \$150 has been eliminated since this cost is now managed centrally. In addition, there is a one-time net decrease of \$5,519 to account for employee medical insurance elections made during open enrollment for FY 2014.

The Department reallocated \$3 from its operating budget to personnel budget and also reduced its operating budget by \$4.

Justice of the Peace, Precinct 2 (127)

Mission Statement & Program Goals

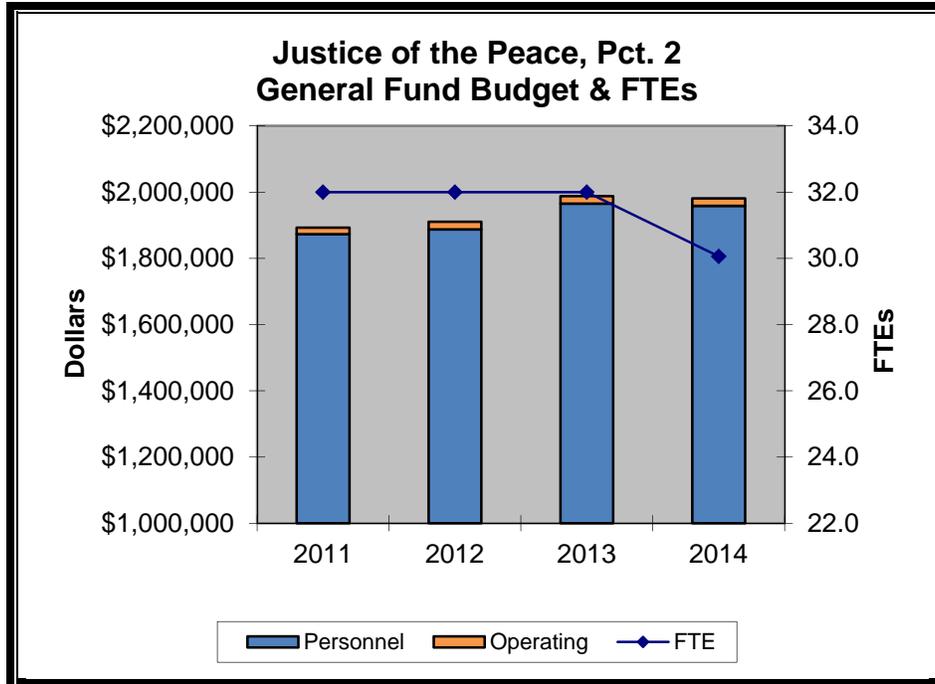
The mission of the Justice of the Peace, Precinct Two is to ensure fair and equal access to the judicial system for the citizens, businesses, and law enforcement of Precinct Two and Travis County regarding criminal, civil administrative and magisterial matters within the jurisdiction of the Office of the Justice of the Peace.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
# of Civil Cases filed	4,498	5,227	4,300	4,500
# of Civil trials by Judge	3,049	3,074	4,200	4,200
# of Civil cases disposed	4,395	5,343	5,300	5,400
# miscellaneous hearings	533	794	800	850
Criminal Division:				
# of traffic cases filed	23,276	17,553	17,000	18,000
# of non-traffic cases filed	9,802	7,417	8,700	8,800
# of pretrials	2,544	2,759	2,100	2,200
# of trials	1,415	1,636	50	50
# of cases disposed	24,866	20,082	23,000	24,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,873,108	\$1,887,588	\$1,965,020	\$1,958,603	\$(6,417)
Operating	\$19,456	\$22,936	\$22,936	\$22,431	\$(505)
Total	\$1,892,564	\$1,910,524	\$1,987,956	\$1,981,034	\$(6,922)
FTEs	32.00	32.00	32.00	30.06	(1.94)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Justice of the Peace, Precinct #2 decreased by \$6,922 from the FY 2013 Adopted Budget. This is a 0.3% decrease. The majority of the decrease was in the personnel budget.

Programmatic Funding

Justice of the Peace, Precinct 2 voluntarily reduced his budget by \$80,755 in personnel costs by eliminating 2 FTE, due to an overall reduction in workload. This reduction in FTE was partially offset by the reallocation of .06 FTE from the Juvenile Case Manager Fund to the General Fund. Also the operating budget was reduced by \$245, for a total reduction of \$81,000.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale and the elected official totaling \$46,767 for Justice of the Peace, Precinct 2. The FY 2014 Adopted Budget includes resources totaling \$15,765 for an approximate 6% increase in the County’s contribution for employee medical insurance costs. The budget also includes an increase of \$10,207 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

A temporary special project worker that assists all the Justices of the Peace and Constables with the implementation of new systems is continued for FY 2014. As most of this funding was part of the FY 2013 budget, the incremental cost increase to continue the position for FY 2014 is only \$676.

Administrative and Other Funding Changes

The budget for long distance of \$260 has been eliminated since this cost is now managed centrally. In addition, there is a one-time net increase of \$923 to account for employee medical insurance elections made during open enrollment for FY 2014.

Justice of the Peace, Precinct 3 (128)

Mission Statement & Program Goals

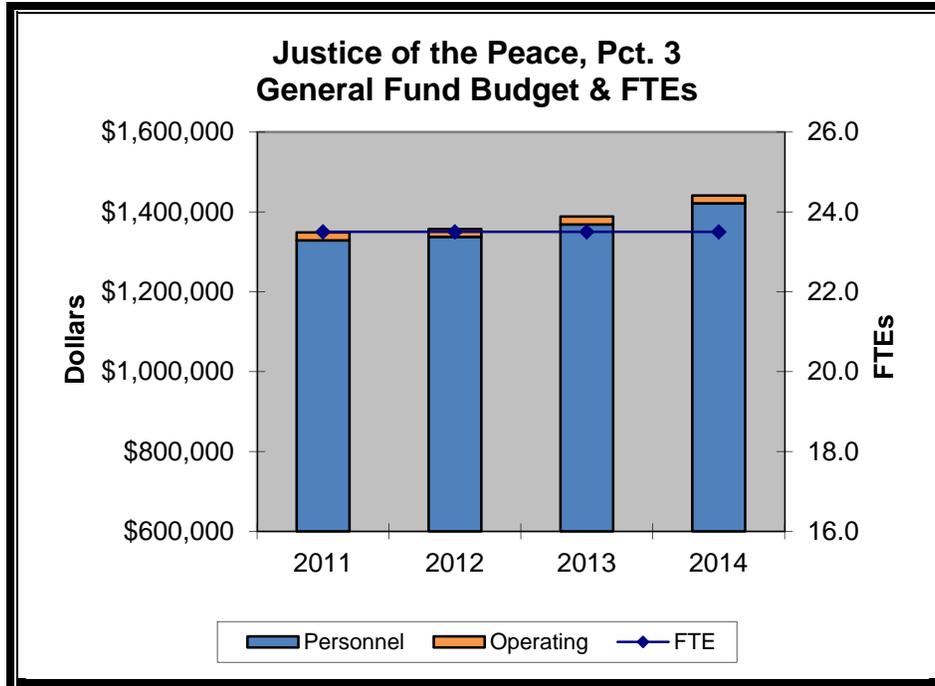
The mission of the Office of the Justice of the Peace, Precinct 3 is to guarantee all citizens fair and equal access to the judicial system, to hear and decide all legal matters brought before the court in a timely manner, and to enable the lay person to resolve their differences legally, peaceably and with minimal expense.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
# of Civil Cases filed	2,394	2,456	2,200	2,200
# of Civil trials & hearings	1,426	1,206	1,100	1,100
Criminal Division:				
# of traffic cases filed	12,865	10,861	12,500	13,000
# of non-traffic cases filed	1,497	2,878	2,700	2,500
# of hearings for Juvenile/School cases	1,625	2,074	1,500	1,500
# of trials/pretrials	3,754	3,727	3,600	3,600
# of warrants issued	4,145	4,043	2,850	3,000
# of OMNI cases entered	4,678	3,781	3,500	3,500
# of OMNI cases cleared	6,947	4,270	3,500	3,500

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,328,777	\$1,337,305	\$1,368,507	\$1,421,343	\$52,836
Operating	\$19,711	\$19,712	\$19,712	\$19,462	\$(250)
Total	\$1,348,488	\$1,357,017	\$1,388,219	\$1,440,805	\$52,586
FTEs	23.50	23.50	23.50	23.50	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Justice of the Peace, Precinct 3 increased by \$52,586 from the FY 2013 Adopted Budget. This is a 3.8% increase. The majority of the increase was in the personnel budget.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale and the elected official totaling \$34,419 for Justice of the Peace, Precinct 3. The FY 2014 Adopted Budget includes resources totaling \$12,587 for an approximate 6% increase in the County’s contribution for employee medical insurance costs. The budget also includes an increase of \$7,444 to the County’s contribution to the Texas County and District Retirement System. This increase consists results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

In addition, funds totaling \$1,408 were added to this small office with low turnover, for longevity pay in FY 2014.

Administrative and Other Funding Changes

The budget for long distance of \$250 has been eliminated since this cost is now managed centrally. In addition, there is a one-time net decrease of \$3,022 to account for employee medical insurance elections made during open enrollment for FY 2014.

Justice of the Peace, Precinct 4 (129)

Mission Statement & Program Goals

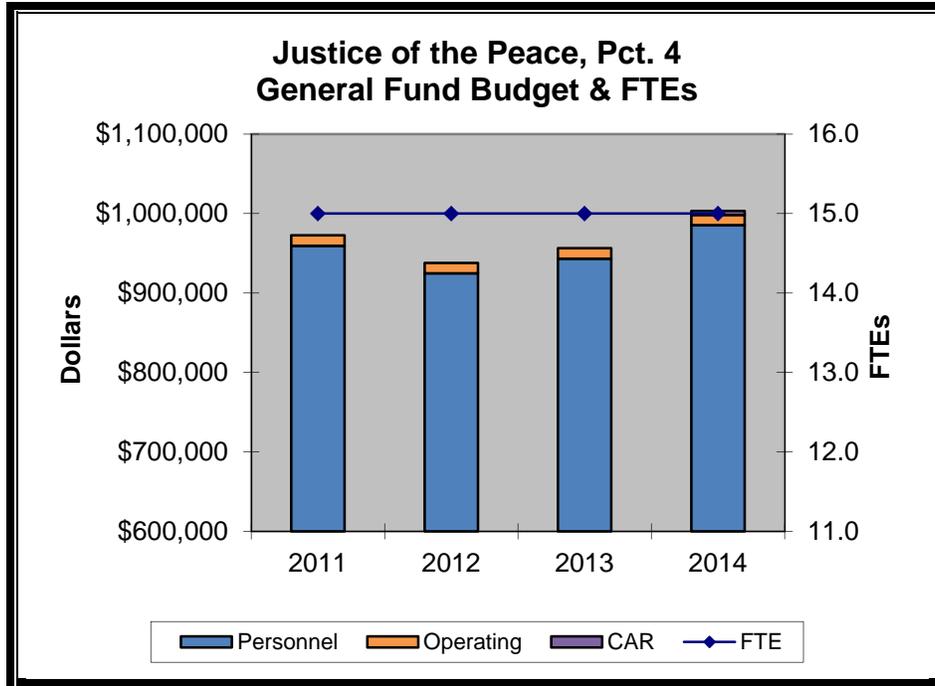
The mission of the Office of Justice of the Peace, Precinct 4 is to provide a forum for access to justice and due process for the citizens of Precinct Four and Travis County. Our goals include helping resolve all civil disputes within our jurisdiction whether filed by citizens, businesses, or other agencies, and disposing of all class C criminal misdemeanor complaints filed by various educational institutions or law enforcement agencies. JP Four strives to deliver quality services, ensure timely disposition of criminal and civil matters, and to afford dignity and respect to every individual.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
# of eviction cases filed	2,201	2,045	2,100	2,100
# of justice cases (other than eviction)	1,497	1,408	1,200	1,200
# of small claims cases filed	521	198	250	250
# of civil trials	2,633	2,630	2,300	2,300
# of jury trials	16	11	12	12
# of disposed cases	3,463	3,703	4,000	4,000
Criminal Division:				
Criminal cases filed	10,214	9,448	10,000	10,000
Juvenile/Truancy hearings	1,497	1,630	2,000	2,000
Pre-trials/Trials Before Court/Jury trials	1,733	1,775	2,000	2,000
Omni Cases entered	4,270	2,926	2,000	3,000
Warrants issued	5,272	4,032	3,500	4,000
Cases disposed through warrant execution	4,095	3,907	3,800	4,000
Cases disposed through centralized collections	1,190	1,043	1,200	1,200

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$959,391	\$924,704	\$943,125	\$985,382	\$42,257
Operating	\$13,148	\$13,148	\$13,148	\$12,798	\$(350)
CAR (Capital)	-	-	-	\$5,000	\$5,000
Total	\$972,539	\$937,852	\$956,273	\$1,003,180	\$46,907
FTEs	15.00	15.00	15.00	15.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Justice of the Peace, Precinct 4 increased by \$46,907 from the FY 2013 Adopted Budget. This is a 4.9% increase. The majority of the increase was in the personnel budget.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale and the elected official totaling \$23,795 for Justice of the Peace, Precinct #1. The FY 2014 Adopted Budget includes resources totaling \$7,867 for an approximate 6% increase in the County’s contribution for employee medical insurance costs. The budget also includes an increase of \$5,209 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The budget for long distance of \$350 has been eliminated since this cost is now managed centrally. In addition, there is a one-time net increase of \$5,386 to account for employee medical insurance elections made during open enrollment for FY 2014.

Capital Funding

General Fund Capital Acquisition Resources Account

The Justice of the Peace, Precinct 4 budget includes \$5,000 to replace two courtroom tables.

Justice of the Peace, Precinct 5 (130)

Mission Statement & Program Goals

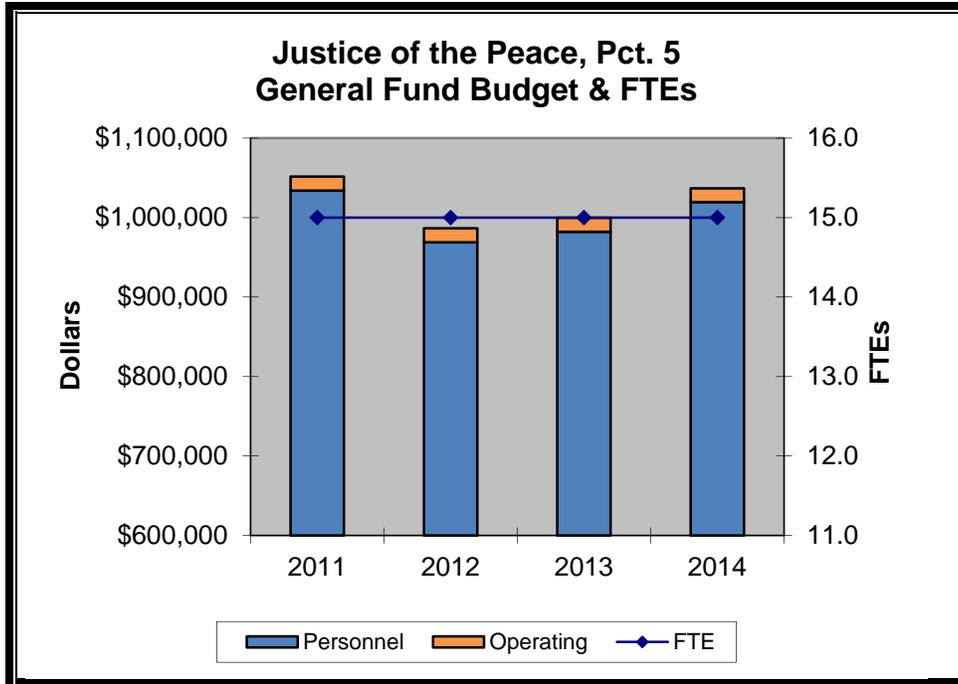
The mission of Justice of the Peace, Precinct 5, is to resolve civil suits within its jurisdiction filed by citizens, businesses, and institutions, and to dispose of class C criminal misdemeanor complaints filed by various law enforcement agencies. JP 5 also reviews law enforcement requests for arrest warrants on higher charges. JP 5 conducts daily magistrations for county jail inmates and for field release citations issued in accord with Sec. 14.06(c) & (d) of the Texas Code of Criminal Procedure. The court also hears miscellaneous litigation, such as peace bonds, animal cruelty hearings and disposition of stolen property.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Civil Division:				
# new cases filed	3,550	3,792	4,000	4,000
# of dispositions prior to trial	4,363	2,152	2,000	2,000
# of dispositions at trial	3,457	2,931	2,500	2,500
Criminal Division:				
Class C misdemeanors filed	8,697	11,424	8,000	8,000
Class C dispositions prior to trial	5,495	5,671	2,000	2,000
Class C dismissed	1,566	3,320	5,000	5,000
Class A & B misdemeanors filed	904	1,122	1,300	1,300
Felony cases filed	684	633	700	700
Examining trials scheduled	520	427	500	500
Field release citations (HB 2931)	4,096	4,223	5,000	5,000
Statutory warnings given	5,216	5,164	5,500	5,500
Emergency protection orders	59	67	75	75
Parent/child school cases filed	268	280	250	250
Failure to appear filed	790	826	1,500	1,200
Class C warrants issued	1,451	1,267	1,800	1,800
PR bonds reviewed	2,272	2,486	3,000	3,000

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,033,899	\$968,868	\$982,082	\$1,019,512	\$37,430
Operating	\$17,714	\$17,714	\$17,714	\$17,325	\$(389)
Total	\$1,051,613	\$986,582	\$999,796	\$1,036,837	\$37,041
FTEs	15.00	15.00	15.00	15.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Justice of the Peace, Precinct 5 increased by \$37,041 from the FY 2013 Adopted Budget. This is a 3.7% increase.

Programmatic Funding

Justice of the Peace, Precinct 5 is currently receiving all requests from the Texas Department of Public Safety for handgun license revocations. In order to accommodate this workload the amount of visiting judge time has been increased by \$9,692.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale and the elected official totaling \$24,338 for Justice of the Peace, Precinct 5. The FY 2014 Adopted Budget includes resources totaling \$7,867 for an approximate 6% increase in the County’s contribution for employee medical insurance costs. The budget also includes an increase of \$5,346 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The budget for long distance of \$120 has been eliminated since this cost is now managed centrally. In addition, there is a one-time net decrease of \$10,082 to account for employee medical insurance elections made during open enrollment for FY 2014. Also \$269 was transferred within the office from the operating budget to the personnel budget.

Justices of the Peace, Precincts 1-5 (126-130)

Justice Court Technology Fund (0125)

Purpose

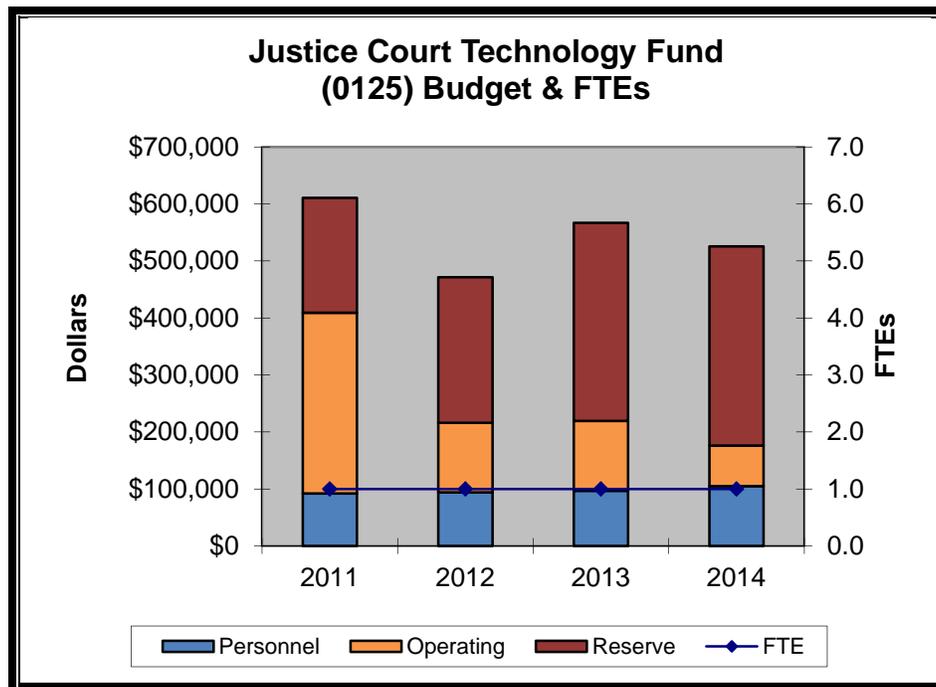
The Justice Court Technology Fund supports the technology enhancement needs of the Travis County Justice Courts.

Funding Source

The Justice Court Technology Fund derives its income from a \$4 technology fee assessed on all defendants convicted of a misdemeanor offense in Justice Court. For FY 2014, the County Auditor has certified \$156,627 in fee income, \$1,936 in interest income, and \$366,911 in beginning balance, for a total of \$525,474.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$92,064	\$94,036	\$96,810	\$105,058	\$8,248
Operating	\$317,143	\$122,117	\$122,566	\$71,153	\$(51,413)
Reserve	\$201,450	\$255,218	\$347,410	\$349,263	\$1,853
Total	\$610,657	\$471,371	\$566,786	\$525,474	\$(41,312)
FTEs	1.00	1.00	1.00	1.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Justice Court Technology Fund decreased by \$41,312 from the FY 2013 Adopted Budget. This is a 7.3% decrease. While personnel increased, there was a greater decrease in the operating budget for the Fund.

Programmatic Issues

This fund can be used to pay for the purchase of technological enhancements for a justice court including personnel, computer systems, networks, hardware and software, imaging systems, electronic ticket writers, and docket management systems. For FY 14, \$30,830 was added to the operating budget for one-time replacement computers. FY 2013 one-time replacement costs of \$91,469 were removed. In addition, \$8,278 was added in JP 3 to purchase a new phone line and laptops, and \$948 was added to JP 2 to fund software licenses.

The fund's Allocated Reserve was increased by \$1,853 to balance the fund against the overall available revenue.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for the Business Analyst that supports all the JPs totaling \$2,702 for the Fund. The FY 2014 Adopted Budget includes resources totaling \$526 for an approximate 6% increase in the County's contribution for employee medical insurance costs. The budget also includes an increase of \$588 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees. There is a one-time net increase of \$4,432 to account for employee medical insurance elections made during open enrollment for FY 2014.

Justices of the Peace, Precincts 1-5 (126-130)

Vital Statistic Preservation Fund (0133)

Purpose

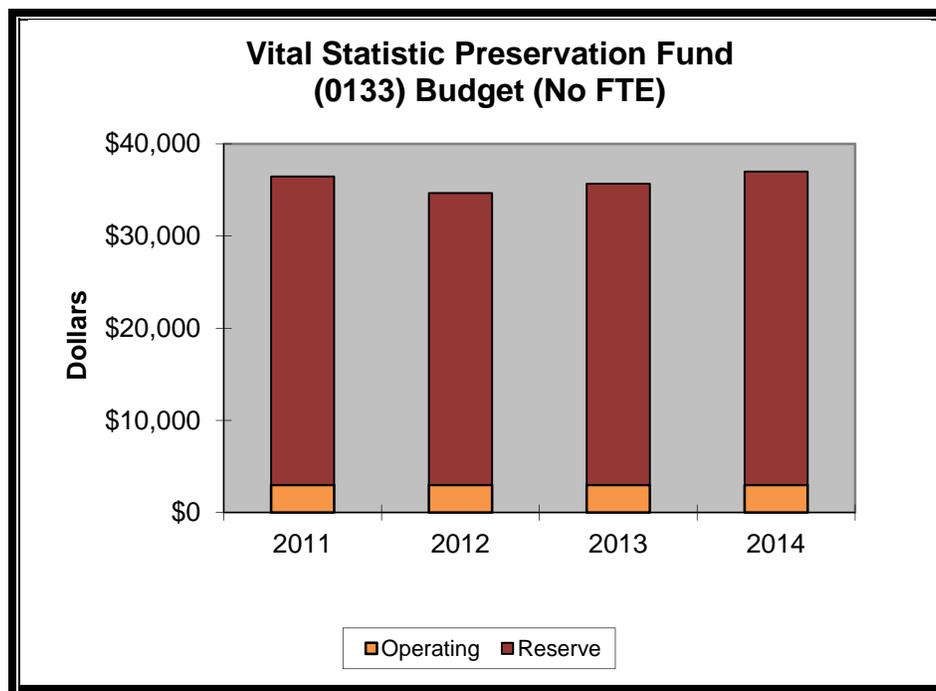
The 78th Texas Legislature passed HB 1353, which established a fee for preserving vital statistics records. The fee is used for the preservation of vital statistics records maintained by the registrar, which in this case, includes Justice Courts.

Funding Source

The Vital Statistic Preservation Fund derives its income from a \$1 fee assessed on all vital statistics records issued by the Justice Courts. For FY 2014, the County Auditor has certified \$202 in fee income, \$172 in interest income, and \$36,615 in beginning balance, for a total of \$36,989.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$3,000	\$3,000	\$3,000	\$3,000	-
Reserve	\$33,463	\$31,660	\$32,681	\$33,989	\$1,308
Total	\$36,463	\$34,660	\$35,681	\$36,989	\$1,308



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Vital Statistic Preservation Fund increased by \$1,308 from the FY 2013 Adopted Budget. This is a 3.7% increase. All of the increase is to the fund's Allocated Reserve.

There were no changes to the expenditure budget for FY 2014 which includes \$3,000 for miscellaneous expenses. The fund's Allocated Reserve was increased from \$32,681 in FY 2013 to \$33,989 this fiscal year to balance the fund against the overall available revenue.

Justices of the Peace, Precincts 1-5 (126-130) Justice Courts Building Security Fund (0136)

Purpose

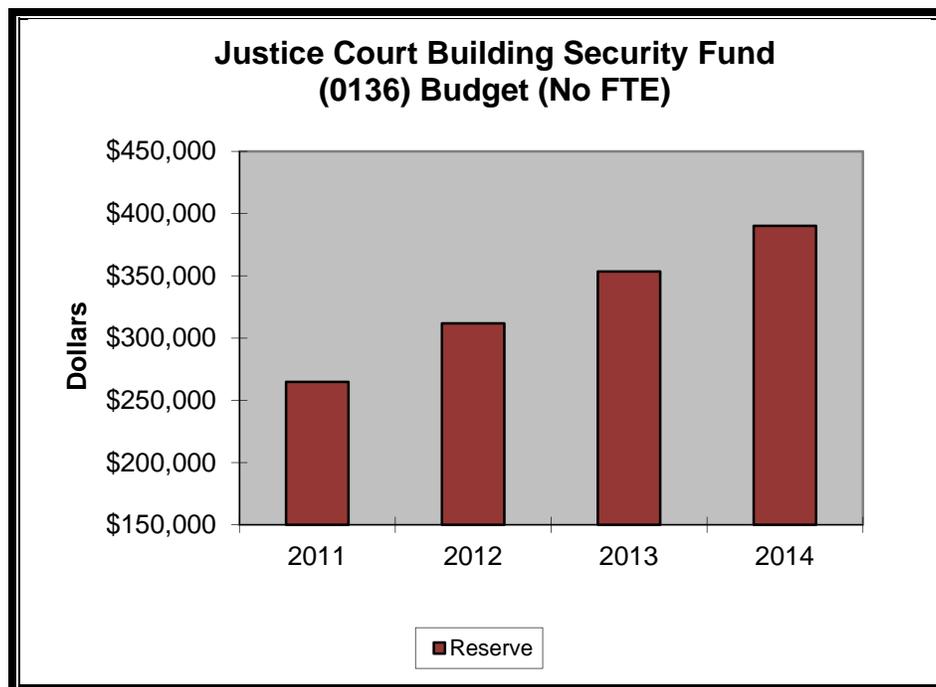
The 79th Texas Legislature passed HB 1934, which allows for the collection of an additional \$1 security fee as a cost of court that is to be placed in a Justice Court Building Security Fund. The funds are to be used to provide security services for a justice court located in a building that is not the county courthouse.

Funding Source

For FY 2014, the County Auditor has certified \$36,836 in fee income, \$1,624 in interest income, and \$351,656 as beginning fund balance for a total of \$390,116.

Adopted Budget FY 2011-FY 2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Reserve	\$264,744	\$311,778	\$353,460	\$390,116	\$36,656
Total	\$264,744	\$311,778	\$353,460	\$390,116	\$36,656



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Justice Courts Building Security Fund increased by \$36,656 from the FY 2013 Adopted Budget. This is a 10.4% increase. All of the increase is to the fund's Allocated Reserve.

Justices of the Peace, Precincts 1-5 (126-130) Juvenile Case Manager Fund (0137)

Purpose

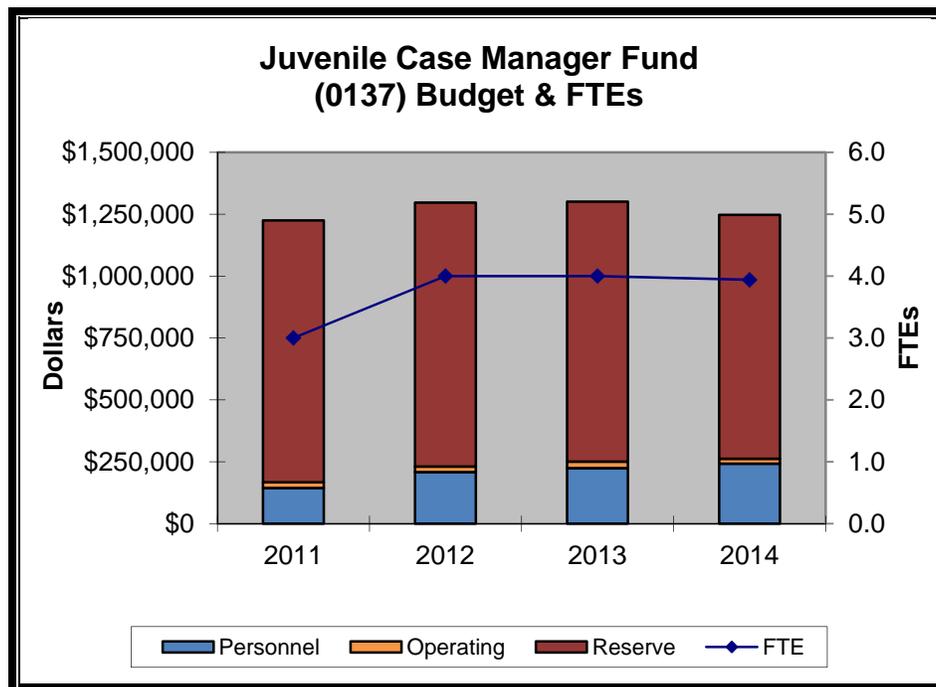
The 79th Texas Legislature passed HB 1575, which allows for the collection of a juvenile case manager fee not to exceed \$5 as a cost of court that is to be placed in a Juvenile Case Manager Fund. The funds are to be used to fund the costs of a juvenile case manager to assist the court in administering the court's juvenile docket and in supervising its court orders in juvenile cases.

Funding Source

For FY 2014, the County Auditor has certified \$189,910 in fee income, \$5,238 in interest income, and \$1,052,301 as beginning fund balance for a total of \$1,247,449.

Adopted Budget FY 2011-FY 2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$144,047	\$208,155	\$224,367	\$242,541	\$18,174
Operating	\$23,060	\$23,063	\$26,486	\$19,992	\$(6,494)
Reserve	\$1,057,806	\$1,065,671	\$1,049,902	\$984,916	\$(64,986)
Total	\$1,224,913	\$1,296,889	\$1,300,755	\$1,247,449	\$(53,306)
FTEs	3.00	4.00	4.00	3.94	(0.06)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Juvenile Case Manager Fund decreased by \$53,306 from the FY 2013 Adopted Budget. This is a 4.1% decrease.

Programmatic Issues

The Fund's Allocated Reserve was decreased from \$1,049,902, in FY 2013 to \$984,916 to balance the Fund against the overall available revenue.

Administrative and Other Funding Changes

As each JP only has one FTE, there are salary changes resulting from staff turnover in each office. For FY 2014 these changes resulted in a net overall increase of \$6,970 to personnel costs. This increase is partially offset by an operating reduction of \$2,594. Also \$3,900 of one-time FY 2013 operating costs has been removed. JP 2 moved a small portion, 0.06 FTE, from the special revenue fund to the General Fund.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for the Juvenile Case Managers totaling \$6,050 for the Fund. The FY 2014 Adopted Budget includes resources totaling \$2,068 for an approximate 6% increase in the County's contribution for employee medical insurance costs. The budget also includes an increase of \$1,314 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees. There is a one-time net increase of \$1,772 to account for employee medical insurance elections made during open enrollment for FY 2014.

Juvenile Probation (145)

Mission Statement & Program Goals

The mission of the Travis County Juvenile Probation Department is to provide for public safety, while effectively addressing the needs of juveniles, families, and victims of crime.

Programs within the Juvenile Probation Department include:

- The Day Enrichment Program, which seeks to substantially reduce juvenile drug use through integrated and collaborative service;
- The Juvenile Justice Alternative Education Program, which provides education to youth who are expelled from school for having committed certain offenses in an effort to successfully reintegrate students into their home schools and communities;
- The COPE program, which exists to divert juveniles with mental health diagnoses from adjudication and provide them needed services;
- The Juvenile Drug Court, which provides services to post-adjudicated juveniles with co-occurring mental health and substance abuse issues with the goal of improving their educational and vocational competency;
- Robust programming within the Residential Services Division that incorporates education, substance abuse education services, and mental health treatment interventions to meet the needs of post-adjudicated youth and reduce commitments to State facilities;
- Services from the Treatment & Counseling Division, which include the use of evidence-based interventions for juvenile offenders and their families in an attempt to prevent relapse and recidivism and assist juveniles in the development of pro-social and problem solving skills.

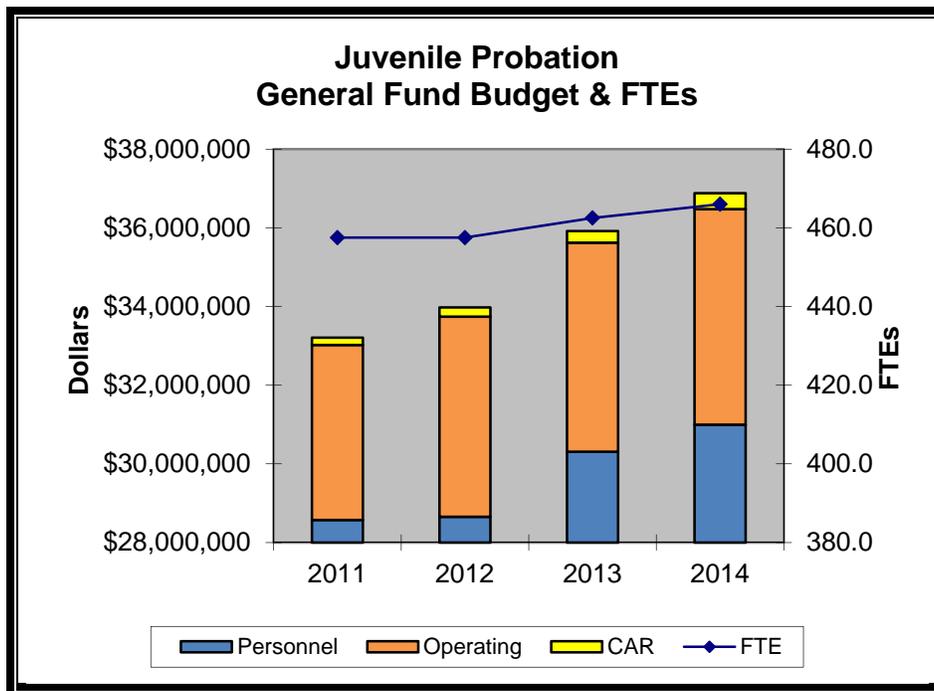
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Total referrals to Juvenile Probation (physical and nonphysical)	4,202	3,906	3,873	3,912
Felony referrals	659	681	674	667
Percentage of juveniles successfully completing regular probation	83%	79%	79%	79%
Total number of juveniles detained	1,941	1,694	1,665	1,682
Average Daily Population (Detention)	58	54	53	54
Total # of new Family Court cases assigned	320	352	250	315
Total number of juveniles on deferred prosecution	903	1,156	1,168	1,180

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Total number of juveniles on regular probation	772	1,188	1,176	1188
Total number of adjudication hearings	2,602	2,271	2,453	2,477
Total number of disposition hearings	1,253	1,273	1,179	1,191

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$28,571,943	\$28,653,195	\$30,308,096	\$30,995,164	\$687,068
Operating	\$4,449,148	\$5,090,319	\$5,316,009	\$5,479,233	\$163,224
CAR (Capital)	\$187,933	\$232,933	\$294,618	\$406,067	\$111,449
Total	\$33,209,024	\$33,976,447	\$35,918,723	\$36,880,464	\$961,741
FTEs	457.50	457.50	462.50	466.00	3.50



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Juvenile Probation Department increased by \$961,741 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 2.7% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The department's FY 2014 Target Budget included a transfer of \$112,608 from the personnel budget to operating and a decrease of \$59,495 related to the removal of a one-time increase to the General Fund Transfer to the Truancy Court Fund. Additionally, the department internally funded the conversion of a 0.5 FTE Registered Nurse to a 1.0 FTE position.

During the Texas 83rd Legislative Session, which concluded in May 2013, the Juvenile Probation Department was instrumental in the passage of legislation that will allow the department to operate a local post-adjudication secure correctional facility (PASCf) for the purpose of committing juvenile felony offenders and operating a parole supervision program for those youth. This five-year pilot program will include a comprehensive plan for all youth committed to the local PASCf to reduce recidivism and ensure successful reentry/reintegration into the community. This new programming will have an impact on the overall services afforded by the department when more youth are served.

Increases to the personnel budget are largely related to the planned participation in a statewide joint collaboration of the TechShare Juvenile Case Management System, a multi-county integrated web-based juvenile justice case management system. The personnel budget increase includes \$76,854 for a Business Analyst I to help the department implement new and enhanced technological strategies, and \$217,823 related to the transfer of two FTEs to Juvenile Probation from the Information and Technology Services Department. These FTEs will work on the TechShare Module implementation to the Juvenile Probation department on a full time basis to assist in the conversion and maintenance of the new system. The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. Due to this delay, \$19,214 was removed from the Juvenile Probation Department's personnel budget on a one-time basis.

Changes to the operating budget include an increase in transfers to other funds. The operating budget includes \$60,623 related to the Truancy Court Fund. This fund was increased on a one-time basis in FY 2013 to mitigate funding losses from partner entities, but has been continued on an ongoing basis in the FY 2014 Adopted Budget. In addition, an increase to the General Fund transfer of \$5,590 is included to cover the increases to Medical Insurance and Retirement for employees paid in this fund. Similarly, the General Fund transfer to the Juvenile Justice Alternative Education Program Fund (JJAEP) was increased by \$6,118. The department received \$39,780 for increased contracted security services for the Intermediate Sanctions Center.

The Juvenile Justice Reserve was established outside of the department in FY 2010 to provide the department resources to address any unforeseen challenges from the unsettled issues within the Texas Juvenile Justice Department. In FY 2013, the department used \$169,595 from this reserve to pay for increased needs in placement services in the department. For FY 2014, this reserve is \$504,726. This increased

funding will mitigate additional placement and service needs that will potentially affect the department.

In addition, the Reserve for State Funding Cuts totals \$250,000. This Reserve has been identified as a possible funding source to partially fund the salaries of state-funded FTEs that are key to the operations of the Juvenile Probation Department if funds from the Texas Juvenile Justice Department decrease in FY 2014.

The Juvenile Probation Department plans to begin a multi-year implementation process of the CUC Juvenile Case Management (TechShare) program in FY 2014, and will work closely with ITS to use County resources to execute the new case management system in the department. To that end, the \$5,235,265 Reserve for Replacement of Integrated Justice System includes \$544,667 for case management associated with the juvenile courts.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$749,875 for the Juvenile Probation Department. The FY 2014 Adopted Budget includes additional resources totaling \$256,970 for an approximate 6% increase in the County's contribution for medical insurance benefit costs. The budget also includes an increase of \$173,112 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$498,801 to capture anticipated medical insurance benefit savings related to employee turnover. There is a one-time net increase of \$18,412 to account for employee medical insurance elections made during open enrollment for FY 2014.

In addition, the salary savings budgeted in the Juvenile Probation Department were increased to -\$333,401 because they did not reflect recent vacancy rates in the department. This change represents a net decrease of \$175,355, including associated benefits.

