



A view of the Ascarate Regional County Park next to Ascarate Lake

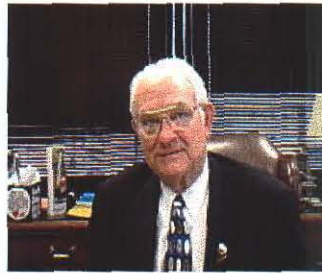
Annual Operating Budget

For the Fiscal Year

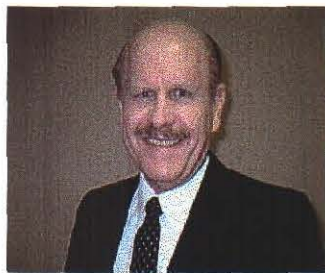
Beginning October 1, 1998

Annual Operating Budget For the Fiscal Year Beginning October 1, 1998

Commissioners Court Members



Charles W. "Chuck" Mattox, County Judge



**Charles C. Hooten, County Commissioner
Precinct Number 1**



**Carlos Aguilar III, County Commissioner
Precinct Number 2**



**Miguel A. Teran, County Commissioner
Precinct Number 3**



**Daniel R. Haggerty, County Commissioner
Precinct Number 4**

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Member of the Government Finance Officers Association



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

**PRESENTED TO
County of El Paso,
Texas**

**For the Fiscal Year Beginning
October 1, 1997**

Douglas R. Ellaworth

President

Jeffrey L. Esser

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Presentation to the County of El Paso for its annual budget for the fiscal year beginning October 1, 1997.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

County of El Paso, Texas

Preface

This preface is intended to serve the readers who may be somewhat unfamiliar with the structure and functions of county governments in the State of Texas. It also provides a brief overview of the duties of some of the primary officials.

County government in Texas is, for many people, the primary and most accessible level of government. County governments are political subdivisions of the State. The State has created 254 counties. Initially, the counties were primarily created to facilitate the judicial system. Presently, however, because of the evolution that has resulted from enactment of a great deal of State legislation over the years, the county governments in Texas are involved not only with the judicial system, but also the delivery of health and welfare services, law enforcement, public safety, cultural and recreational activities, and construction and maintenance of roads and bridges. In comparison to some of the other states, Texas counties have only a very limited ordinance making authority, as specifically granted by the State legislature.

Counties in Texas have many comparable characteristics and are similarly organized. Each county has a governing body called commissioners court. The commissioners court is composed of five members. One member, the county judge, is elected at large to a four-year term. The other four members are county commissioners. Each county commissioner is elected from a precinct to a four-year term. County judges have judicial responsibilities in all but the largest urban counties. In large urban counties, such as El Paso County, the county judge has no judicial responsibilities. Instead, the El Paso County Judge is often referred to as the County's Chief Executive Officer (CEO). In all Texas counties, the County Judge presides over commissioners court meetings.

Other elected officials in most Texas counties usually include the county treasurer, county clerk, district clerk, county attorney, district attorney, county tax assessor-collector, county sheriff, one or more locally elected state district judges, one or more county court at law judges, one or more justice of the peace, and one or more constable. As has happened in a few other counties, several years ago, in a statewide election, the voters amended the constitution to abolish the office of the El Paso County Treasurer. After this abolishment, commissioners court formally instructed the county auditor, an apolitical and an appointed official, to perform all of the statutorily mandated treasury functions. The county auditor is appointed to a two year term, by the state district judges in each County. In El Paso County, the county auditor, among other duties and responsibilities, serves as the County's chief accounting officer, budget officer, payroll officer, investment officer, treasury officer, internal auditing officer and cash management officer.

The commissioners court serves as the executive branch of county government. Among a myriad of other constitutional and statutory duties and responsibilities, the five members of commissioners court have the exclusive responsibility and authority to approve the county's operating budget, any budgetary amendments, set the ad valorem property tax rates, and audit and direct settlement of all claims against the county. Additionally, this body appoints certain county officials and board members. The commissioners court also determines when propositions to issue bonds will be submitted to the voters.

The authority of county auditors in Texas may be best summarized with a statement made by W. C. Murphy in an article entitled *County Government and Administration in Texas* (University of Texas Bulletin, 1933). Mr. Murphy's statement read "Since the auditor has the authority to impose a budget on the county, because of his power to stop payment on all warrants not drawn strictly according to the law, he has been in a position to dominate county finances." County auditors, however, should never equate the authority and responsibility of the office to "power". The duties of the county auditor are prescribed by state laws, prescribed by the standard and ethics of the profession, inherited, and some of the duties are assigned because no one else wants to do them.

In Texas, there is usually a difference in the delivery of some services between rural counties and urban counties such as El Paso County. For one example, in rural counties the sheriff does the majority of the police patrol work. In comparison, in the larger urban counties, the sheriff's responsibilities usually focus predominately on detention facility management. For another example, most of the larger urban counties place less emphasis on the construction and maintenance of roads and bridges than smaller rural counties, especially where most streets are located within the boundaries of one or more cities.