The budget for long distance of \$2,000 has been eliminated from the Juvenile Probation Department since this cost is now managed centrally. In addition, \$18,565 is centrally budgeted in TNR for vehicle maintenance and fuel for five new vehicles funded for this department.

Capital FundingGeneral Fund Capital Acquisition Resources Account

Cash funding for capital equipment and projects for the Juvenile Probation Department totals \$406,067. A total of \$294,618 in capital funding was removed from the department's FY 2014 Target Budget. Of the capital funding budgeted in FY 2014, \$211,725 is funding originally approved in FY 2013 for capital equipment and projects that were not completed in that fiscal year and are rebudgeted for FY 2014. This funding is for an upgrade to video surveillance systems equipment.

The remaining \$194,342 is for the following FY 2014 capital equipment and projects:

- Funding of \$90,000 to replace HVAC units from the original construction of the Gardner Betts facility that are strained from continuous use;
- Funding of \$37,000 to replace water heaters from the original construction of the Gardner Betts facility;
- Funding of \$36,842 for new two-way radios; and
- Funding of \$30,500 to repair the fence surrounding the Gardner Betts facility property.

In addition to the funding above, there is also \$4,389 centrally budgeted in ITS for a desktop computer for a new Business Analyst in the department.

Juvenile Probation (145) Juvenile Fee Fund (0106)

Purpose

The Juvenile Fee Fund is used to provide services for juvenile probationers, such as sex offender treatment, counseling, or drug abuse treatment.

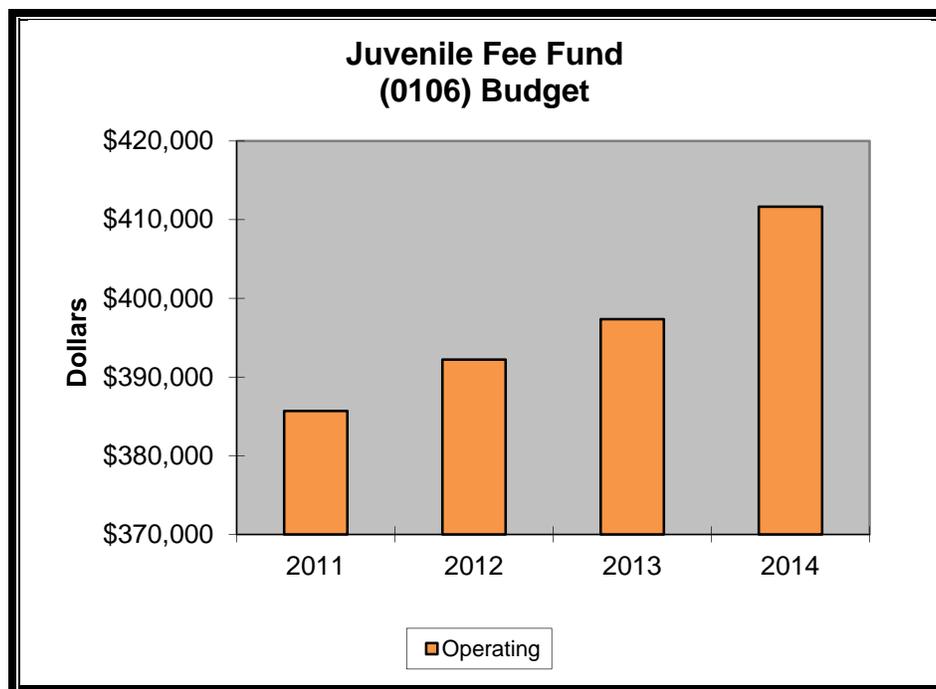
Funding Source

The Juvenile Fee Fund derives its income from fees placed on court-ordered probation cases.

The FY 2014 Adopted Budget includes \$5,000 in fee income, \$1,957 in interest income and a beginning balance of \$404,695, for a total budget of \$411,652.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$385,690	\$392,224	\$397,355	\$411,652	\$14,297
Total	\$385,690	\$392,224	\$397,355	\$411,652	\$14,297



FY 2014 Adopted Budget

Summary of Changes

The Juvenile Fee Fund operating budget increased by \$14,297 for FY 2014. This represents a 3.6% increase from FY 2013. Expenditures are not typically made out of this fund, and the department traditionally holds these funds as a contingency for any funding cuts at the state level or from the Texas Juvenile Justice Department. In such a situation, the Juvenile Fee funds would be used for placement or other necessary juvenile services.

Juvenile Probation (145)

Juvenile Justice Alternative Education Fund (0107)

Purpose

The Juvenile Justice Alternative Education Program (JJAEP) is a state mandated program that provides alternative education for juveniles in Travis County who have been expelled from the school system.

Funding Source

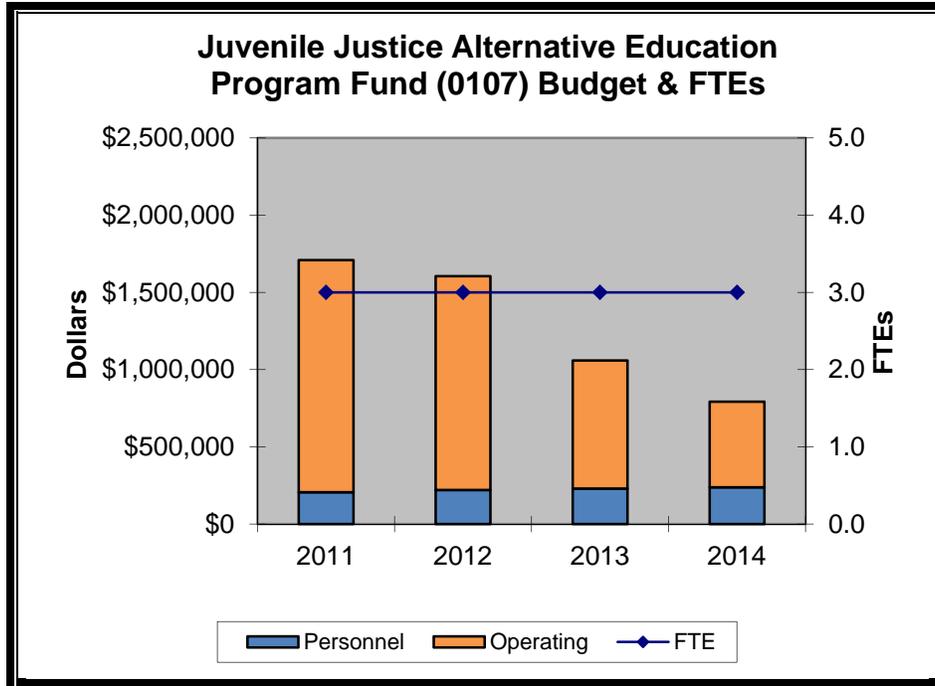
The Juvenile Justice Alternative Education Fund derives its income from the following sources: a transfer from the General Fund through Juvenile Probation of \$195,431; interest income of \$5,300; \$79,244 in funds from the participating school districts; and a beginning fund balance of \$512,690. The total resources in the fund are \$792,665 in FY 2014.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of students admitted	93	54	51	48
Percentage of students completing program	79%	76%	78%	77%
Percentage of students completing	63%	88%	78%	82%

Adopted Budgets FY 11-14

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$206,308	\$220,591	\$229,882	\$238,729	\$8,847
Operating	\$1,502,979	\$1,383,852	\$829,504	\$553,936	\$(275,568)
Total	\$1,709,287	\$1,604,443	\$1,059,386	\$792,665	\$(266,721)
FTEs	3.00	3.00	3.00	3.00	-



FY 2014 Adopted Budget

Summary of Changes

The personnel budget in the JJAEP Fund includes funding for one Social Services Program Administrator and two Juvenile Probation Officers for the program.

The FY 2014 Adopted Budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$6,118. The budget includes additional resources totaling \$1,574 for an approximate 6% increase in the County’s contribution for medical insurance benefit costs for this fund. The budget also includes an increase of \$1,349 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees. The FY 2014 budget includes a one-time net reduction of \$301 to account for employee medical insurance elections made during open enrollment for FY 2014.

The operating budget for the JJAEP Fund has decreased by \$275,568 for the FY 2014 Adopted Budget. This difference is mainly due to a decrease in the beginning fund balance, and also includes a transfer of \$107 from the operating budget to the personnel budget. The department had built up a large fund balance but has drawn on this funding source in recent years to pay for programming, provided by a contract with Southwest Key.

Juvenile Probation (145) Juvenile Deferred Prosecution Fund (0114)

Purpose

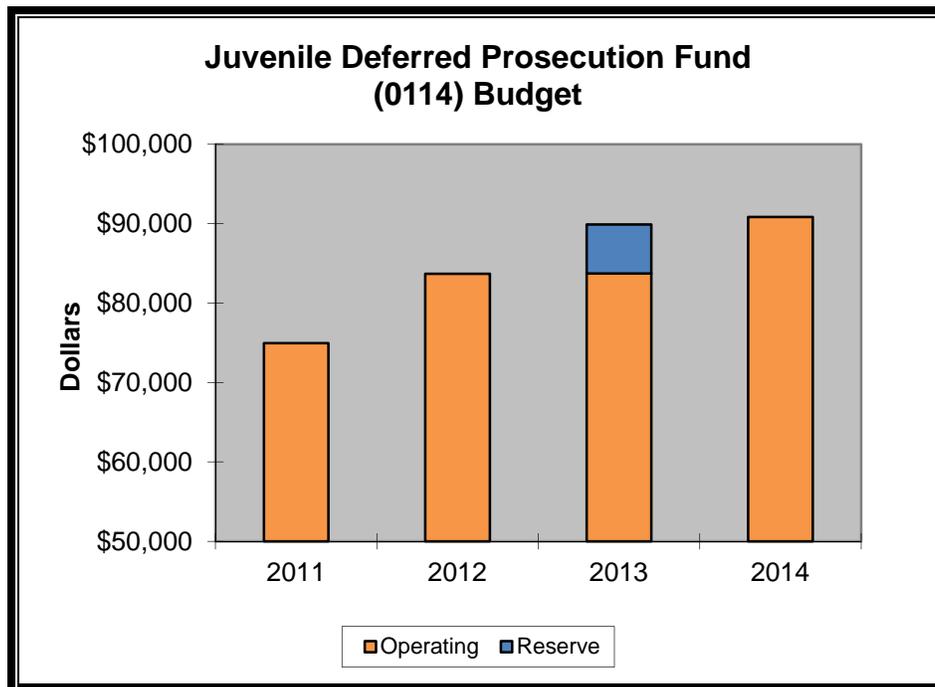
The Juvenile Deferred Prosecution Fund is used for specific juvenile services. Traditionally the department holds the funds as a contingency for any funding cuts at the state level or from the Texas Juvenile Justice Department. In such a situation, the Juvenile Deferred Prosecution funds could be used for placement or other necessary juvenile services.

Funding Source

The Juvenile Deferred Prosecution Fund derives its income from fees placed on juvenile deferred prosecution cases. Certified revenue for FY 2014 totaled \$90,836 that was comprised of \$3,463 in new revenue from a Deferred Prosecution Fee, \$430 in interest income, and \$86,943 in beginning fund balance.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$74,951	\$83,701	\$83,723	\$90,836	\$7,113
Reserve	-	-	\$6,182	-	\$(6,182)
Total	\$74,951	\$83,701	\$89,905	\$90,836	\$931



<h2 style="margin: 0;">Juvenile Probation (145)</h2> <h3 style="margin: 0;">Truancy Court Fund (0126)</h3>
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Purpose

This program is designed to intervene with chronic truants at the students' home school. It provides supervision, referrals to community services, and regular review of a student's progress towards reduced truancy.

Funding Source

The Truancy Court derives its income from the following sources: a transfer from the General Fund through Juvenile Probation of \$150,869; funds from the Austin Independent School District of \$97,412; interest income of \$816; and a beginning fund balance of \$82,046. The total resources in the fund for FY 2014 are \$331,143.

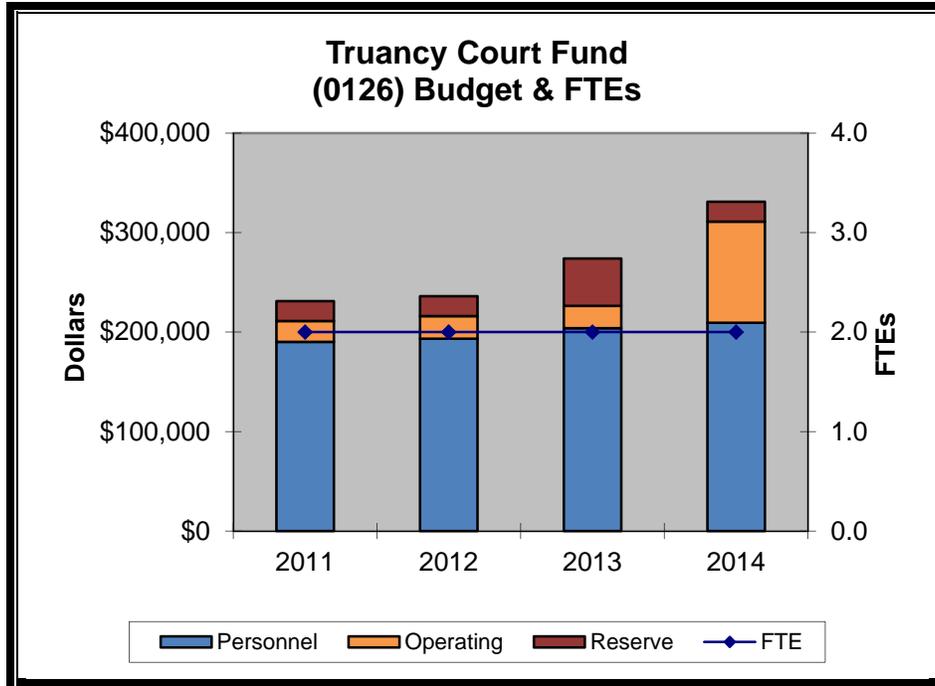
PBO recommended ongoing funding of the General Fund transfer to the Truancy Court Fund in the FY 2014 Budget. An Allocated Reserve of \$20,000 is maintained in this fund.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Number of Juveniles admitted to Truancy Court	100	112	120	118
Number of Juveniles discharged from Truancy Court	81	75	85	84
Percentage of students successfully completing Truancy Court	79%	79%	74%	77%
Percentage of students completing Truancy Court who do not re-offend within one year	83%	79%	78%	79%

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$190,211	\$193,392	\$203,923	\$209,351	\$5,428
Operating	\$20,843	\$22,624	\$22,407	\$101,792	\$79,385
Reserve	\$20,000	\$20,000	\$47,561	\$20,000	\$(27,561)
Total	\$231,054	\$236,016	\$273,891	\$331,143	\$57,252
FTEs	2.00	2.00	2.00	2.00	-



FY 2014 Adopted Budget

Summary of Changes

This fund pays the salary and operating costs for the Judge and Legal Secretary working with the Truancy Court. PBO increased the General Fund transfer to this fund by \$1,128 to match increases to benefit rates.

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$5,590. The FY 2014 Adopted Budget includes additional resources totaling \$1,049 for an approximate 6% increase in the County’s contribution for medical insurance benefit costs for this fund. The budget also includes an increase of \$1,220 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees. The FY 2014 personnel budget also includes a one-time net reduction of \$4,400 to account for employee medical insurance elections made during open enrollment for FY 2014, and an increase of \$841, representing a transfer from the operating budget to personnel.

Juvenile Public Defender (143)

Mission Statement & Program Goals

The mission of the Juvenile Public Defender is to provide superior and ethical juvenile defense. The Juvenile Public Defender demonstrates its commitment to juvenile advocacy by providing zealous legal representation and advocating for the rights of juveniles while maintaining high ethical and professional standards.

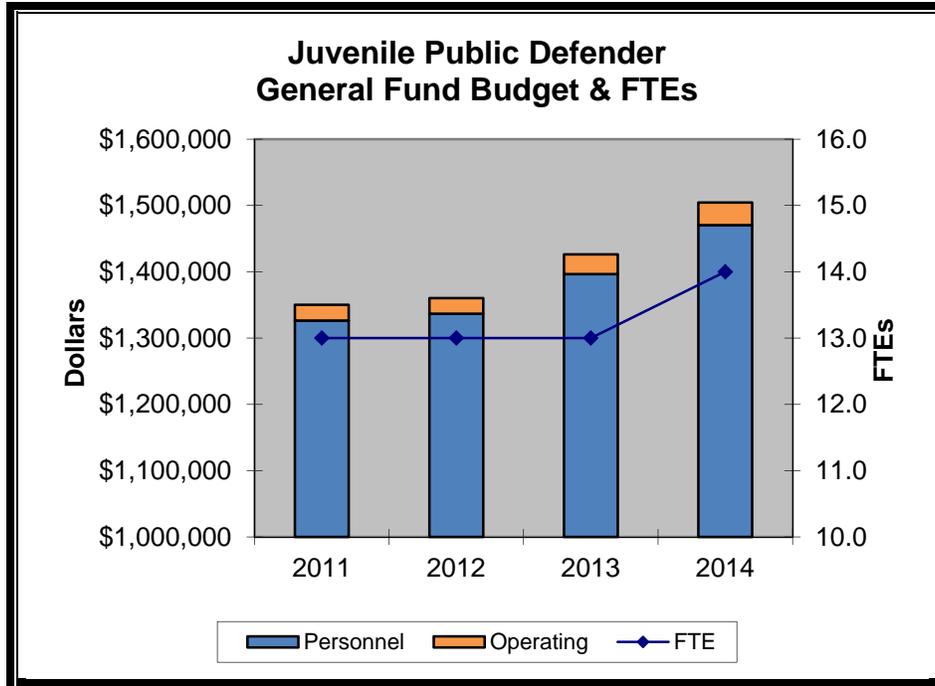
The goals of the Juvenile Public Defender are three fold: first, to fully protect and safeguard the legal and constitutional rights of individuals accused of committing offenses by providing superior legal and ethical representation; second, to serve the community by being a resource and advocate in the juvenile justice system; and third, to serve as a resource for governmental and non-governmental organizations in the specialized area of juvenile law.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Total number of clients represented	1,900	1,827	1,918	1,600
Total number of cases handled	2,621	2,754	2,836	2,000
Total number of hearings conducted	4,940	4,860	4,620	3,200
Number of continuing education hours sponsored	12	13	13	13

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,326,476	\$1,336,723	\$1,396,410	\$1,470,309	\$73,899
Operating	\$23,655	\$23,573	\$29,700	\$34,131	\$4,431
Total	\$1,350,131	\$1,360,296	\$1,426,110	\$1,504,440	\$78,330
FTEs	13.00	13.00	13.00	14.00	1.00



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Juvenile Public Defender's Office increased by \$78,330 from the FY 2013 Adopted Budget. This is a 5.5% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

One office assistant was added to the budget (\$39,383 personnel and \$75 operating) to provide administrative support for the office. The primary responsibility of this position will be to perform routine office/clerical tasks. The office internally funded the furniture, desktop computer and phone associated with this position.

The department transferred \$5,000 in permanent salary and benefits to the Criminal Justice Planning Department to fund changes to the Commitment to Change program. Both departments are under the County Executive for Justice and Public Safety.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$33,820. The FY 2014 Adopted Budget includes additional resources totaling \$6,819 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$8,090 to the County's contribution to the Texas County and District

Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

There is a one-time net decrease of \$4,737 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$120 has been eliminated from the Office since this cost is managed centrally.

The department moved \$4,476 from the personnel to the operating budget in their budget submission.

Capital Funding

This office did not receive any capital funding for FY 2014.

Medical Examiner (138)

Mission Statement & Program Goals

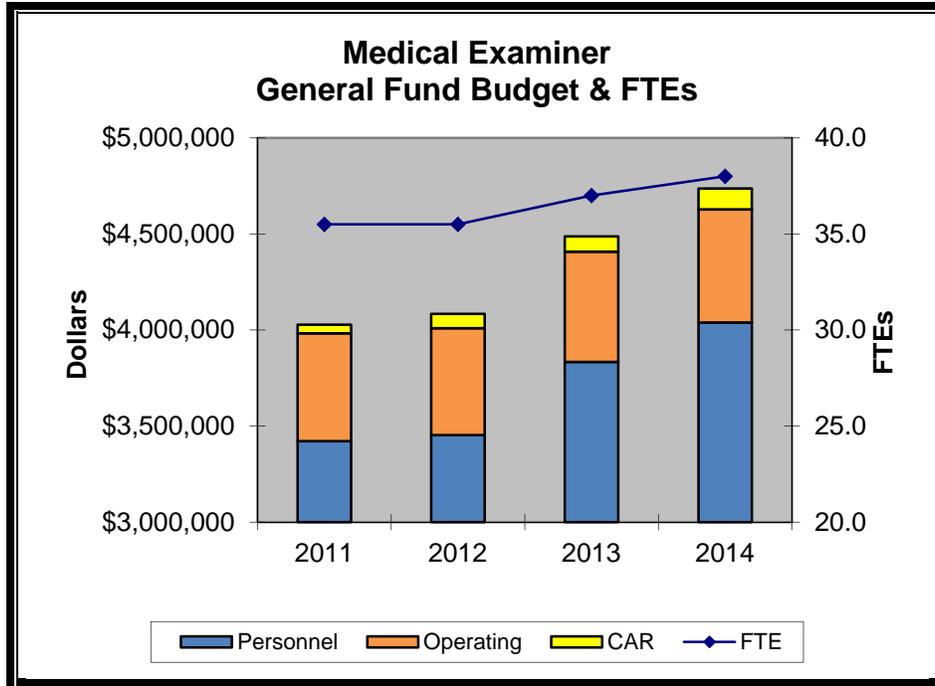
The mission of the Travis County Medical Examiner's Office (TCMEO) is to meet the statutory responsibilities of Article 49.25 of the Texas Code of Criminal Procedure. To meet these statutory responsibilities, the office performs medicolegal investigations into any unnatural, accidental, or suspicious deaths occurring within the boundaries of Travis County. The office issues official rulings on the cause and manners of deaths. The office also provides expert forensic services to the courts. The office also fills important provisions of the Health and Safety Code, including Chapters 671, 672, 691, 692A, 693, and 694; and Chapter 264 of the Family Code. The office plays an indispensable role in the collection of vital statistics for the county. The office also provides expert forensic services, on a fee-for-service basis, to contracted counties who may request the professional services the office offers.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Travis County autopsy	795	888	920	940
Travis County external examinations	225	176	215	230
Autopsies other counties	771	715	730	750
External examinations for other counties	6	3	7	4
Non-reportable death investigations	1,666	1,799	1,950	1850
Sign-out (SO) cases	1,439	1,364	1,428	1,450
Attendance at death scenes by investigators	535	617	630	650
Death certifications issued-Travis County	1,058	1,092	1,155	1,190
Records requests for documents and information	3,141	3,009	2,800	3,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$3,421,049	\$3,452,837	\$3,833,644	\$4,039,330	\$205,686
Operating	\$561,841	\$556,394	\$574,227	\$588,439	\$14,212
CAR (Capital)	\$45,015	\$75,000	\$79,000	\$109,000	\$30,000
Total	\$4,027,905	\$4,084,231	\$4,486,871	\$4,736,769	\$249,898
FTEs	35.50	35.50	37.00	38.00	1.00



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Medical Examiner’s Office increased by \$249,898 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 5.6% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

One Forensic Medical Examiner Investigator I was added to the current staff at a cost of \$60,857 in the personnel budget. No new investigator has been added to the staff since 2009. From 2010 to 2012, overall Travis County cases (autopsies and view-outs) have increased 4.8%. Most significantly, during this same period of time, scene investigations have increased 26%, straining existing investigative staff. Given predictions for population growth in Travis County, the additional investigator is needed to maintain existing standards of quality.

In addition, the inspection fee for the National Association of Medical Examiners (NAME) which is \$3,500 every five years, and an annual review or inspection fee for the American Board of Forensic Toxicology (ABFT), which is \$3,500 each year, was added to the operating budget.

Supplemental funds of \$2,373 were added for the rental of a conference room at the J.J. Pickle facility for the annual Medical Examiner’s Death Investigation Course for Law Enforcement.

Other small changes include the addition of \$1,000 for cellular air time related to two new mobile data computers, the removal of \$3,000 for nitrogen purchases that are no longer needed with a new nitrogen generator, and the move of \$7,939 from personnel to the operating budget to internally fund some maintenance contract escalations.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$106,646. The FY 2014 Adopted Budget includes additional resources totaling \$19,405 for an approximate 6% increase in the County's contribution for employee medical insurance costs. The budget also includes an increase of \$23,565 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

PBO has reviewed budgeted salary savings countywide and has determined that the salary savings budgeted in the Medical Examiner's Office did not reflect recent vacancy rates. PBO recommended decreasing the budgeted salary savings which added \$24,810 (including benefits) to the personnel budget.

The FY 2014 department budget includes a reduction of \$31,507 to capture anticipated medical insurance benefit savings related to employee turnover. There is a one-time net increase of \$9,849 to account for employee medical insurance elections made during open enrollment.

The budget for long distance of \$1,100 has been eliminated since this cost is now managed separately. In addition, \$3,578 was transferred to the Records Management and Communication Resources budget to pay for the ongoing lease of a multifunction copier device.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and projects for TCMEO totals \$109,000. The funding is for the following FY 2014 capital equipment and projects:

- \$19,000 for purchasing a nitrogen generator for the Medical Examiner's LC/MS system, and
- \$90,000 for a replacement Gas Chromatograph/Mass Spectrometer (GC/MS).

In addition to the funding above, there is also \$19,306 centrally budgeted in ITS for two mobile data computers. These computers can be taken by the investigators to the field

in the event of a mass disaster. This will allow the investigators to enter data directly in to the TCMEO's Case Management System (VAST) saving time and chances of error in transcribing handwritten notes taken in the field to VAST once an investigator returns to the office.

Planning and Budget Office (109)

Mission Statement & Program Goals

The Planning and Budget Office will facilitate the wise use of County resources for the effective provision of public services. This will be accomplished by working with other Travis County government organizations to plan, research, and evaluate budgetary and policy issues, as well as integrating countywide spending and strategic plans into the County budget. The Cash Investment Management Division will effectively and efficiently manage and invest the funds of Travis County within legal and policy parameters, manage the depository banking relationship, and assist the County corporations via contractual agreement.

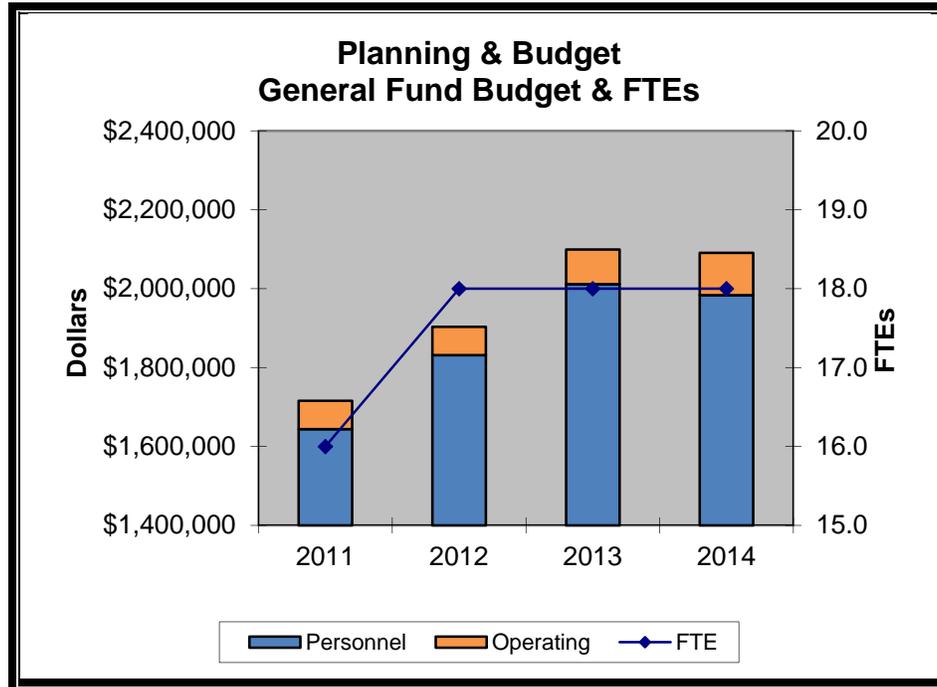
Key Program Statistics

Measures	FY 11 Actual	FY 12 Actual	FY 13 Projected	FY 14 Projected
Total number of budget requests reviewed for Preliminary Budget	498	448	439	500
Total value of budget requests reviewed for Preliminary Budget:				
General Fund	\$34,535,988	\$68,730,496	\$39,959,648	\$50,000,00
Other Funds	\$5,412,863	\$5,900,764	\$1,357,260	\$3,000,000
Capital	\$71,896,188	\$83,799,715	\$96,218,605	\$100,000,000
Percentage of budget recommendations included in the Adopted Budget	100%	100%	100%	100%
County bond rating	AAA	AAA	AAA	AAA
Number of budget adjustments processed	5,007	3,525	2,637	3,000
Number of personnel action forms processed	1,169	3,929	2,238	2,500
Beginning Balance of Allocated Reserve	\$8,953,199	\$15,196,426*	\$6,920,945	\$10,718,725
End of Year Balance of Allocated Reserve	\$4,385,224	\$7,238,054*	\$5,895,068	\$4,200,000
Percent of Allocated Reserve Spent	51%	52%	15%	61%
Adherence to debt policy guidelines and ratios	Yes	Yes	Yes	Yes
Portfolio yield in basis points over applicable benchmark	47	20	18	20

*Includes special compensation funding within the Allocated Reserve in FY 2012.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,643,909	\$1,831,450	\$2,011,236	\$1,983,567	\$(27,669)
Operating	\$71,755	\$71,755	\$87,856	\$107,348	\$19,492
Total	\$1,715,664	\$1,903,205	\$2,099,092	\$2,090,915	\$(8,177)
FTEs	16.00	18.00	18.00	18.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Planning and Budget Office decreased by \$8,177 from the FY 2013 Adopted Budget. This change represents a 0.4% decrease.

Programmatic Funding

The Adopted Budget includes an increase of \$4,104 in the operating budget for the Travis County Corporations to provide additional business and professional development. The cost of the increase has been offset by an increased transfer to the General Fund from the Corporation budgets that are outside of the General Fund.

Compensation and Benefits Funding

Changes include a 3% across the board salary increase for regular employees on the classified pay scale totaling \$51,510. The FY 2014 Adopted Budget includes additional resources totaling \$9,441 for an approximate 6% increase in the County's contribution

for employee medical insurance costs. The budget also includes an increase of \$11,426 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The Adopted Budget includes the removal of \$83,106 of personnel expenses associated with a one-time transition slot position budgeted in FY 2013. The department also reallocated \$20,432 from personnel to operating expenses. There is a one-time net increase of \$3,492 to account for employee medical insurance elections made during open enrollment.

The budget for long distance of \$349 has been eliminated since this cost is now managed centrally. In addition, \$4,695 has been transferred to the Records Management and Communication Resources budget to pay for the ongoing lease of a multifunction copier device.

Capital Funding

This office did not receive any capital funding for FY 2014.

Pretrial Services (142)

Mission Statement & Program Goals

Pretrial Services is a dynamic organization with the mission to assist in the administration of justice and to promote community safety by working collaboratively, ensuring fairness and equality in the pretrial process and empowering defendants with the resources necessary to successfully comply with court requirements.

Personal Bond

The Personal Bond program has two main goals. The primary goal is to conduct interviews of defendants in order to determine their eligibility for personal bond. The secondary goal, since January 1, 2002 when the Texas Fair Defense Law was enacted, is to interview defendants to obtain information that will assist the court in determining indigence eligibility for a court appointed attorney.

Drug Court Program

The Drug Court Program is designed to serve a population of defendants who have been arrested for felony possession of drug charges. Most defendants accused of felony drug offenses are sanctioned by incarceration and/or probation. This program was created to provide an outpatient treatment alternative for individuals addicted to drugs. The program capacity is 300 participants. At any given time, there are 250 active participants in the program.

This program is dedicated to serving participants by addressing substance misuse and treating all with dignity and respect, in order to ensure and support positive change therefore reducing drug- related crime.

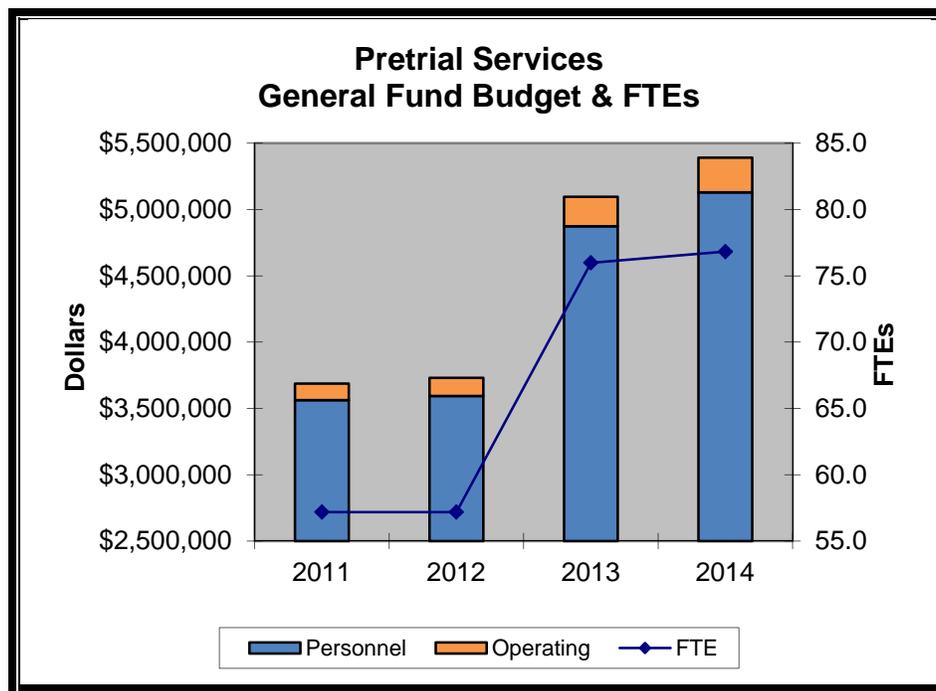
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Defendants placed on intensive supervised bond	2,585	2,668	2,870	2,970
Defendants with offenses that mandate Ignition Interlock Device (IID) (New cases)	1,647	1,789	2,058	2,190
Cases supervised on IID (All cases)	2,680	2,768	3,228	3,454
Defendants on monitoring devices	695	852	952	1,000
Family Violence Cases Supervised/Monitored (All Cases)	2,319	2,099	1,946	1,946
Defendants screened by Pretrial Services	40,305	40,144	40,166	40,166
Defendants eligible for personal bond interview	31,568	30,174	30,048	30,048
Defendants granted personal bonds	19,726	18,813	19,810	20,305
Defendants screened for indigence	54,229	61,575	60,850	60,850

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Out-of-Custody indigence screenings	1,581	1,523	1,562	1,562
Clients Screened for Drug Court Short Programs	367	249	194	194
Number of Program Participants Accepted into Program	N/A	164	76	76
Number of Program Participants Completing Program	N/A	113	130	130

Adopted Budgets Fiscal Years 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$3,563,097	\$3,594,101	\$4,874,270	\$5,129,457	\$255,187
Operating	\$124,813	\$136,463	\$221,303	\$261,047	\$39,744
Total	\$3,687,910	\$3,730,564	\$5,095,573	\$5,390,504	\$294,931
FTEs	57.18	57.18	75.98	76.83	0.85



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Pretrial Services increased by \$294,931 from the FY 2013 Adopted Budget. This is a 5.8% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

Programmatic funding included a one-time reduction from the FY 2013 Adopted Budget totaling \$7,805 consisting of \$6,000 for removal of operating budget related to the addition of FTEs, and \$1,805 for removal of 0.15 FTE providing administrative support from the state funded portion of the Community Supervision and Corrections Department.

New funding for the FY 2014 Adopted Budget included \$57,592 for a Pretrial Officer II position with \$850 in operating expense and \$20,000 for the Radio Frequency Electronic Monitoring contract both due to increased workload in the Ignition Interlock Program. There was also the addition of \$40,000 funding for Secure Continuous Alcohol Monitor and Global Positioning System devices installation and service fees for defendants who apply and meet the requirements of indigence based on the Travis County Indigence Application.

The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. Due to this delay, \$14,497 was removed from the Pretrial Services personnel budget on a one-time basis.

Finally \$45,830 of one-time overtime funding was added for Pretrial Services workload for the TechShare court case management system.

Compensation and Benefits Funding

The FY 2014 Adopted Budget includes a 3% across the board increase for permanent employees on the classified pay scale of \$127,511 for the Pretrial Services Department.

In addition, the FY 2014 Adopted Budget includes additional resources totaling \$40,978 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this department. The budget also includes \$28,359 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 Budget includes a one-time decrease of \$6,774 to account for employee medical insurance elections made during open enrollment for FY 2014. Further, the FY 2014 department budget includes a reduction of \$36,013 to capture anticipated medical insurance benefit savings related to employee turnover.

Pretrial Services internally reallocated \$14,006 from its operating line-items to its personnel line-items in order to fund increased costs for personnel anticipated during FY 2014.

The budget for long distance of \$1,100 has been eliminated from the Pretrial Services Department since this cost is managed centrally.

Capital Funding

This department did not receive any capital funding for FY 2014.

There is \$4,474 centrally budgeted in ITS for telephone and computer equipment for the new Pretrial Services Officer II position.

Pretrial Services (142)

Drug Court Program Fund (0131)

Purpose

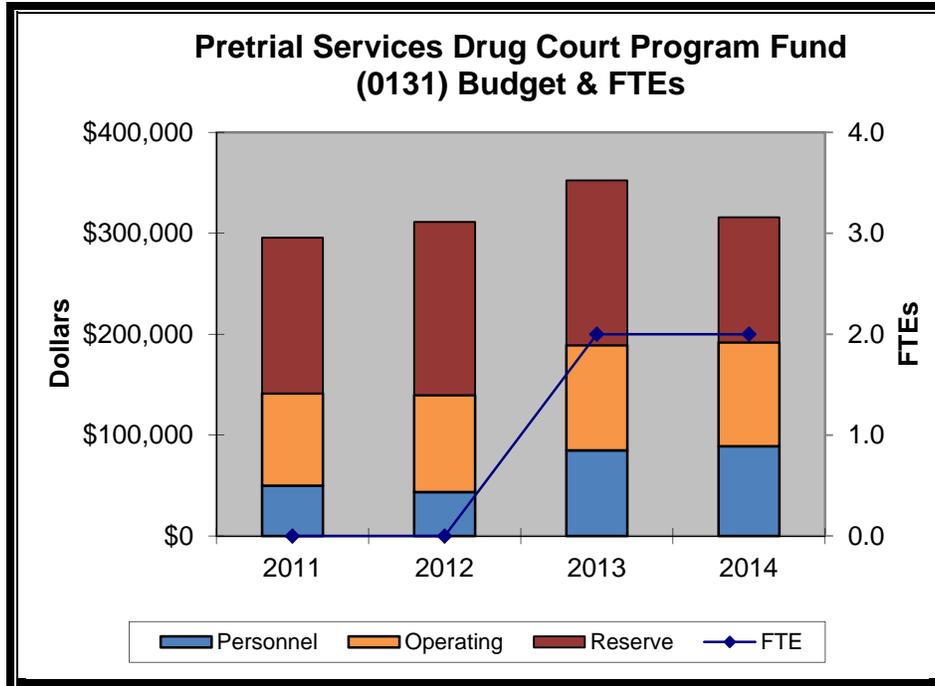
The Drug Court Program Fund is used only to support the drug court program. On November 1, 2011, this program was moved to the Pretrial Services Department by agreement of the District Judges and the Commissioners Court. The prior year history in the Funding Source section below for the FY 2010-FY 2012 years was under the jurisdiction of the District Judges.

Funding Source

A fee on certain criminal convictions was effective in FY 2007. A portion of this fee is directed to the drug court program fund. Further, existing Drug Court participant payments under Section 469 of the Health & Safety Code go to this fund. The County Auditor has certified \$315,760 in revenue for the Drug Court Program Fund derived from the fee on certain criminal convictions as well as Drug Court participant payments. The beginning fund balance is estimated at \$ 171,928. New service revenue is estimated at \$142,853 and interest income estimated at \$979.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$49,827	\$43,557	\$84,889	\$88,939	\$4,050
Operating	\$91,528	\$96,092	\$104,242	\$102,986	\$(1,256)
Reserve	\$154,259	\$171,511	\$163,311	\$123,835	\$(39,476)
Total	\$295,614	\$311,160	\$352,442	\$315,760	\$(36,682)
FTEs	1.00	1.00	2.00	2.00	-



FY 2014 Adopted Budget

The FY 2014 Adopted Budget for the Drug Court Program Fund decreased by \$36,682 from the FY 2013 Adopted Budget. This is a 10.4% decrease. The majority of this decrease is in the fund’s allocated reserve which is included within the operating budget.

Compensation and Benefits Funding

The FY 2014 budget includes a 3% across the board increase for permanent employees on the classified pay scale totaling \$2,343 in the Drug Court Program Fund. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$1,049 for an approximate 6% increase in the County’s contribution for medical insurance benefit costs for this Fund. The Budget also includes \$458 to the County’s contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefit levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Changes

The FY 2014 Budget includes a one-time net decrease of \$4,900 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$300 has been eliminated from the Pretrial Services Drug Court Fund since this cost is managed centrally.

Pretrial Services internally reallocated \$956 from its operating line-items to its personnel line-items in order to fund increased costs for personnel anticipated during FY 2014. There was also a correction of \$4,144 added to the personnel budget for this from prior FY 2013 budget.

The FY 2014 Budget also includes a net reduction of \$39,476 to the Drug Court Program Fund Allocated Reserve based on the results of the County Auditor's revenue certification.

Probate Court (125)

Mission Statement & Program Goals

The mission of the Probate Court is:

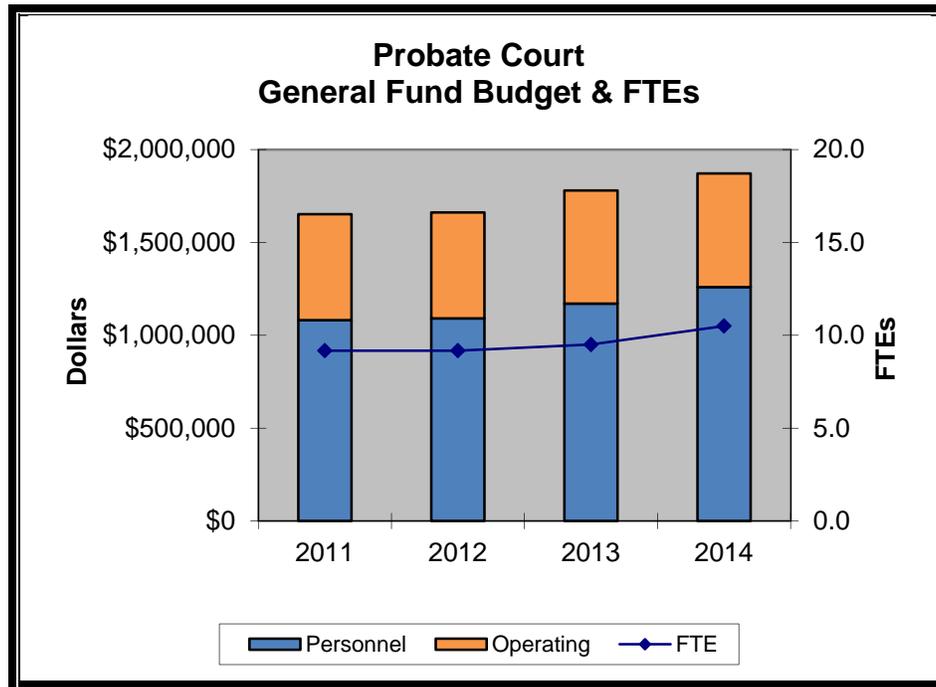
- to preserve, protect, maintain, or distribute as needed or required the property of a decedent’s estate according to Texas law;
- to determine whether a proposed ward is incapacitated and, if so, to create the least restrictive guardianship necessary to promote and protect the well-being of the person and to encourage self-reliance and independence;
- to help provide court-ordered mental health services to those in need while protecting the rights of mentally incapacitated persons;
- to handle expeditiously all civil-litigation cases on the Court’s docket (cases that are related to probate and guardianship cases already filed in the Court);
- to expeditiously handle the initial administration of condemnation cases involving land in Travis County;
- to help the public understand the requirements of the Texas probate, guardianship, condemnation, litigation, and mental-health systems; and
- to help attorneys fully understand the processes of the Court so that hearings and other interchanges between attorneys and the Court can be as efficient, smooth, and pleasant as possible for everyone involved.

Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Condemnation cases filed	76	7	40	40
Weekly mental health hearings to determine final disposition conducted by Judge or Associate Judge	2,913	3,227	3,310	3,350
Hearings on guardianship matters	245	294	250	275
As required by statute, monitor every guardianship of the person	1,704	1,440	1,550	1,550
As required by statute, monitor every guardianship of the estate	342	276	325	350
Court grants application for probate of a decedent’s will	1,575	1,711	1,840	1,800
Hearings on contested probate matters	218	191	270	250
Hearings in civil cases	101	85	170	125

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,081,204	\$1,090,408	\$1,170,369	\$1,259,477	\$89,108
Operating	\$570,929	\$570,524	\$609,496	\$612,013	\$2,517
Total	\$1,652,133	\$1,660,932	\$1,779,865	\$1,871,490	\$91,625
FTEs	9.17	9.17	9.50	10.50	1.00



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Probate Court increased by \$91,625 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 5.1% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The Conference of Urban Counties (CUC) TechShare project presented a new workload driver for the Probate Court in FY 2013 which is expected to continue through FY 2015. The Probate Court’s level of involvement in this collaborative project is requiring increasingly more work and attention from the department’s existing staff. The department has been strained by the project, balancing other commitments while trying to complete TechShare-related work without any technical staff. One FTE, a TechShare Business Analyst II, has been added to the Probate Court in FY 2014 at an ongoing annual personnel cost of \$86,628. One-time operating funds totaling \$2,000 have been appropriated for associated office supplies and equipment.

The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. \$21,657 was removed from the Probate Court's personnel budget on a one-time basis due to this delay.

An additional \$882 was added to the Probate Court's operating budget to offset the increased cost of leasing a new departmental copier, and \$255 was reallocated from the personnel budget to the operating budget.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$11,782 for the Probate Court. In November 2013, the Probate Judge was reelected to his position as Presiding Statutory Probate Court Judge for the State of Texas. The Planning and Budget Office will allocate additional funds to the Probate Court's budget to account for the additional administrative pay the Probate Judge will receive in this role. The State of Texas reimburses the County for this additional pay.

In addition, the FY 2014 Adopted Budget includes additional resources totaling \$4,982 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$7,091 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net increase of \$537 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$620 has been eliminated from the Probate Court since this cost is managed centrally.

Capital Funding

General Fund Capital Acquisition Resources Account

The FY 2014 Adopted Budget includes \$4,389 centrally budgeted in ITS for a personal computer and a dual-line phone for the new position added to the Probate Court.

Probate Court (125) Judiciary Fee Fund (0124)

Purpose

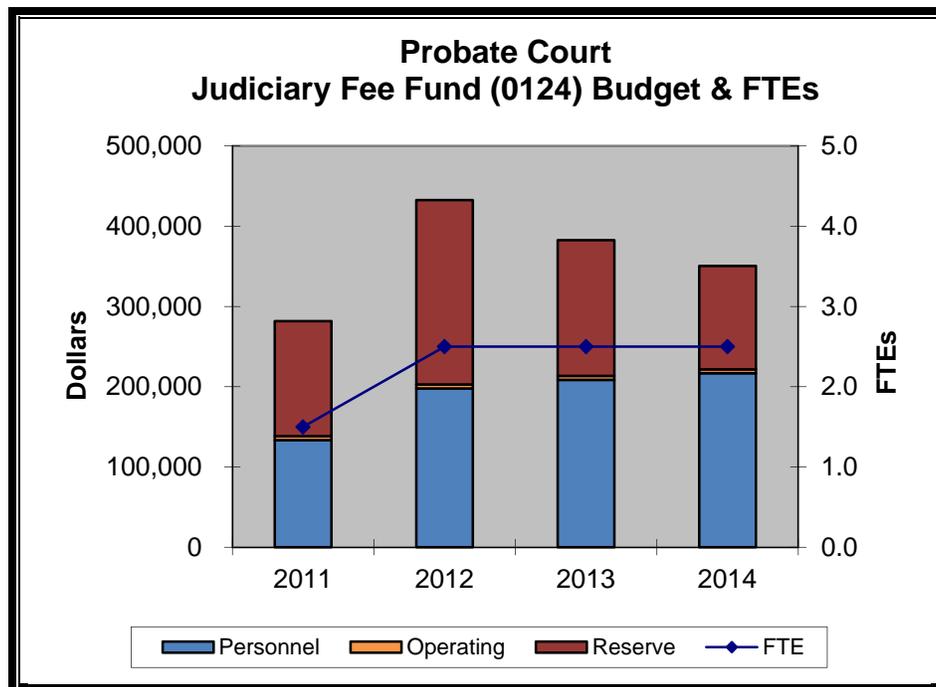
The Judiciary Fee Fund supports the statutory Travis County Probate Court and may be used only for court-related purposes. In Travis County, the Judiciary Fee Fund pays for 50% of the personnel and operating costs associated with the Probate Associate Judge, among other things.

Funding Source

The Judiciary Fee Fund derives its income from a \$40 filing fee for each probate, guardianship, mental health, or civil case filed in the court. The County Auditor has certified \$350,600 in revenue for FY 2014. This certification consists of \$155,000 of fee revenue, \$194,763 of beginning fund balance, and \$837 of interest income.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$133,392	\$197,806	\$208,527	\$216,782	\$8,255
Operating	\$4,956	\$4,956	\$4,956	\$4,871	\$(85)
Reserve	\$143,284	\$229,827	\$169,224	\$128,947	\$(40,277)
Total	\$281,632	\$432,589	\$382,707	\$350,600	\$(32,107)
FTEs	1.50	2.50	2.50	2.50	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Probate Court Judiciary Fee Fund decreased by \$32,017 from the FY 2013 Adopted Budget. This is an 8.4% decrease. The personnel budget increased while the operating budget decreased.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale and elected officials totaling \$5,345 for the Probate Court Judiciary Fee Fund. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$1,311 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$1,175 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net increase of \$339 to account for employee medical insurance elections made during open enrollment for FY 2014. There was also a net decrease of \$40,277 to the Fund's Allocated Reserve due to diminished revenues in FY 2014. In addition, \$85 was reallocated from the operating budget to the personnel budget.

Capital Funding

The Probate Court Judiciary Fee Fund does not include any capital funding for FY 2014.

Probate Court (125)

Probate Guardianship Fund (0132)

Purpose

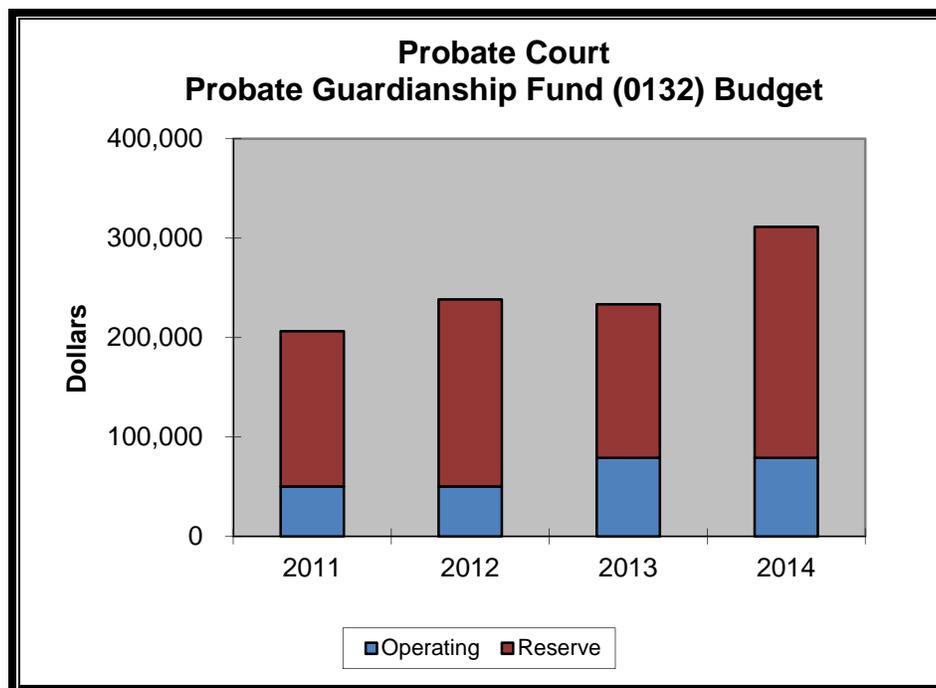
The Probate Guardianship Fund is a fund that can be used only to supplement, rather than supplant, other County funds in support of the judiciary in guardianships initiated under Section 683 of the Texas Probate Code.

Funding Source

The Probate Guardianship Fund derives its income from a \$20 Supplemental Court-Initiated Guardianship Fee. The County Auditor has certified \$311,351 in revenue for FY 2014. This certification consists of \$85,000 of fee revenue, \$225,241 of beginning fund balance, and \$1,110 of interest income.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$50,205	\$50,205	\$79,000	\$79,000	-
Reserve	\$156,189	\$188,232	\$154,405	\$232,351	\$77,946
Total	\$206,394	\$238,437	\$233,405	\$311,351	\$77,946



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Probate Guardianship Fund increased by \$77,946 from the FY 2013 Adopted Budget. This is a 33.4% increase. The entirety of the increase was in the operating budget.

Administrative and Other Funding Changes

The FY 2014 department budget includes a one-time net increase of \$77,946 to the Fund's Allocated Reserve.

Purchasing Office (115)

Mission Statement & Program Goals

The mission of the Travis County Purchasing Office is to:

- Ensure compliance with the County Purchasing Act as well as other State and Federal laws applying to County procurements;
- Provide equal access to all vendors, including Historically Underutilized Businesses (HUBs), participating through competitive acquisition of goods and services;
- Provide an ongoing supply of quality goods and services to all County offices;
- Account for and dispose of all County assets through an effective fixed asset management system; and
- Protect the interests of Travis County taxpayers without regard to any undue influence or political pressures.

The goals of the Purchasing Office include:

- purchasing the proper goods and services;
- obtaining the best possible price for goods or services, without sacrificing the quality needed;
- ensuring goods and services are available where and when needed and there is a continuing supply available;
- guarding against the misappropriation of assets that have been acquired through the procurement process;
- accounting for and disposing of all County assets appropriately; and
- ensuring that HUBs receive a fair and equal opportunity with the County.

Key Program Statistics

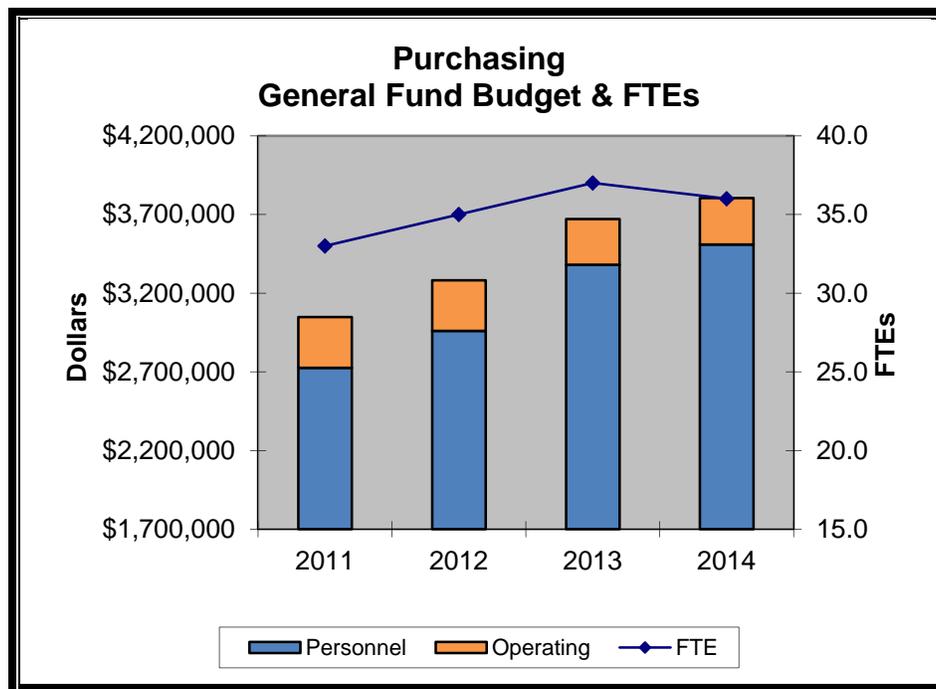
Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Projected
Customer satisfaction	100%	99%	95%	90%
Requisitions/shopping carts processed	29,258	27,823	21,678	30,000
Formal solicitations processed	151	74	78	125
Active contracts	1,006	1,323	1,213	1,200
HUB events	45	45	26	40
Businesses assisted	127	144	201	125

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Projected
Total HUB %	10.40%	14.95%	12.00%	*
Total auction, rebate, and recycling revenue received	\$302,392	\$452,701	\$286,299	\$300,000
Fixed assets	40,778	43,613	32,470	35,000
Assets repurposed to County departments	2,390	1,279	1,300	2,000

* While the Purchasing Office reports the total HUB % based on total actuals, the office reports that it is difficult to project into the future given that each type of purchase has a different HUB goal (e.g., commodities = 6.2%, construction = 13.8%) and within each, the goals are broken down to goals for minority business enterprises, African-American, Hispanic, and Asian/Native-American.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$2,726,089	\$2,960,032	\$3,380,659	\$3,509,595	\$128,936
Operating	\$322,077	\$322,077	\$290,057	\$294,410	\$4,353
Total	\$3,048,166	\$3,282,109	\$3,670,716	\$3,804,005	\$133,289
FTEs	33.00	35.00	37.00	36.00	(1.00)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Purchasing Office increased by \$133,289 from the FY 2013 Adopted Budget, or a 3.6% increase. The majority of the increase was in the personnel budget. The Purchasing Office did not receive any capital funding.

Programmatic Funding

Programmatic funding changes include a net increase of \$16,467 (\$8,467 in one-time personnel funding and \$8,000 in one-time operating funding) to continue three Special Project Workers funded on a one-time basis in FY 2013. The positions will assist in complying with the statutory duties related to the agent's authority to bind the county in a contract, track, report and dispose of assets, as outlined in Chapter 262 of the Local Government Code (LGC), and assist in complying with the Commissioners Court directive to ensure a good faith effort is made to assist certified Historically Underutilized Business (HUB) vendors in receiving contracts with the County. The total cost for these three positions and associated operating costs for FY 2014 is \$218,316.

Since 2010, the Purchasing Office has had a Purchasing Support Specialist II position authorized without associated funding. The Purchasing Office internally reallocated the salary and benefits budget associated with this position to fund salary increases for the remaining staff. This position is eliminated from the Purchasing Office's FY 2014 position list thus reducing the FTE total for the office by one.

Compensation and Benefits Funding

Commissioners Court approved a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$91,710 for the Purchasing Office. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$18,879 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$19,224 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 Purchasing Office budget includes a reduction of \$20,941 to capture anticipated medical insurance benefit savings related to employee turnover. In addition, there is a one-time net increase of \$11,597 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$1,500 has been eliminated from the Purchasing Office budget since long distance expenditures are centrally managed by ITS. In addition,

\$2,147 is transferred from the Purchasing Office budget to the RMCR budget to pay for the ongoing lease of a multifunction copier device.

Capital Funding

This office did not receive any capital funding for FY 2014.

Records Management and Communication Resources (157)

Mission Statement & Program Goals

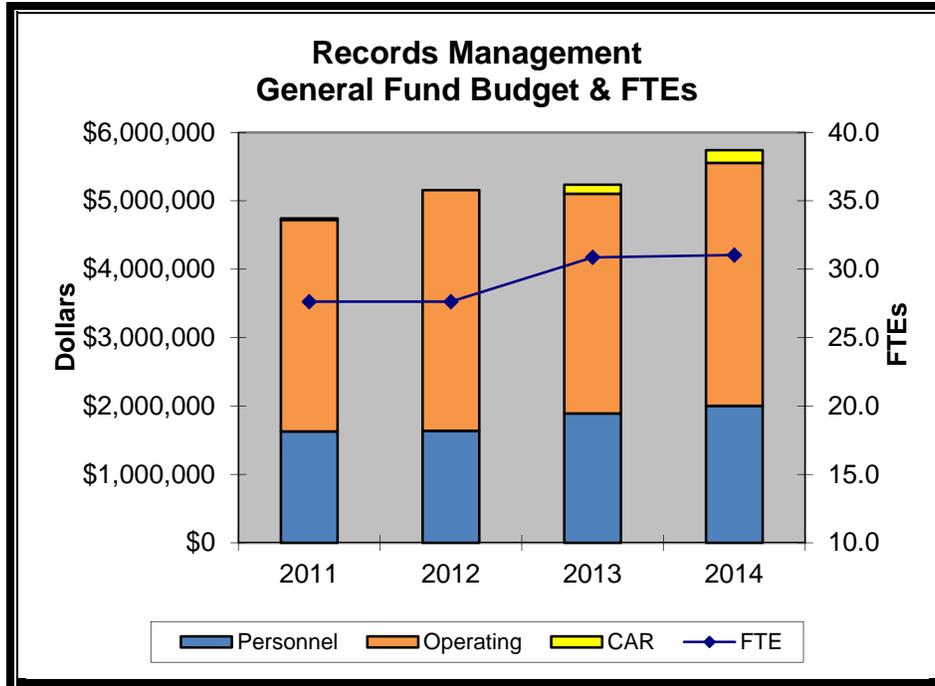
The mission of the Records Management and Communication Resources (RMCR) Department is to identify and implement programs that deliver the greatest value to customers who wish to convey or preserve information by print, mail, television, or digital image. Further, the department seeks to preserve and protect county records in such a way that promotes ease of use, as well as complies with all statutory requirements.

Key Program Statistics

Measures	FY 11 Actual	FY 12 Actual	FY 13 Projected	FY 14 Projected
Administration/Support Services				
# of work orders on County copier fleet	95	73	70	65
Total cubic feet of records in storage	198,517	208,106	217,600	228,000
Mailroom				
# of pieces of metered mail	1,206,196	1,175,000	875,000	1,150,000
Media				
# of new TV programs produced	211	160	160	225
# of productions for website	15	13	15	30
Print Shop:				
# of turnaround days for press/copy jobs	5/7	5/7	5/7	5/7
Imaging				
# of images scanned	4,107,995	1,481,716	1,500,000	1,100,000
# of images microfilmed	2,205,621	1,441,322	1,300,000	1,300,000

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$1,627,369	\$1,636,890	\$1,889,952	\$2,003,397	\$113,445
Operating	\$3,095,584	\$3,520,149	\$3,213,866	\$3,550,087	\$336,221
Reserve	-	-	-	-	-
CAR (Capital)	\$19,000	-	\$132,400	\$187,098	\$54,698
Total	\$4,741,953	\$5,157,039	\$5,236,218	\$5,740,582	\$504,364
FTEs	27.63	27.63	30.87	31.04	0.17



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for RMCR increased by \$504,364 from the FY 2013 Adopted Budget. This is a 9.6% increase. The majority of the increase was to the department’s operating Budget.

Programmatic Funding

A total of \$232,000 in one time funds to mail out voter registration cards was added. The County is mandated by the State to mail voter registration renewals every two years. The mailing is scheduled for fall 2013.

The cost to lease copy machines is centrally budgeted in RMCR. For FY 2014 \$104,039 was added for new leased copiers as well as inflationary increases to existing copiers.

\$41,292 in personnel and \$1,750 was added to start a pilot project to add specialized support for persons seeking an occupational drivers’ license (ODL). An unintended consequence of the addition of surcharge fees charged by the State for driving infractions have led to an increased number of indigent persons having their licenses suspended and then being arrested multiple times for driving with a suspended licenses. Many of these persons are eligible for an ODL. Once a person has an ODL the criminal case for Driving with Suspended License can be dismissed.

Travis County works with Austin Community College to provide internships for ACC employees. For FY 2014 the cost of one of these internships in RMCR is \$2,796. Also \$1,062 was added to cover the inflationary cost of online legal research tools.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$47,826 for RMCR. The FY 2014 Adopted Budget includes resources totaling \$16,539 for an approximate 6% increase in the County's contribution for employee medical insurance costs. The budget also includes an increase of \$10,605 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The budget for long distance of \$368 has been eliminated from RMCR since these costs are managed centrally. In addition, there is a one-time net decrease of \$7,875 to account for employee medical insurance elections made during open enrollment for FY 2014. Also \$2,262 was moved from the department's operating budget to its personnel budget.

Finally the department reallocated 0.17 FTE from a special revenue fund to the General Fund. There was no net expense change as a result of this action.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and projects for RMCR totals \$187,098 for the following FY 2014 capital equipment and projects:

- Digital Video Editors, \$22,098;
- A Video Server Memory Expansion, \$35,000;
- Television Lighting for 700 Lavaca Multifunction Room B, \$40,000;
- A Replacement Oversized Book Scanner, \$90,000.

RMCR (157)

Law Library Fund (0100)

Purpose

The Law Library Fund is established by the Texas Local Government Code. It is used to provide centralized orders and contracts and other legal materials to court litigants and the General public. The library is maintained for use by the general public, attorneys, judges as well as County employees.

Funding Source

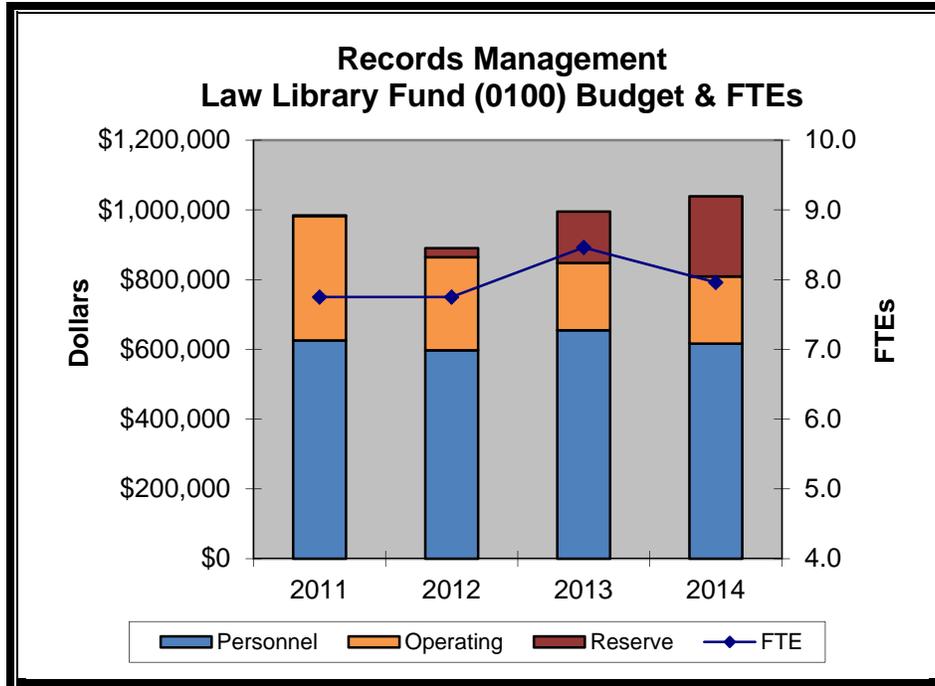
The Law Library Fund generates funds through fees placed on civil court filings. The County Auditor has certified \$838,495 in fee income and \$1,379 in interest income for FY 2014. The Law Library Fund has a beginning balance of \$198,795, for total fund revenue of \$1,038,669.

Key Program Statistics

Measures	FY 11 Actual	FY 12 Actual	FY 13 Projected	FY 14 Projected
1. Percentage of reference/research requests completed on day of inquiry	95%	95%	97%	97%
2. Number of patrons assisted.	70,290	73,000	50,000	50,000
3. Percentage of materials processed and delivered within a week of arrival to keep existing sets current with new law and annotations.	70%	99%	99%	99%
4. Number of patrons assisted by reference attorneys.	4,385	4,400	3566	5,000
5. Number of forms, brochures, web pages created or updated in English.	90 pages	100 pages	431 pages	140 pages
6. Number of forms, brochures, web pages created, updated or translated into Spanish.	40	30	143	165

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$625,771	\$597,573	\$655,020	\$616,409	\$(38,611)
Operating	\$356,291	\$266,678	\$192,628	\$192,553	\$(75)
Reserve	\$2,150	\$25,970	\$147,455	\$229,707	\$82,252
CAR (Capital)	-	-	-	-	-
Total	\$984,212	\$890,221	\$995,103	\$1,038,669	\$43,566
FTEs	7.75	7.75	8.46	7.96	(0.50)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the fund increased by \$43,566 from the FY 2013 Adopted Budget. This is a 4.4% increase. While the personnel budget decreased \$38,611, the operating budget increased by \$82,177 as compared to last fiscal year.

Programmatic Funding

The department reorganized, consolidating several part-time positions for a net reduction of \$63,070 and 0.50 FTE.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$15,341 for the fund. The FY 2014 Adopted Budget includes resources totaling \$4,830 for an approximate 6% increase in the County’s contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$3,363 to the County’s contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The budget for long distance of \$75 has been eliminated since this cost is now managed centrally. In addition, there is a one-time net increase of \$925 to account for employee medical insurance elections made during open enrollment for FY 2014.

There was a net increase of \$82,252 to this Special Fund's Allocated Reserve. The FY 2014 budgeted reserve is \$229,707.

RMCR (157)

Records Management and Preservation Fund

(0110)

Purpose

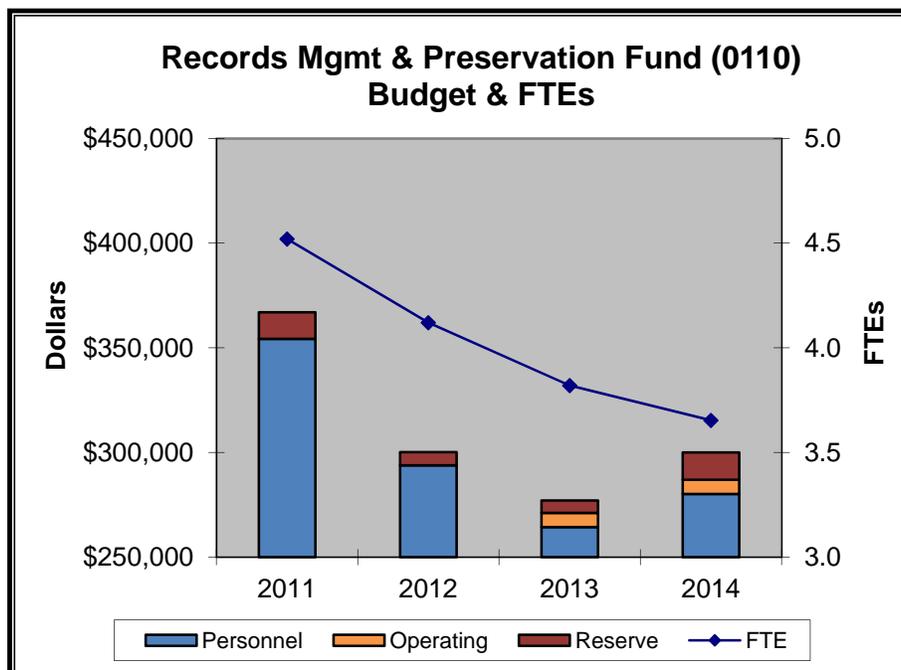
The Records Management and Preservation Fund supports the state mandated records management function that Travis County has centralized in the Records Management and Communication Resources Department.

Funding Source

The Records Management and Preservation Fund generates resources through fees placed on certain court cases and legal transactions. The County Auditor has certified \$260,678 in fee income and \$282 in interest income for FY 2014. The Records Management and Preservation Fund has a beginning balance of \$39,031 for total fund revenue of \$299,991.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$354,283	\$293,872	\$264,343	\$280,156	\$15,813
Operating	-	-	\$6,748	\$6,748	-
Reserve	\$12,682	\$6,308	\$5,988	\$13,087	\$7,099
Total	\$366,965	\$300,180	\$277,079	\$299,991	\$22,912
FTEs	4.52	4.12	3.82	3.65	(0.17)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the fund increased by \$22,912 from the FY 2013 Adopted Budget. This is an 8.3% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The department moved 0.17 FTE from the special fund to the General fund, which resulted in a personnel reduction of \$3,538.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$6,751 for the fund. The FY 2014 Adopted Budget includes resources totaling \$1,916 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$1,489 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

There is a one-time net increase of \$9,195 to account for employee medical insurance elections made during open enrollment for FY 2014.

There was a net increase of \$7,099 to this Special Fund's Allocated Reserve. The FY 2014 budgeted reserve is \$13,087.

RMCR (157)

Court Records Preservation Fund (0141)

Purpose

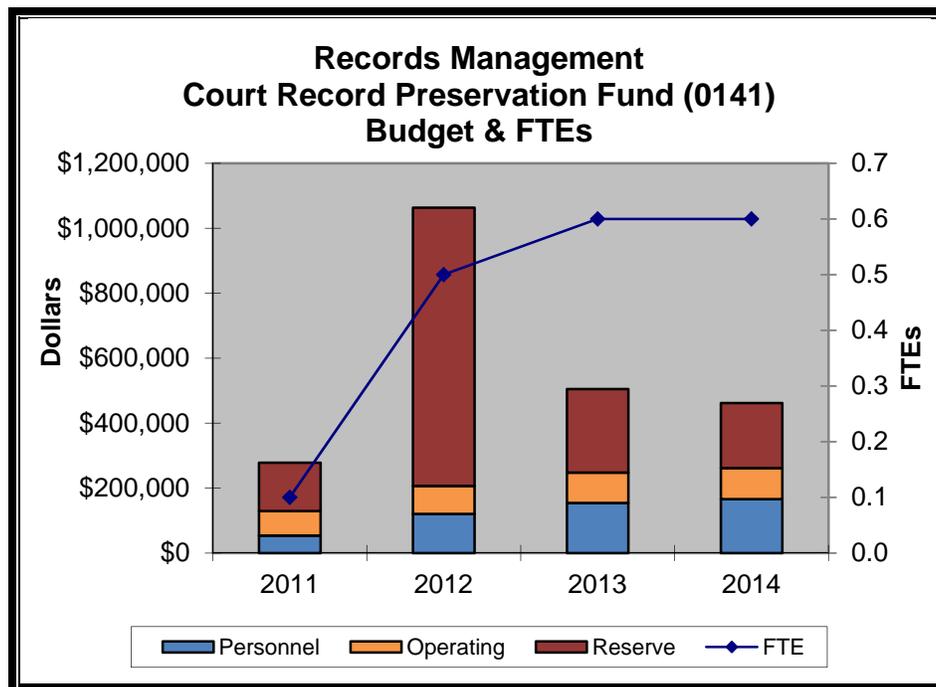
The Court Records Preservation Fund (Fund 141) supports the County's preservation and restoration services performed by Records Management and Communication Resources (RMCR) through a filing fee in each civil case filed to be used for court record preservation for the courts in Travis County.

Funding Source

The County Auditor has certified \$176,419 in fee income and \$738 in interest income for FY 14. The Court Records Preservation Fund has a beginning balance of \$139,922 for total fund revenue of \$317,188.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$53,889	\$120,366	\$154,007	\$165,713	\$11,706
Operating	\$75,081	\$86,194	\$93,707	\$95,486	\$1,779
Reserve	\$23,217	\$79,850	\$45,156	\$55,989	\$10,833
Total	\$152,187	\$286,410	\$292,870	\$317,188	\$24,318
FTEs	0.10	0.50	0.60	0.60	-



Summary of Changes

The FY 2014 Adopted Budget for the fund increased by \$24,318 from the FY 2013 Adopted Budget. This is an 8.3% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The FY 2014 budget includes the continuation of a special project worker to assist with imaging projects. The net increase to continue the position for FY 2014 is \$7,056.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$3,165 for the fund. The FY 2014 Adopted Budget includes resources totaling \$315 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$803 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funds to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

There is a one-time net increase of \$2,146 to account for employee medical insurance elections made during open enrollment for FY 2014.

There was a net increase of \$10,833 to this Special Fund's Allocated Reserve. The FY 2014 budgeted reserve is \$55,989.

Sheriff (137)

Mission Statement & Program Goals

The Travis County Sheriff's Office has a commitment to protect and serve our community with integrity, pride and professionalism. This is accomplished through:

- Swift, fair and effective enforcement of laws;
- Partnerships with the public to increase awareness and implement prevention strategies; and,
- A safe, humane jail that meets all statutory mandates and addresses the root causes to break the cycle of recidivism.

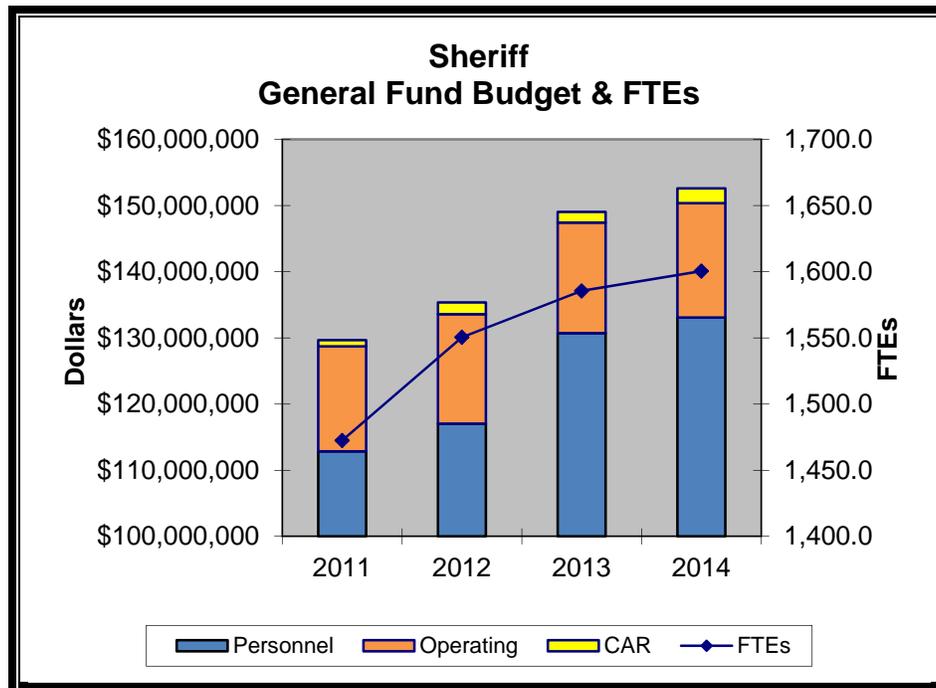
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Law Enforcement				
% of Priority 1 Calls within 9 Minutes	63.4%	63.5%	68%	70%
% of Priority 1 Calls greater than 15 Minutes	10.64%	10.9%	9.9%	9%
Number of Calls for Service	139,139	134,434	141,366	144,900
Number of Citations Issued	34,701	38,210	30,796	28,330
Number of Accidents	4,253	4,591	5,060	5,155
Number of Patrol Arrests	5,009	5,203	7,520	7,496
Number of DWIs and BWIs	575	663	732	813
Mental Health Calls Generating Case Number	2,971	1,805	1,649	1,375
Corrections				
Average Daily Inmate Population (Custody Total)	2,416	2,294	2,260	2,310
Jail Bookings	60,223	56,412	55,059	53,341
Number of Inmates Classified	32,600	31,652	31,076	30,587
Number of Meals Prepared	2,801,808	2,686,827	2,697,332	2,636,896
Food & Groceries – Daily Inmate Cost	\$2.49	\$2.35	\$3.18	\$3.18
Number of Prescriptions Filled	62,612	59,804	62,120	62,779
Annual Prescription Cost per Inmate	\$698.75	\$673.60	\$686.54	\$686.54
Medical Services Line Item Cost per Inmate	\$819.47	\$1,017.12	\$1,261.75	\$1,261.75
Amount of Laundry Processed (lbs.)	1,838,100	1,672,006	1,756,040	1,750,983
Number of Maintenance Work Orders (All)	15,674	18,102	21,732	23,329
Jail Standards Certification	Yes	Yes	Yes	Yes
Administration				
Number of Inmates Transported to Court	36,303	33,121	33,390	31,079
Number of Training Academy Classroom Hours	67,433	90,417	68,480	70,286

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$112,845,422	\$117,023,092	\$130,701,712	\$133,069,575	\$2,367,863
Operating	\$15,869,968	\$16,549,192	\$16,731,807	\$17,282,283	\$550,476
CAR (Capital)	\$942,085	\$1,790,439	\$1,612,368	\$2,248,288	\$635,920
Total	\$129,657,475	\$135,362,723	\$149,045,887	\$152,600,146	\$3,554,259
FTEs	1,472.50	1,550.50	1,585.50	1,600.50	15.00
Cert. of Obl.*	\$1,235,000	\$687,288	\$4,066,286	\$607,848	\$(3,458,438)

*Numbers reflect amounts issued for Certificates of Obligation. The FY 2014 amount is pending final approval by the Commissioners Court.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Travis County Sheriff’s Office increased by \$3,554,259 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 2.4% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The largest portion of this additional funding includes resources for an additional 10 FTEs to increase relief factor staffing for correctional sergeants. Funding for positions in FY 14 is \$803,565 (\$793,335 in personnel and \$10,230 in operating). Five of the positions have a start date of October 1, 2013, and the remaining five have a delayed start date of April 1, 2014. Only the amount directly required by the office was budgeted

for FY 2014. Funding will be provided in the FY 2015 budget so that the positions with a delayed start date will be fully budgeted for the next fiscal year and beyond.