The sources of revenue available to counties in Texas are very limited. The primary sources of revenue available to most counties include: (1) ad valorem property taxes, (2) sales and use taxes, (3) hotel occupancy taxes, (4) intergovernmental revenues, (5) service charges, and (6) a complex conglomeration of fines, fees of office, user fees and forfeitures. The Texas legislature has imposed on and attached to its counties, through the enactment of special legislation, very tight constraints on most of the counties' revenue sources.

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>INTRODUCTORY REPORTS</u>		
1-8	Budget Letter	Narrative on Budget and Financial Condition
9-24	Executive and Budget Summary	Budgetary Narrative and Results from Operations
25-28	Strategic Financial Plan	Describes Short and Long Term Financial Strategies
29-45	Fiscal Overview	Describes El Paso County's Annual Budgeting Process and Addresses the County's Financial Policies, Strategies, and Objectives
46	El Paso County Organizational Chart	County Organization by Department
47	El Paso County Organized by Function	Departments by Function
48	El Paso County Directory of Principal Officials	Principal Officials by Name and Title
49-51	Synopsis of Budgeted Funds	Fund Definitions
52	Fiscal Year 1999 Operating Budget Summary - All Funds	Budget and Actual - Revenues and Expenditures for all Funds
53	Budgetary Summary - By Fund	Budget and Actual - Revenues and Expenditures by Fund
54-55	Budget Summary for Fiscal Year 1999 and 1998	Fiscal Year 1999 and 1998 Budget
56	Summary of Budgeted Interfund Transfers	Transfers in and out
57-68	Historical Budgetary Trends - By Fund:	Fiscal Year Budgets (1992-1999) and Pie Chart of 1999 Total Budget by Fund
		Actual Revenues, Expenditures, and Budgets Graphed as Trend Bars (FY1992-1999):
		Historical Trend of All Funds Combined
		General Fund and Special Revenue Fund
		Debt Service, Capital Project Fund, Enterprise Fund and Grant Fund
<u>REVENUES (SOURCES)</u>		
69	Revenue (Sources) - All Funds	Two Years of Budgeted and Actual Revenues (Sources) for all funds
		Pie chart of 1999 Estimated Revenues - All Funds
70	Summary of Revenues with Selected Definitions and Trends-All Funds:	
70	Taxes:	Total Taxes, Selected Tax Revenues and Property Tax Rate Components
71	Selected Tax Revenues, Detailed Tax Revenues and Licenses and Permits	Selected Tax Revenues, Detailed Tax Revenue Accounts and Licenses and Permits
72	License & Permits	Chart by Revenue Account Title

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>REVENUES (SOURCES) - CONTINUED</u>		
72-73	Intergovernmental Revenues	Intergovernmental Revenues: Selected Intergovernmental Revenues Grants Revenues Reimbursements Detailed Intergovernmental Revenue Accounts
74-77	Charges for Services	Total Charges for Services Selected Charges for Service Revenue: Departmental/Judicial Fees Auto Related Charges Prisoner Maintenance Recreation Other Parking Detailed Charges for Service Revenue Accounts
77-78	Fines and Forfeits	Total Fines and Forfeits Detailed Fines and Forfeits Revenue Accounts
78	Interest	Interest and Detail Revenue Accounts
73-79	Miscellaneous	Total Miscellaneous Revenues Selected Miscellaneous Revenues: Other Stock Sales Phone Commissions Detailed Miscellaneous Revenue Accounts
80-81	Other Financing Sources	Total Other Financing Sources Selected Other Financing Sources: Bonds Transfers-In Detailed Other Financing Sources Revenue Accounts
<u>EXPENDITURES (USES)</u>		
83	Expenditures (Uses) - All Funds	Two Years of Budgeted and Actual Expenditures (Uses) for all funds Pie chart of 1999 Budgeted Appropriations All Funds
84	Budget Summary for Fiscal Year 1999 by Category - All Funds	Detail Amounts and Pie Charts of Personnel, Operating and Capital Budgeted for FY 1999 and 1998 - All Funds

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
85	Historical Expenditure Trends - By Function (All Funds)	Historical Trend - Total Expenditures - All Funds Narrative and Detailed Amounts and a Graphic Trend from FY 1991 thru FY 1999
86-87	General Government Expenditure Trend	Narrative and Detailed Amounts and a Graphic Trend from FY 1991 thru FY 1999
87-89	Administration of Justice, Public Safety and Health and Welfare Expenditure Trends	Narrative and Detailed Amounts and Graphic Trends from FY 1991 thru FY 1999
89-91	Community Services, Resource Development and Culture and Recreation Expenditure trends	Narrative and Detailed Amounts and Graphic Trends from FY 1991 thru FY 1999
91-93	Public Works and Capital Outlays	Narrative and Detailed Amounts and Graphic Trends from FY 1991 thru FY 1999
93-94	Debt Services and Other Uses	Narrative and Detailed Amounts and Graphic Trends from FY 1991 thru FY 1999
<u>GENERAL FUND</u>		
95	Fiscal Year 1999 Operating Budget Summary - General Fund, With Comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
96	Fiscal Year 1999 Budgeted General Fund Revenues (Sources) and Appropriations (Uses)	Pie Chart of General Fund Revenue Sources by type and Appropriations (Uses) by Function
97	Budget Summary for Fiscal Year 1999 by Category - General Fund, With Prior Year Actuals	Pie Charts of the FY 1998 and 1999 General Fund Operating Budgets
<u>GENERAL GOVERNMENT</u>		
99-102	County Auditor	Departmental Information and Trends
103	Commissioner Precinct No. 1	Departmental Information and Trends
104	Commissioner Precinct No. 2	Departmental Information and Trends
105	Commissioner Precinct No. 3	Departmental Information and Trends
106	Commissioner Precinct No. 4	Departmental Information and Trends
107	County Judge	Departmental Information and Trends
108	County Clerk Criminal Fee Collection	Departmental Information and Trends
109-111	Consolidated Data Processing	Departmental Information and Trends
112-113	County Clerk	Departmental Information and Trends
114	Communications Center	Departmental Information and Trends
115-116	District Clerk	Departmental Information and Trends
117	District Clerk	Departmental Organization
118-119	Elections	Departmental Information and Trends