Other changes to FTEs include \$61,851 for one FTE to support the office's evidence warehouse program, consisting of \$60,851 in ongoing personnel and \$1,000 in one-time operating. The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. Due to this delay, \$15,213 was removed from amounts above in personnel budget on a one-time basis. The office was able to internally fund an additional FTE to support the program through an internal reallocation within the budget submission.

Based on research conducted on similarly sized law enforcement programs, a staff psychologist FTE was added for FY 2014. The cost is amount for FY 2014 is \$113,580, consisting of \$112,580 in ongoing personnel and \$1,000 in one-time operating. The position also has a delayed start date of January 1, 2014 so \$28,142 was removed from the costs above on a one-time basis.

There is also a reduction of one FTE and a net increase of \$104,609 for additional resources for contracted mental health professional services for inmates. This consists of a reduction \$61,164 in personnel related to a long-term vacant nurse position that was reallocated to operating along new operating resources of \$165,773 to be used for contracted services for this program. The last FTE change within this group is an additional FTE and increase of \$67,500 to support the security program for the Combined Transportation, Emergency and Communication Center (CTECC). This consists of \$63,768 in personnel and \$3,732 in operating. The cost of the position will be shared by the program's partners and additional revenue is included in the budget to fully cover the position. There was also a reduction of \$14,203 in personnel and corresponding increase in operating related to a reallocation to provide additional resources for a required grant match for this fiscal year.

Strictly operating changes within this group include an increase of \$400,000 in operating for other medical services for anticipated inmate medical requirements in FY 2014, and \$205,042 in operating for the implementation of Phase II of an electronic medical records (EMR) system. An additional \$29,250 is included with one-time resources to replace batteries correctional equipment. There is also a reduction of \$129,255 for expenses funded on a one-time basis in FY 2013.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$761,769 in personnel resources. There is also corresponding 3% increase for the elected official at \$4,557 of ongoing personnel. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$832,725 in ongoing personnel for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of

\$755,532 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

The FY 2014 office budget includes a reduction of \$1,044,949 to capture anticipated medical insurance benefit savings related to employee turnover. In addition, there is a one-time net increase of \$36,366 (\$20,409 in personnel for General Fund employees and \$15,957 in operating that supplements the revenue for staff in the Courthouse Security Fund) to account for employee medical insurance elections made during open enrollment. There was also an internal reallocation to increase the office's budgeted vacancy savings and corresponding increase in the overtime resources based on historical trends for both commitment items. There was an increase of \$127,936 for two FTEs that were transferred from the Criminal Courts to the Sheriff's Office in FY 2013. The increase in budget consists of \$126,008 in personnel and \$1,928 in to support the courthouse security program within the General Fund.

The General Fund operating transfer to the Courthouse Security Fund was reduced by \$161,341. The transfer is adjusted each year based on revenue and expenses for this special revenue fund.

Minor operating adjustments include eliminating the \$4,750 budget for long distance since this cost is managed centrally. In addition, \$2,293 is transferred to the Records Management and Communication Resources (RMCR) budget to pay for the ongoing lease of a multifunction copier device.

Capital Funding

General Fund Capital Acquisition Resources Account

Cash funding for capital equipment and projects for Sheriff's Office totals \$2,248,288. Of this amount, \$253,989 is funding originally approved in FY 2013 for capital equipment and projects that were not completed in that fiscal year and are rebudgeted for FY 2014. The rebudgeted capital includes:

- \$176,360 for Health Services Building hot water return loop;
- \$68,948 for replacement vehicle radios; and,
- \$8,681 for security electronics.

The remaining \$1,994,299 is for the following FY 2014 capital equipment and projects:

- \$275,000 for a hot water heater upgrade for Building 1 and new water softeners at various locations at the Travis County Correctional Complex (TCCC);
- \$250,000 to install more digital network recorders and cameras at the TCCC;
- \$240,000 to epoxy coat the shower wall at the downtown Travis County Jail;

- \$165,000 to replace the roof for the Laundry Building at the TCCC;
- \$135,000 for weatherization repairs for Building 1 at the TCCC;
- \$135,000 to reseal seams on smoke exhaust vents for Building 1 at the TCCC;
- \$115,000 for weatherization repairs for Building 3 at the TCCC;
- \$115,000 to recoat the metal roof for the Marketable Skills Building at the TCCC;
- \$100,000 for road repairs within the TCCC;
- \$75,000 to install fire alarm monitoring equipment at TCCC for Building 2, Building 3, Building 11, Building 12, Administration Building, Health Services Building, Kitchen and downtown Travis County Jail;
- \$70,000 to put shower cabinets and doors in the TCCC Health Services Building;
- \$60,000 metal roof for the Chapel Building at the TCCC;
- \$56,290 for the replacement of 26 E-citation devices;
- \$55,000 to repair the dock drain for the Laundry Building at the TCCC;
- \$32,000 to repair air chiller piping for the Kitchen Building at the TCCC;
- \$32,000 for roof replacement for the Training Academy CCF and CCG Buildings ;
- \$30,000 for a security turnstile at the Criminal Justice Center;
- \$19,580 for the replacement of license and weight scales;
- \$11,588 for security camera monitors for Central Booking screening;
- \$11,000 for a paint booth for the marketable skills program at the TCCC;
- \$6,435 for one hand held radio for the CTECC staff added for FY 2014; and
- \$5,406 for replacement kitchen equipment at the TCCC.

In addition to the funding above, there is also \$14,176 centrally budgeted in Information and Technology Services for technology equipment for staff added for FY 2014. This includes:

- \$8,778 for evidence staff, and
- \$5,398 for the staff psychologist.

There is also \$125,000 centrally budgeted in Transportation and Natural Resources for accessories related to vehicles funded through certificates of obligation.

Certificates of Obligation Funding

The FY 2014 Adopted Budget includes \$607,848 for capital equipment and projects proposed to be included in the issuance of Certificates of Obligation (COs). The project list and amounts will be finalized during the first quarter of FY 2014 for issuance in the spring. The projects are:

- \$435,000 for a portion of the Phase II of the TCCC perimeter security fencing upgrade, and
- \$172,848 for the replacement of kitchen equipment at the TCCC.

There are also projects totaling \$599,520 there were able to be funded within existing balances of prior year COs. This consists of \$534,520 for Phase I of a dual boiler

system upgrade for Building 12 at the TCCC and \$65,000 for the remaining portion of the Phase II of the TCCC perimeter security fencing update not included in the FY 14 COs issuance.

In addition to the equipment and projects listed above, there is also \$3,504,500 budgeted centrally in TNR for 78 Sheriff's Office vehicles that meet both the age and mileage requirements in order to be replaced, and related vehicle accessories.

Sheriff (137)

Courthouse Security Fund (0111)

Purpose

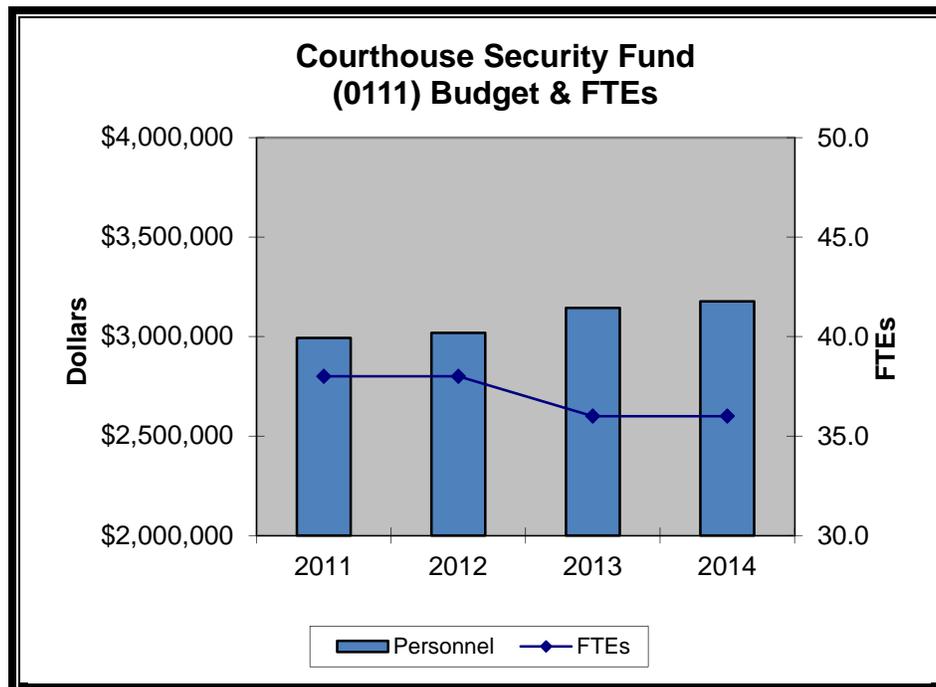
The Courthouse Security Fund is used to account for revenue and expenditures associated with security services in buildings that house a district or county court.

Funding Source

Revenue is collected as a part of court cost fees. Expenditures are budgeted to cover the cost of security in courthouse buildings. Revenue generated by courthouse security related fees is insufficient to cover all the cost of such security services and the program is supplemented by an annual transfer from the General Fund. In FY 2014, total certified revenue from court cost fees is \$460,047. Additional resources include a beginning fund balance of \$327,244, investment income of \$8,564 and the General Fund transfer of \$2,381,164, resulting in the total of available resources for the fund of \$3,177,019.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$2,993,495	\$3,018,900	\$3,143,918	\$3,177,019	\$33,101
Total	\$2,993,495	\$3,018,900	\$3,143,918	\$3,177,019	\$33,101
FTEs	38.00	38.00	36.00	36.00	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for Travis County Sheriff's Office within the Courthouse Security Fund increased by \$33,101 from the FY 2013 Adopted Budget, or by approximately 1.1%.

Programmatic Funding

There were no programmatic changes within the fund for FY 2014.

Compensation and Benefits Funding

Compensation and benefit funding changes total \$43,780. The budget includes a 3% across the board salary increase for regular employees on the classified pay scale totaling \$6,765. In addition, the FY 2014 Adopted Budget includes additional resources totaling \$19,403 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this office. The budget also includes an increase of \$17,612 to the County's contribution to the Texas County and District Retirement System. This increase consists of a 4.2% increase to maintain current benefits levels for employees and a 2% Cost of Living Adjustment (COLA) for retirees.

Administrative and Other Funding Changes

Administrative and other funding changes total a reduction of \$10,679. This includes the office submitting the budget within this fund \$83,676 below the target budget level. There is also an increase of \$41,589 to account for employee medical insurance elections made during open enrollment and an increase of \$31,408 to balance to the revenue estimate.

Tax Assessor-Collector (108)

Mission Statement & Program Goals

The mission of the Travis County Tax Assessor-Collector’s Office is to:

- Assess, collect and disburse property taxes
- Collect probated defendant's court cost, fines & fees for County Courts at Law
- Collect court cost, fines & fees for Justice of the Peace Courts
- Register and title motor vehicles
- Register eligible citizens to vote

The goals of the Travis County Tax Assessor-Collector’s Office include:

Voter Registration Division:

- Appropriately register and qualify voters
- Assign proper voting jurisdictions
- Create accurate maps
- Provide timely, quality data to 212 election entities and the voting public

Property Tax and Collections Division:

- Manage truth in taxation process for Travis County and 110 other taxing entities
- Create original tax rolls, make corrections to existing current & prior year tax rolls
- Bill property owners and defendants; process tax, court cost, fees and fines payments; allocate payment proportionally to various agencies; and, when applicable, issue refunds
- Contact delinquent property owners, schedule delinquent payments and when necessary initiate legal action

Motor Vehicle Division:

- Collect motor vehicle and property tax revenue to fund Travis County programs
- Process and issue motor vehicle registrations and titles in accordance with Texas motor vehicle laws

Accounting, Administration and Communications and Training Divisions:

- Support the Tax Office by providing core operations

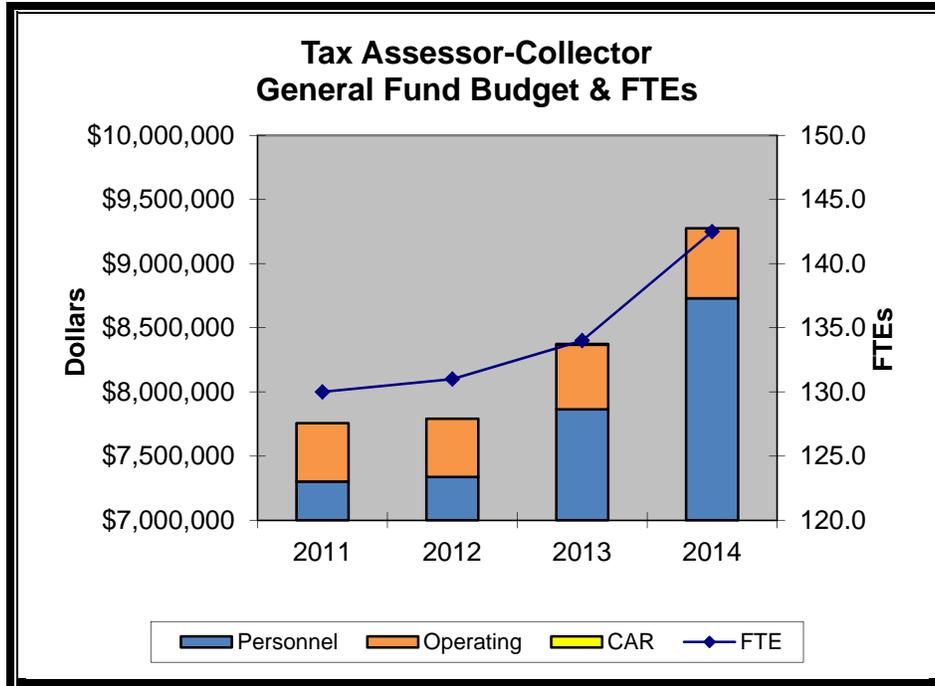
Key Program Statistics

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Communications and Training:				
Total taxpayer demand	418,464	364,291	350,000	350,000
Property Tax ‘Assessment’:				
Manage Current Year Parcels	382,229	384,218	386,720	400,491
Travis County	\$445 Million	\$477 Million	\$507 Million	\$534 Million
All Entities	\$2.3 Billion	\$2.4 Billion	\$2.5 Billion	\$2.7 Billion

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Property Tax 'Customer Interactions':				
Tax Notices Processed	541,070	550,840	560,645	571,691
Full Payments Processed 'Check 21'	227,527	234,256	238,987	242,523
All Entities	\$1.5 Billion	\$1.4 Billion	\$1.4 Billion	\$1.6 Billion
Property Tax 'Reallocations & Disbursements':				
Fees Disbursed	4,613 \$1.2 Million	4,586 \$1 Million	4,331 \$1.2 Million	4,500 \$1.3 Million
Refunds Reviewed & Processed	11,042 \$17.4 Million	11,109 \$30.3 Million	11,916 \$26.2 Million	12,175 \$27.3 Million
Justice Of the Peace Collections:				
New Cases to Manage	29,413	38,561	22,924	20,631
County Court at Law Collections:				
New Cases to Manage	3,306	3,497	3,566	3,696
Motor Vehicle Registration:				
# of mail-in registrations	128,055	130,391	126,271	130,059
# of in-person registrations	145,000	153,525	141,699	145,950
Voter Registration:				
Documents qualified and processed	106,546	176,886	173,000	105,000
Accounting:				
Total collections (all jurisdictions)	\$2.44 billion	\$2.45 billion	\$2.49 billion	\$2.6 billion

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$7,301,268	\$7,337,398	\$7,863,655	\$8,730,135	\$866,480
Operating	\$454,730	\$453,664	\$504,172	\$545,517	\$41,345
CAR (Capital)	-	-	\$6,000	-	\$(6,000)
Total	\$7,755,998	\$7,791,062	\$8,373,827	\$9,275,652	\$901,825
FTEs	130.00	131.00	134.00	142.50	8.50



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Tax Assessor-Collector increased by \$901,825 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 10.8% increase. The majority of the increase was in the personnel budget.

Programmatic Funding

The department's FY 2014 Target Budget included a transfer of \$9,000 from the operating budget to personnel, and an increase of \$17,641 related to follow up action from the Market Salary Survey performed in FY 2012, including the mid-year reclassifications of two positions in the department. At the request of the Tax Office and the Commissioners Court, the Human Resources Management Department reviewed these positions for reclassification after the MSS was completed. In addition, one-time funding in the amount of \$24,073 was removed from the department's operating budget, related to an IVR device funded in FY 2013 and the one-time partial funding of a position in the Collections Division.

The increase to the department's personnel budget totals \$866,480, and includes programmatic changes as well as routine compensation and benefit adjustments. The Tax Office is affected by new mandates from the State of Texas, including requirements from the Texas Department of Motor Vehicles (DMV) that all county tax offices place license plates into secure, accountable inventory. To comply with this new directive, the department received \$105,774 in funding for a Tax Specialist II and Tax Specialist III in

the Motor Vehicle Division to help ensure the continued accountability of all current and expanded inventory items issued to the County by the DMV. The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. Due to this delay, \$26,444 was removed from the Tax Office's personnel budget on a one-time basis. The department also transferred \$5,000 from the operating budget to personnel.

As part of a proposed reorganization plan to address internal controls, workload demands, and supervision needs in the department, the Tax Office received \$441,440 in the personnel budget to fund five Tax Supervisors in the Property Tax and Motor Vehicle Divisions and one Financial Analyst Lead in the Accounting Division, and to increase a 0.5 FTE Tax Specialist I in the Communication and Training Division to a full-time, 1.0 FTE.

Increases to the operating budget for FY 2014 represent one-time costs for the new FTEs along with several other programmatic needs in the department. One-time operating funds in the amount of \$29,400 are budgeted for office supplies, desks, and furniture for the new employees. The department also received \$30,000 in one-time funding and \$4,613 ongoing for a software system that will automate 90% of mail-in vehicle registration renewals and help the department avoid delays in processing. The department provides a great deal of required tax and property training in-house, and \$6,155 in one-time funds and \$1,500 ongoing were allocated for employee training to maximize the efforts of employees and keep staff current with certifications. The budget was increased by \$5,000 to help the department process and mail out tax notices, \$3,500 was included for a software maintenance contract, and an additional \$2,200 was added to the operating budget to provide mileage reimbursement for employees who travel around the County for a significant portion of their work. The department also received a new multi-function copier lease, which will be budgeted in the Records Management and Communication Resources Department.

Compensation and Benefits Funding

Changes include a 3% across the board salary increase for regular employees on the classified pay scale and the elected official totaling \$204,371 for the Tax Office. The FY 2014 Adopted Budget includes additional resources totaling \$72,369 for an approximate 6% increase in the County's contribution for medical insurance benefit costs. The budget also includes an increase of \$46,038 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

The FY 2014 department budget includes a reduction of \$91,491 to capture anticipated medical insurance benefit savings related to employee turnover. There is a one-time net

increase of \$82,782 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$2,950 has been eliminated from the Tax Office since this cost is now managed centrally. In addition, \$20,355 has been transferred from the Tax Office budget to the Records Management and Communication Resources budget to pay for the ongoing lease of a multifunction copier device.

Capital Funding

General Fund Capital Acquisition Resources Account

The Tax Office received \$6,000 in FY 2013 for a desk and module for a new GIS Analyst FTE position in the department. The project was completed in FY 2013 and that amount was not re-budgeted in FY 2014.

Cash funding for capital equipment and projects for the Tax Office totals \$270,572, for the FY 2014 capital project of renovating the Airport Boulevard Building that houses the Tax Office and several other departments, in order to accommodate the new FTEs appropriated to the Tax Office in FY 2014. These funds were centrally budgeted in FMD for the execution of the renovation.

For this office, \$37,016 has been centrally budgeted in ITS for PCs related to the addition of 8.5 new staff.

**Tax Assessor-Collector (108)
Voter Registration Fund (0105)**

Purpose

Chapter 19 of the Election Code identifies the financing method for certain voter registration activities. In 2007, the State of Texas changed its method of financing these activities, requiring a Special Fund to be established in the County budget. The Travis County Commissioners Court established the Voter Registration Fund in FY 2008.

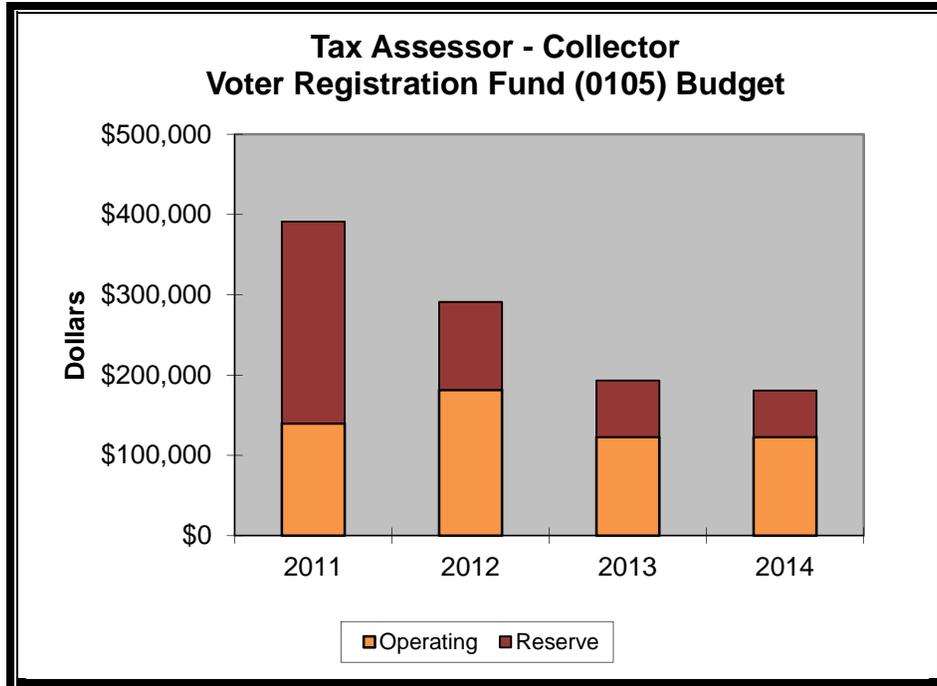
Funding Source

The Voter Registration Fund derives its income from state funds disbursed under Chapter 19 of the Election Code. The statute allows the County to be reimbursed from these funds, to defray expenses of the registrar’s office in connection with voter registration, including additional expenses related to implementation of the National Voter Registration Act of 1993 and compliance with the weekly updating requirements prescribed by statute.

For FY 2014, the County Auditor has certified \$92,725 in intergovernmental income and \$88,001 as beginning fund balance for a total of \$180,726.

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$139,565	\$181,393	\$122,822	\$122,822	-
Reserve	\$251,556	\$109,726	\$70,387	\$57,904	\$(12,483)
Total	\$391,121	\$291,119	\$193,209	\$180,726	\$(12,483)



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Voter Registration Fund decreased by \$12,483 from the FY 2013 Adopted Budget. This is a 6.5% decrease to the operating budget.

Programmatic Funding

By State statute, only operating costs are eligible for reimbursement from this special fund. This budget includes funding for contracted employees, software enhancements to the voter registration system, hardware replacements, advertising, training related to voter registration, maintenance agreements and voter registration supplies. The operating budget did not change from FY 2013 to FY 2014.

Administrative and Other Funding Changes

An Allocated Reserve of \$57,904 is also included within the operating budget. This amount includes a decrease of \$12,483 to match a projected decrease in revenue from reimbursable expenditures in FY 2014.

Transportation & Natural Resources (149)

Mission Statement & Program Goals

The mission of the Travis County Transportation and Natural Resources (TNR) department is to provide citizens living in unincorporated areas of the county with comprehensive transportation, natural resources management, and public service systems in order to promote public safety, health and welfare in compliance with Texas laws and mandates of the Travis County Commissioners Court.

The Planning and Geographic Information Systems (GIS) division provides program and project management services, planning support to other TNR programs, transportation and comprehensive planning, and collaboration with regional partners. The Public Works Surveying division provides accurate land surveying services to several TNR divisions and to Facilities Management Department. The Sign Fabrication division manufactures all signs for installations and all maintained traffic control devices on accepted county roadways. Fleet Services manages and maintains the county’s fleet of vehicles and heavy equipment.

TNR’s Environmental Quality division provides expertise regarding environmental compliance, policy and technical matters. The Natural Resources Program ensures compliance with the terms and conditions of the U.S. Fish and Wildlife Service Endangered Species Act Section 10(a) permit known as the Balcones Canyonlands Conservation Plan. The Parks Services division is responsible for the daily management and long- and short-range planning, maintenance, and operation of the county park system, preserves, and open space.

Subdivision plats and development permits in the unincorporated areas of the county are reviewed by the Land Development Services division to ensure compliance with county, state and federal regulations and standards. The On-Site Wastewater division, ensures that on-site sewage facilities within the unincorporated areas of the county are in compliance with state and county regulations. The Public Works Capital Improvement Program (CIP) is responsible for managing road and bridge improvement projects, park improvement projects, and property acquisitions. The Road and Bridge Maintenance division provides services for scheduled, routine and preventative maintenance operations on accepted Travis County roads and right-of-ways.

Key Program Statistics

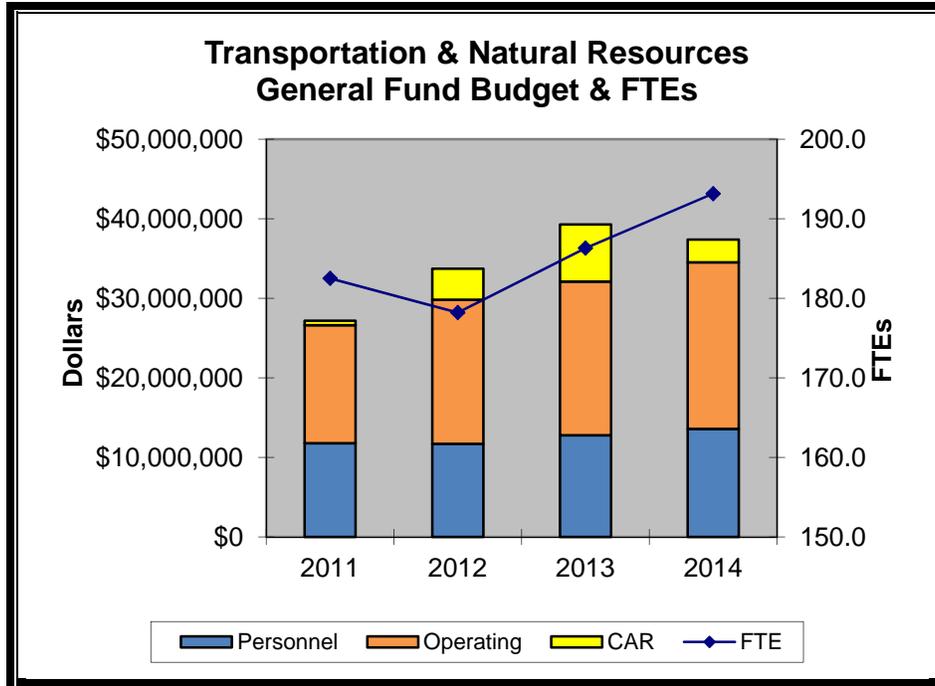
Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Strategic partnerships (municipal, regional, state)	New	30	50	50
Environmental reviews/inspections performed	2,200	2,250	2,300	2,450

Measures	FY 2011 Actual	FY 2012 Actual	FY 2013 Projected	FY 2014 Projected
Residential/small commercial development permits reviewed	1,600	1,750	1,800	1,900
% of Type "A" residential development permits issued within 10 working days; Type "B" within 21 working days	85%	85%	90%	100%
Septic permits issued	450	533	550	550
Miles of road easements mowed	2,291	1,798	2,700	2,700
Miles of road surface treatments	52.36	63.64	60.35	60
Park visitors in fee-collecting parks	485,364	462,685	421,000	425,000
Vehicles & equipment per mechanic	65	72	71	71
BCP acres managed by Travis County	7,339	7,616	7,700	7,780
BCP karst features managed by Travis County	17	17	18	19

Adopted Budgets Fiscal Year 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$11,784,181	\$11,700,833	\$12,771,774	\$13,581,603	\$809,829
Operating	\$14,836,361	\$18,115,248	\$19,324,470	\$20,939,276	\$1,614,806
CAR (Capital)	\$564,067	\$3,892,766	\$7,186,750	\$2,850,893	\$(4,335,857)
Total	\$27,184,609	\$33,708,847	\$39,282,994	\$37,371,772	\$(1,911,222)
FTEs	182.50	178.20	186.30	193.15	6.85
Cert. of Obl.*	\$10,213,620	\$11,853,374	\$2,868,342	\$25,886,741	\$23,018,399

*Numbers reflect amounts issued for Certificates of Obligation. The FY 2014 amount is pending final approval by the Commissioners Court.



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for TNR decreased by \$1,911,222 from the FY 2013 Adopted Budget, including CAR capital funding. This is a 4.9% decrease. The majority of the decrease is due to more of the capital funding for the department shifting from CAR capital funding, which decreased \$4,335,857 to Certificates of Obligation, which increased \$21,501,288.

Programmatic Funding

TNR’s operating budget was reduced by \$1,439,399 for the removal of one-time projects that were funded in FY 2013 the largest being: \$200,000 for an urban forest assessment related to drought damage to the trees in county parks; \$500,000 for a pilot project to rehabilitate county bridges; \$500,000 for a contract to mow and clear brush along county-owned road Right-of-Way.

Due to fee revenue that was moved from the Road and Bridge Fund to the General Fund, the General Fund continues to provide support for the Road and Bridge Fund. Overall the expenditure support from the General Fund to the Road and Bridge Fund increased \$745,293 to \$2,115,407 including \$1,355,558 of direct expenses in the road and bridge fund moving to the General Fund and the continued allocation of \$759,849 for additional road repair materials. An additional revenue decrease, not included in these expenditure numbers, occurred as the \$750,091 transfer from the Road and

Bridge Fund to the General Fund was eliminated due to the general decrease of revenue to the Road and Bridge Fund.

An additional \$1,031,328 was added for support of the Balcones Canyonlands Preservation Fund. These funds are redirected property tax revenue from the General Fund to the Balcones Canyonland Preservation Fund approved as part of the Tax Benefit Financing agreement among the City of Austin, U.S. Fish and Wildlife Service, and Travis County. The total BCP transfer is \$11,958,661.

Additional funds were allocated for countywide fuel needs totaling \$910,580 to address a shortfall in fuel funding that occurred in FY 2013. These funds also include additional resources for new vehicles added to the fleet in Juvenile Probation and Criminal Justice Planning.

Several new projects were funded for FY 2014. \$225,957 in personnel costs and \$53,206 in operating and 5 FTE were added related to the opening of the new green space at Onion Creek, known as Barkley Meadows. \$77,492 in personnel and \$107,400 in operating and 1 FTE were added to create a dedicated forestry program. Also \$60,851 in personnel expenses and \$9,018 in operating were added to provide an Environmental Specialist (1 FTE) to assist with permit review in the environmental services unit. The Commissioners Court approved a three-month hiring delay of many newly created positions in FY 2014, pushing potential start dates from October 1, 2013 to January 1, 2014. Due to this delay, \$71,703 was removed from TNR's personnel budget on a one-time basis.

Other smaller increases include:

- \$56,000 to fund a new fleet management system;
- \$49,500 for costs to operate a new cemetery;
- \$44,969 to continue a new recycling pilot project for FY 2014;
- \$30,000 for a bus pass program to encourage County employees to ride the bus to work;
- \$15,072 to continue to build an operating budget for the routine replacement of park equipment;
- \$10,507 to provide improved water quality monitoring equipment;
- \$9,152 to correct FY 2013 approved budget for school crossing guards and park rangers; and
- \$580 for an inflationary increase to the County's membership in the Capital Area Metropolitan Planning Organization.

Also, the department reallocated \$4,607 from personnel to operating and moved 0.15 FTE from the General fund to the Road and Bridge Fund. Finally the department reallocated \$10,855 from its budget to Records Management to fund the cost of additional multipurpose fax machines.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$285,666 for TNR. The FY 2014 Adopted Budget includes resources totaling \$100,872 for an approximate 6% increase in the County's contribution for employee medical insurance costs. The budget also includes an increase of \$77,377 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funding to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

Administrative and Other Funding Changes

\$207,297 was added to reduce the amount estimated for anticipated salary savings. The County budgets a contra account in larger departments for anticipated salary savings. The allocation for TNR was adjusted based on a review of actual savings from the last three years.

The FY 2014 department budget includes a reduction of \$164,599 to capture anticipated medical insurance benefit savings related to employee turnover. Also, there is a one-time net increase of \$6,074 to account for employee medical insurance elections made during open enrollment for FY 2014.

The budget for long distance of \$3,000 has been eliminated as this expense is now managed centrally.

Capital Funding**General Fund Capital Acquisition Resources Account**

Cash funding for capital equipment and projects for TNR totals \$2,850,893 for the following FY 2014 capital equipment and projects:

- \$2,200,000 for road materials;
- \$80,000 for playground equipment
- \$459,750 for the Countywide cash-funded new and replacement vehicles and related accessories;
- \$100,000 for hike and bike trail upgrades;
- \$7,608 for GPS equipment related to the new forester position; and
- \$3,535 for water quality monitoring equipment.

In addition to the funding above, there is also \$16,361 centrally budgeted in ITS for IT equipment associated with the new environmental specialist position and the new Park Ranger approved for Onion Creek park opening.

Certificates of Obligation Funding

The FY 2014 Adopted Budget includes \$25,886,741 for capital equipment and projects proposed to be included in the issuance of Certificates of Obligation (COs). The project list and amounts will be finalized during the first quarter of FY 2014 for issuance in the spring.

- \$16,606,000 to construct additional roadway from Pearce Lane to State Highway 71 (Maha Loop Road Project.)
- \$5,230,741 for the Countywide new and replacement vehicles and heavy equipment; and
- \$4,050,000 for capital road repair and replacement.

The total of Countywide new and replacement vehicles and related accessories for all funding sources that is centrally budgeted in TNR is \$6,810,750.

Transportation & Natural Resources (149) Road & Bridge Fund (0145)

Purpose

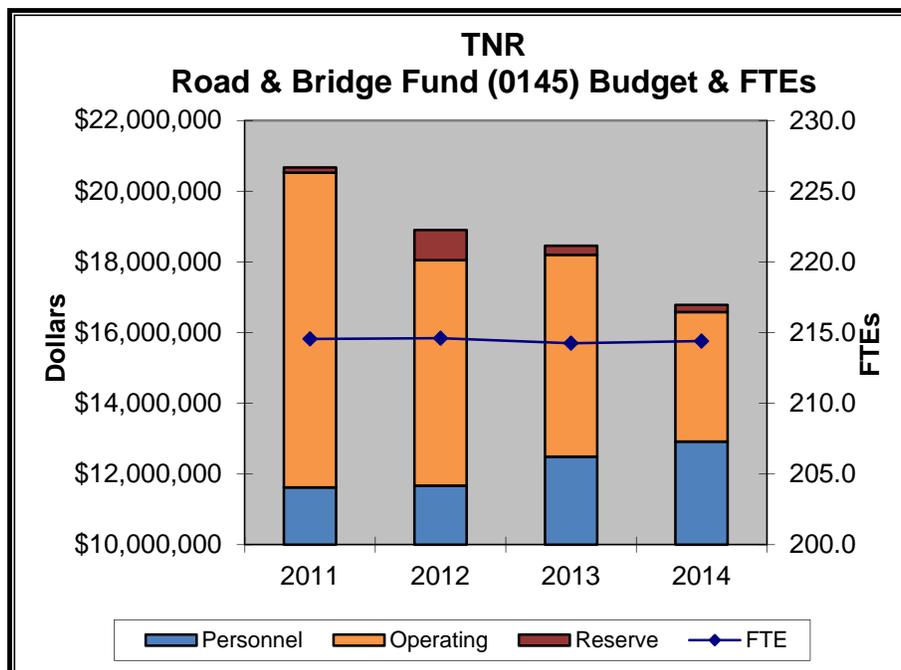
The Road and Bridge fund provides for the maintenance of Travis County roads and bridges.

Funding Source

The Road & Bridge fund generates revenue from a \$10 fee on each motor vehicle registration, a portion of the motor vehicle sales tax, and a distribution from the state, county, and road district highway fund based on Travis County's area, rural population, and road mileage. The certified revenue for FY 2014 in this special fund is comprised of \$2,655,127 in beginning fund balance, \$72,735 in intergovernmental revenue, \$9,881,318 in charges for services, \$4,078,250 in fines, \$27,950 in interest income, and \$64,932 in miscellaneous revenue for a total budget of \$16,780,312.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$11,618,627	\$11,668,135	\$12,486,647	\$12,914,459	\$427,812
Operating	\$8,902,132	\$6,377,352	\$5,713,095	\$3,665,121	\$(2,047,974)
Reserve	\$149,111	\$856,869	\$257,270	\$200,732	\$(56,538)
Total	\$20,669,870	\$18,902,356	\$18,457,012	\$16,780,312	\$(1,676,700)
FTEs	214.55	214.60	214.25	214.40	0.15



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Road and Bridge Fund decreased by \$1,676,700 from the FY 2013 Adopted Budget. This is a 9.1%% decrease. While the majority of the decrease was in the operating budget of the fund, additional resources were added to the Road Maintenance Division of TNR in the General Fund to ensure the programmatic goals could be met.

Programmatic Funding

Due to the overall reduction of revenue to the fund, there was a net decrease of \$56,538 to reserves, setting the FY 2014 reserve at \$200,732. In addition, the transfer from the Road and Bridge Fund of \$750,091 to the General Fund has been eliminated.

As in prior years, to maintain the service level of the department and keep the fund within available revenue, \$1,355,558 of additional operating expenses has been moved from the Road and Bridge Fund to the General Fund.

The budget for long distance of \$2,000 has been eliminated as this cost is now managed centrally.

Finally the department reallocated \$59,675 to personnel expenses from operating expenses to account for payroll changes from FY 2013 to FY 2014. As part of this change, 0.15 FTE was transferred from the General Fund to the Road and Bridge Fund.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$336,405 for the fund. The FY 2014 Adopted Budget includes resources totaling \$114,529 for an approximate 6% increase in the County's contribution for medical insurance benefit costs for this Fund. The budget also includes an increase of \$73,699 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

There is a one-time net decrease of \$37,146 to account for employee medical insurance elections made during open enrollment for FY 2014.

Transportation & Natural Resources (149) Balcones Canyonlands Preservation Fund (0115)

Purpose

The Balcones Canyonlands Preservation Fund was established to enable the County to meet its obligations and requirements under a Federal Endangered Species Act permit issued to Travis County and the City of Austin jointly (i.e., the Balcones Canyonlands Conservation Plan [BCCP], U.S. Fish and Wildlife Service permit no. PRT 788841). The fund also helps meet the County’s obligations under an interlocal agreement with the City of Austin for the BCCP.