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>GENERAL GOVERNMENT-CONTINUED</u>		
120	Facilities Management	Departmental Information and Trends
121	General and Administrative	Departmental Information and Trends
122	Landmark Building Maintenance	Departmental Information and Trends
123	Parking Garage Maintenance and Operations	Departmental Information and Trends
124-125	Personnel	Departmental Information and Trends
126-127	Purchasing	Departmental Information and Trends
128	Risk Pool Board Operations	Departmental Information and Trends
129	Tax Office	Departmental Information and Trends
130	Grant Match	Departmental Information and Trends
131	County Solid Waste Disposal	Departmental Information and Trends
<u>ADMINISTRATION OF JUSTICE</u>		
133-134	6 th Administrative Judicial District	Departmental Information and Trends
135-136	Eighth Court of Appeals	Departmental Information and Trends
137	34 th District Court	Departmental Information and Trends
138	41 st District Court	Departmental Information and Trends
139	Impact Court	Departmental Information and Trends
140	65 th District Court	Departmental Information and Trends
141	120 th District Court	Departmental Information and Trends
142	168 th District Court	Departmental Information and Trends
143	171 st District Court	Departmental Information and Trends
144	205 th District Court	Departmental Information and Trends
145	210 th District Court	Departmental Information and Trends
146	243 rd District Court	Departmental Information and Trends
147	327 th District Court	Departmental Information and Trends
148	346 th District Court	Departmental Information and Trends
149	383 rd District Court	Departmental Information and Trends
150	384 th District Court	Departmental Information and Trends
151-154	County Attorney	Departmental Information and Trends
155	County Attorney - Bond Forfeitures	Departmental Information and Trends
156-157	County Attorney - RETGH Legal	Departmental Information and Trends
158	County Court at Law No. 1	Departmental Information and Trends
159	County Court at Law No. 2	Departmental Information and Trends
160	County Court at Law No. 3	Departmental Information and Trends
161	County Court at Law No. 4	Departmental Information and Trends
162	County Court at Law No. 5	Departmental Information and Trends
163	County Court at Law No. 6	Departmental Information and Trends
164	County Court at Law No. 7	Departmental Information and Trends
165	County Court at Law Judges	Departmental Information and Trends
166	Child Abuse Master	Departmental Information and Trends
167-168	Council of Judges Administration	Departmental Information and Trends
169	County Court at Law Administration	Departmental Information and Trends

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
<u>ADMINISTRATION OF JUSTICE-CONTINUED</u>		
170-171	District Attorney	Departmental Information and Trends
172	District Judges Salary Supplement	Departmental Information and Trends
173	Family Court 1	Departmental Information and Trends
174	Family Court 2	Departmental Information and Trends
175-176	Justice of the Peace No. 1	Departmental Information and Trends
177-178	Justice of the Peace No. 2	Departmental Information and Trends
179-180	Justice of the Peace No. 3	Departmental Information and Trends
181-182	Justice of the Peace No. 4	Departmental Information and Trends
183-184	Justice of the Peace No. 5	Departmental Information and Trends
185-186	Justice of the Peace No. 6	Departmental Information and Trends
187-188	Justice of the Peace No. 7	Departmental Information and Trends
189	Juvenile Court Referee	Departmental Information and Trends
190	Criminal Law Magistrate I	Departmental Information and Trends
191	Criminal Law Magistrate II	Departmental Information and Trends
192	County Probate Court	Departmental Information and Trends
193	Special Probate Court	Departmental Information and Trends
194-195	Public Defender	Departmental Information and Trends
196	Capital Murder Cases	Departmental Information and Trends
<u>PUBLIC SAFETY</u>		
197-198	Ambulance Services	Departmental Information and Trends
199-200	West Texas Community Supervision and and Corrections	Departmental Information and Trends
201-202	Constable Precinct No. 1	Departmental Information and Trends
203-204	Constable Precinct No. 2	Departmental Information and Trends
205-206	Constable Precinct No. 3	Departmental Information and Trends
207-208	Constable Precinct No. 4	Departmental Information and Trends
209-210	Constable Precinct No. 5	Departmental Information and Trends
211-212	Constable Precinct No. 6	Departmental Information and Trends
213-214	Constable Precinct No. 7	Departmental Information and Trends
215-216	Emergency Management	Departmental Information and Trends
217-219	Juvenile Probation	Departmental Information and Trends
220	Juvenile Probation	Departmental Organization
221-222	County Sheriff-Detention Facility	Departmental Information and Trends
223-224	County Sheriff-Jail Annex	Departmental Information and Trends
225-227	County Sheriff-Law Enforcement	Departmental Information and Trends
228	County Sheriff-Courthouse Security Fund	Departmental Information and Trends