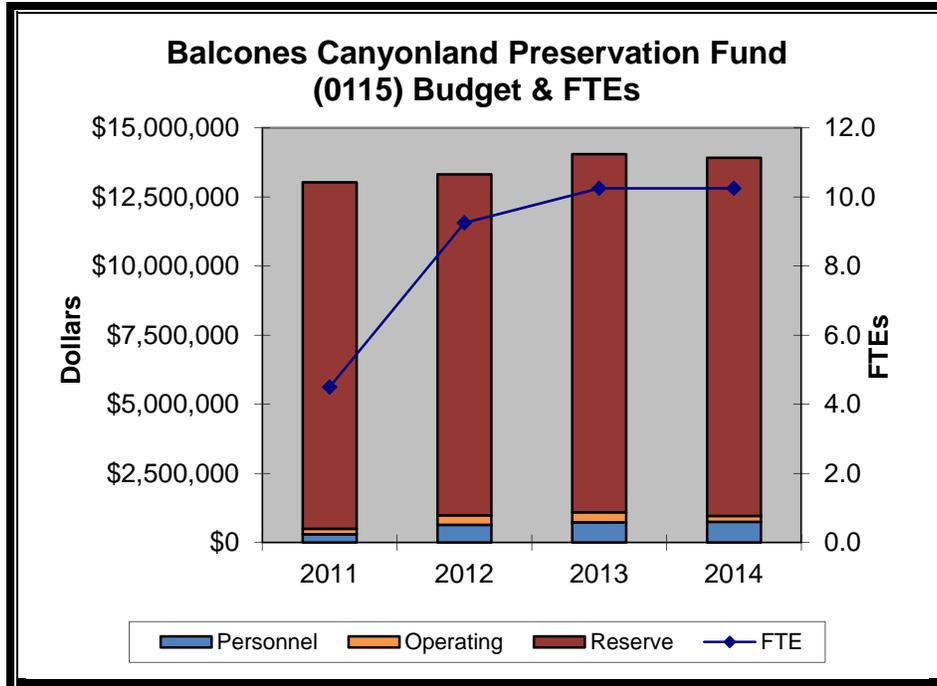
Funding Source

The Balcones Canyonlands Preservation (BCP) program was established in 1997 within the Transportation and Natural Resources department. A special fund was established in FY 1998 for BCP, which derives its income from 50% of the revenue produced from the issuance of participation certificates under the BCCP permit and revenue generated from new construction on BCP land. The City of Austin also receives 50% of the revenue to provide operating funds for habitat lands.

The FY 2014 revenue for this fund includes \$1,612,727 in beginning balance, \$178,880 in charges for services, \$47,513 in interest income, \$119,125 in miscellaneous revenue, and \$11,958,661 from a transfer from the General Fund representing estimated additional tax revenue from new construction on BCP land for total resources of \$13,916,906.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Personnel	\$300,001	\$638,424	\$734,948	\$752,961	\$18,013
Operating	\$195,861	\$346,040	\$357,924	\$208,521	\$(149,403)
Reserve	\$12,532,279	\$12,333,118	\$12,955,072	\$12,955,424	\$352
Total	\$13,028,141	\$13,317,582	\$14,047,944	\$13,916,906	\$(131,038)
FTEs	4.50	9.25	10.25	10.25	-



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the BCP Fund decreased by \$131,038 from the FY 2013 Adopted Budget. This is a 0.9% decrease.

Programmatic Funding

\$257,516 of one-time FY 2013 expenses was removed from the operating budget of the fund. This decrease is offset by the following:

- \$50,000 for contracted wildfire fuel mitigation efforts;
- \$42,500 to construct a parking area for visitors to the BCP; and
- \$14,041 for water quality monitoring equipment.

Finally the Department reallocated \$1,572 from personnel expenses to operating expenses to account for inflationary increases from FY 2013 to FY 2014. Also there was a net increase of \$352 to reserves, setting the FY 2014 reserve at \$12,955,424.

Compensation and Benefits Funding

The budget includes a 3% across the board salary increase for permanent employees on the classified pay scale totaling \$17,355 for the fund. In addition, the FY 2014 Adopted Budget includes resources totaling \$5,742 for an approximate 6% increase in the County’s contribution for employee medical insurance costs for this fund. The

budget also includes an increase of \$4,072 to the County's contribution to the Texas County and District Retirement System. This increase results from additional funds needed to maintain current benefits levels for employees and a 2% Cost of Living Adjustment for retirees.

There is a one-time net decrease of \$7,584 to account for employee medical insurance elections made during open enrollment for FY 2014.

<h2 style="margin: 0;">Transportation & Natural Resources (149)</h2> <h3 style="margin: 0;">LCRA/TC CIP Fund (0109)</h3>
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Purpose

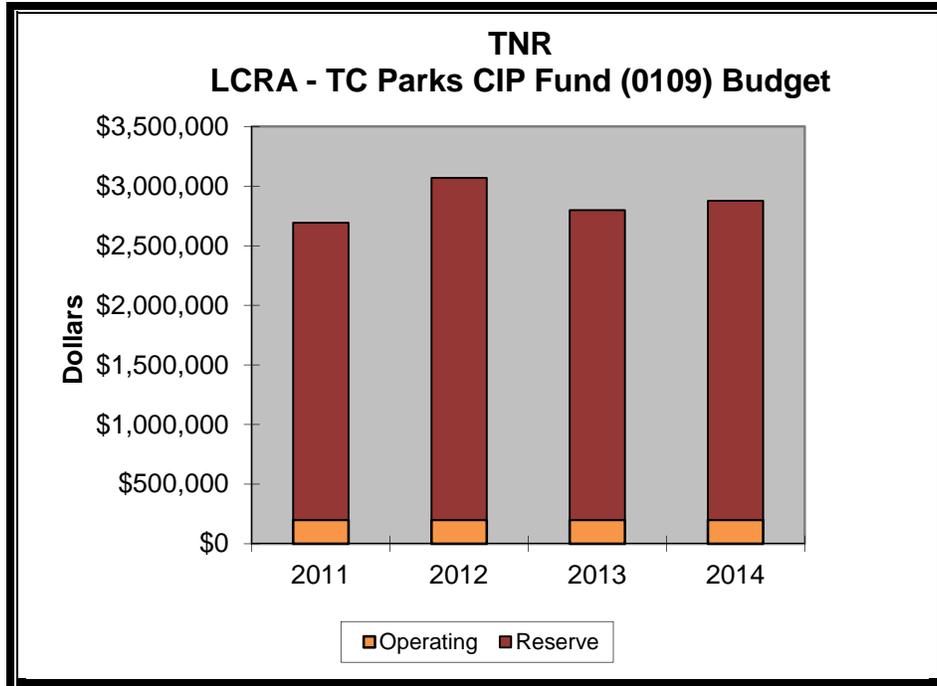
The Lower Colorado River Authority/Travis County Capital Improvements Project (LCRA/TC CIP) Fund provides for the design and construction of capital improvements in accordance with the schedule for construction in the approved Master Park Plan. It also provides for major repair and replacement due to those occurrences described in Article VII, Paragraph F of the LCRA/Travis County Park Lease Agreement.

Funding Source

The source of funding is the day-use fees charged to visitors of the LCRA-owned, county-managed parks. According to the lease agreement, no less than 15% of park revenues and no more than 50% of all park revenues may be put into this fund. (Travis County currently deposits 15% of park revenues into the fund). According to the County Auditor's Fifth Revenue estimate, the revenue from this source will be \$140,900 in FY 2014 and interest revenue will be \$14,218. The beginning balance for this fund is \$2,722,575, for total budgeted revenue of \$2,877,693.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Operating	\$200,000	\$200,000	\$200,000	\$200,000	-
Reserve	\$2,493,620	\$2,869,103	\$2,598,301	\$2,677,693	\$79,392
Total	\$2,693,620	\$3,069,103	\$2,798,301	\$2,877,693	\$79,392



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the LCRA/TC CIP Fund increased by \$79,392 from the FY 2013 Adopted Budget. This is a 2.8% increase. All of the additional revenue for the fund was placed in an Allocated Reserve for the fund.

Transportation & Natural Resources (149)

Mary Quinlan Park Fund (0123)

Purpose

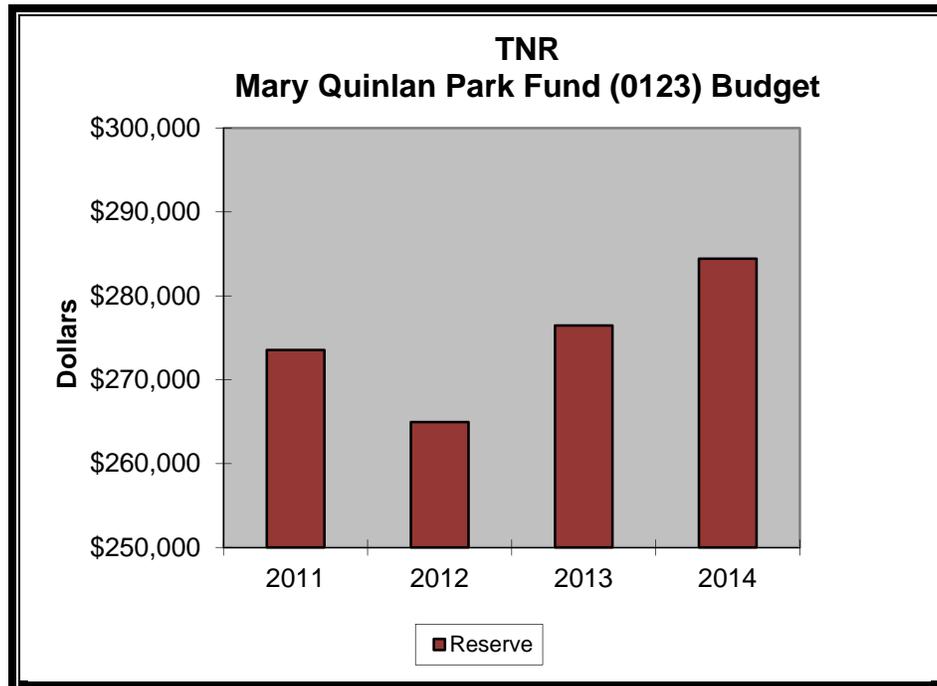
The Mary Quinlan Park Fund provides funds for improvements at this Travis County park.

Funding Source

The source of funding for this Fund is derived from a lawsuit settlement related to access to the parkland. According to the County Auditor's Fifth Revenue estimate, the beginning balance for this fund is \$278,132, interest income is \$1,290, and miscellaneous revenue is estimated at \$5,000.

Adopted Budgets FY 2011-2014

	FY 2011	FY 2012	FY 2013	FY 2014	Diff 2014-2013
Reserve	\$273,541	\$264,959	\$276,469	\$284,422	\$7,953
Total	\$273,541	\$264,959	\$276,469	\$284,422	\$7,953



FY 2014 Adopted Budget

Summary of Changes

The FY 2014 Adopted Budget for the Mary Quinlan Park Fund increased by \$7,953 from the FY 2013 Adopted Budget. This is a 2.9% increase. All of the additional revenue for the fund was placed in an Allocated Reserve for the fund.

Other Special Revenue Funds

Community Supervision and Corrections Department (CSCD) Equipment Acquisition Fund (0117)

This special fund was established in 1995 to account for fund a fee paid by the State of Texas to the County to offset the computer hardware and software costs incurred by the County on behalf of CSCD. The State stopped paying this fee to the County in 2000. The total in this fund for Fiscal Year 2014 is \$1,122, comprised solely of beginning fund balance. The budget in this fund will be expended this fiscal year for the legislatively mandated purpose.

Law Enforcement Officer Standards and Education (LEOSE) Commissioners Court Fund (0118)

This special fund accounts for monies received from the State Comptroller's pro-rata distribution of funds designated for law enforcement officers' education. The total in this fund for Fiscal Year 2014 is \$8, comprised solely of beginning fund balance.

Juvenile Delinquency Prevention Fund (0119)

This special fund accounts for funds resulting from a fee charged per person convicted of a graffiti offense. These monies are used to repair damages, provide educational and intervention programs, and for public awards leading to the conviction of such offenders. The total in this fund for Fiscal Year 2014 is \$688, comprised solely of beginning fund balance.

County and District Courts Technology Fund (0140)

This special fund accounts for monies collected as fees from anyone convicted of a criminal offense and are to be used for technology improvements for all Court offices of the County as well as the costs of training and education regarding technological improvements for the County and District courts. House Bill 3637 passed by the 81st Regular Session of the Texas Legislature established this fee. The balance in this fund for Fiscal Year 2014 is \$90,458, comprised of \$70,743 in beginning balance, \$19,419 in charges for services, and \$296 in interest income.

Capital Area Council of Governments (CAPCOG) 9-1-1 Fund (0142)

This special fund accounts for 911 fees and surcharges received by the County from CAPCOG under an interlocal agreement. These monies are used to establish and operate 911 call centers and related operations within Travis County and include non-County entities such as the Austin Police Department and Emergency Services districts. The balance in this fund for Fiscal Year 2014 is \$20,948, comprised of \$20,932 in

beginning fund balance and \$16 in estimated interest income. This is the last year that funding under this interlocal will be received due to legal changes implemented during the Texas Legislature's 83rd Legislative Session.

Unclaimed Juvenile Restitution Fund (0144)

In accordance with the Family Code, Section 54.0482, this special fund accounts for restitution payments made by a juvenile defendant and received by the Juvenile Probation Department that remain unclaimed by the victim after five years of the payment's receipt. The funds may only be expended for the same purposes for which the County uses juvenile state aid such as juvenile probation services and juvenile justice programs. The balance in this fund for Fiscal Year 2014 is \$28,798, comprised of \$28,613 in beginning balance and \$185 in estimated interest income.

Gardner House Handicraft Fund (0146)

This special fund accounts for donated monies to be used for juveniles in the custody of Travis County at the Gardner Betts Juvenile Justice Center. The balance in this fund for Fiscal Year 2014 is \$3,357, comprised solely of beginning fund balance.

Lake Travis Economic Development Study Fund (0147)

This special fund was created in Fiscal Year 2011 to account for monies received from various local government entities to fund a study of the economic impact of the Lake Travis areas within the State of Texas. This project has been completed and the balance in this fund for Fiscal Year 2014 is \$44 comprised solely of beginning fund balance. This fund balance will be reimbursed to the Lake Travis Chamber of Commerce, in accordance with Commissioners Court direction.

**FISCAL YEAR 2014 ADOPTED BUDGET
SECTION IV – APPENDICES**

January 30, 2001

Travis County Financial and Budgeting Guidelines

Travis County's financial and budgeting guidelines, compiled below, set a basic framework for the overall fiscal management of the County. These guidelines assist the decision-making process of the Commissioners Court.

Most of the guidelines represent long-standing principles, traditions and practices which have guided the County in the past and have helped maintain financial stability over many years. They were originally developed and approved in July 1996. They were updated in April 1999 and again in January 2001.

I. General Financial Guidelines

A. County Bond Rating

The County's bond rating is an important reflection of the County's financial strength to the national credit markets, and any actions that negatively affect the County's bond rating should be avoided.

B. Investments

Investments made by the County shall comply with the Travis County Investment Policy and Procedures Manual and the State of Texas Public Funds Investment Act. Such investments shall be governed by the following investment objectives, in order of priority: consistency with statutory provisions, safety of principal, maintenance of adequate liquidity, and return on investments.

C. Ending Fund Balance

The Commissioners Court is mindful of the financial importance of maintaining a healthy ending fund balance. The County's goal is to have a stable ending fund balance from year to year in the range of between 11% and 12% of budgeted expenditures in the total of the following funds: the General Fund, Road and Bridge Fund, and Debt Service Fund. The ending fund balance will be derived from the Unallocated Reserve (budgeted between 10% and 12% of expenses as outlined in Section IVA) and unspent but budgeted funds remaining at the end of the current fiscal year.

D. Use of One-Time Revenues

The County's goal is to only use permanent revenue sources for on-going, permanent expenses. This means that one-time revenue sources (including ending fund balance) will not be used for on-going commitments. Temporary revenues are intended to be used solely for temporary expenses.

E. Performance Measures

The use of performance measures is essential for the Commissioners Court to explain the relationships between the level of service and the level of an appropriation. Such performance measures are key to understanding core operations as well as any plan or any request for additional funding. Both output measures and outcome measures should be used. Departments that receive approval for funding new activities will be asked to report regularly on progress toward meeting applicable performance measures that are associated with those activities.

F. Physical Assets

The County will maintain its physical assets at a level that is sufficient to protect the County's capital investment and to minimize future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of capital equipment and facilities in order to avoid deterioration of the County's basic infrastructure. The Commissioners Court is also mindful of the County's natural assets and will protect Travis County's unique environmental quality including its lakes, parks, rivers, and open wildlife areas.

G. Budget Adherence

The most preeminent budget rule is that County departments must live within the constraints of the County budget. Departments may not obligate the County to spend more money than budgeted and must process all budget transfers through the Planning and Budget Office. This office will help facilitate the appropriate reviews and necessary approvals consistent with Budget Rules that are adopted annually by the Commissioners Court.

H. Public Scrutiny

The Commissioners court welcomes public scrutiny of its budget deliberations and will televise them. Public hearings beyond those mandated by law are encouraged. The budget document will be prepared in such a manner as to facilitate understanding by County residents and officials about the expenditure of their public funds and the services provided by Travis County.

I. Collaboration

The Commissioners Court fosters County-wide collaboration to help guide resource decisions, and wishes to review innovative proposals that involve multiple departments, measurable outcomes, and agreed-upon multi-year plans. Departments are strongly encouraged to collaborate with the Court and other partner agencies inside and outside the County to gain mutual agreement on future plans.

J. Procurement

Travis County has established a centralized purchasing office to ensure compliance with the County Purchasing Act. County departments are required to purchase all goods and services through the Purchasing Office. Departments are strongly encouraged to plan their procurements in far enough advance to allow the Purchasing Office to complete the procurement process so that tax dollars are saved.

K. Investments in Human Development

The Commissioners Court recognizes the long term value that well placed investments in human development can have on the health of a community and on avoiding increased future costs. As such, the Court supports such investments when there are well-defined performance measures that show not only social rewards from a particular expenditure but financial benefits as well.

L. Execution of Court Approved Programs

Commissioners Court approved programs should be executed in a timely, efficient, and effective manner. In the event that departments confront problems or impediments to such execution, the Court should be briefed in a timely fashion to allow the Court to determine how best to proceed.

II. General Budgeting Guidelines

A. Planning Before Budgeting

The Commissioners Court wishes to ensure that formal planning occurs before funds are requested or allocated. Departments are encouraged to collaborate with the Commissioners Court on the development of plans for future operations. The Court wishes to have a Court approved plan before any new programs or services are considered for funding.

B. Departmental Budget Requests

Should projected economic conditions show an immediate negative impact on the County's ability to meet its financial goals and standards, then the Planning and Budget Office may ask departments to submit budgets that are less than the department's Current Funding Level. In that event, then the departments should outline the impact on the department's performance measures of such a reduction in resources.

C. Annualizing the Cost of New Positions and Programs

When new positions or programs are added to the budget, they will be budgeted on an annual basis. This will avoid having the County's budget automatically increase in subsequent years for such positions or programs.

D. Capital Planning

The County encourages departments to submit three to five year capital plans for approval by the Commissioners Court. Approved plans shall be given priority during the annual budget process.

E. County-wide Issues

The Commissioners Court intends to fund countywide issues before committing resources for specific departmental programs. Such issues include:

- a. legally mandated requirements;
- b. issues that have such a substantial impact on the community that they must be accommodated first;
- c. funding needs that affect every County department such as performance pay or other compensation needs or employee benefits; and
- d. needs that impact the County's fiscal strength such as reserves.

F. Mid-Year Budget Increases

Departmental budget increases proposed after the beginning of the fiscal year will be considered for funding if the Commissioners Court indicated during the budget mark-up process that the proposal was not yet fully developed and should be considered for funding from Allocated Reserves. Otherwise, such a funding proposal must meet the following criteria: It is of an emergency nature, funding cannot be identified internally, and it cannot be delayed until the next fiscal year without a very significant negative impact on the public.

G. Matching Funding to Expenditures

The goal of the Commissioners Court is to have funds expended for their intended use in a timely fashion and to match the schedule of funding both operating and capital needs as closely as possible to the expected expenditure pattern, being mindful of meeting the financial goals described in these guidelines. The Court wishes to schedule the actual inflow of public tax dollars to the County in direct relationship to the outflow of projected expenditures for all funds.

III. Debt Guidelines**A. Debt Policy**

The Commissioners Court has established a formal debt policy that provides guidelines in deciding whether to issue additional debt and to keep the debt issuance of the County within established limits. These guidelines are intended to ensure that Travis County will maintain a prudent approach to the issuance of debt. This debt policy is attached.

B. Short Term Debt

The Commissioners Court will work toward reducing its reliance on short-term debt. Major capital expenditures that are not funded from annual appropriations to the General Fund Capital Acquisition Resources Account will be considered for short term debt.

C. Use of Outstanding Certificates of Obligation

Toward the end of each fiscal year, all remaining balances in projects funded through Certificates of Obligation will be reviewed to determine whether such balances will: (a) become undesignated for use by a particular department and identified as available for future use within the scope of the purposes for which the Certificate of Obligation was issued; (b) be rolled over into the next fiscal year for the department to use for the same purpose; or (c) be used to retire principal.

IV. Reserves Guidelines**A. General Fund and Debt Service Reserves**

The goal of the Commissioners Court is to maintain an Unallocated Reserve equal to between 10% and 12% of the total budgeted expenses for the combined General Fund, Road and Bridge, and Debt Service Funds. Historically, the individual reserve ratio for the Debt Service Fund has been higher than the reserve ratio for General Fund. It is the intent of the Commissioners Court that each of these two funds will eventually have reserves that are more equalized between the two funds.

B. Capital Acquisition Resources Account

The County funds purchases of capital equipment through either short-term debt or through a Capital Acquisition Resources Account (CAR). This account is established by an annual General Fund appropriation and it is intended to reduce the County's reliance on short-term debt. This account provides the Commissioners Court with increased flexibility on the use of these funds as well as the timing of their availability compared to Certificates of Obligation. The Commissioners Court has set a goal of having all equipment with a unit cost of at least \$100,000 or less funded out of current funds through CAR, rather than from debt issuance.

C. Allocated Reserves

The Commissioners Court has established an Allocated Reserve for unforeseen operating expenditures after the budget has been adopted. It is expected that some or all of this reserve will be expended, depending upon the needs that emerge during the year. This is a fund source to be used sparingly, and only after all other alternatives have been fully explored. The amount of the Allocated Reserve shall be established during the budget process, depending upon the degree to which mid-year needs are known and the amount of budget flexibility desired by the Commissioners Court. As a rule of thumb, however, this reserve should be between .5% and 1.0% of the total General Fund budgeted expenditures.

D. Other Reserves

The Commissioners Court may also wish to establish specialized reserves when it is known that a major future expenditure will occur in one or more subsequent years, to ease the impact on the future tax rate and to reduce the likelihood of sharp changes in revenue requirements. Such specialized reserves would anticipate major improvements in technology or facilities, unusually large anticipated staffing requirements required by law or as part of an approved plan, and other investments known to be so large that they should be phased over time.

E. Unallocated Reserve

The Unallocated Reserve is not intended to be used for any purpose other than a serious public calamity or other emergency during the year. It is intended to establish the County's fiscal soundness and is a key part of the County's bond rating. Under special circumstances, the Court may choose to adopt a reimbursement resolution that allows a temporary transfer from the Unallocated Reserve which will be reimbursed within the same fiscal year from bond or Certificate of Obligation proceeds. All permanent expenditures from this reserve will be reported in detail in the County's Comprehensive Annual Financial Report (CAFR).

IV. Revenue Guidelines**A. Tax Rate**

It is the goal of the Commissioners Court that the tax rate proposed in the County's Preliminary Budget should be at or near the Effective Tax Rate.

B. Non-Property Tax Revenue

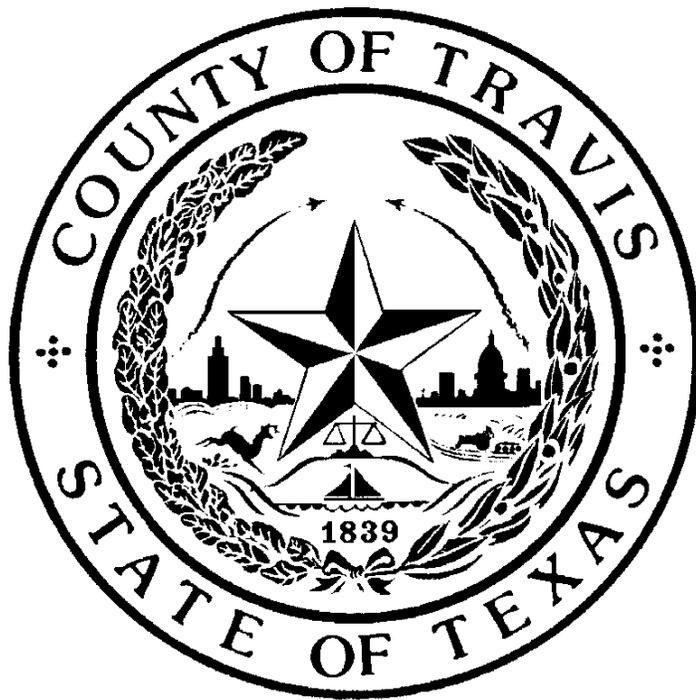
For the foreseeable future, the Commissioners Court expects that the County will be reliant on revenue from property taxes, and recognizes that this revenue stream is limited due to taxpayer concerns over historical increases in property taxes. Therefore,

the Commissioners Court will positively consider other forms of revenue as a way of ensuring a balanced budget from a more diversified source of income.

C. Revenue Benchmarking

Market rates and charges levied by other public entities and private organizations for similar services will be used as an important consideration when establishing fees and charges for service.

Approved By Commissioners Court unanimously on January 30, 2001



TRAVIS COUNTY DEBT POLICY

The purpose of this policy is to provide guidelines for the Commissioners' Court in deciding whether to issue additional debt and to attempt to keep the debt issuance of the County within established limits.

General Approach to Debt

- I. Travis County will maintain a prudent approach to the issuance of debt that includes the following:
 - Travis County will ensure that necessary services are provided in this community in a timely and sufficient manner using current revenues.
 - Travis County will ensure that necessary equipment and facilities are provided to County departments in a timely manner using the most frugal method of payment available for such expenditures.
 - Routine purchase and replacement of capital equipment, such as computer equipment, furniture, and "down payments" on larger capital projects will be financed through the Capital Acquisition Resources Account from current operating revenues. This account will be gradually adjusted as existing funds become available and as economic circumstances allow, to reduce or eliminate the need for issuing debt or entering into any other financing arrangement for recurring operating equipment purchases.
 - Sale of bonds or certificates of obligation will follow general market conventions assuring the best interest rate deemed possible at the time, as determined by the Commissioners' Court, based upon advice from the County's financial advisors.
- II. The Travis County Commissioners' Court will not issue long-term debt (with a repayment period in excess of five years) without the approval of such bond issue by the voters at an election, except under the following circumstances:
 1. The expenditure is legally required of the County, where penalties or fines could be imposed on the County if the expenditure is not made. Or,
 2. When a financial analysis demonstrates that during a stipulated term Travis County would spend significantly less. Or,
 3. The voters have previously approved the issuance of general obligation bonds but, for valid reasons, certificates of obligation must be substituted for such bonds in order to carry out the voters' authorization. Or
 4. When the expense is for necessary planning services or acquiring options for a future capital project that will be submitted to the voters.
- III. Capital expenditures, particularly those involving the issuance of debt, will be approved only in the context of multi-year planning by the County.

Process to Determine Needs

- Expenditures for capital improvements and equipment will be requested, justified and approved, specifying the recommended method of finance for such expenditures as part of the annual County budget process, prior to budget adoption.
- Each year as part of the budget process, the Planning and Budget Office will prepare a debt report analyzing all recommended expenditures which are proposed to be financed with debt. The report will explain the impact the proposed new debt will have on the County's debt service tax rate and an analysis of such impact on the average county taxpayer, and the impact of the issuance of the proposed County debt in light of the general obligation debt of other taxing entities in Travis County (schools, cities, special districts).
- Building renovation or construction projects will be reviewed and assessed by the Facilities Management Department prior to consideration by the Commissioners' Court.
- The Transportation and Natural Resources Department will review and assess any project which includes roads, drainage or parks prior to consideration by the Commissioners' Court.
- The Commissioners' Court will decide which projects will be undertaken, the timing of those projects and the source of funding to be provided for accomplishment of those projects.

Debt Policies

- A debt service reserve of at least 10% of total debt service requirements for the current fiscal year will be maintained to ensure availability of funds to meet the debt service payments in the event of tax revenue shortfalls.
- The term of any debt should not exceed 20 years, and should never exceed the useful life of the asset, or the weighted average useful life of a group of assets when multiple assets are funded in a single issue.
- Except in the case of revenue producing facilities, debt will not be issued for the purpose of making debt service interest payments. If interest capitalization becomes necessary, it will only be used for three years or the period of the construction phase, whichever is the shorter period.
- Delays in repayment of principal will be part of the debt structure only if in a particular circumstance such delay is seen to be in the County's best financial interest.
- Interest earnings on bonds which have been sold will be retained in the project until that project is completed unless the Commissioners Court has instructed otherwise in a bond covenant or official statement. Funds unneeded for the project after its completion will be either transferred to the Interest and Sinking Fund in order to

mitigate the need to increase the debt service tax rate or may be used for projects of a similar nature as allowed by law. Excess funds will not be allowed to increase the scope of the original project without additional justification and analysis.

- Optional debt redemption shall be provided for, based upon the advice of the County's financial advisor.
- Travis County will maintain a ratio of annual short-term debt service payments to total debt service of 25% or less, and short-term debt service payments to total General Fund expenditures of 5% or less.
- Guidelines in the form of industry-standard ratios will be reviewed in conjunction with each debt issuance in order to provide a framework within which to view overall Travis County debt. Those guideline ratios include:

Primary Guidelines

1. Net bonded debt to taxable value should not exceed the range of 1.0%-1.5%.
2. Net bonded debt to population should not exceed \$800 per capita.
3. Debt service to total expenditures (operating expenditures and debt service combined) shall be approximately 20% or less.

Secondary Guideline

A total debt target of 5% of taxable value for all overlapping debt in Travis County (county, city, school district and other) will be established, in concert with cooperative efforts toward sharing this goal with the other debt-issuing entities.

- The debt analysis will also show the anticipated net bonded debt per taxable value and the net bonded debt per capita that will be shown as a part of an upcoming official statement.

Approved by the Commissioners Court on March 18, 2008

Fiscal Year 2014 Budget Guidelines

Introduction

The County's annual budget process provides offices and departments an opportunity to evaluate and prioritize their programs and reexamine how to efficiently and effectively execute their mission and goals. Likewise, the budget process provides the Commissioners Court a key tool for providing overarching direction regarding funding policies, mission and goals for Travis County. The County's budget development process is best served by close collaboration between the Planning & Budget Office and County offices and departments.

The budget process for 2014 will remain similar to the 2013 budget process. While the new SAP financial system is fully operational, implementation of the budget module has not yet begun. Based on consultation with the County Auditor's Office, this implementation is expected to begin in the spring or summer of 2014. Once fully tested and in operation, changes to the budget process will be required.

As in the past, the primary goals of the Budget Guidelines include:

- Broad policy direction regarding funding levels for the upcoming fiscal year, which are largely dependent on the ad valorem tax rate during any given budget development process
- Criteria to help prioritize the addition of new resources to add or enhance services, or whether to repurpose existing funding in new directions
- More specific guidance and instructions for County departments and offices in the formulation of their budget submissions

Travis County's Mission Statement

For the people of Travis County, our mission is to preserve health, provide a safety net for the needy, ensure the public safety, facilitate the resolution of disputes, foster an efficient transportation system, promote recreational opportunities, and manage county resources in order to meet the changing needs of the community in an effective manner.

The Commissioners Court demonstrates its commitment to this mission by ensuring appropriate funding for emergency functions (medical, fire and public safety), addressing various social ills (such as child abuse, truancy, domestic violence, and poverty), providing appropriate law enforcement and justice support to Travis County residents (including fair and efficient judicial services for both civil and criminal cases), maintaining the County's infrastructure (roads, facilities, parks, and technology), and continuing to support efficiencies in general government services through the highest and best use of public funds.

The County has consistently managed to deliver critical services to its residents even in the midst of economic challenges experienced during recent years. Economic indicators continue to strengthen over the last year.

Travis County's Budget and Funding Structure

Adopting the budget and the ad valorem tax rate are two of the most important processes that Travis County undergoes each year. Property tax revenue represents the most significant source of funding for the County's General Fund, where most of the County's core services are budgeted. Property taxes are considered a stable source of funding for local governments, largely due to the nature of the effective tax rate calculation. The effective tax rate is a calculated rate that provides a taxing unit with about the same amount of revenue it received in the year before on properties taxed in both years. If property values rise, the effective tax rate will go down, and vice versa.

If the effective tax rate is adopted, the only source of new property tax revenue results from new construction value added to the tax base. Latest conversations with the Travis Central Appraisal District indicate that new construction figures are expected to be strong next year. Current forecasts for new construction in 2014 are \$2.5 billion compared to \$1.5 billion in 2013. These amounts do not include estimated tax revenue that will ultimately be collected and then paid to companies under the terms of performance-based economic development agreements, such as Samsung.

The Commissioners Court has provided consistent policy guidance to the Planning and Budget Office over recent years that the tax rate used to develop the preliminary budget be "at or near" the effective tax rate. During discussions and deliberations, the Court has clarified this policy guidance such that a tax rate is considered near to the effective tax rate if within 3% of the effective tax rate. The underlying rationale that drives this policy is based on the premise that modest growth in the tax rate over time is the best approach to respond to the increasing cost of delivering services. It is important to note that even when new construction activity is underway and brings added value to the tax base, the effective tax rate is not always sufficient to generate the funding needed to keep pace with a growing population or rising costs.

National, State and Local Economies

National Economy The national economic recovery appears to be proceeding at a slow, yet steady pace with most indicators generally leaning in a positive direction. The latest advance estimate of Gross Domestic Product for the fourth quarter of 2012, which was released by the U.S. Bureau of Economic Analysis in January 2013, shows that the economy contracted by 0.1%. This is the first time that the economy has contracted since the first quarter of 2009, when the nation was in the midst of the recent

recession.¹ Nevertheless, *CNN Money* reports that this contraction is due primarily to two reasons that are not expected to impact the economy on an ongoing basis.² First, federal government expenditures and investments dropped in the fourth quarter of 2012 by 15.0%, primarily due to the threat of sequestration that loomed in January. Analysts surveyed indicate that since the sequestration issue has not been finally resolved by Congress, potential implementation on March 1st is the greatest short-term threat to a continuing economic recovery.³ The second primary reason cited for the contraction of the economy in the fourth quarter of 2012 is the use of inventory stock by businesses when making sales. According to analysts, this **increases** the likelihood that these businesses will have to increase production in the first quarter of 2013 to rebuild their inventories.

Positive indicators for the national economy include a 5.5% increase in home prices in November 2012 over the prior year.⁴ The housing prices in the 20 major U.S. cities that were surveyed appear to have been helped by the following factors: higher sales of both new and previously-owned homes, a drop in foreclosures, continued near record low mortgage rates, and a small drop in the unemployment rate. A senior U.S. economist for Barclays has said the firm is forecasting another 6% to 7% rise in home prices in 2013, and a 5% to 6% rise again in 2014.⁵ In addition to home prices increasing, the smaller inventory of available homes is projected to result in almost 1 million new housing starts in 2013.⁶ Moody's Analytics is forecasting even stronger growth in 2013 and 2014, estimating that the new housing starts will add one million new jobs.

State Economy Texas continues to outperform the national economy. The Federal Reserve fourth quarter 2012 report on the Southwest economy notes that Texas outperforms other large states and the nation in employment.⁷ This report also notes these positive economic indicators: (1) the rainy day fund has the second highest balance of the U.S. states, (2) the business climate ranks highest in 2012, (3) the pension system is relatively well funded (above the 80% funding rate recommended by

¹ Mataloni, Lisa, "Gross Domestic Product: Fourth Quarter and Annual 2012 (Advance Estimate)". Bureau of Economic Analysis News Release, January 30, 2013. www.bea.gov/newsreleases/national/gdp/gdpnewsrelease.htm

² Kurtz, Annalyn, "U.S. economy contracts for first time since recession". *CNN Money*, January 30, 2013. http://money.cnn.com/2013/01/30/news/economy/gdp-report/index.html?iid=SF_E_Lead

³ Ibid.

⁴ Isidore, Chris, "Home prices post biggest jump in 6 years". *CNN Money*, January 29, 2013. http://money.cnn.com/2013/01/29/news/economy/home-prices/index.html?iid=SF_E_River

⁵ Ibid.

⁶ Isidore, Chris, "Housing to drive economic growth (finally!)". *CNN Money*, January 27, 2013. http://money.cnn.com/2013/01/27/news/economy/housing-economic-growth/index.html?iid=SF_E_Highlight

⁷ Saving, Jason, "Determining Creditworthiness and Texas' Case for a Top Rating", *Southwest Economy*, Federal Reserve Bank of Dallas, Fourth Quarter 2012.

pension analysts), and (4) state government offers “constitutional protections to bondholders that interest payments will occur in a full and timely fashion.”⁸

While Texas leads the nation in employment, and median earnings rose 1.4% from 2010 to 2011 while they fell 2.5% nationally, “the estimates continue to reflect a trend of the ‘hollowing out’ of the middle class.”⁹ This essentially means that income figures indicate a shrinking middle class and a growing class of impoverished citizens.

In his State of the State speech in January, Governor Rick Perry identified the following issues for the Texas Legislature this session: a constitutional limit on spending growth to ensure it never grows more than the combined rate of inflation and population, elimination of the practice of using dedicated funds and specific fees for anything other than the purpose for which they were intended, a mechanism that allows the State government the option of returning a tax revenue surplus directly to the people who paid it, and tax relief of at least \$1.8 billion in the next biennium.¹⁰

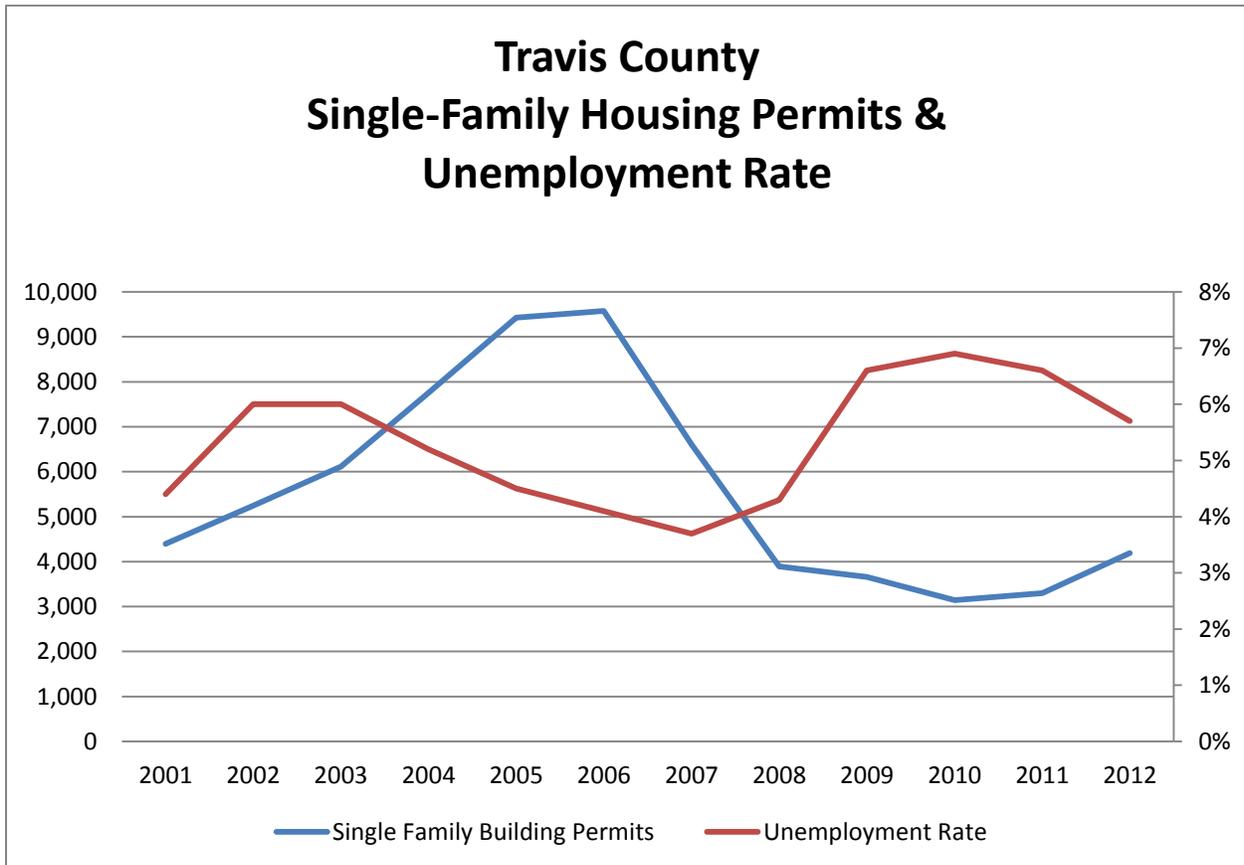
A cursory review of the Texas House of Representatives budget bill has uncovered a deep proposed cut to the Adult Probation misdemeanor probation budget. This type of reduction may affect the jail population in Travis County, if the state’s probation officers cannot supervise misdemeanants and they remain in jail or are released without supervision and without any further interventions. These continued efforts to cut an already lean state government may push new unfunded state mandates to local governments. Travis County’s governmental affairs unit is tracking this bill, as well as others that may potentially impact revenue, spending or capital financing at the local level.

⁸ Ibid.

⁹ LoPalo, Melissa, “Compensation: Texas Income, Earnings Mixed in Latest Census Report”, *Southwest Economy*, Federal Reserve Bank of Dallas, Fourth Quarter 2012.

¹⁰ Perry, Rick, “Tax Relief, Infrastructure and Education: Priorities to Keep Texas Strong”, *Governor’s State of the State speech*. January 29, 2013. <http://governor.state.tx.us/news/speech/18095/>

Local Economy The economy continues to show accelerating growth through the fourth quarter in 2012. Data from Texas A&M University’s Real Estate Center and the Federal Reserve Bank of St. Louis, shown below, reflect the unemployment rate decreasing from a high of 6.9% in 2010 to 5.7% in 2012.¹¹ The number of single-family home building permits increasing from a low of 3,140 in 2010 to 4,140 permits in 2012.¹²



Angelou Economics has forecasted that the Austin market will add 29,000 new jobs in 2013 and 30,000 in 2014.¹³ According to the firm, these are conservative estimates and cited previous forecasts of 19,500 new jobs created in the Austin market in 2012, while actual figures through December showed that 25,000 new jobs would be created by the end of the year.¹⁴

Travis County continues to fare far better than other metropolitan areas across the country and even throughout Texas. The Fiscal Year 2014 budget process will focus on

¹¹ “Unemployment Rate in Travis County, TX (TXTRAV3URN)”, *Economic Research*. Federal Reserve Bank, St. Louis. <http://www.research.stlouisfed.org/fred2/series/TXTRAV3URN/downloaddata?cid=30125>

¹² “Building Permits, Travis County”. Texas A&M University Real Estate Center. (Note: Building permit data for 2012 is for 11 months, through November 2012. December data not yet available.) <http://www.recenter.tamu.edu/data/bp/bpc/cnty453.asp>

¹³ Zehr, Dan, “Forecast: Austin will continue to grow.” *Austin American Statesman*, December 11, 2012. <http://www.statesman.com/news/business/forecast-austin-will-contiue-to-grow/nTSSH/>

¹⁴ Ibid.

meeting existing priorities and current state mandates, while preparing for future growth and keeping an eye on state and federal actions that may affect the County’s budget in the future.

Tax Rate – Fiscal Year 2014 Preliminary Budget

Consistent with policy direction in recent years from the Commissioners Court, the Planning and Budget Office recommends consideration of an ad valorem tax rate for the 2014 Preliminary Budget that is “at or near” the effective tax rate. A tax rate within 3% of the Effective Tax Rate should be considered “near” for purposes of developing the Preliminary Budget consistent with policy direction for the last five fiscal years.

This approach will allow the Planning and Budget Office to bring a sound and balanced Preliminary Budget to the Commissioners Court for consideration in July, and will provide continued funding for the Court’s programmatic commitments in the upcoming year.

Using the latest valuation estimates available from the Travis Central Appraisal District, the table below reflects an estimated tax rate of 50.69 cents per \$100 of taxable value, which is an increase of 1.4% compared to the current tax rate. This equates to an annual increase in taxes of approximately \$42, or \$3.50 per month. An estimated tax rate of 50.69 cents represents a 3% increase above the effective rate. The effective tax rate is currently estimated at 49.22 cents.

Estimated Average Annual Tax Impact on Homestead Owners

	Current FY 2013	Projected FY 2014	Difference	
			\$	%
Average Homestead Value	\$270,774	\$275,000	\$4,226	1.6%
Average Taxable Value After 20% Homestead Exemption and other required adjustments	\$214,567	\$220,000	\$5,433	2.5%
Ad Valorem Tax Rate at 3% above Effective Tax Rate	50.01 cents	50.69 cents	0.68 cents	1.4%
Annual Tax Impact at 3% above Effective Tax Rate	\$1,073	\$1,115	\$42	3.9%

Preparing a Preliminary Budget at the effective tax rate would result in a \$10 increase in the annual tax bill for a Travis County resident who owns an averaged-valued homestead, but the overall revenue impact on the County’s General Fund would be significant. For Travis County as a whole, a budget balanced at the effective tax rate would result in a reduction in General Fund revenue needed to pay for County services, which is currently estimated at an impact of approximately \$15 million. This reduction in revenue would likely necessitate curtailed spending for existing services, and would likely not provide for any consideration of enhanced workforce pay or the possibility of a cost of living adjustment for retiree pension annuities.

Fiscal Year 2014 Budget Preparation Guidance – County Offices and Departments

The Fiscal Year 2013 Adopted Budget has been recorded in the new SAP accounting system. Fiscal Year 2014 will be the first year that County offices and departments are expected to provide budget submissions using SAP cost centers. Budget forms and required documentation will include the new SAP terminology, cost centers, and G/L account numbers. The main change for Fiscal Year 2014 is related to the consolidation of information to be reported on organizational changes and reclassifications to a single, new form.

The Planning and Budget Office will be working toward the implementation of a new budget module within SAP in the coming years that will require changes to the Travis County budget development process. At this time, however, such changes are not expected for the next two budget cycles.

The key elements of the budget guidelines as outlined below are intended to help offices and departments in the preparation of Fiscal Year 2014 budget submittals, and to assist the Planning and Budget Office in preliminary preparations for the upcoming budget cycle.

A. Budget Submittals

Departments and offices are required to submit their budgets at the Fiscal Year 2014 Target Budget Level. This Target Budget Level represents the 2013 Adopted Budget plus the annualized impact of any increases approved for 2013, less any one-time expenses and other reductions related to pilot programs and/or programs moved from ongoing to one-time funding status.

At this time, departments and offices will not be asked to submit a list of programmatic budget reductions. The Planning and Budget Office may use the reduction proposals submitted as part of the Fiscal Year 2012 budget process in the event that reductions might be needed. The Planning and Budget Office will notify departments and/or offices during the budget process if any programmatic reductions will be recommended for inclusion in the 2014 Preliminary Budget. As always, departments and offices are urged to collaborate with the Planning and Budget Office to identify and implement opportunities for savings and efficiencies.

The Planning and Budget Office may independently identify budgetary reductions based on a review of the department's programs and performance measures. Any reduction recommendations will be discussed with the affected office or department prior to consideration for inclusion in the Preliminary Budget.

Budget submittals are due on Wednesday, April 24, 2013.

B. Compensation & Benefits

The Commissioners Court has invested significant resources over the last two fiscal years to ensure that its workforce is competitive with market conditions. The Compensation Committee appointed by the Court has been further charged with presenting its recommendations for Fiscal Year 2014 to the Commissioners Court this spring. For the Preliminary Budget, the Planning and Budget Office has planned for some level of funding for performance-based pay for classified employees. This approach will give the Commissioners Court the flexibility of listening to Compensation Committee's recommendations when ready, and having at least some level of funding to implement any compensation recommendations the Court deems appropriate.

As in the past, an employee public hearing will be held in June to provide employees and employee groups an opportunity to comment specifically on compensation and benefits at Travis County.

Career ladders Offices and departments should continue to redirect savings from career ladder vacancies, other permanent salary savings and any other resources within their target budget to internally fund departmental career ladder increases for positions in high priority programs.

Benefits In the spring of each year, the Employee Health Care Committee, a committee made up of employees from various offices and departments, meets with the County's third party actuary to make recommendations for the upcoming health plan. After considering the information presented by the actuary, the Committee will finalize health plan recommendations for the Commissioners Court to consider for Fiscal Year 2014. It is expected that the County will incur increased costs in 2014 that may lead to an increase in the health benefits budget, as well as carefully crafted plan design changes. As in previous years, any increased costs would be shared among the County, employees, and retirees. The need for additional resources will not be determined until discussions between the actuary and members of the Employee Health Benefits Committee have taken place. The Planning and Budget Office will include estimated funding in the Preliminary Budget based on recent cost trends.

Elected Officials Salaries Travis County has historically linked salary adjustments for elected officials to increases approved for employees on the Classified Pay Scale. In Fiscal Year 2013, the compensation staff in the Human Resources Management Department conducted a market salary review of elected officials who are not on the judicial pay scale. They also reviewed Justice of the Peace salaries and recommended that their salaries be taken off the judicial pay scale. Based on the very limited market population in urban Texas counties from which to draw information for elected officials, the compensation staff do not recommend following a market approach in the future for setting these salaries. For Fiscal Year 2014, the Human Resources Management Department has recommended to the Commissioners Court that they continue to match salary adjustments for elected officials (who are not on the judicial pay scale) to adjustments that might ultimately be approved for classified employees. Salary increases for elected officials on the judicial pay scale are driven by the actions of the

Texas Legislature. The Commissioners Court will approve funding for changes to positions on the judicial pay scale based on the actions of the Texas Legislature.

C. Meeting Maintenance of Current Effort & New Needs without New Resources

The Fiscal Year 2013 Adopted Budget included resources to meet existing contractual and programmatic commitments, as well as targeted growth in areas like emergency medical services, drug court, lake patrol and highway enforcement deputies, social services programs, park amenities, bridge rehabilitation, and right-of-way clearing. Given this growth, it is important to refocus efforts for the upcoming year on current programs and meeting needs within existing resources.

Departments will be required to reprioritize within their existing resources to fund any Maintenance of Current Effort (MCE) or new needs. If a department believes it needs additional positions, the department must look within the existing budget first. Funding for new contractual or statutory obligations and other expenses related to maintaining a department's current efforts take priority over proposed program enhancements or expansions. Departments are urged to focus on efficiencies, increased productivity, and simplification in Fiscal Year 2014 rather than on budget requests for additional resources.

The Planning and Budget Office will review and make recommendations on the continuation of positions that were funded in the previous budget years based on the certification of additional revenue. Should it be found that the additional revenue does not support the cost of the services as previously projected, the Planning and Budget Office may recommend that the programs be eliminated or phased out. The Planning and Budget Office will work closely with the Auditor's Office to ensure revenues are accounted for accurately and will validate expenditures before such recommendations are made.

D. Non-County Requests

Non-County entities that plan to request new or additional funding from the County budget must coordinate such a request through the County department in charge of the service. The request must be submitted to the relevant County department no later than **March 25th** so that it can be incorporated in the department's overall budget submittal. At a minimum, these proposals must:

1. Leverage a County investment to receive a proportionally larger amount of new outside resources to address a compelling community need, or
2. Seek to restore a loss of community resources that, if left unfunded, would result in a compelling and documented impact to those most in need.

All County offices and departments are asked to advise any related community groups, employee groups, or other governmental or local agencies of the County's budget

process, schedule, and budget guidelines that provide the context for Fiscal Year 2014 appropriations. Non-County organizations submitting a request are urged to carefully consider their most critical need and describe how the request for funding would provide benefit for the community.

The Board of Directors of the Travis County Corporations has declared a moratorium on funding any non-County capital requests.

Any request not submitted within the approved time frame will not be considered by the Planning and Budget Office for inclusion in the Fiscal Year 2014 Preliminary Budget.

E. Non-Tax Revenue

Offices and departments are strongly encouraged to identify opportunities to increase non-property tax revenue, including a review of fines and fees to ensure that they are set at appropriate amounts. Particular attention should be paid to fines and fees that have not been reviewed or adjusted in several years.

F. Unspent Balances, Zero-Based Line Items, and Salary Savings

The Planning and Budget Office is instructed to annually review the last three years of unspent operating funds, and consider whether it would be reasonable to reduce the budget without substantially affecting service levels. The primary purpose of this review is to identify opportunities for repurposing these unspent funds to help pay for critical needs across Travis County that may need additional funding, before simply increasing the budget.

Offices and departments will be asked to build selected budget line items from the ground up (“zero-based” budgeting), such as leases, maintenance contracts, other purchased services, consulting, and contributions to grants. Other line items that may become subject to zero-based budgeting could be identified during budget development. Each year, the Planning and Budget Office is also instructed by the Commissioners Court to ensure that the budget for salary savings reflect vacancy trends in each of the offices and departments.

G. Pilot Programs

The Fiscal Year 2013 Adopted Budget included funding for various pilot programs or services, which are typically funded on an annual basis during the early stages of the new program or services. These programs and services are evaluated each year during the budget process to determine whether continued funding is appropriate. Requests to continue funding pilot programs or services must include the relevant performance measures to allow the Planning and Budget Office to make an informed recommendation to the Commissioners Court regarding Fiscal Year 2014 funding.

H. Programs Moved from Ongoing Status to One-Time Funding

Over the past several budget cycles, the Commissioners Court approved moving the funding for several programs from ongoing to one-time status. This change is primarily due to uncertainties related to program revenue collections. Any programs moved to one-time status in Fiscal Year 2013 have been removed from the Fiscal Year 2014 target budgets of offices and departments, and will need to be requested for reconsideration in Fiscal Year 2014.

I. Promote Efficiencies

The Commissioners Court is very supportive of County employees and management identifying ways in which operations can be improved, and where efficiencies may be gained that could result in reduced or avoided costs. Offices and departments, as well as individual employees, are encouraged to submit ideas that support these endeavors.

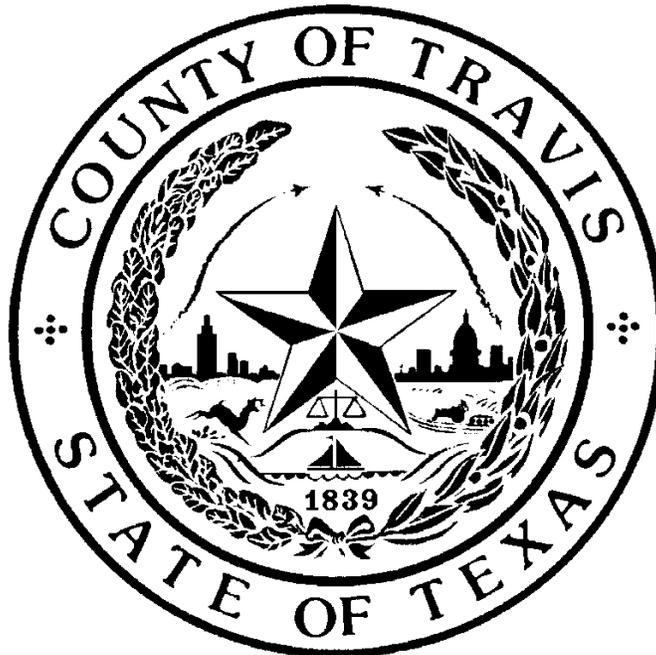
J. Future Unknowns

There are a variety of issues that could have an impact on the development of the Fiscal Year 2014 budget. The Planning and Budget Office will work with departments and offices to continue monitoring these issues, and keep the Commissioners Court apprised of any substantive changes. Such issues include:

- Changes in new construction estimates and/or increased litigation from property tax valuations
- Decreases in tax collections
- Reductions or eliminations of state and federal grant awards and programmatic funding
- Increases in the jail population due to state budget cuts
- Increases in the County's contributions for employee and retiree healthcare
- Unanticipated costs due to the implementation of the new financial system and/or the replacement of the Justice Courts case management system
- Unexpected or uncontrolled increases in court-appointed attorneys fees and/or Sheriff's Office overtime/medical services
- Cost increases and/or reductions to revenue related to the ongoing discussions with the City of Austin on the central booking agreement
- Costs associated with the continued impact of state changes to the Juvenile and Adult Probation departments

Approved by Commissioners Court February 26, 2013, Agenda Item #21

Travis County Budget Rules Fiscal Year 2014



Planning & Budget Office
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INTRODUCTION

The Fiscal Year 2014 budget rules and policies were adopted by the Travis County Commissioners Court on September 17, 2013. The rules and policies are adopted to ensure that the implementation of the budget is consistent with Commissioners Court policies and applicable laws.

BUDGET RULES

⇒ **Rule #1. The Travis County Budget Order Is the Sole and Complete Authority.**

During Fiscal Year 2014, the Travis County Budget Order is the sole and complete authority for expenditure of County funds and for the use of County resources that are subject to appropriation by the Travis County Commissioners Court.

⇒ **Rule #2. Expenditures in Excess of Budget Are Prohibited.**

Expenditures and contractual obligations in excess of the amount authorized in an office's or department's budget are prohibited. Offices and departments cannot expend more funds in any budget control group than the amount adopted in the budget. If additional funding is sought, the office or department must have the budget amended by Commissioners Court.

Expenditures must not:

1. Result in insufficient funding to meet the obligations of the office or department during the remainder of the fiscal year;
2. Commit the County to additional funding in the next fiscal year; or
3. Use either one-time funding or one-time savings for ongoing commitments.

An office or department that incurs an expenditure for which it does not have sufficient funds must reallocate existing funds to cover the shortfall. This may require reductions in personnel. Mandated services must be given highest priority.

⇒ **Rule #3. Budget Control Is Authorized at the Office or Department Level. The Budget Is Managed at the Budget Control Group Level.**

The budget is controlled at the office or department level. Throughout the year, the budget is managed either at the fund center control group or funded program level of the office or department, and further managed at the commitment item control group level. A budget control group means one or more similar accounts or fund centers (cost centers) that are grouped together. This includes budget control groups for capital accounts in the 52xxxx range in General Fund (Capital Acquisition Resources), Certificates of Obligation funds and Bond funds cost centers. In the SAP system,

transfers between accounts and fund centers will not be necessary for accounts, fund centers or funded programs that are within the same budget control group.

For Certificate of Obligation funds and Bond funds, each project initially funded in FY 2014 and beyond must have a unique Work Breakdown Structure (WBS) or Internal Order (I/O). These WBS and I/O projects will be budgeted and controlled as funded programs.

A WBS element is used to collect and manage costs for performing tasks within a project that can occur over one or more years. Internal Orders are used to monitor costs and revenues for activities and programs that are short-term or finite in nature.

Budget Adjustments:

A budget adjustment is required for any proposed changes to the budget across budget control groups or across offices or departments. An authorized official (elected or appointed official, county executive or other manager) must approve submission of the budget adjustment. An authorized official may delegate an employee to create budget adjustments by submitting an SAP help ticket.

Budget adjustments are not allowed to or from fund centers designated as Capital Acquisition Resources (CAR) accounts to fund centers outside of CAR accounts. The CAR accounts are used for capital expenditures and one-time equipment expenditures that do not fit within the definition of capital assets, such as computers that have a unit cost of less than \$5,000.

Budget adjustments that would result in a negative revised budget in any commitment item are not allowed.

Offices and departments process all budget adjustments through SAP. Instructions for using SAP are available at <http://TCSAPhelp>. Exceptions to processing budget adjustments using SAP are determined by the County Auditor or PBO (such as the use of paper budget adjustment forms for LCRA Fund Transfers approved quarterly by the Commissioners Court).

⇒ **Rule #4. An Office's or Department's Personnel Obligations on an Annualized Basis May Not Exceed the Amount Appropriated in the Budget.**

Offices or departments are responsible for making overall personnel decisions that do not exceed the total personnel appropriation and personnel budget control groups in the budget. Personnel decisions include hiring decisions and internal promotions and applications of career ladders.

Offices and departments can only rely on the fixed amount of funds in the total budget adopted for Fiscal Year 2014 when submitting a budget for Fiscal Year 2015 even if the office or department has made personnel decisions on an annualized basis that are

greater than their personnel budget control groups for that fiscal year. In these situations, offices and departments are expected to make appropriate reductions to their budget to ensure they meet this requirement.

Negative Salary and Benefit Accounts

If an office or department incurs a negative balance in a salary or employee benefit budget control group, it must submit a budget adjustment to PBO as soon as possible and before the next payroll submission date to correct the deficiency for the remainder of the current fiscal year. At the end of the fiscal year, the County Auditor's Office is authorized to cover any shortages in salary or employee benefit budget control groups through budget adjustments, where applicable, as noted under Budget Rule #18.

Overtime

Employees may not be authorized to work overtime unless overtime is budgeted (either in the original or revised budget) for the office or department to pay for that work.

The following exception applies:

1. there is a workload increase for a short period of time
2. the workload increase needs to be performed by current employees in that short period of time
3. the increased workload would negatively impact the critical operations of the office or department if not performed

Unbudgeted overtime must be declared an emergency by an elected county or district official and must be reported to the County Auditor, PBO and the Commissioners Court within five (5) days of the occurrence.

Any overtime obligation that has a negative balance must be covered by the office or department through a budget adjustment before the next payroll submission date. The office or department must use the existing budget to cover any deficit. At the end of the year, the County Auditor's Office is authorized to cover any overtime deficit as noted under Budget Rule #18.

Medical Insurance Benefit Funds

Any year-end balances in the *Medical Insurance Benefit* obligations remain within the funds in which they are budgeted and accrue to ending fund balance (after consideration of any Benefit Savings - 504020-504030 obligations). Balances in restricted fund sources, such as grants, special revenue funds and bond funds may be transferred only to the extent allowed by the rules governing the use of the funds.

Due to changes mandated by the *Affordable Care Act*, the County expenses employee health care using an actuarially-determined contribution rate based on the coverage actually selected instead of the County-wide blended composite rate. The budget is

revised based on type and level of health care selected by each employee for the Adopted Budget. Vacant positions are budgeted at the County-wide blended composite rate.

This change could result in savings or overages in an office's or department's budget at the end of the fiscal year. Appropriate adjustments are made through the year-end closing process. This change does not affect the use of medical insurance benefit savings that continue to fall to the ending fund balance.

Law Clerk Positions in the County Attorney's Office

The County Attorney's Office has an approved number of authorized full-time equivalents (FTEs) for Law Clerk positions. Depending on the business needs of the office, the number of full-time and part-time positions for these Law Clerks may vary throughout the year, as long as the overall authorized FTEs and associated budget is not exceeded.

⇒ Rule #5: Automatic Budget Adjustments Must Meet Specific Criteria.

Local Government Code Section 111.070 (c) (2) allows the Commissioners Court to authorize PBO to process budget adjustments and send them directly to the County Auditor's Office for auditing and posting to the financial system without further approval subject to the terms and conditions approved by the Commissioners Court.

The Commissioners Court has authorized PBO to approve transfers as automatic budget adjustments if they move funding within an office's or department's current budget, and the transfers meet the following criteria:

1. Do not involve any reserve obligations within a fund or office or department, except for arbitrage rebate disbursements as established in the exception to Budget Rule #7, unless the Commissioners Court voted to approve the transfer as an automatic budget adjustment;
2. Do not move budget between funds (a reclassification of expenditures may be permitted in special circumstances);
3. Do not use CAR, Certificates of Obligation, State Highway Bonds or Voter Approved Bond funds:
 - a. to make purchases or execute projects not already approved by the Commissioners Court
 - b. in a manner that is inconsistent with applicable bond covenants or Certificate of Obligation transcripts and the corresponding Official Statements (where applicable);

4. Do not move funds out of a budget control group that may have insufficient funding to meet the obligations of the office or department through the remainder of the fiscal year;
5. Do not move funds out of a central budget control group or central obligation (see Appendix 1);
6. Do not move funds into or out of the Wellness Clinic Fund Center in the Employee Health Benefits Fund;
7. Do not move funds from a Medical Insurance Benefit obligation (506030) except to another Medical Insurance Benefit obligation;
8. Do not move funds from budgeted salary and benefits savings obligations (504010-504050)
9. Do not move funds out of "operating transfers" (590000-595999 or 490000-495999), with the exception of County Contribution to Grants (595010) without Commissioners Court approval;
10. Do not move funds from programs or accounts that have recently received significant additional resources or are recommended to increase significantly in the upcoming fiscal year. Funds may be moved within these programs without Commissioners Court approval, but funds may not be moved from these programs or accounts without Commissioners Court approval;
11. Do not move funds from the following budget control groups (unless allowed by the exception noted below):
 - 511460-511480, Utilities
 - 511630, Rent-Building & Land
 - 511800, External Placement Prisoners/Juveniles
 - 514000-514999, Court and Law Enforcement Related Expenditures
 - 500010-500020, Salaries-Elected/Appointed Officials
 - 500030-500040, Salaries-County Executives
 - 500050-500060, Salaries-Regular Employees
 - 500090-500100, Salaries-Associate Judges
 - 501010-501020, Salaries-POPS
 - 502010, Overtime
 - 502015, Extra Hours Paid Over 40
 - 503010, Longevity Pay-All Employees
 - 503020, Longevity Pay-Prosecutors

503030-503060, Law Enforcement Additional Pay
503090, Performance Pay
506010-506060, Standard Benefits

Note: County Executives who oversee multiple departments are authorized to move funds between the departments that they oversee in accordance with these budget rules.

Exceptions to Budget Rule #5:

1. If a position is vacant and documentation of the vacancy accompanies a budget adjustment, offices and departments can automatically move funds within their office or department. Upon PBO approval of departmental justification, budget may be moved from the following commitment items:

500050-500060 and 506010-506060, Salaries – Regular Employees and Standard Benefits
501010-501020 and 506010-506060, Salaries – POPS and Standard Benefits
500090-500100 and 506010-506060, Salaries – Associate Judges and Standard Benefits

if the adjustment moves them to:

- a) The same commitment items in a different fund center when a position is reassigned to another fund center;
- b) 500070, Salaries-Temporary Employees to temporarily fill a vacant regular position;
- c) Any of the following Services budget control group commitment items to temporarily fill a vacant regular position:

511950, Temp Personnel Services–Clerical/Managerial/Exec
511120, Other Medical Services
511040, Nursing Services
511050, Pharmacist Services

- d) 502010, Overtime for an employee performing the duties of a vacant position
- e) 502015, Extra Hours Paid Over 40
- f) 500080, Salaries – Visiting Judges, if backfilling for a vacant Judge position;
- g) Juvenile Probation services commitment items;

- h) 511680, Advertising/Public Notification Services, related to advertising for vacant positions in offices or departments that advertise independently of HRMD.
- 2. An automatic budget adjustment that moves funds from 503090, Performance Pay to salary budget control groups may be executed based on approved compensation awards. Sufficient funds must exist in the budget control group from which funds are moved to pay expenditures for the remainder of the fiscal year.
- 3. An automatic budget adjustment may be executed if the funds requested to be moved are from Grant funds and the change is allowed by the grantor.
- 4. An automatic budget adjustment may be executed if the funds requested to be moved are from Bond funds and the change is allowed by the bond provisions.
- 5. An automatic budget adjustment may be executed that moves funds for approved grant matches between Funds Management and Grants Management SAP modules if the transfer results in a zero net impact for the office or department.
- 6. An automatic budget adjustment may be executed to implement changes among budget control groups related to interlocal agreements.
- 7. An automatic budget adjustment may be executed to transfer budget to 502010, Overtime as allowed in Budget Rule #4, Overtime.
- 8. If an office or department provides documentation of a change in duty rotation from one fund center to another within its office or department, personnel budget adjustments may be approved as automatic budget adjustments to reflect the move.
- 9. A budget adjustment transferring budget from an operating budget commitment item to 511710, Cellular Allowance and related Standard Benefit commitment items to implement a cell phone allowance may be treated as an automatic adjustment.

Automatic budget adjustments may also be processed at PBO's discretion to:

- a) Correct administrative or technical errors;
- b) Correct projected negative balances in personnel budget control groups;
- c) Implement a Commissioners Court vote to process a budget adjustment as automatic;
- d) Correct errors to budget adjustments previously submitted to and approved by Commissioners Court if the Court's intent in approving the transfer is clearly documented and the correction is consistent with that intent;

- e) Implement an interdepartmental transfer relating to a centrally budgeted commitment item or where one department procures goods or services on behalf of another department.

Automatic budget adjustments are generally processed in two working days from receipt by PBO to allow for PBO review (24 hours) and County Auditor's Office auditing and posting (24 hours). Budget adjustments may take longer if there are any questions or issues that arise during the review process.

⇒ **Rule #6. Budget Adjustments That Do Not Meet the Criteria to be Considered Automatic Must Be Properly Authorized and Submitted for Action by Commissioners Court.**

Budget adjustments that are not considered automatic budget adjustments as described in Budget Rule #5 must be approved by Commissioners Court. These adjustments generally involve moving funds from one budget control group to another, augmenting a budget with funding from Reserves (including Earmarks), establishing a new budget, or changing the approved capital list.

Budget adjustments that require Commissioners Court approval must be submitted to PBO with sufficient documentation by Thursday at 5:00 PM, at least 12 days before the Commissioners Court voting session at which they are to be considered. Budget adjustments that require County Attorney, County Auditor or Bond Counsel review (such as those related to Certificates of Obligation or bond funds) should be submitted earlier than that to ensure sufficient time for review before Commissioners Court action.

In emergencies, the County Executive for PBO or the Budget Director may schedule a budget adjustment for a transfer, amendment, or discussion item as an add-on budget adjustment. Add-on budget adjustments can be placed on the agenda no later than 72 hours before the item is to be considered by the Commissioners Court, or the Friday before the Tuesday that the item is to appear on the Commissioners Court's agenda.

Budget adjustments that PBO posts for a Commissioners Court voting session require approval by Commissioners Court before they are audited and posted by the County Auditor's Office.

Transfer Budget Adjustments

Transfers are intra-office or intra-department budget adjustments that do not meet the criteria for an automatic budget adjustment outlined in Budget Rule #5. If PBO concurs with these items, PBO places them on the Commissioners Court agenda as Transfers. If PBO does not concur or if there are issues that need to be discussed with Commissioners Court, PBO places the budget adjustment on the Commissioners Court agenda as a Discussion item.

Transfer budget adjustments also include modifications to the adopted capital projects and purchases list regardless of the need to move the funds to another account.

Amendment Budget Adjustments

Amendments are budget adjustments involving the movement of funds from any reserve account to an office or department expenditure commitment item or between offices or departments.

If PBO concurs with these items, PBO places them on the Commissioners Court agenda as Amendments. If not, or if there are issues that need to be discussed with Commissioners Court, PBO places the budget adjustment on the Commissioners Court agenda as a Discussion item.

Discussion of Budget Adjustments

Budget adjustments become Discussion items on the Commissioners Court agenda when PBO determines that the request warrants further consideration. These items could originate as Automatic, Transfer, or Amendment budget adjustments. Typically, these are items with which PBO does not concur.

Discussion items may have any of the following characteristics:

- Appear to be a programmatic change not consistent with Court policy;
- Warrant further consideration due to the office's or department's or County's financial condition;
- Raise issues that may need additional programmatic or policy review before a decision is made.

New Budget Adjustments

Budget adjustments that establish a new budget for new revenue that is not included in the Adopted Budget must be approved by Commissioners Court. New Budget adjustments submitted by an office or department that establish a new revenue and new expenditure budget must also include as an electronic attachment the revenue certification memo from the County Auditor's Office.

Grants: Commissioners Court approval for a new budget related to a grant is handled through the approval process for the grant contract discussed later in these rules.

Intergovernmental Contracts: New Budget adjustments that establish a new revenue and new expenditure budget must include as an electronic attachment the date and agenda item number under which Commissioners Court approved the intergovernmental contract.

New Source of Unanticipated Revenue (e.g., Donations): New Budget adjustments that establish a new revenue and new expenditure budget must include as an electronic attachment the date and agenda item number under which Commissioners Court approved the acceptance of the new source of unanticipated revenue (e.g., donation), along with a summary of any restrictions to the expenditures of the revenue.

Other Budget Adjustments

Other budget adjustments include the creation or change in the number of Permanent or Special Project Worker positions in an office or department, regardless of the need to move or augment the budget.

Any other issues related to budget that PBO believes should be considered by the Commissioners Court that do not fall within the automatic, transfer, amendment or discussion categories are placed under this category.

⇒ **Rule #7: Unused Capital Funds May Not Be Reallocated Without Commissioners Court Approval.**

Capital project funds, including all CAR accounts funds, may be used only for the purchases approved by the Commissioners Court. In addition, if the capital project funds are proceeds from a debt issuance, they may only be used in accordance with applicable bond covenants, Official Statements, and Commissioners Court transcripts and require legal and accounting review that is coordinated by PBO.

An office or department cannot automatically transfer appropriated funds left over after a capital project is completed or a capital asset is purchased to another project or purchase without Commissioners Court approval. In addition, funds cannot be transferred between projects or used to make purchases not specifically approved and itemized during the FY 2014 budget process without approval of Commissioners Court.

PBO periodically reviews CAR accounts and may ask offices and departments to transfer realized savings from completed projects and purchases to the CAR Reserve.

Exception to Rule #7:

PBO has the authority to process budget transfers from realized capital project savings in Capital Acquisition Resources (CAR) accounts that do not exceed \$15,000 per project as automatic transfers unless a policy issue surfaces that PBO believes requires the decision of the Commissioners Court. Requests to use these savings must include a summary of the approved project/item budget, total expenditures, and total project/item purchase savings.

To comply with arbitrage rebate requirements and make disbursements to the IRS, PBO may transfer unused funds within a bond fund, including reserves, but must notify the Commissioners Court at its next regular meeting if a transfer is done.

⇒ **Rule #8. Remaining Bond Funds From the 1984 Voter Approved Capital Improvement Projects Are Expended on Precinct One Road and Bridge Projects.**

Bond funds that have not been expended after the completion of all of the 1984 Voter Approved Road Capital Improvement Projects, including right-of-way litigation associated with those projects, shall be expended on Road and Bridge Projects in Precinct One.

⇒ **Rule #9. Encumbrances and Pre-Encumbrances That Are No Longer Needed Must Be Liquidated.**

Pre-Encumbrances are reservations of funds made with SAP shopping carts. Pre-Encumbrances are converted into an Encumbrance when a purchase order is created from that shopping cart. Encumbrances are reservations of funds made with purchase orders, funds reservations, or travel commitments and must be covered by an appropriation. The encumbrances are liquidated when the related expense is recognized. Offices and departments are expected to keep track of their encumbrances and keep them timely. Unnecessary encumbrances tie up County resources.

The County Auditor is authorized to automatically liquidate outstanding encumbrances for purchase orders that are deemed “completed” (i.e., all items have been received, invoiced, and payment for the full expenditure has been forwarded to the provider). Travel is considered “completed” once the travel reimbursement request has been received and the expenditure forwarded to the provider.

Offices or Departments should review open encumbrances quarterly. Authorized office or department personnel should review this encumbrance report, which includes Shopping Carts, Funds Reservations and Purchase Orders, and determine if any encumbrances can legally be unencumbered. Offices or departments must notify the Purchasing Office of any encumbrances that need to be liquidated and submit notification to the County Auditor’s Office that the encumbrances have been reviewed no later than 20 days after the end of the quarter. Office or department personnel can generate an open encumbrance report from the SAP financial system.

Type OT (“Other”) funds reservations do not carry forward to the following fiscal year. A limited number of exceptional cases will be reviewed by PBO and only those with appropriate supporting justification and documentation (such as the Minutes of a Commissioners Court vote) will be allowed to carry forward to the next fiscal year.

⇒ **Rule #10. An Encumbrance Reserve is Established Each Year to Pay for Contractual Obligations Made in the Previous Fiscal Year for Goods and Services to be Received in the New Fiscal Year.**

After the previous fiscal year's accounting records are closed, the County Auditor applies a portion of the estimated budgeted reserve to pay the expenditures for goods and services ordered in the previous fiscal year but not received by fiscal year end; the remaining amount becomes the actual amount available for the new fiscal year expenditures for contractual obligations incurred during the previous fiscal year. The amount budgeted for this reserve is the maximum, not to exceed amount, estimated at the time this budget was adopted.

PBO approves all encumbrances that will re-appropriate to the new fiscal year as carry forwards in the individual office's or department's accounts for the purpose and for the vendor to which the contractual obligation and encumbrances were originally applied. The County Auditor will move any funds associated with canceled prior year encumbrances from the office's or department's budget to the County's Allocated Reserve for re-appropriation by the Commissioners Court.

Exception to Rule #10:

Capital project funds (Bonds, COs, and CAR) and Grant funds are excluded from the requirement to transfer liquidations from prior year encumbrances to the County's Allocated Reserve unless the project is complete.

⇒ **Rule #11. A Pre-Encumbrance Reserve May be Established Each Year if Deemed Necessary. Amounts Included in this Reserve Are Limited and Generally Only Include Resources for Those Pre-Encumbrances (Shopping Carts) That Are in the Process of Converting to a Purchase Order. PBO Must Approve Any Use of These Reserve Funds.**

PBO approves all pre-encumbrances that will be re-appropriated to the new fiscal year as budget carry forwards in the budget of the individual office or department for the specified purpose.

The County Auditor submits the list of pre-encumbrances to PBO for review and approval. Any pre-encumbrances that are not approved to carry forward to the new fiscal year will be rejected back to the office or department and the funds will be unencumbered and transferred to the Allocated Reserve.

⇒ **Rule #12. Use of the Central Support Services Accounts Is Restricted to 500 or Fewer Mailing Labels, Address Mailings or Copies Unless the Mailing or Copy Is: (1) Required by Law; or (2) Specifically Approved by the Commissioners Court.**

The Travis County Reprographics Service Center (TCRSC) must keep one file copy of all documents printed and indicate the number of copies made. TCRSC resources cannot be used to print more than 500 copies a month of the same letter, newsletter or notice unless the additional copies are: (1) required by law; or (2) specifically approved by the Commissioners Court.

The TCRSC may only print official documents of Travis County government or those authorized by the Commissioners Court. Offices or departments placing printing orders must affirm on the work order that the materials ordered are for official Travis County business. Projects shall be printed as 2-sided unless 1-sided is specified and the office or department provides a reason.

If a non-county agency submits a work order for printing services, the work order must have a copy of the contract authorizing TCRSC to do the printing.

⇒ **Rule #13. Offices and Departments May Only Authorize the Payment of Travel Costs Incurred by County Employees, Officials and Other Authorized Persons that is Necessary and Related to Official Travis County Business.**

Travis County only pays for travel that is necessary and related to official Travis County business.

Employees must obtain office or department approval for their travel before expenses are incurred. Travel that is not encumbered prior to the expense being incurred may require Commissioners Court approval.

Travis County may pay travel vendors directly or reimburse County employees, officials and other authorized persons who have traveled for County business.

Employees are responsible for any costs associated with failing to cancel travel arrangements in a timely manner. Exceptions are granted on an individual basis for reasons such as illness or emergency.

Certain grants limit the amount and type of reimbursable travel expenditures. Travelers must work with the County Auditor's Grant Analyst to verify that any proposed travel is in accordance with the grant agreement before travel begins.

Any requests to travel outside the continental United States require Commissioners Court approval. Travel relating to criminal extradition, investigation, prosecutions, or similar situations is exempted from this rule.

Elected and appointed officials may establish travel policies for their own offices or departments and may reimburse at a rate less than the County rate. Such variations from the policy may result in tax consequences for the traveler.

Reimbursement Rates

Reimbursements rates for Fiscal Year 2014 follow IRS standard rates effective at the time of travel.

Meals are reimbursed using the US General Services Administration (GSA) domestic per diem rates, which vary by the travel destination. Reimbursement for actual meal expenses, with receipts, is \$60 a day plus 15% gratuity.

The County Auditor is responsible for managing the travel reimbursement process. All travelers must follow the County Auditor's Travel Guidelines, located on the County intranet, Travis Central, under the *Resources* page. These guidelines ensure the County meets the IRS requirements for an *accountable plan*. They also provide detailed instructions on how to submit a travel encumbrance request, how to submit a travel reimbursement expense report, the necessary supporting documentation that must accompany the travel encumbrance request and travel reimbursement expense report, the reimbursement rates for various travel categories, and submission deadlines.

Expenses Not Eligible for Reimbursement

Expenses not eligible for reimbursement include:

Extracurricular activities such as golf, tennis, entertainment, movies, tours, sports events, or non-business events along with any related costs for such extracurricular activities (e.g., transportation to an extracurricular activity)

First class travel

Items for which a detailed receipt is not available (e.g., hotel mini bar items)

Alcoholic beverages

Fines or penalties for violation of the law (e.g., parking tickets, speeding tickets)

Expenses related to a traveling companion (e.g., spouse)

Mileage for County owned vehicles

Personal expenses

Complimentary expenses (i.e., an expense paid for, or provided by, an organization or entity outside the County, by virtue of the Traveler's business activities or employment.