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
<u>HEALTH AND WELFARE</u>		
229-230	Animal Control	Departmental Information and Trends
231-232	City-County Health Unit	Departmental Information and Trends
233	Center for the Deaf	Departmental Information and Trends
234	Charities	Departmental Information and Trends
235	County Child Welfare	Departmental Information and Trends
236	Child Welfare	Departmental Information and Trends
237-238	Foster Grandparent Program	Departmental Information and Trends
239-240	General Assistance	Departmental Information and Trends
241	Keep El Paso Beautiful	Departmental Information and Trends
242-243	Life Management	Departmental Information and Trends
244-245	Medical Examiner	Departmental Information and Trends
246	Mental Health	Departmental Information and Trends
247	Project Amistad	Departmental Information and Trends
248-249	Retired Senior Volunteer Program	Departmental Information and Trends
250-251	On-Site Sewage Inspectors	Departmental Information and Trends
252-253	Shelter for Battered Women	Departmental Information and Trends
254	Veterans Assistance	Departmental Information and Trends
<u>RESOURCE DEVELOPMENT</u>		
255-256	Agricultural Co-Op Extension	Departmental Information and Trends
257	Economic Development Division	Departmental Information and Trends
258	Downtown Management District	Departmental Information and Trends
259-260	Small Business Development	Departmental Information and Trends
<u>CULTURE AND RECREATION</u>		
261-262	Ascarate Regional County Park	Departmental Information and Trends
263	Coliseum	Departmental Information and Trends
264	Fabens Community Center	Departmental Information and Trends
265-266	Ascarate Golf Course	Departmental Information and Trends
267-268	Library	Departmental Information and Trends
269	Los Portales	Departmental Information and Trends
270	Montana Vista Community Center	Departmental Information and Trends
271	Rural Parks	Departmental Information and Trends
272	Sparks Community Center	Departmental Information and Trends
273-274	Swimming Pools	Departmental Information and Trends

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
<u>SPECIAL REVENUE FUNDS</u>		
275	Fiscal Year 1999 Operating Budget Summary - Special Revenue Fund, With Comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
276	Fiscal Year 1999 Budgeted Special Revenue Fund Revenues (Sources) and Appropriations (Uses)	Pie Charts of Special Revenue Fund Revenue Sources by type and Appropriations (Uses) by Function
277	Budget Summary for Fiscal Year 1999 by Category - Special Revenue Fund, With Prior Year Actuals	Pie Charts of the FY 1999 and 1998 Special Revenue Fund Operating Budgets
278	<u>Fabens Airport Fund</u> Fiscal Year 1999 Operating Budget Summary - Fabens Airport Fund, With Comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
279	Fabens Airport	Departmental Information and Trends
280	<u>Alternative Dispute Resolution Fund</u> Fiscal Year 1999 Operating Budget Summary - Alternative Dispute Resolution Fund, With Comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
281	Alternative Dispute Resolution Center	Departmental Information and Trends
282	<u>Ascarate Park Improvements Fund</u> Fiscal Year 1999 Operating Budget Summary - Ascarate Park Improvement Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
283	Ascarate Park Improvements Fund	Departmental Information and Trends
284	<u>County Attorney Commissions Fund</u> Fiscal Year 1999 Operating Budget Summary- County Attorney Commissions Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
285	County Attorney Commissions Fund	Departmental Information and Trends

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
<u>SPECIAL REVENUE FUNDS-CONTINUED</u>		
286	<u>County Attorney Labor Disputes</u> Fiscal Year 1999 Operating Budget Summary - County Attorney Labor Disputes Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
287	County Attorney Labor Disputes	Departmental Information and Trends
288	<u>County Clerk Records Management and Preservation Fund</u> Fiscal Year 1999 Operating Budget Summary - County Clerk Records Management Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
289-290	County Clerk Records Management and Preservation	Departmental Information and Trends
291	<u>County Tourist Promotion Fund</u> Fiscal Year 1999 Operating Budget Summary - County Tourist Promotion Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
292	County Tourist Promotion	Departmental Information and Trends
293	<u>Coliseum Tourist Promotion Fund</u> Fiscal Year 1999 Operating Budget Summary - Coliseum Tourist Promotion Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
294-295	Coliseum Tourist Promotion	Departmental Information and Trends
296	<u>Commissary Inmate Profit Fund</u> Fiscal Year 1999 Operating Budget Summary - Commissary Inmate Profit Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
297	Commissary Inmate Profit Fund	Departmental Information and Trends
298	<u>Continuing Legal Education Fund</u> Fiscal Year 1999 Operating Budget Summary - Continuing Legal Education Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
<u>SPECIAL REVENUE FUNDS-CONTINUED</u>		
299	Continuing Legal Education	Departmental Information and Trends
300	<u>Court Reporter Service Fund</u> Fiscal Year 1999 Operating Budget Summary - Court Reporter Service Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
301	Court Reporter Service Fund	Departmental Information and Trends
302	<u>District Attorney 10% Drug Forfeitures Fund</u> Fiscal Year 1999 Operating Budget Summary - District Attorney 10% Drug Forfeiture Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
303	District Attorney 10% Drug Forfeitures	Departmental Information and Trends
304	<u>Road and Bridge Fund</u> Fiscal Year 1999 Operating Budget Summary - Road and Bridge Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
305-306	Roads and Bridges Administration	Departmental Information and Trends
307	Roads and Bridges	Departmental Information and Trends
308	<u>Graffiti Eradication Fund</u> Fiscal Year 1999 Operating Budget Summary - Graffiti Eradication Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
309	Graffiti Eradication	Departmental Information and Trends
310	<u>County Law Library Fund</u> Fiscal Year 1999 Operating Budget Summary - County Law Library Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
311-312	County Law Library	Departmental Information and Trends

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
<u>SPECIAL REVENUE FUNDS-CONTINUED</u>		
313	<u>Records Management and Preservation Fund</u> Fiscal Year 1999 Operating Budget Summary - Records Management and Preservation Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
314-315	Records Management and Preservation	Departmental Information and Trends
316	<u>San Elizario Placita Fund</u> Fiscal Year 1999 Operating Budget Summary - San Elizario Placita Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
317	San Elizario Placita Fund	Departmental Information and Trends
318	<u>Courthouse Security Fund</u> Fiscal Year 1999 Operating Budget Summary - Courthouse Security Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
319	Courthouse Security	Departmental Information and Trends
320	<u>Sheriff's Auction Proceeds Fund</u> Fiscal Year 1999 Operating Budget Summary - Sheriff's Auction Proceeds Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
321	Sheriff's Auction Proceeds	Departmental Information and Trends
322	<u>Sheriff's LEOSE Fund</u> Fiscal Year 1999 Operating Budget Summary - Sheriff's LEOSE Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
323	Sheriff's LEOSE Fund	Departmental Information and Trends
324	<u>Tourist Convention Fund</u> Fiscal Year 1999 Operating Budget Summary - Tourist Convention Fund, With comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
<u>SPECIAL REVENUE FUNDS-CONTINUED</u>		
325	Tourist Promotion Functions	Departmental Information and Trends
<u>DEBT SERVICE FUND</u>		
327	Fiscal Year 1999 Operating Budget Summary - Debt Service Fund, With Comparative actuals and budgets	Synopsis of Sources and Uses of Funds and Related Fund Balances
328	Fiscal Year 1999 Budgeted Debt Service Fund Revenues (Sources) and Appropriations (Uses)	Pie Charts of Debt Service Fund Revenue Sources by type and Appropriations (Uses)
329	Debt Service	Departmental Information and Trends
330	Schedule of Outstanding Bonded Indebtedness	Detailed Bonds by Type and Year
331	County of El Paso Historical Ad Valorem Tax Rates	Graphic Representation of Historical Ad Valorem Tax Rates
332	County of El Paso Total Assessed Property Values	Graphic Representation of Total Assessed Property Values
333	County of El Paso Debt Service Principal and Interest Requirements	Graphic Representation of Debt Service Principal and Interest Requirements
334-336	Description of Indebtedness	Descriptions of Indebtedness by Year
<u>CAPITAL PROJECTS FUND</u>		
337	Fiscal Year 1999 Operating Budget Summary - Capital Projects Fund, With Comparative actuals	Synopsis of Sources and Uses of Funds and Related Fund Balances and Graph comparing actuals to budget
338	Capital Projects	Departmental Information and Trends
339-340	Capital Project Planning	Narrative on Current Capital Projects Detailed Budgeted Capital Budgets by Fund, Function and Department

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
<u>EXPENDITURES (USES) -CONTINUED</u>		
<u>CAPITAL PROJECTS FUND-CONTINUED</u>		
341-348	Impact of Capital Projects on Operating Budget	Detailed Descriptions and Costs by Project
348	Permanent Improvements	
348	Major Capital Outlays	
349-351	Description of Capital Projects	
<u>OTHER FUNDS</u>		
<u>GRANT FUNDS</u>		
353	Fiscal Year 1999 Operating Budget Summary - Grant Funds, With Comparative actuals and budgets and fiscal year 1999 Budgeted Grant Fund Revenues (Sources)	Synopsis of Sources and Uses of Funds and Related Fund Balances and Pie Charts of Grant Fund Revenue Sources by type and Appropriations (Uses) by Function
354	Budget Summary for Fiscal Year 1999 by Category - Grant Funds, With Prior Year Actuals	Pie Charts of the FY 1998 and 1999 Grant Fund Operating Budgets
355-356	Grants	Departmental Information and Trends
<u>ENTERPRISE FUNDS</u>		
357	Fiscal Year 1999 Operating Budget Summary Enterprise Funds, With Comparative actuals and budgets and Fiscal Year Appropriations (Uses)	Synopsis of Sources and Uses of Funds And Related Fund Balances and Pie Chart of Fiscal Year 1999 Budget
358	Budget Summary for Fiscal Year 1999 by Category- Enterprise Funds	Pie Charts of Fiscal Year 1998 and 1999 Operating Budgets
359	Enterprise	Departmental Information and Trends