Food and beverages provided at meetings, training for County staff, retreats or training provided on County property. This does not apply if the expense is grant allowable.

Meals and lodging when the traveler was not required to be out of the Metropolitan Statistical Area (MSA) overnight. Meals that are included in a conference registration fee are excluded from this prohibition. The MSA includes Bastrop, Caldwell, Hays, Travis and Williamson counties.

Other Special Situations

Offices and departments must work with the County Auditor's Office when making travel arrangements where alternate transportation mode, accommodations, or schedule are proposed.

Reimbursement of food and beverages for a group are allowed in certain instances when County employees are deployed to perform emergency or public safety duties.

⇒ **Rule #14. The Commissioners Court May Approve the Use of County Funds to Pay for Travel Arrangements, Food and Non-Alcoholic Beverages to Entertain Applicants When Recruiting Nationally for Top Level Positions.**

Commissioners Court approval must be granted before travel for a job applicant to be reimbursed. The job applicant is reimbursed for the actual expense incurred not to exceed the rates used for County personnel. The County does not use per diem rates for non-County employees. Meals may only be reimbursed up to \$60 per day plus 15% gratuity if receipts are submitted.

If the job applicant is hired, moving expenses and employment agency fees may also be paid for these positions if approved in advance by the Commissioners Court and receipts are submitted. Offices and departments must notify Payroll before any expenses are paid. To be non-taxable, reimbursement requests must be submitted to the County Auditor with receipts no later than 60 days after the expenses are incurred. If reimbursement requests are submitted over 60 days after the expenses were incurred, the amount of the reimbursement must be reported to the IRS as income for the job applicant.

⇒ **Rule #15. Offices and Departments Must Comply with Chapter 39, Wireless Communications Policy, of the Travis County Code.**

⇒ **Rule #16. Grants From Public or Private Sources Received During the Fiscal Year Are Budgeted by the Commissioners Court Upon Certification of the Revenue by the County Auditor. Applications For Grants Must Be Submitted in Accordance with the Rules in Appendix 2.**

⇒ **Rule #17. County Offices and Departments Must Comply with Chapter 40, Use of County-Owned Passenger Vehicles While Off-Duty, of the Travis County Code.**

⇒ **Rule #18. The County Auditor Has the Authority to Adjust Budgets Without Prior Approval From the Office or Department Under Some Circumstances. Such Adjustments Are Included on the Weekly Consent Motion Submitted to Commissioners Court.**

Negative Personnel and Benefits Balances

For expenditures incurred during the last two pay periods of the fiscal year and for the Year End Annual Compensated Absences, the County Auditor may transfer funds automatically to cover projected shortages in salary and benefits budget control groups. The County Auditor may transfer:

- (1) projected surplus salary and benefit funds within an office or department; or among offices or departments;
- (2) funds from the General Fund reserve, Special Revenue Fund reserves, Capital Projects reserves, or Internal Service Fund reserve, whichever is appropriate.

The County Auditor must present a list of these adjustments to PBO for approval by Commissioners Court.

Adjustments for Invoice Deficits of \$10 or Less

To avoid invoice processing delays, the County Auditor is authorized to transfer funds automatically throughout the fiscal year to cover an invoice amount that exceeds the remaining budget control group appropriation by \$10 or less. These funds are transferred from within the budget of the office or department incurring the invoice from any operating expenditure commitment item with sufficient unencumbered funds. In the case of Grants, these automatic transfers must be approved by the Auditor's Grant Financial Analyst.

Payment of Interest

The County Auditor is authorized to transfer funds automatically within an office's or department's budget throughout the fiscal year to cover the interest cost payable on overdue invoices to comply with the Prompt Payment Act. These funds are transferred from within the budget of the office or department incurring the interest from any expenditure budget control group with sufficient unencumbered funds. In the case of Grants, Bond funds, and other funds that do not allow interest payments, the interest is charged to the general fund budget of the office or department.

⇒ **Rule #19. All Expenditures for Reimbursable Agreements Within Fund 4050 that Have Been Approved by Commissioners Court and for Which Revenue Has Been Certified by the County Auditor Are Authorized Until Resources From the Funding Entity Are Available for Reimbursement.**

Some approved agreements budgeted in Fund 4050 (Contractual Capital Projects) by the County require expenditure of County funds until those expenditures are reimbursed by the funding entity. Offices and departments should request an advance payment rather than agree to a reimbursement arrangement whenever possible. If the total of expenditures and encumbrances of the fund result in a deficit fund balance, the office or department is required to request a transfer into the fund from other office or department resources.

⇒ **Rule #20. Reimbursements for Business Related Expenditures Made 60 Days After the Expense is Incurred or Paid Become Taxable Income for the County Employee or Official Making the Request.**

Reimbursement requests for business related expenditures must be submitted to the County Auditor's Office in a form and format prescribed by the Auditor's Office. Requests must include the supporting documentation appropriate to the type of expenditure. If the reimbursement request is submitted more than 60 days from the date of incurring the expense or payment of the expense, the reimbursement will be reported as taxable income for the County employee.

Salaries of elected officials are set during the budget process and in compliance with notice and hearing requirements in the Local Government Code. For an elected official, a reimbursement that becomes taxable income is not allowed to be paid because Texas law does not allow mid-year increases in salary.

For appointed officials whose salaries are set through an Order of their authorizing board, a reimbursement that becomes taxable income may only be paid if it complies with the Order.

⇒ **Rule #21. Travel Related Expenditures and Other Costs Paid From Discretionary Funds and Expected to be Reimbursed From General Fund and/or Other Funds Require Compliance With Budget Rules and Encumbrance of the Expenditures Prior to the Start of Travel or Costs Being Incurred.**

To qualify for General Fund and/or Other Fund reimbursement, offices and departments that choose to pay for items initially out of Discretionary Funds are required to:

- a) Encumber expenditures in the General Fund/Other Funds in compliance with Budget Rules prior to incurring the expense. This applies to all purchases including travel related expenditures and Advanced Payments.

- b) Comply with purchasing statutes and obtain written approval from the Purchasing Agent prior to making the purchase.
- c) Provide detailed receipts and proof of payment from the Discretionary fund submitted with the reimbursement request.

Reimbursement from General Funds and/or Other Funds are disbursed after the expense has been incurred (purchase or travel completed), the discretionary fund has paid the expenditure, and compliance with the budget rules/purchasing policies is verified.

**APPENDIX 1
CENTRAL ACCOUNTS**

Centrally Budgeted Accounts are expenditures that are budgeted in one support department instead of being allocated to each user department. The following departments/fund centers/commitment items generally are centrally budgeted in SAP:

Fund Center

- 1110050001—HRMD Risk Management Ergonomic Improvements
 - 510210—Office Furniture
 - 511530—Building Repairs and Maintenance
 - 511120—Other Medical Services

- 1120040001—Information and Telecommunication Systems/Technical Support
 - 511550—Hardware/Software Maintenance
 - 511620—Other Equipment Repairs & Maintenance
 - 511740—Communication - Trunk Lines

- 1120160001—Information and Telecommunication Systems/Network Support
 - 511550—Hardware/Software Maintenance

- 1470010001—Emergency Services/Communications
 - 511570—Radios/TV Communication Repairs & Maintenance

- 1150010001—Purchasing
 - 511680—Advertising/Public Notification Services

- 1490350000-1490430000—Transportation and Natural Resources/County Fleet Maintenance

- 1570020001—Records Management & Communication Resources
 - 511620—Other Equipment Repairs & Maintenance
 - 511540—Furniture & Office Equipment Repairs & Maintenance
 - 511670—Rent Other Machinery & Equipment

- 1570060100/1570070100—Records Management & Communication Resources
 - 511875 – Information Retrieval/Data Services (legal research database access for offices and departments other than courts)
 - 510020 – Books (law books for all offices and departments and courts, excluding the law library)

- 1570080001—Records Management and Communication Resources
 - 511730—Postal/Freight Services Out

1570100001—Records Management & Communication Resources
 511900—Other Services

190xxxxxxx—Centralized Computer Services

191xxxxxxx—Centralized Utilities

191xxxxxxx—Rent-Building & Land

CONTACT LIST FOR CENTRALLY BUDGETED ACCOUNTS

Type of Expenditure	Department	Contact #
Ergonomic Improvements	HRMD	854-9165
Communications Trunk & Computer Repairs	ITS	854-9666
Radio Repairs	ES	854-4785
Utilities, Rent, and Building Repairs	Facilities Mgt.	854-9661
Public Notice Advertising	Purchasing	854-9700
Vehicle Fuel or Repairs	TNR	854-9383
All Records Management Central Accounts Paper General Fund Law Library Services Printing Television Services Records Storage Records Management Consulting Imaging Services Postage	RMCR	854-9575

APPENDIX 2 GRANTS

In an effort to better coordinate the grant-seeking activities of the County and track the outstanding commitments to provide County matching funds, PBO, the County Attorney's Office, and the County Auditor's Office must review grant applications, contracts, permissions to continue, and other related items before a grant is placed on the agenda for Commissioners Court approval. Please note that any grant related item that requires Commissioners Court approval must be coordinated through PBO and comply with the following grant rules.

The following applies to all grants:

- All grant items for Commissioners Court consideration must be submitted to PBO, the County Auditor's Office and County Attorney's Office electronically by **Tuesday at 5:00 PM**, 14 days prior to the planned Commissioners Court meeting at which the office or department wishes the grant to be included on the agenda.
- All grant items must include a grant summary sheet. (The summary form is available electronically from PBO, contact the appropriate Budget Analyst.)
- All grant documents should be submitted electronically. Documents that require signatures from Commissioners Court should be submitted in hard copy to PBO at the time (i.e., the same day) the documents are submitted electronically.
- The entire item, including all terms, conditions and instructions, should be submitted for review. Changes cannot be made to the item after it has been approved by the Commissioners Court, with the exception of minor typographical corrections.

Review of Grant items

- The County Auditor's Office reviews the application for fiscal requirements.
- The County Attorney reviews it for legal requirements.
- PBO also reviews the item and grant summary sheet, including the stated performance measures, and submits the grant, with a recommendation for inclusion on the Commissioners Court agenda once it is ready.

Other Departments involved with the Grant process

- Purchasing: Grant purchases are not exempt from County purchasing laws. Offices or departments must coordinate with the Purchasing Office when procuring either services or commodities using grant funds. In addition to County purchasing laws, purchases must comply with all applicable federal or state laws and contractual restrictions required in the grant. Purchase of items with a unit cost exceeding \$5,000 must be capitalized. This applies to any items located on County property for which the County is liable, regardless of the source of funding.

- Human Resources: All positions requested as part of a grant **must** be identified using the existing job titles. If a proposed grant position does not exist within the existing job titles contact Human Resources early in the process so a classification, with pay grade, can be developed for the new position.
- Facilities Management: If the grant includes new FTEs, contact Facilities Management to ensure that there is sufficient space for the additional personnel. If space is not available, Facilities Management will develop an estimate of the cost necessary to accommodate the additional personnel.
- ITS: ITS will develop the costs necessary to accommodate the technology needs of additional personnel. Also, if the request has a significant technology cost, ITS should be contacted to develop costs to accommodate the grant needs. These needs may not be obvious; for example, a grant to purchase digital video equipment, requires significant additional electronic storage, which must be accommodated.

Please contact PBO if there are any questions about which departments should be contacted. Offices or departments are strongly encouraged to contact support departments early in the development of a new grant application to discuss the application and potential issues.

Permission to Continue (PTC)

A Permission to Continue is a request to continue a grant-funded program until a contract to renew the existing program can be fully executed. If a contract has not been signed prior to the effective end date of the grant and grant employees are requested to continue on the payroll, offices or departments must submit a PTC request. PTC applies only to the renewal of grants that have been received in previous years, and for which verbal assurance of continuation from the grantor has been received. Permissions to Continue:

- Require a grant summary sheet and a memo from the department, submitted to PBO and the County Auditor;
- Are allowed for up to three months;
- Are for personnel costs or critical operating costs such as direct service delivery costs;
- Must be for personnel or critical operating costs that will qualify for reimbursement under the delayed grant;
- Must be approved by Commissioners Court prior to the end of the existing grant, generally at least two weeks prior to the grant's end date.

A budget adjustment related to a Commissioners Court approved Permission to Continue is processed as an automatic budget adjustment, unless PBO determines that it merits further Commissioners Court review.

Grant Modification Approval

Changes to dates, amounts or other minor modifications that require Commissioners Court approval (signature) follow the same procedure as original grant contract approval.

Performance Measures

All grants should have performance measures, including relevant outcome measures. This includes a narrative description of the outcome impact to the program. This information is captured on the grant summary sheet.

- These measures should reflect the current activity of the office or department in the area where grant assistance is requested;
- The expected impact of the grant on the office's or department's activities;
- If the grant is for a new program, performance measures should be supplied for the new program;
- If the grant is renewing an existing grant, offices or departments should show the actual performance of the last complete grant cycle, the projected performance of the current grant and the projected performance of the current grant proposal.

Offices and departments are expected to report performance measures and updated information annually during the contract term.

Grant Responsibility

Grants that involve multiple County departments need a single person to be responsible for the daily administration and management of the grant. Contact information for that person must be noted in the Grant Summary Sheet.

Direct Cost of Accounting and Audit

Contact the County Auditor for assistance in estimating these costs. Include the estimate in the grant application if the costs are reimbursable. Offices and departments should seek reimbursement for direct accounting and audit costs when applicable.

Indirect Costs

The Commissioners Court has adopted an indirect cost plan that includes an indirect cost rate for each office or department. All grant applications should request some indirect cost amount as part of any grant application, up to the rate included in the plan. The requirement to include an indirect cost rate as part of an application may be waived annually if:

- The total amount requested, without including indirect costs is less than \$50,000.
- If an office or department can provide evidence that including an indirect cost rate will result in rejection of a grant application.

See the Appendix for the approved indirect cost rate for most offices and departments as of August 27, 2013. This information is updated during the year and PBO notifies the departments of any changes. If your department is not listed in the Appendix, please contact your PBO Analyst.

Outstanding Grant Applications

PBO maintains a summary of outstanding grant applications and matching fund commitments. This summary is submitted to Commissioners Court every week as part of the regular Grant Agenda Item. Departments that are notified of the denial of a grant application should inform PBO so that the outstanding grant application summary reflects only pending County commitments.

Revenue Certification & Budget Creation

Once the contract has been signed by all parties, the office or department must:

- Forward the originals of the signed contract to the County Clerk and the grantor.
- Submit a copy of the fully executed contract to the County Attorney's Office, the County Auditor's Office, and the Purchasing Office.

The County Auditor certifies revenue upon receipt of the fully executed contract and a Grant Master Data Request Form (GMDR). The GMDR can be found on <http://TCSAPhelp>. Departments and offices should consult with Auditor's Office Grant Analysts if help is needed.

New grant budgets are processed as automatic budget adjustments after approval of the contract and the grant budget by Commissioners Court and certification of revenue by the County Auditor. For documentation purposes, a copy of the revenue certification memo from the County Auditor should be attached to the budget adjustment.

Budget Adjustments

- All budget adjustments must comply with the grantor's requirements.
- Any budget adjustments requiring prior grantor approval are not processed until that approval is received.
- If a grantor de-obligates funding or a portion of funding, a budget adjustment must immediately be sent to PBO reducing each applicable revenue and expenditure commitment item.
- If changes are required to be approved by Commissioners Court, the change must also follow the same procedure as grant modifications.
- Budget is not transferred from a grant to another office or department for purchase of any items, including ITS for software licenses and phone lines. Expenses are reclassified against the grant for applicable expenditures with the proper supporting documents.
- Budget adjustment types "Supplement" and "Return" should include documentation regarding the nature of the requested action and the date, if any, when Commissioners Court approved the grant change.

PBO also has the discretion to place a Budget Adjustment that would otherwise be automatic on the Commissioners Court agenda for approval.

Personnel Actions in Grants

Unless otherwise specified, offices and departments are expected to absorb the cost of personnel changes within the grant.

Offices and departments with grant positions should confirm with the County Auditor's Grant Personnel that grant resources are available for the starting salaries and salary adjustments for grant positions. This confirmation should be noted as part of the personnel action in SAP.

Authorization for Reimbursed Grants

Many of the grants received by the County require expenditures of County funds until those expenditures are accepted and reimbursed by the grantor.

- Expenditures funded from grant funds that are not allowed under the General Fund require a written letter of approval/authorization from the grantor.
- All expenditures for reimbursable grants that have been approved by the Commissioners Court and for which revenue has been certified by the County Auditor are authorized until grant funds are available for reimbursement. Offices or departments should request an advance payment rather than agree to a reimbursement arrangement whenever possible.

Vehicles Funded through Grant Funds

If an office or department plans to purchase a vehicle using grant funds, all the associated costs for the vehicle, such as fuel and maintenance, need to be covered by the grant. If the grant does not cover these costs, the office or department should allocate non-grant resources to TNR to fund the fuel and maintenance and any other applicable cost.

Any additional funding requests for fuel and maintenance should be coordinated with the approval of the grantor.

Vehicles purchased with grant funds are not automatically added to the County's vehicle fleet. The office or department must specifically request that the vehicle be added to the fleet as part of its annual budget submission and include sufficient justification for the request.

Computer Equipment Funded through Grant Funds

Computer and related IT equipment (desktop computers, laptops, mobile data computers) purchased with grant funds are not automatically eligible for replacement under the County's computer replacement policy. The office or department must

specifically request that the equipment be added to the replacement list as part of its annual budget submission and include sufficient justification for the request.

Software Licenses and Phone Lines

If an office or department plans to charge software licenses or telephone lines to a grant, these charges must be supported by independent, third party invoices which clearly indicate the purchase and usage during the grant period. Internal documentation from the ITS department is not accepted.

If the proper documentation cannot be produced to support these costs, the department should allocate non-grant resources to ITS to fund the software licenses and phone lines. Any additional funding requests for software licenses and phone lines should be coordinated with the approval of the grantor.

Online Management of Grants

If a grantor utilizes an online system for approvals or modifications to grants, PBO is authorized to act on behalf of the authorized official for approving or modifying grants in all of the following circumstances:

- The grant authorized official is a member of the Commissioners Court;
- The grant contract/application has been approved by Commissioners Court;
- The change does not significantly change the scope of service of the grant from what was approved by Commissioners Court;
- The online management authorization also applies to any de-obligation of unspent grant funds that are 5% or less of the original award.

The Auditor's Office frequently is required to enter the final grant closeout documents. The Auditor's Office is authorized to submit documents to the grantor, including final Financial Status Reports, which results in the de-obligation of the remaining funds in a grant.

Any items PBO determines warrant further consideration will be placed on the Commissioners Court agenda for approval.



TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET

Contract #:
 SAP #:

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:		
Contact Person/Title:		
Phone Number:		

Grant Title:			
Grant Period:	From: <input type="text"/>	To: <input type="text"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:			
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	
Originating Grantor:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0	\$ 0	\$ 0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input type="checkbox"/>		
County Attorney	<input type="checkbox"/>		

Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+ -		Applicable Departmental Measures			
1.					
2.					
3.					
+ -		Measures for the Grant			
1.					
	Outcome Impact Description				
2.					
	Outcome Impact Description				
3.					
	Outcome Impact Description				

PBO Recommendation:

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

6. If this is a new program, please provide information why the County should expand into this area.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

APPENDIX 3 ADDITIONAL GUIDANCE

A. TAX REFUNDS

The County Auditor automatically debits contra-revenue commitment items (General Fund and Debt Service) to refund current and prior year tax appeals of appraised values. Interest refunds for prior year taxes are paid from a budgeted commitment item in General Administration.

The Tax Assessor Collector calculates the expenditure requirements for tax refunds.

B. CONTINGENT LIABILITIES

The County Auditor has the authority to record contingent liabilities in accordance with Generally Accepted Accounting Principles to accurately reflect the financial position of the County. The Commissioners Court, County Attorney, Risk Manager, and other elected or appointed officials should notify the County Auditor in a timely manner of any potential contingent liabilities affecting any of the County funds on the County's financial records. The County Auditor notifies the Commissioners Court, the County Attorney and, where applicable, the Risk Manager of significant contingent liabilities that are recorded on the County's financial records.

C. INTERFUND TRANSFERS

Interfund transfers are movements of money between budgetary funds. Those that are adopted in the budget process are summarized in the Budget Recapitulation as "Other Financing Sources." The transfers are subject to the following rules:

- The County Auditor may make "transfers in" to the funds controlled by Commissioners Court from non-budgetary government funds that are at the discretion of elected officials, the Corporations' Boards of Directors, or the State of Texas (i.e., CAPSO, DAPSO, CSCD, etc.) as directed by the appropriate official.
- The County Auditor may only make "transfers out" of funds if approved by Commissioners Court (budgetary funds) or approved by the responsible official (non-budgetary discretionary funds).
- The County Auditor transfers monies to the Special Funds for the full budgeted amount at the beginning of the fiscal year, unless otherwise specifically notified by PBO. If a calculation of the transfer must be made during the fiscal year, PBO performs the calculation and provides the County Auditor the amount to be transferred.
- The transfer is limited to funds available in the transferring fund. If funds are not available in the transferring fund, a transfer is made only up to the amount of available funds. If the receiving fund is at a deficit, the County Auditor, after review

and approval by PBO, is authorized to transfer in a sufficient amount to cover the deficit up to the budgeted amount.

D. JURY SEQUESTRATION IN CRIMINAL CASES

In the event of jury sequestration, the County Treasurer and County Auditor are authorized to advance the cost of sequestering in the amount ordered by the sequestering Judge to secure lodging. The amount expended for food and lodging shall follow the guidelines approved by Commissioners Court covering travel reimbursement for county employees. The need for jury sequestration may occur after the normal business hours of the county and without sufficient time to call an emergency session of the Commissioners Court. The normal procedures for claims processing may be adjusted accordingly.

E. PERFORMANCE BASED PAY AND EMPLOYEE RECOGNITION

The Performance Based Pay (PBP) system is a mechanism for providing financial compensation for outstanding performance, experience and achievement. Offices and departments award PBP consistent with the rules established by the Commissioners Court.

If an office or department has funds in an employee recognition commitment item, the recognition expense is not to exceed \$50.00 per employee. Amount of recognition expense should be limited to the cost of a plaque including engraving, lapel pins or other token of recognition. Food, refreshments, decorations, entertainment or other expenses associated with a ceremony, reception or dinner are not allowable expenses.

F. COMPUTER SOFTWARE TRAINING

All computer software training for Windows and Microsoft Office products is performed by ITS. No other office or department is authorized to solicit services for this training unless training sessions are not provided by ITS within 60 days. No payment for this training is made by the County Auditor without an accompanying written authorization from ITS.

G. COUNTY BENEFITS

Fringe benefits of offices and departments are budgeted based on the calculated costs of each benefit. The current benefit calculation rates as of October 1, 2013, are shown below.

Base Salary	
FICA OASDI (506010)	Base Salary (up to \$113,700) x 0.062
FICA Medicare (506020)	Base Salary x 0.0145
Medical Insurance (506030)	Months on Payroll x \$779.32
Life Insurance (506040)	Months on Payroll x \$8.25
Retirement (506050)	Base Salary x 0.1367 (effective January 1, 2014)
Workers Compensation Insurance (506060)	Base Salary x 0.75 x "WCI Factor" Shown below

Please contact your Budget Analyst for Workers Compensation Insurance "WCI Factor" for position types not shown below:

Job Description	"WCI Factor"
PRINTING	0.0187
INSECT CONTROL	0.0237
INSULATION WORK & DRIVERS	0.0463
ROAD EMPLOYEES - PAVING	0.0346
ROAD MAINT MGMT PERSONNEL	0.0092
DRIVERS	0.0362
AIRPORT, HELICOPTER OPR	0.0226
LAW ENFORCEMENT, AMBULANC	0.0179
AUTO MECHANICS	0.0175
ENGINEERS, SURVEYORS	0.0032
CLERICAL	0.0026
VET HOSP & ANIMAL CONTROL	0.0096
CLINICAL PROFESSIONALS	0.0028
HOSP PROFESSIONAL & CLERK	0.0071
BUILDING MAINT & JANITOR	0.0226
PARKS & RECREATION	0.0257

H. INDIRECT COST RATES

Below is the list of indirect cost rates for each office and department to be used when applying for grants.

Approved by Commissioners Court on August 27, 2013

Number	Department Name	Calculated Rate
101	County Judge	291.85%
102	Commissioner - Precinct 1	87.26%
103	Commissioner - Precinct 2	37.21%
104	Commissioner - Precinct 3	33.84%
105	Commissioner - Precinct 4	31.94%
108	Tax Assessor-Collector	66.82%
NA	Exposition Center	10.06%
119	County Attorney	43.97%
120	County Clerk	28.77%
121	District Clerk	41.85%
122	Civil Courts	37.24%
123	District Attorney	31.41%
124	Criminal Courts	54.91%
125	Probate Court	28.50%
126	Justice of Peace – Precinct 1	42.15%
127	Justice of Peace – Precinct 2	44.27%
128	Justice of Peace – Precinct 3	42.22%
129	Justice of Peace – Precinct 4	45.64%
130	Justice of Peace – Precinct 5	48.83%
131	Constable - Precinct 1	40.54%
132	Constable - Precinct 2	36.75%
133	Constable - Precinct 3	51.49%
134	Constable - Precinct 4	39.09%
135	Constable - Precinct 5	35.56%
137	Sheriff	22.31%
138	Medical Examiner	29.29%
139	Community Supervision & Corrections	33.10%
140	Counseling and Educational Services	41.62%
142	Pretrial Services	36.59%
143	Juvenile Public Defender	49.34%
145	Juvenile Court	30.48%
147	Emergency Services	78.15%
149	Transportation and Natural Resources	46.90%
154	Civil Service Commission	15.59%
155	Criminal Justice Planning	25.86%
158	Health and Human Services	70.44%
159	Emergency Medical Services	26.27%
	Composite Travis County Rate	34.03%

I. Peace Officer Pay Scale (Sheriff's Office)

PG	STEP	1	2	3	4	5	6	7	8	9	10	11	
80	Cadet	hr	18,7113	19,0855									
		mo	3,243.29	3,308.15									
		yr	38,919.50	39,697.84									
81	Corrections Officer	hr	21,3309	21,8733	22,3983	22,9358	23,4863	24,0500	24,7544	25,3485	25,9669	26,5799	27,1912
		mo	3,697.36	3,791.37	3,882.37	3,975.54	4,070.96	4,168.67	4,290.76	4,393.74	4,499.20	4,607.18	4,713.14
		yr	44,368.27	45,496.46	46,588.46	47,706.46	48,851.50	50,024.00	51,489.15	52,724.88	53,990.35	55,286.19	56,557.70
82	Cert Peace Officer (CPO)	hr	22,6107										
		mo	3,919.19										
		yr	47,030.26										
83	Sr Corrections Officer	hr	23,1857	23,7754	24,3460	24,9303	25,5286	26,1413	26,9070	27,5527	28,2140	28,8911	29,5556
		mo	4,018.85	4,121.07	4,219.97	4,321.25	4,424.96	4,531.16	4,663.88	4,775.80	4,890.43	5,007.79	5,122.97
		yr	48,226.26	49,452.83	50,639.68	51,855.02	53,099.49	54,373.90	55,966.56	57,309.62	58,685.12	60,093.49	61,475.65
72	LE Deputy Sheriff	hr	25,1451	25,6480	26,1609	26,6841	27,2178	27,7622	28,3174	28,8838	29,4614	30,0507	30,6517
		mo	4,358.48	4,445.65	4,534.56	4,625.24	4,717.75	4,812.11	4,908.35	5,006.53	5,106.64	5,208.79	5,312.96
		yr	52,301.81	53,347.84	54,414.67	55,502.93	56,613.02	57,745.38	58,900.19	60,078.30	61,279.71	62,505.46	63,755.54
84	Sr CPO	hr		25,3469	25,9552	26,5781	27,2160	27,8692	28,6855	29,3739	30,0789	30,8008	31,5092
		mo		4,393.46	4,498.90	4,606.87	4,717.44	4,830.66	4,972.15	5,091.48	5,213.68	5,338.81	5,461.59
		yr		52,721.55	53,986.82	55,282.45	56,609.28	57,967.94	59,665.84	61,097.71	62,564.11	64,065.66	65,539.14
74	LE Sr Deputy Sheriff	hr	26,9052	27,5509	28,2122	28,8892	29,5826	30,2926	31,1799	31,9282	32,6945	33,4791	34,2491
		mo	4,663.57	4,775.49	4,890.11	5,007.46	5,127.65	5,250.72	5,404.52	5,534.22	5,667.05	5,803.04	5,936.51
		yr	55,962.82	57,305.87	58,681.38	60,089.54	61,531.81	63,008.61	64,854.19	66,410.66	68,004.56	69,636.53	71,238.13
75	LE Detective	hr		35,4317	35,9986	36,5745	37,1596	37,7543	38,9750	39,5986	40,2322	40,8755	
		mo		6,141.49	6,239.76	6,339.58	6,441.00	6,544.08	6,755.67	6,863.76	6,973.58	7,085.09	
		yr		73,697.94	74,877.09	76,074.96	77,291.97	78,528.94	81,068.00	82,365.09	83,682.98	85,021.04	
88	Corrections Sergeant	hr	35,0577	35,7308	36,4168	37,1163	37,8288	38,5096	39,2029	39,9087	40,6269	41,6115	42,0277
		mo	6,076.67	6,193.34	6,312.25	6,433.49	6,556.99	6,675.00	6,795.17	6,917.51	7,042.00	7,212.66	7,284.80
		yr	72,920.02	74,320.06	75,746.94	77,201.90	78,683.90	80,099.97	81,542.03	83,010.10	84,503.95	86,551.92	87,417.62
76	LE Sergeant	hr		39,3419	40,0501	40,7710	41,5049	42,2520	43,2761	43,7089			
		mo		6,819.26	6,942.02	7,066.97	7,194.18	7,323.68	7,501.19	7,576.21			
		yr		81,831.15	83,304.21	84,803.68	86,330.19	87,884.16	90,014.29	90,914.51			
89	Corrections Lieutenant	hr			42,1534	42,9630	43,7875	44,6284	45,5212	46,4316	47,3601	48,3073	
		mo			7,306.59	7,446.92	7,589.83	7,735.59	7,890.34	8,048.14	8,209.08	8,373.27	
		yr			87,679.07	89,363.04	91,078.00	92,827.07	94,684.10	96,577.73	98,509.01	100,479.18	
77	LE Lieutenant	hr						46,4136	47,3419	48,2887	49,2545	50,2396	
		mo						8,045.02	8,205.93	8,370.04	8,537.45	8,708.20	
		yr						96,540.29	98,471.15	100,440.50	102,449.36	104,498.37	

PG	STEP	12	13	14	15	16	17	18	19	20	21	
81	Corrections Officer	hr	27,8166	28,4564	29,5456	29,5456	29,5456	29,5456	29,5456	29,5456	29,5456	29,5456
		mo	4,821.54	4,932.44	5,121.24	5,121.24	5,121.24	5,121.24	5,121.24	5,121.24	5,121.24	5,121.24
		yr	57,858.53	59,189.31	61,454.85	61,454.85	61,454.85	61,454.85	61,454.85	61,454.85	61,454.85	61,454.85
82	Cert Peace Officer (CPO)	hr										
		mo										
		yr										
83	Sr Corrections Officer	hr	30,2354	30,9308	32,1148	32,1148	32,1148	32,1148	32,1148	32,1148	32,1148	32,1148
		mo	5,240.80	5,361.34	5,566.57	5,566.57	5,566.57	5,566.57	5,566.57	5,566.57	5,566.57	5,566.57
		yr	62,889.63	64,336.06	66,798.78	66,798.78	66,798.78	66,798.78	66,798.78	66,798.78	66,798.78	66,798.78
72	LE Deputy Sheriff	hr	31,2647	31,8900	32,5278	32,5278	32,5278	32,5278	32,5278	32,5278	32,5278	32,5278
		mo	5,419.21	5,527.60	5,638.15	5,638.15	5,638.15	5,638.15	5,638.15	5,638.15	5,638.15	5,638.15
		yr	65,030.58	66,331.20	67,657.82	67,657.82	67,657.82	67,657.82	67,657.82	67,657.82	67,657.82	67,657.82
84	Sr CPO	hr	32,2339	32,9753	34,2375	34,2375	34,2375	34,2375	34,2375	34,2375	34,2375	34,2375
		mo	5,587.21	5,715.72	5,934.50	5,934.50	5,934.50	5,934.50	5,934.50	5,934.50	5,934.50	5,934.50
		yr	67,046.51	68,588.62	71,214.00	71,214.00	71,214.00	71,214.00	71,214.00	71,214.00	71,214.00	71,214.00
74	LE Sr Deputy Sheriff	hr	35,0369	35,8427	37,2147	37,2147	37,2147	37,2147	37,2147	37,2147	37,2147	37,2147
		mo	6,073.06	6,212.73	6,450.55	6,450.55	6,450.55	6,450.55	6,450.55	6,450.55	6,450.55	6,450.55
		yr	72,876.75	74,552.82	77,406.58	77,406.58	77,406.58	77,406.58	77,406.58	77,406.58	77,406.58	77,406.58
75	LE Detective	hr	41,5298	42,1942	42,8692	43,5553	43,5553	43,5553	43,5553	43,5553	43,5553	43,5553
		mo	7,198.50	7,313.66	7,430.66	7,549.59	7,549.59	7,549.59	7,549.59	7,549.59	7,549.59	7,549.59
		yr	86,381.98	87,763.94	89,167.94	90,595.02	90,595.02	90,595.02	90,595.02	90,595.02	90,595.02	90,595.02
88	Corrections Sergeant	hr	42,7842	43,5543	44,3382	45,1363	45,3946	45,3946	45,7399	45,7399	45,7399	45,7399
		mo	7,415.93	7,549.41	7,685.29	7,823.63	7,868.40	7,868.40	7,899.48	7,899.48	7,899.48	7,899.48
		yr	88,991.14	90,592.94	92,223.46	93,883.50	94,420.77	94,420.77	94,793.71	94,793.71	94,793.71	94,793.71
76	LE Sergeant	hr	44,4957	45,2966	46,1119	46,9419	47,2103	47,2103	47,8526	47,8526	47,8526	47,8526
		mo	7,712.59	7,851.41	7,992.73	8,136.60	8,183.12	8,183.12	8,294.45	8,294.45	8,294.45	8,294.45
		yr	92,551.06	94,216.93	95,912.75	97,639.15	98,197.42	98,197.42	99,533.41	99,533.41	99,533.41	99,533.41
89	Corrections Lieutenant	hr	49,0913	50,0732	51,0746	52,0961	53,1381	53,5540	53,5763	53,5763	53,5763	53,5763
		mo	8,509.16	8,679.35	8,852.93	9,029.99	9,210.60	9,282.69	9,282.69	9,282.69	9,282.69	9,282.69
		yr	102,109.90	104,152.26	106,235.17	108,359.89	110,527.25	111,392.32	111,438.70	111,438.70	111,438.70	111,438.70
77	LE Lieutenant	hr	51,0549	52,0760	53,1176	54,1799	55,2635	55,6963	55,6963	55,6963	55,6963	55,6963
		mo	8,849.52	9,026.51	9,207.05	9,391.18	9,579.01	9,654.03	9,654.03	9,654.03	9,654.03	9,654.03
		yr	106,194.19	108,318.08	110,484.61	112,694.19	114,948.08	115,848.30	115,848.30	115,848.30	115,848.30	115,848.30

EMPLOYEES WHO ARE IN POSITIONS SUBJECT TO TCSO POPS THE FOLLOWING APPLIES MONTHLY:					
CERTIFIED FTO:	\$125	BI-LINGUAL SKILLS TEST:	\$125	TCLEOSE LICENSE:	
		SPANISH, VIETNAMESE		INTERMEDIATE	ADVANCED
		AMERICAN SIGN LANGUAGE		\$50	\$100
					MASTERS
					\$150

Numbers that are italicized and shaded in grey may be used for pay administration purposes if needed, but were not used in the pay determination methodology.