**Annual Operating Budget
For the Fiscal Year Beginning October 1, 1998**

TABLE OF CONTENTS

<u>PAGE NO.</u>	<u>TITLE</u>	<u>DESCRIPTION</u>
	<u>EXPENDITURES (USES) -CONTINUED</u>	
	<u>APPENDICES</u>	
A-1 - A-5	Authorized Full-Time Equivalent Position Listing	Positions by Fund, Function, and Department
A-6 - A-15	Listing of Changes in Authorized Positions	Position Changes by Department
B-1 - B-2	Commissioners Court Order Approving the Ad Valorem Property Tax Rate	FY 1999 Adopted Tax Rate
C-1 - C-2	Commissioners Court Order Approving the Operating Budget for the Fiscal Year Beginning October 1, 1998	Approval of the FY 1999 Budget
D-1 - D-18	Statistical Information	Various County Statistical Information
G-1 - G-16	<u>GLOSSARY</u>	Definitions of frequently used terms





INTRODUCTION



COUNTY OF EL PASO

OFFICE OF THE COUNTY AUDITOR

EDWARD A. DION, CPA, CIO
COUNTY AUDITOR

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January 20, 1999

The Honorable Dolores Briones, County Judge,
Honorable County Commissioners and Citizens of the County of El Paso
County Courthouse Building, Suite 301
500 East San Antonio Street
El Paso, Texas 79901

Dear County Judge, County Commissioners
and Citizens of the County of El Paso:

We are pleased to present the fiscal year 1999 published operating budget of the County of El Paso, Texas (County) for the period of October 1, 1998 through September 30, 1999. This document addresses the County's financial policies, managerial priorities of Commissioners Court and factors impacting this budget which gave direction in its preparation. A county operating budget is required to be prepared each year by the *Texas Local Government Code, Chapter 111, Sub chapter B*. This budget as presented supports the County's strategic goals, policies and plans as outlined throughout the budget document. The budget adopted by the County totaled \$128,867,827, an increase of \$11,994,327 or 10.26 percent over fiscal year 1998, see figure 1 below.

This budget supports achievement in various strategic areas. The County reinforced its goal of effective and efficient management of government costs in providing services through cutting costs in non-mandated areas, scaling back departmental budgets and utilization of appropriation trade-offs within the budget and a shift of fiscal responsibility from the County to the Hospital District for health related mandates. Simultaneously, the 1999 budget includes enhancements in quality

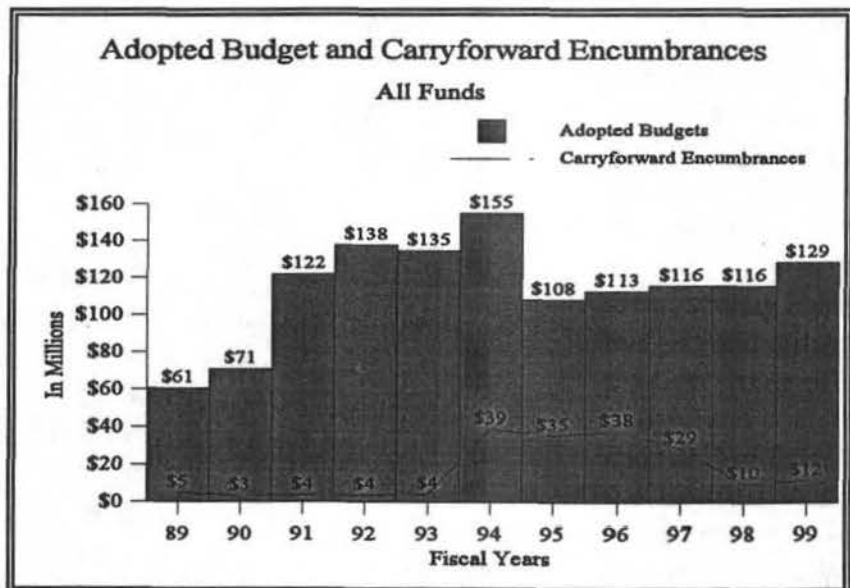


Figure 1

of life issues, community needs, regional economic development, transportation, public safety and financial stability.

The County's most notable goals and priorities exhibited in this budget are determining the most cost effective ways to boost the general fund's revenues sufficiently to (1) effectively and efficiently operate and maintain a new jail annex providing enhancement of public safety; (2) provide funds for the judiciary in addressing state mandates and community growth; (3) address establishment of an employee compensation plan; (4) provide services in order to reduce crime, homelessness and communicable diseases; (5) improve the overall effectiveness and efficiency of services rendered to the general public; (6) minimize the tax rate as much as possible; and (7) establish and stabilize the un-designated fund balance reserves of the general fund to an adequate level in order to improve the financial condition of the County in an effort to maintain and upgrade the County's bond ratings.

In order to accomplish the County's goals and objectives, the Commissioners Court from time to time meets with department heads and elected officials to discuss its economic and financial concerns. The Commissioners Court continually stresses to all county departments and officials the importance of being frugal with taxpayers' dollars and to reinforce continual efforts of increasing efficiencies of public services. Department goals and objectives are monitored for enhancement of operations in meeting the public need. Departments regularly give reports to the Commissioners Court regarding operations and public service issues.

Major goals continue to be greatly supported by the County as exhibited throughout this budget document. Over the years, consolidations have occurred in various areas of county government with other governmental agencies. Current consolidations include:

General Government: The Consolidated Data Processing Department is managed by the County and services the County, City of El Paso and the Central Appraisal District. The City of El Paso Tax Office collects property taxes as the managing partner for all local taxing entities in the County and charges each entity for actual collections made. The County's total contribution in the 1999 budget for tax collection services is set at \$185,000.

Health and Welfare: The City-County Health District is managed by the City of El Paso and the County budgeted \$1,638,343 in fiscal year 1999 which covers health, animal control and on-site sewage inspections. A major funding shift of \$1,000,000 occurred in fiscal year 1999 whereby the County Hospital District began assuming responsibility for indigent health care costs. This was a first step in aligning County costs with state mandates and will be reevaluated in future budgets.

Culture and Recreation: The County and the City of El Paso put special emphasis on promoting tourism in El Paso. The Civic, Convention and Tourism Bureau is presently managed by the City of El Paso and the County contributes one percent of its hotel occupancy tax revenues estimated at \$675,000 in fiscal year 1999.

Public Safety: The County Sheriff currently administers incarceration of City and County prisoners including the booking process and charges the City a fee for services rendered. Furthermore, the County provides housing of prisoners in its facilities for various other governmental agencies such as the Federal Marshal Service, Immigration and Naturalization Service, the State and City whereby the County charges a daily fee. Additionally, the County contributes \$41,193 to the City managed Emergency Management Program.

Consolidation and privatization is being considered in other areas of county government such as the Ascarate Golf Course and County Coliseum including the Olympic size Aquatic Swimming Pool at the Ascarate Regional Park. The main thrust of these efforts is perceived as an avenue to relieve the tax burden on the general public plus increase the quality of life, efficiencies, possible elimination of duplication in government, but most of all, giving the public the most for their tax dollars. The County is presently pursuing development of a master plan for its county parks, the Ascarate Golf Course and the County Coliseum as a means of revitalizing recreational facilities. Effective fiscal year 1999, the County established a park improvement fund whereby all related revenues will be redirected into a special revenue fund and earmarked for recreational sites and facilities. These funds as well as general fund matching funds will enhance the County's ability to obtain and maintain flow of grant funding further enhancing recreation sites and centers. By reinvesting generated revenues into recreational facilities, the County expects to greatly increase the quality of public provided recreation.

In October 1998, the county auditor's office upgraded its Financial Accounting Management Information System (FAMIS) software along with the purchasing agent's upgrade of its Advanced Purchasing Inventory Control System (ADPICS) software. These system upgrades will increase efficiencies of both offices and the daily requisitioning and receiving process by county departments. A major goal for the County is to migrate off the existing computer hardware mainframe system in early 1999 to a network environment which supports the financial, payroll and justice system proprietary software. The financial system upgrade is deemed year 2000 compliant. Our upgrades will provide many advantages such as, more efficient payment processing, a more flexible and structured accounting system allowing the Commissioners Court and other departments to obtain financial information as needed, but most of all, it will take the County into a new technological era. In June 1998 the County of El Paso issued certificates of obligation bonds series 1998 for a Countywide computer migration project for financial and judicial information. The judicial system will have an integrated database allowing all judicial, ancillary support offices as well as law enforcement offices and agencies to work off the same system concurrently. This system will not only reduce duplication of effort but will provide valuable data all in one record. This process will result in the County of El Paso discontinuing use of its bulky and expensive mainframe computer by early 1999. All offices will be connected to local area networks throughout county government whereby all proprietary systems will be accessible. This process is proposed to be phased in over the next 13 months and is estimated to cost \$9.3 million.

Cooperative efforts continue between the Consolidated Data Processing Department, District Attorney, El Paso Police Department, and the Sheriff's Department in maintaining the DIMS project (District Attorney Intake Management System). This system streamlines the process of accepting or

declining cases which results in time savings for law enforcement officials, increased availability of jail space and savings to the City of El Paso through reduced overtime costs.

Current priorities include building out of the unfinished fifth and seventh floors, renovating the Coliseum and park improvements. Other issues include continually encouraging departments and officials to streamline functions to improve operational efficiencies, minimizing costs and controlling spending habits and consolidating duplicate activities and saving tax dollars wherever possible. In turn, unspent appropriations at year end would reduce the tax burden required to provide future services. The County has a continual goal of evaluating its various functions, activities and the ever changing needs of its constituents. At the present time the State Comptroller of Texas is conducting a review of El Paso County government for possible areas of improvements as requested by the Commissioners Court. This review is expected to continue throughout the year with anticipated results in early 1999.