Peace Officer Pay Scale (Not in Sheriff's Office)

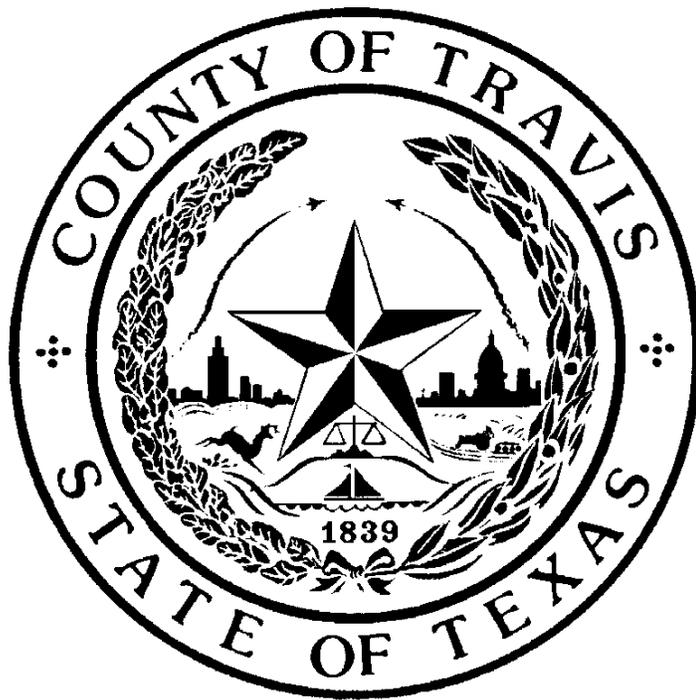
PG	STEP	1	2	3	4	5	6	7	8	9	10	11	
60	Park Ranger	hr	23,887.8	24,365.6	24,852.9	25,349.9	25,856.9	26,374.1	26,901.5	27,439.6	27,988.3	28,548.2	29,119.1
		mo	4,140.55	4,223.37	4,307.84	4,393.98	4,481.86	4,571.51	4,662.93	4,756.20	4,851.31	4,948.35	5,047.31
		yr	49,686.62	50,680.45	51,694.03	52,727.79	53,782.35	54,858.13	55,955.12	57,074.37	58,215.66	59,380.26	60,567.73
61	Deputy Constable	hr	23,887.8	24,365.6	24,852.9	25,349.9	25,856.9	26,374.1	26,901.5	27,439.6	27,988.3	28,548.2	29,119.1
		mo	4,140.55	4,223.37	4,307.84	4,393.98	4,481.86	4,571.51	4,662.93	4,756.20	4,851.31	4,948.35	5,047.31
		yr	49,686.62	50,680.45	51,694.03	52,727.79	53,782.35	54,858.13	55,955.12	57,074.37	58,215.66	59,380.26	60,567.73
62	Deputy Constable Sr Park Ranger Sr	hr	25,559.9	26,173.4	26,801.6	27,444.7	28,103.5	28,778.0	29,462.9	30,331.8	31,059.8	31,805.1	32,536.6
		mo	4,430.38	4,536.72	4,645.61	4,757.08	4,871.27	4,988.19	5,134.29	5,257.51	5,383.70	5,512.88	5,639.68
		yr	53,164.59	54,440.67	55,747.33	57,084.98	58,455.28	59,858.24	61,611.47	63,090.14	64,604.38	66,154.61	67,676.13
63	Park Ranger Supervisor	hr	29,302.3	29,900.3	30,510.5	31,133.1	31,768.6	32,340.5	32,926.6	33,515.2	34,118.5	34,945.5	35,295.0
		mo	5,079.07	5,182.72	5,288.49	5,396.40	5,506.56	5,609.69	5,706.58	5,809.30	5,913.87	6,057.22	6,117.80
		yr	60,948.78	62,192.62	63,461.84	64,756.85	66,078.69	67,268.24	68,479.01	69,711.62	70,966.48	72,686.64	73,413.60
64	Constable Sergeant	hr	34,473.3	35,176.8	35,894.7	36,627.2	37,374.8	38,047.6	38,732.5	39,429.7	40,139.4	41,123.4	41,523.5
		mo	5,975.37	6,097.31	6,221.75	6,348.71	6,478.30	6,594.92	6,713.63	6,834.48	6,957.50	7,126.13	7,197.41
		yr	71,704.46	73,167.74	74,660.98	76,184.58	77,739.58	79,139.01	80,563.60	82,013.78	83,489.95	85,513.58	86,368.88
65	Chief Park Ranger	hr	34,473.3	35,176.8	35,894.7	36,627.2	37,374.8	38,047.6	38,732.5	39,429.7	40,139.4	41,123.4	41,523.5
		mo	5,975.37	6,097.31	6,221.75	6,348.71	6,478.30	6,594.92	6,713.63	6,834.48	6,957.50	7,126.13	7,197.41
		yr	71,704.46	73,167.74	74,660.98	76,184.58	77,739.58	79,139.01	80,563.60	82,013.78	83,489.95	85,513.58	86,368.88
66	Chief Dep Constable	hr	37,003.6	37,758.8	38,529.4	39,315.7	40,118.1	40,936.8	41,772.2	42,607.7	43,459.8	44,329.1	45,215.6
		mo	6,413.96	6,544.86	6,678.43	6,814.72	6,953.80	7,095.71	7,240.51	7,385.33	7,533.03	7,683.71	7,837.37
		yr	76,967.49	78,538.30	80,141.15	81,776.66	83,445.65	85,148.54	86,886.18	88,624.02	90,396.38	92,204.53	94,048.45
67	Investigator	hr	34,028.6	34,723.1	35,431.7	35,998.6	36,574.5	37,159.6	37,754.3	38,975.0	39,598.6	40,232.2	40,875.5
		mo	5,898.29	6,018.67	6,141.49	6,239.76	6,339.58	6,441.00	6,544.08	6,755.67	6,863.76	6,973.58	7,085.09
		yr	70,779.49	72,224.05	73,697.94	74,877.09	76,074.96	77,291.97	78,528.94	81,068.00	82,365.09	83,682.98	85,021.04
68	Chief Dep Const., Pct 5	hr	40,704.0	41,534.7	42,382.3	43,247.3	44,129.9	45,030.5	45,949.4	46,868.5	47,805.8	48,762.0	49,737.2
		mo	7,055.36	7,199.35	7,346.27	7,496.20	7,649.18	7,805.29	7,964.56	8,123.87	8,286.34	8,452.08	8,621.11
		yr	84,664.32	86,392.18	88,155.18	89,954.38	91,790.19	93,663.44	95,574.75	97,486.48	99,436.06	101,424.96	103,453.38
69	Investigations Lieutenant	hr	37,003.6	37,758.8	38,529.4	39,315.7	40,118.1	40,936.8	41,772.2	42,607.7	43,459.8	44,329.1	45,215.6
		mo	6,413.96	6,544.86	6,678.43	6,814.72	6,953.80	7,095.71	7,240.51	7,385.33	7,533.03	7,683.71	7,837.37
		yr	76,967.49	78,538.30	80,141.15	81,776.66	83,445.65	85,148.54	86,886.18	88,624.02	90,396.38	92,204.53	94,048.45

PG	STEP	12	13	14	15	16	17	18	19	20	21	
60	Park Ranger	hr	29,701.5	30,295.5	30,901.4	30,901.4	30,901.4	30,901.4	30,901.4	30,901.4	30,901.4	30,901.4
		mo	5,148.26	5,251.22	5,356.24	5,356.24	5,356.24	5,356.24	5,356.24	5,356.24	5,356.24	5,356.24
		yr	61,779.12	63,014.64	64,274.91	64,274.91	64,274.91	64,274.91	64,274.91	64,274.91	64,274.91	64,274.91
61	Deputy Constable	hr	29,701.5	30,295.5	30,901.4	30,901.4	30,901.4	30,901.4	30,901.4	30,901.4	30,901.4	30,901.4
		mo	5,148.26	5,251.22	5,356.24	5,356.24	5,356.24	5,356.24	5,356.24	5,356.24	5,356.24	5,356.24
		yr	61,779.12	63,014.64	64,274.91	64,274.91	64,274.91	64,274.91	64,274.91	64,274.91	64,274.91	64,274.91
62	Deputy Constable Sr Park Ranger Sr	hr	33,285.1	34,050.6	35,354.0	35,354.0	35,354.0	35,354.0	35,354.0	35,354.0	35,354.0	35,354.0
		mo	5,769.42	5,902.10	6,128.03	6,128.03	6,128.03	6,128.03	6,128.03	6,128.03	6,128.03	6,128.03
		yr	69,233.01	70,825.25	73,536.32	73,536.32	73,536.32	73,536.32	73,536.32	73,536.32	73,536.32	73,536.32
63	Park Ranger Supervisor	hr	35,930.3	36,577.0	37,235.4	37,905.6	38,122.3	38,122.3	38,641.0	38,641.0	38,641.0	38,641.0
		mo	6,227.92	6,340.01	6,454.14	6,570.30	6,607.87	6,607.87	6,697.77	6,697.77	6,697.77	6,697.77
		yr	74,735.02	76,080.16	77,449.63	78,843.65	79,294.38	79,294.38	80,373.28	80,373.28	80,373.28	80,373.28
64	Constable Sergeant	hr	42,270.9	43,031.8	43,806.3	44,594.8	44,849.8	44,849.8	45,460.0	45,460.0	45,460.0	45,460.0
		mo	7,326.96	7,458.85	7,593.09	7,729.77	7,773.97	7,773.97	7,879.73	7,879.73	7,879.73	7,879.73
		yr	87,923.47	89,506.14	91,117.10	92,757.18	93,287.58	93,287.58	94,556.80	94,556.80	94,556.80	94,556.80
65	Chief Park Ranger	hr	42,270.9	43,031.8	43,806.3	44,594.8	44,849.8	44,849.8	45,460.0	45,460.0	45,460.0	45,460.0
		mo	7,326.96	7,458.85	7,593.09	7,729.77	7,773.97	7,773.97	7,879.73	7,879.73	7,879.73	7,879.73
		yr	87,923.47	89,506.14	91,117.10	92,757.18	93,287.58	93,287.58	94,556.80	94,556.80	94,556.80	94,556.80
66	Chief Dep Constable	hr	45,949.4	46,868.4	47,805.8	48,761.9	49,737.2	50,126.7	50,126.7	50,126.7	50,126.7	50,126.7
		mo	7,964.56	8,123.86	8,286.34	8,452.06	8,621.11	8,688.63	8,688.63	8,688.63	8,688.63	8,688.63
		yr	95,574.75	97,486.27	99,436.06	101,424.75	103,453.38	104,263.54	104,263.54	104,263.54	104,263.54	104,263.54
67	Investigator	hr	41,529.8	42,194.2	42,869.2	43,553.3	43,553.3	43,553.3	43,553.3	43,553.3	43,553.3	43,553.3
		mo	7,198.50	7,313.66	7,430.66	7,549.59	7,549.59	7,549.59	7,549.59	7,549.59	7,549.59	7,549.59
		yr	86,381.98	87,763.94	89,167.94	90,595.02	90,595.02	90,595.02	90,595.02	90,595.02	90,595.02	90,595.02
68	Chief Dep Const., Pct 5	hr	50,544.3	51,555.2	52,586.4	53,638.1	54,710.9	55,139.3	55,139.3	55,139.3	55,139.3	55,139.3
		mo	8,761.01	8,936.23	9,114.98	9,297.27	9,483.22	9,557.48	9,557.48	9,557.48	9,557.48	9,557.48
		yr	105,132.14	107,234.82	109,379.71	111,567.25	113,798.67	114,689.74	114,689.74	114,689.74	114,689.74	114,689.74
69	Investigations Lieutenant	hr	45,949.4	46,868.4	47,805.8	48,761.9	49,737.2	50,126.7	50,126.7	50,126.7	50,126.7	50,126.7
		mo	7,964.56	8,123.86	8,286.34	8,452.06	8,621.11	8,688.63	8,688.63	8,688.63	8,688.63	8,688.63
		yr	95,574.75	97,486.27	99,436.06	101,424.75	103,453.38	104,263.54	104,263.54	104,263.54	104,263.54	104,263.54

EMPLOYEES WHO ARE IN POSITIONS SUBJECT TO NON-TCISO POPS THE FOLLOWING APPLIES MONTHLY:					
CERTIFIED FTO:	\$125	BI-LINGUAL SKILLS TEST:	\$125	TCLEOSE LICENSE:	
CONSTABLES CPP:	\$125	SPANISH		INTERMEDIATE	ADVANCED
PARK RANGERS EMT B:	\$125	AMERICAN SIGN LANGUAGE		\$50	\$100
		VIETNAMESE			MASTERS
					\$150

J. Classified Employee Pay Scale

Pay Grd	Pay Rate	Hiring Levels										Range Width	Pay Grd Diff		
		Minimum	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Midpoint	10% Above Midpoint			Maximum	
1-4		Retired													
		Note: Travis County Livable Wage for Regular Employees is \$11.00/hr. (\$8.46 for Temporary Employees)													
5	Hourly	\$8.4567	\$8.7100	\$8.9700	\$9.2100	\$9.4700	\$9.7300			\$10.1481	\$11.1629	\$11.8394			
	Annual	\$17,589.94	\$18,116.80	\$18,657.60	\$19,156.80	\$19,697.60	\$20,238.40			\$21,108.05	\$23,218.83	\$24,625.95	40%	7%	
6	Hourly	\$9.0480	\$9.3200	\$9.5900	\$9.8600	\$10.1400	\$10.4000			\$10.8576	\$11.9434	\$12.6672			
	Annual	\$18,819.84	\$19,385.60	\$19,947.20	\$20,508.80	\$21,091.20	\$21,632.00			\$22,583.81	\$24,842.27	\$26,347.78	40%	7%	
7	Hourly	\$9.6814	\$9.9700	\$10.2600	\$10.5600	\$10.8400	\$11.1300			\$11.8597	\$13.0457	\$14.0380			
	Annual	\$20,137.31	\$20,737.60	\$21,340.80	\$21,964.80	\$22,547.20	\$23,150.40			\$24,668.18	\$27,135.06	\$29,199.04	45%	9%	
8	Hourly	\$10.3570	\$10.6700	\$10.9800	\$11.2900	\$11.6000	\$11.9100			\$12.6874	\$13.9561	\$15.0177			
	Annual	\$21,542.56	\$22,193.60	\$22,838.40	\$23,483.20	\$24,128.00	\$24,772.80			\$26,389.79	\$29,028.69	\$31,236.82	45%	7%	
9	Hourly	\$11.0854	\$11.4200	\$11.7500	\$12.0800	\$12.4100	\$12.7500			\$13.5796	\$14.9376	\$16.0738			
	Annual	\$23,057.63	\$23,753.60	\$24,440.00	\$25,126.40	\$25,812.80	\$26,500.00			\$28,245.57	\$31,070.21	\$33,438.00	45%	7%	
10	Hourly	\$11.8661	\$12.2200	\$12.5800	\$12.9400	\$13.2900	\$13.6400	\$14.0000		\$14.5360	\$15.9896	\$17.2058			
	Annual	\$24,681.49	\$25,417.60	\$26,166.40	\$26,915.20	\$27,643.20	\$28,371.20	\$29,120.00		\$30,234.88	\$33,258.37	\$35,788.06	45%	7%	
11	Hourly	\$12.7007	\$13.0800	\$13.4600	\$13.8500	\$14.2300	\$14.6100	\$14.9900		\$15.5584	\$17.1142	\$18.4160			
	Annual	\$26,417.46	\$27,206.40	\$27,996.80	\$28,808.00	\$29,598.40	\$30,388.80	\$31,179.20		\$32,361.47	\$35,597.54	\$38,305.28	45%	7%	
12	Hourly	\$13.5877	\$13.9900	\$14.4000	\$14.8100	\$15.2200	\$15.6200	\$16.0300		\$16.6450	\$18.3095	\$19.7022			
	Annual	\$28,262.42	\$29,099.20	\$29,952.00	\$30,804.80	\$31,657.60	\$32,489.60	\$33,342.40		\$34,621.60	\$38,083.76	\$40,980.58	45%	7%	
13	Hourly	\$14.5379	\$14.9800	\$15.4100	\$15.8500	\$16.2900	\$16.7200	\$17.1600		\$17.8090	\$19.5899	\$21.0800			
	Annual	\$30,238.83	\$31,158.40	\$32,052.80	\$32,926.40	\$33,883.20	\$34,772.00	\$35,692.80		\$37,042.72	\$41,746.99	\$43,846.40	45%	7%	
14	Hourly	\$15.5507	\$16.0200	\$16.4800	\$16.9500	\$17.4100	\$17.8900	\$18.3500		\$19.0496	\$20.9546	\$22.5485			
	Annual	\$32,345.46	\$33,321.60	\$34,278.40	\$35,256.00	\$36,212.80	\$37,211.20	\$38,168.00		\$39,623.17	\$43,585.57	\$46,900.88	45%	7%	
15	Hourly	\$16.6387	\$17.1400	\$17.6400	\$18.1300	\$18.6300	\$19.1400	\$19.6300		\$20.7984	\$22.8782	\$24.9581			
	Annual	\$34,608.50	\$35,651.20	\$36,691.20	\$37,710.40	\$38,750.40	\$39,811.20	\$40,830.40		\$43,260.67	\$47,586.66	\$51,912.85	50%	9%	
16	Hourly	\$17.8000	\$18.3400	\$18.8700	\$19.4000	\$19.9400	\$20.4700	\$21.0000		\$22.2500	\$24.4750	\$26.7000			
	Annual	\$37,024.00	\$38,147.20	\$39,249.60	\$40,352.00	\$41,475.20	\$42,577.60	\$43,680.00		\$46,280.00	\$50,908.00	\$55,536.00	50%	7%	
17	Hourly	\$19.0457	\$19.6200	\$20.1900	\$20.7600	\$21.3300	\$21.9000	\$22.4800		\$23.8072	\$26.1879	\$28.5686			
	Annual	\$39,615.06	\$40,897.60	\$41,995.20	\$43,180.80	\$44,366.40	\$45,552.00	\$46,737.60		\$49,518.98	\$54,470.83	\$59,422.69	50%	7%	
18	Hourly	\$20.3760	\$20.9900	\$21.6000	\$22.2100	\$22.8200	\$23.4300	\$24.0500		\$25.4700	\$28.0170	\$30.5640			
	Annual	\$42,382.08	\$43,659.20	\$44,928.00	\$46,196.80	\$47,465.60	\$48,734.40	\$50,024.00		\$52,977.60	\$58,275.36	\$63,573.12	50%	7%	
19	Hourly	\$21.8012	\$22.4600	\$23.1100	\$23.7600	\$24.4200	\$25.0700	\$25.7300		\$27.2515	\$29.9767	\$32.7018			
	Annual	\$45,344.56	\$46,716.80	\$48,068.80	\$49,420.80	\$50,793.60	\$52,145.60	\$53,518.40		\$56,683.12	\$62,351.54	\$68,019.74	50%	7%	
20	Hourly	\$23.3321	\$24.0400	\$24.7300	\$25.4300	\$26.1300	\$26.8300	\$27.5300	\$28.2300		\$29.1652	\$32.0817	\$34.9982		
	Annual	\$48,530.77	\$50,003.20	\$51,438.40	\$52,894.40	\$54,350.40	\$55,806.40	\$57,262.40	\$58,718.40		\$60,663.62	\$66,729.94	\$72,796.26	50%	7%
21	Hourly	\$24.9685	\$25.7200	\$26.4700	\$27.2100	\$27.9600	\$28.7100	\$29.4600	\$30.2100		\$31.2107	\$34.3318	\$37.4528		
	Annual	\$51,934.48	\$53,497.60	\$55,057.60	\$56,596.80	\$58,156.80	\$59,716.80	\$61,276.80	\$62,836.80		\$64,918.26	\$71,410.14	\$77,901.82	50%	7%
22	Hourly	\$26.7206	\$27.5200	\$28.3200	\$29.1300	\$29.9300	\$30.7300	\$31.5300	\$32.3300		\$33.4008	\$36.7409	\$40.0809		
	Annual	\$55,578.85	\$57,241.60	\$58,905.60	\$60,590.40	\$62,254.40	\$63,918.40	\$65,582.40	\$67,246.40		\$69,473.66	\$76,421.07	\$83,368.27	50%	7%
23	Hourly	\$28.5897	\$29.4500	\$30.3100	\$31.1600	\$32.0200	\$32.8800	\$33.7300	\$34.5900		\$37.1666	\$40.8833	\$45.7435		
	Annual	\$59,466.58	\$61,256.00	\$63,044.80	\$64,812.80	\$66,601.60	\$68,390.40	\$70,158.40	\$71,947.20		\$77,306.53	\$85,037.26	\$95,146.48	60%	11%
24	Hourly	\$30.5954	\$31.5100	\$32.4300	\$33.3500	\$34.2700	\$35.1900	\$36.1000	\$37.0200		\$39.7740	\$43.7514	\$48.9526		
	Annual	\$63,638.43	\$65,540.80	\$67,454.40	\$69,368.00	\$71,281.60	\$73,195.20	\$75,088.00	\$77,001.60		\$82,729.92	\$91,002.91	\$101,821.41	60%	7%
25	Hourly	\$32.7384	\$33.7200	\$34.7100	\$35.6800	\$36.6600	\$37.6500	\$38.6300	\$39.6200		\$42.5599	\$46.8159	\$52.3814		
	Annual	\$68,095.87	\$70,137.60	\$72,196.80	\$74,214.40	\$76,252.80	\$78,312.00	\$80,350.40	\$82,409.60		\$88,524.59	\$97,377.07	\$108,953.31	60%	7%
26	Hourly	\$35.0296	\$36.0800	\$37.1400	\$38.1800	\$39.2400	\$40.2800	\$41.3400	\$42.3800		\$45.5385	\$50.0924	\$56.0474		
	Annual	\$72,861.57	\$75,046.40	\$77,251.20	\$79,414.40	\$81,619.20	\$83,782.40	\$85,987.20	\$88,150.40		\$94,720.08	\$104,192.19	\$116,578.59	60%	7%
27	Hourly	\$37.4791	\$38.6000	\$39.7300	\$40.8600	\$41.9700	\$43.1000	\$44.2300	\$45.3500		\$48.7229	\$53.5952	\$59.9666		
	Annual	\$77,956.53	\$80,288.00	\$82,638.40	\$84,988.80	\$87,297.60	\$89,648.00	\$91,998.40	\$94,328.00		\$101,343.63	\$111,478.02	\$124,730.53	60%	7%
28	Hourly	\$40.1079	\$41.3100	\$42.5200	\$43.7200	\$44.9300	\$46.1300	\$47.3200	\$48.5300		\$52.1403	\$57.3543	\$64.1726		
	Annual	\$83,424.43	\$85,924.80	\$88,441.60	\$90,937.60	\$93,454.40	\$95,950.40	\$98,425.60	\$100,942.40		\$108,451.82	\$119,296.94	\$133,479.01	60%	7%
29	Hourly	\$42.9162	\$44.2100	\$45.4900	\$46.7800	\$48.0600	\$49.3500	\$50.6500	\$51.9300		\$55.7911	\$61.3702	\$68.6659		
	Annual	\$89,265.70	\$91,956.80	\$94,619.20	\$97,302.40	\$99,964.80	\$102,648.00	\$105,352.00	\$108,014.40		\$116,045.49	\$127,650.02	\$142,825.07	60%	7%
30	Hourly	\$45.9251	\$47.3000	\$48.6800	\$50.0600	\$51.4300	\$52.8200	\$54.1900	\$55.5700		\$59.7027	\$65.6730	\$73.4802		
	Annual	\$95,524.21	\$98,384.00	\$101,254.40	\$104,124.80	\$106,974.40	\$109,865.60	\$112,715.20	\$115,585.60		\$124,181.62	\$136,599.84	\$152,838.82	60%	7%
31	Hourly	\$49.1452	\$50.6100	\$52.0900	\$53.5700	\$55.0400	\$56.5200	\$57.9900	\$59.4700		\$63.8888	\$70.2777	\$78.6323		
	Annual	\$102,222.02	\$105,268.80	\$108,347.20	\$111,425.60	\$114,483.20	\$117,561.60	\$120,619.20	\$123,697.60		\$132,888.70	\$146,177.62	\$163,555.18	60%	7%
32	Hourly	\$52.5869	\$54.1600	\$55.7400	\$57.3200	\$58.9000	\$60.4800	\$62.0500	\$63.6300		\$68.3630	\$75.1993	\$84.1390		
	Annual	\$109,380.75	\$112,652.80	\$115,939.20	\$119,225.60	\$122,512.00	\$125,798.40	\$129,064.00	\$132,350.40		\$142,195.04	\$156,414.54	\$175,009.12	60%	7%
33	Hourly	\$56.2680	\$57.9600	\$59.7000	\$61.4900	\$63.3300	\$65.2300	\$67.1900	\$69.2100		\$73.1484	\$80.4632	\$90.0287		
	Annual	\$117,037.44	\$120,556.80	\$124,176.00	\$127,899.20	\$131,726.40	\$135,678.40	\$139,755.20	\$143,956.80		\$152,148.60	\$167,363.46	\$187,259.76	60%	7%
34	Hourly	\$60.2068	\$62.0100	\$63.8700	\$65.7900	\$67.7600	\$69.7900	\$71.8800	\$74.0400		\$78.2688	\$86.0957	\$96.3309		
	Annual	\$125,230.14	\$128,980.80	\$132,849.60	\$136,843.20	\$140,940.80	\$145,163.20	\$149,510.40	\$154,003.20		\$162,799.19	\$179,079.11	\$200,368.23	60%	7%
35	Hourly	\$64.4213	\$66.3500	\$68.3400	\$70.3900	\$72.5000	\$74.6800	\$76.9200	\$79.2300		\$83.7477	\$92.1225	\$103.0741		
	Annual	\$133,996.30	\$138,008.00	\$142,147.20	\$146,411.20	\$150,800.00	\$155,334.40	\$159,993.60	\$164,798.40		\$174,195.20	\$191,614.71	\$214,394.09	60%	7%



GLOSSARY

Ad Valorem Tax

Also referred to as Property Tax. This is a tax of real estate or personal property based on the taxable value of the property and is assessed at a rate per \$100 of taxable value. The Commissioners Court sets the ad valorem tax rate annually as part of the budget process. The tax rate consists of two parts: the maintenance and operations rate that is levied to pay for General Fund operations, and the debt service rate for general obligation debt service.

Adjusted Budget

The Adopted Budget, amended by adjustments approved by Commissioners Court throughout the fiscal year and prior-year budget carryovers. Also known as the Revised Budget.

Adopted Budget

A financial plan approved by Commissioners Court for use in the County's fiscal year of October 1 to September 30. By State law, the Adopted Budget must be a balanced budget.

Allocated Reserve

A reserve available for potential expenditures that may occur throughout the fiscal year. Tapping the allocated reserve for expenditures must be approved by the Commissioners Court.

Assessed Valuation

The valuation set for Travis County properties by the Travis Central Appraisal District as a basis for levying property taxes.

Average Homestead Taxable Value

The mean property value of Travis County homesteads after a 20% homestead exemption and other required adjustments are applied, as appraised and certified by the Travis Central Appraisal District. For FY 2014, the mean homestead taxable value is \$222,431.

Average Homestead Value

The mean property value of Travis County homesteads, as appraised and certified by the Travis Central Appraisal District. For FY 2014, the average homestead value is \$282,909.

Basis of Accounting

The method of tracking and recognizing revenue and expenditures in the County's

accounting records. Accounting records for governmental funds are maintained on a modified accrual basis. Revenue is recognized when it is measurable and available. Accounting for internal service funds, which are proprietary funds, is based on the full accrual method. Expenditures generally are recorded when a liability is incurred under either basis of accounting.

Basis of Budgeting

See also Modified Accrual. Travis County's basis of budgeting for governmental funds is the modified accrual basis. Budgeting for internal service funds, which are proprietary funds, is based on the full accrual method. Encumbrances are recognized in the year of commitment for both governmental and proprietary funds.

Balanced Budget

A financial plan in which projected total available funds are equal to total planned expenditures plus established reserves.

Base Budget

The budget that serves as a starting point for the next fiscal year. County departments and offices are required to submit budgets at a defined base (or target) level each fiscal year. The target budget level represents the current year Adopted Budget plus the annualized impact of increased partial-year funding included in the Adopted Budget, less any current year one-time funding, as well as other appropriate modifications such as mid-year budget adjustments.

BEFIT

Acronym for **B**etter **E**nterprise **F**inancial **I**nformation for **T**ravis County, the SAP financial, procurement, payroll and Human Resources software at Travis County that replaced the County's legacy system.

Beginning Balance

The beginning balance represents the remaining non-restricted funds brought forward from the previous fiscal year, or the prior year's ending balance.

Bonds

Bonds are debt instruments that represent agreements (between the County and those who hold the bonds) that in exchange for money today, the County will pay bondholders principal and interest over the term of the bond. Bonds are sold to borrow money to pay for needed major projects such as improvements to roadways, bridges and park infrastructure. Financing projects through bonds allows intergenerational equity in which current and future citizens of Travis County share the cost of improvements that benefit County residents over a number of years.

Bond Election

Election held periodically to obtain voter authorization for the issuance of long-term general obligation debt for capital improvements backed by the County's taxing authority.

Bond Rating

See Credit Rating.

Budget

A budget is an organization's comprehensive financial plan for the coming fiscal year. The Travis County budget includes estimated revenue and expenditures for the General Fund, General Purpose Debt Service Fund, and most special revenue funds. The annual budget is legally adopted by the Commissioners Court at the end of September, with an October 1st start date for the new fiscal year.

Budget Amendment

A change in the level of funding that increases or decreases the total budget of an individual department or office. A Budget Amendment can also include a change to the overall Travis County Adopted Budget through increased revenue certified by the County Auditor. Budget Amendments must be approved by Commissioners Court.

Budget Calendar

The schedule of key dates that the County follows in the preparation and adoption of the budget. The calendar helps to ensure that no activity or task is overlooked, helps to coordinate activities that must take place in a certain sequence and within a specific time period, communicates the plan, and assigns specific roles and responsibilities for completion of the tasks.

Budget Document

The written document published by the Planning and Budget Office that presents a comprehensive financial plan to the Commissioners Court and the citizens for one fiscal year.

Budget Mark-up Process

A scheduled series of Travis County budget deliberations conducted by the Commissioners Court to consider proposed amendments to the Preliminary Budget prepared by the Planning and Budget Office.

Budget Officer

In counties with a population of more than 125,000, State law allows the Commissioners Court to appoint a Budget Officer. The Budget Officer prepares and proposes a budget for each fiscal year for consideration by the Commissioners Court. Travis County has an appointed Budget Officer.

Capital

Used interchangeably with Capital Expenditure. Travis County defines Capital Expenditure as an outlay on an asset with an initial, individual cost of at least \$5,000, with the exception of \$100,000 for software, and an estimated useful life of one year or more. The County considers all land and land improvements as Capital Assets, regardless of cost.

Capital Acquisition Resources

Available funding in the General Fund that is allocated for capital acquisition or improvements. This is often referred to as “pay-as-you-go” financing and is segregated in an account within the General Fund that is called the Capital Acquisition Resources Account, or the CAR Account.

Capital Acquisition Resources (CAR) Account

An account that is used to record and track resources in the General Fund that are dedicated to the purchase of capital equipment, real property, and substantial building and other capital improvements projects.

Capital Budget

A plan that includes projected capital expenditures to acquire, build or improve long-term assets and the sources of funding to pay for the capital expenditures. The annual capital budget provides the funding mechanism for implementation of multi-year capital needs.

Capital Expenditure

See Capital.

Capital Improvement Program

A multi-year program of projects that addresses repair and replacement of existing infrastructure, as well as development of new facilities to accommodate future growth.

Carry Forward Balance

Funds moved to the next fiscal year for the purpose of expending them for the same purpose as they were originally budgeted.

Certificates of Obligation

Debt that is authorized by the Commissioners Court and does not require prior voter approval. Intent to issue certificates of obligation must be published in the local newspaper in advance of issuing the debt.

Classified (Employee)

A designation given to all County employees who are not peace officers.

Classified Pay Scale

A graded scale of wages or salaries paid for job classifications and grade/level within the County, for all jobs that are not peace officer positions.

Commissioners Court

A statutorily-defined governing body for Texas counties, consisting of one member elected County-wide (the County Judge), and four Commissioners elected from geographically unique precincts.

Commitment

A term in SAP to identify expenditures that will be incurred in the future for materials and services that have been requested or ordered. Commitments serve to reserve funds against the budget that will become expenditures at a future date.

Commitment Item

An identifier in SAP, consisting of six digits of the functional grouping of expenditures and revenue within a financial management area.

Cost Center

In SAP, the method of grouping and reporting expenditures in the general ledger.

Credit Rating

An opinion given by a credit rating agency that indicates the ability and willingness of a bond issuer to meet its financial obligations in full and on time. A credit rating also indicates the credit quality of an individual debt issue. Credit ratings are expressed as letters ranging from 'AAA', which is the highest grade, to 'C' ("junk"), which is the lowest grade. Travis County has received the highest credit rating available from both Standard & Poor's and Moody's since 2001.

Debt Financing

When an entity raises money for capital expenditures by issuing debt, the purchasers of the debt instrument(s) become creditors and receive a promise that the principal and interest on the debt will be repaid.

Debt Limit

A limit in the amount of debt that Travis County can issue as expressed in the Texas Constitution and Texas Statutes, and by administrative rule of the Attorney General of Texas. The limits vary by type of debt to be issued.

Debt Service

The act of making principal and interest payments when due on outstanding debt.

Department

The organization unit that functions uniquely in its delivery of service, and is designated by a unique three-digit code in SAP; can be interchangeable with "office."

Earmark

The identification of potential claims against funds set aside in the Allocated Reserve or the Capital Acquisition Reserve that may need to be allocated to a department or office during the year. Earmarks do not represent appropriations, and are not considered to be departmental resources unless allocation of an earmark is approved by the Commissioners Court during the year through a budget amendment.

Economic Development Program

LOCAL GOVERNMENT CODE Chapter 381 authorizes counties to contract with a broad range of entities to stimulate business and commercial activity. Generally, Travis County grants benefits to applicant firms for projects that will bring new jobs and enhance the County's tax base. If the proposed project achieves specified performance criteria, grant payments can be awarded in an annual amount up to 80% of property tax revenue generated by the new value resulting from the project.

Effective Tax Rate

A calculated rate that provides a taxing unit with about the same amount of revenue it received in the year before on properties taxed in both years. If property values rise, the effective tax rate will go down, and vice versa. The effective tax rate calculation is established by state law.

Encumbrance

The commitment of appropriated funds to purchase an item or service in the future. An encumbrance is a reservation of funds made through purchase orders, funds reservations, or travel commitments in SAP, and must be accompanied by an appropriation of funds. An encumbrance is liquidated when the related expenditure is recognized.

Ending Balance

Funding that remains after current expenditures are deducted from the beginning fund balance and current resources. Portions of the fund balance may be reserved for various purposes, such as encumbrances.

Expenditures

Under the modified accrual basis of accounting, expenditures are recognized when the liability is incurred and expected to be liquidated with current financial resources.

Fiscal Year

A twelve-month period, extending from October 1st through the following September

30th, which is designated as the operating year for accounting and budgeting purposes in the County.

FTE

The decimal equivalent of a full-time position based on 2,080 hours per year, whether filled or vacant. For example, an employee working 20 hours per week would be equivalent to 0.50 FTE.

Fund

A fiscal entity with revenues and expenses that are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance

The excess of the assets of a fund over its liabilities, reserves, and obligations to be carried over into the next fiscal year.

General Fund

The largest fund within the County, used to account for general operations and activities. This fund accounts for most of the financial resources of Travis County. General Fund revenue is comprised primarily of property taxes; other typical revenue sources include fines and fees, interest, intergovernmental transfers, and charges for services.

General Obligation Debt

Debt that is secured by the full faith and credit of the issuer and sold to borrow money to pay for needed major projects such as improvements to roadways, bridges and park infrastructure.

Governmental Accounting Standards Board (GASB)

An organization whose main purpose is to improve and create accounting and reporting standards or generally accepted accounting principles (GAAP).

Governmental Fund

A category of funds that is used to account for revenues and expenditures of the main government of Travis County and is included in the County's fund financial statements. Governmental funds include the General Fund, Grants Fund, General Purpose Debt Service Fund, Permanent Improvement Bonds Fund, and other governmental funds.

Grant

A contribution by a government or other organization to support a general or specified purpose. In most cases, County grants are received from the State or Federal governments, or from local non-profit organizations.

Homestead

A building occupied by the owner of the structure and his or her family, with the primary intention of making it their home, together with the parcel of land on which it stands and any improvements attached to it.

Interlocal Agreement

Agreements between governmental agencies often resulting in one governmental agency receiving funds from another agency in the form of grants, shared revenues, and other payments in exchange for services provided.

Internal Service Fund

A type of proprietary fund used to account for the financing of goods or services provided by one department to other departments of the government on a cost reimbursement basis in Travis County. The Risk Management Fund is Travis County's self-insurance fund for worker's compensation, auto and general liability, and internal losses. The Employee Health Benefits Fund was established in 2002 and provides self-insurance for employee and retiree health benefits.

Job

A title that describes what work an employee does and the level of the job or profession – e.g., Accountant I.

Long-Term Debt

At Travis County, long-term debt is defined as having a maturity of more than five years after the date of issuance.

Median Homestead Taxable Value

The property value of Travis County homesteads, as appraised and certified by the Travis Central Appraisal District, that lies at the midpoint of all Travis County homestead taxable values. For FY 2014, this number is \$165,642.

Median Homestead Value

The median property value of Travis County homesteads, as appraised and certified by the Travis Central Appraisal District. For FY 2014, this number is \$209,509.

Office

The organization unit that functions uniquely in its delivery of service, and is designated by a unique three-digit code; can be interchangeable with "department."

One-time

A funding status that indicates that the appropriation will not be included in the County's Base Budget in the following fiscal year.

Ongoing

A funding status that indicates that the appropriation will be included in the County's Base Budget from one fiscal year to the next.

Operating Funds

Resources derived from recurring revenue sources used to finance ongoing operations and “pay as you go” capital projects.

Operating Transfer

The movement of monies between funds of the same governmental entity.

Order

A rule, command or direction that has been duly approved by the jurisdiction’s governing body (Commissioners Court in Travis County).

Pay Scale

A graded scale of wages and salaries paid within Travis County.

Peace Officer Pay Scale (POPS)

A separate graded scale of wages or salaries for county-employed peace officers, such as sheriffs, constables, park rangers, and investigators.

Performance Measure

A quantifiable indicator used to assess how well an organization is achieving its desired objectives. Travis County performance measures assess such things as outcomes, citizen demand for services and operating efficiencies. This data is typically gathered by departments and reported during the budget process.

Pilot Program

An activity executed as a test or a trial. Pilot programs are generally funded on a one-time basis and renewed for the following fiscal year if success is documented through performance measures.

Position

A unique job identified with an eight-digit number in SAP.

Position List

A comprehensive list of all positions and jobs within a department and the employees who may fill those positions/jobs. The list is used for planning and budgeting purposes.

Pre-Encumbrance

Reservations of funds made through SAP shopping carts. Pre-encumbrances are converted into an Encumbrance when a purchase order is created in SAP from the shopping cart.

Preliminary Budget

A draft financial plan presented to the Commissioners Court in late July that reflects the funding recommendations of the Planning and Budget Office. The recommendations are made in compliance with the Commissioners Court's annual budget policy guidelines. The Preliminary Budget is used as a basis for the deliberations that occur during August and September at various public hearings, work sessions and voting sessions of the Commissioners Court.

Program

A mandate and associated resources conferred by the federal or state government or by Commissioners Court that provides a department administrative authority to achieve specific outcomes within a jurisdiction. Programs may create a management structure and may provide the basis for budgeting structure and resource allocation.

Property Tax

Also referred to as Ad Valorem Tax. This is a tax of real estate or personal property based on the assessed value of the property.

Proposed Budget

A financial plan filed by the Planning and Budget Office for consideration by Commissioners Court to adopt for use October 1 to September 30.

Proprietary Fund

Funds used to account for a government's ongoing organizations and activities that are similar to businesses found in the private sector. These funds are generally considered self-supporting because the services provided by the funds are financed through user charges or by cost reimbursement. Within Travis County, the Internal Service Funds are Proprietary Funds.

Rating Agency

A company that assess the creditworthiness of debt securities and debt issuers. Travis County receives bond ratings from Standard and Poor's and Moody's.

Rebudgeted

Unused funds that were first approved in one fiscal year and are re-appropriated for the following year. All encumbrances that need to be re-appropriated for the new fiscal year are approved as carry forwards in the individual office's or department's accounts, and must be used for the same purpose and vendor to which the contractual obligation and encumbrance were originally applied.

Refunding

A procedure in which an issuer refinances outstanding bonds by issuing new bonds. The main reason for refunding is to reduce the issuer's interest costs.

Reserve

A central account used to set aside budgeted revenue that is not required for expenditure in the current budget year. These central accounts often have dedicated purposes or “earmarks” for potential purposes within that fiscal year. See also Earmark.

Residential Homestead Exemption

A reduction in taxable value on a primary residence. Travis County offers a 20% exemption on a principal residence primarily owned and occupied by an individual. Taxpayers can apply for a Homestead Exemption to lower the taxable value and tax liability on their property.

Revenue

Sources of income that finance the operations of government.

Revenue Estimate

An annual projection of revenue and beginning fund balance that is prepared by the Auditor’s Office. Included in the projection are estimates for the general fund, the special revenue funds, the internal service funds, and the debt service funds.

Rollback Tax Rate

A tax rate that provides the taxing unit with approximately the same amount of revenue it spent in the previous year for day-to-day operations (Maintenance and Operations), plus an extra 8%. The tax rate the taxing unit needs to pay its debts in the coming year (Interest and Sinking) is considered separately. If a unit adopts a tax rate that is higher than the rollback rate, voters in the unit can petition for an election to roll back the size of the tax increase to the Rollback Tax Rate.

SAP

SAP is an acronym for Systems, Applications and Products in Data Processing. SAP is the company that developed the software that is used to run the County’s business processes such as Finance, Procurement, Payroll and Human Resources. See also BEFIT.

Shopping Cart

In SAP, a virtual tool used to designate the goods and services planned for purchase that are needed by a particular office or department.

Sinking Fund

A fund into which monies are placed to be used to redeem bonds in accordance with a redemption schedule in the bond contract.

Special Purpose Reserve

An account used either to set aside budgeted revenues that are not required for

expenditure in the current budget year or to earmark revenues for a specific future purpose.

Special Revenue Fund

A fund used to account for revenues from specific taxes or other earmarked revenue sources that by law are designated to finance particular functions or activities of government. Some special revenue funds do not report a specific revenue source but rather are intended to present the finances related to a particular activity, such as social services. Such funds may not track any original revenue source at all but are composed entirely of transferred resources.

Structural Balance

In governmental budgeting, a budget achieves structural balance if it supports financial sustainability for multiple years into the future through the matching of ongoing expenditures to ongoing revenues and the maintenance of an appropriate reserve balance.

Target Budget

See Base Budget.

Tax Exemption

A type of tax relief that reduces the assessed value of a home or entity to a taxable value on which tax bills are based. A property tax exemption removes a percentage or a fixed dollar amount of a property's assessed value from taxation.

Tax Increment Financing (TIF)

An economic development tool that Texas counties can use to finance needed structural improvements and enhanced infrastructure within a defined area. These improvements usually are undertaken to promote the viability of existing businesses and to attract new commercial enterprises to the area. The cost of the improvements is repaid by the contribution of future tax revenue from the participating taxing jurisdictions. The statutes governing tax increment financing are located in Chapter 311 of the Texas Tax Code.

Tax Rate

The amount of tax stated in terms of a unit of the tax base; in Texas, the tax rate is stated in terms of every \$100 of value.

Transfers In/Out

The movement of revenue or expenditure budget between funds within Travis County. Transfers In/Out are used to move revenue from the fund in which the statute or budget requires to collect them to the fund that the statute or budget requires to expend them, and to use unrestricted revenues collected in the general fund to finance various

programs accounted for in other funds in accordance with budgetary authorization. Such transactions must be approved by Commissioners Court.

Travis Central Appraisal District

The Travis Central Appraisal District (TCAD) is a special unit of government with the primary responsibility to develop an annual appraisal roll for use by taxing units in imposing ad valorem taxes on property in the district. TCAD works to provide accurate appraisal of all property in Travis County at one hundred percent market value, equally and uniformly.

Unallocated Reserve

This reserve is established as a buffer in the event of a disaster or an emergency of an extraordinary nature. Since 1989, Travis County has maintained an Unallocated Reserve balance equal to 11% of budgeted expenditures. In FY 2014, the balance in the Unallocated Reserve was increased to 12% of budgeted expenditures.

Voter Approved/Authorized Bonds

Bond elections allow voters to decide on long-term financing for major capital improvement projects in Travis County. Travis County often holds bond elections in conjunction with other scheduled elections.



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