ECONOMIC CONDITIONS AND OUTLOOK

The County enjoys fairly sound economic diversification. Being that El Paso is in the heart of the Southwest, many businesses are attracted to the El Paso/Juarez region. As of January 1, 1998, its population has been estimated by local City planning officials to be 693,177. The population of the City of El Paso, the County seat, has been estimated by the same local officials to be 606,526. It is the largest City in the United States that borders Mexico. El Paso is the fourth largest City in the State of Texas, the seventeenth largest City and the third fastest growing metropolitan area in the nation. Neighboring Ciudad Juarez in Mexico is separated from El Paso County only by the Rio Grande River. According to an estimation made by local officials, the population of Ciudad Juarez is 1,166,246. Geographic location of El Paso encourages enterprising businesses a unique versatility of being internationally known while remaining in the United States. With Interstate 10 running east to west through El Paso and its proximity to Interstate 25 and Mexico's Pan American Highway, this area represents a trade corridor with accessibility to rail lines and six international ports of entry with Mexico. Over a number of years, the County has been actively involved in the creation of a new port of entry in Fabens. Funding is presently minimal as negotiations between the United States and Mexican government continue. It is anticipated that this bridge many be realized within the next four years as the process continues. The map in figure 2 is provided to give the reader a better idea of the exact location of El Paso, Texas.



Figure 2

The El Paso region is seeing positive movement in the economy.

Mexico's economy continues improving, border retail activity is gaining momentum, feeding job

growth. Additionally, El Paso County has seen moderate improvement since the 1994 peso devaluation. Government remains vital to the economy as well as the University of Texas at El Paso (UTEP) and Fort Bliss Military Base. Being that the El Paso area serves as a vital retail trade center for far West Texas and Northern Mexico, the County's economy is bolstered predominately by manufacturing, military establishments, ore smelting, refining, food processing, educational facilities including the UTEP and El Paso Community College (EPCC), farming, tourism, and domestic and foreign commerce. Cattle, hogs, cotton and pecans are primary sources of agricultural income. Also, apparel manufacturing is one of the leading industries in the area. Moreover, a substantial manufacturing sector exists mainly due to the maquiladora or "twin plant" program with the Republic of Mexico. The "twin plant" program permits various portions of manufacturing to be performed in Ciudad Juarez while associated activities are done within El Paso County.

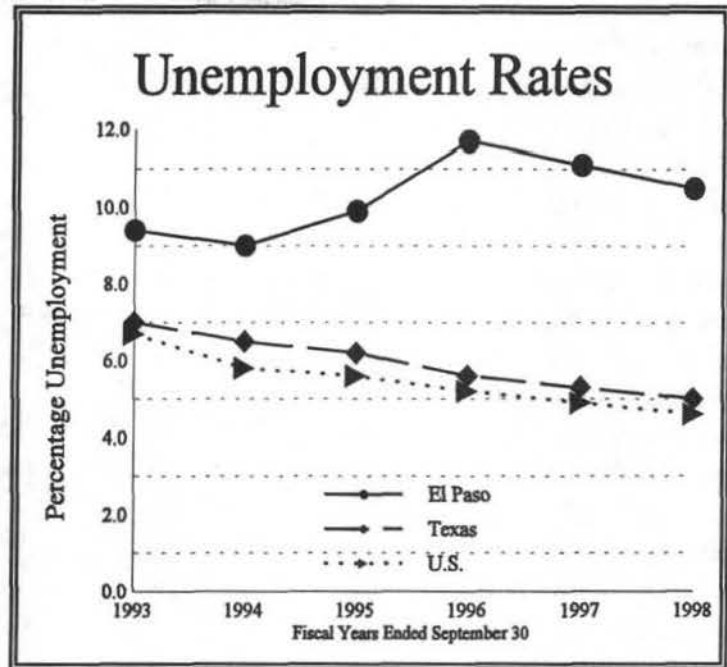


Figure 3

According to the Texas Workforce Commission's September 1998 issue of Texas Labor Market Review, unemployment statewide was 5.0 percent in September, matching June and August as the highest unemployment rates for the year. When compared to the same time last year, this unemployment rate was still three-tenths of a percentage lower. As reflected in the graph in figure 3, El Paso's unemployment rate for September was 10.50 percent, down slightly in comparison to 11.1 in September 1997. A summary of job gains and losses are reflected in the table below. Based on data obtained from the Texas Workforce Commission for the El Paso Metropolitan Statistical Area, El Paso saw a net gain

El Paso MSA Employment By Industry

Amounts in Thousands

Industry Types	September 1997	Change	Percentage Change	September 1998	Percent of Total
Total Nonfarm	246.90	8.00	3.24%	254.90	50.00%
Construction & Mining	12.00	0.50	4.17%	12.50	2.45%
Manufacturing	44.00	-2.30	-5.23%	41.70	8.18%
Transport & Pub Utils	13.60	1.00	7.35%	14.60	2.86%
Trade	57.80	1.60	2.77%	59.40	11.65%
Finance, Ins., Real Est.	9.60	0.70	7.29%	10.30	2.02%
Services	55.80	3.30	5.91%	59.10	11.59%
Total Government	54.10	3.20	5.91%	57.30	11.24%
Total Labor Market	493.80	16.00	3.24%	509.80	100.00%

Figure 4

of 16,000 jobs or 3.24 percent through September 1998 when compared to the same time in 1997 as seen in figure 4.

The pie chart in figure 5 reflects a high level summary of the El Paso job market as of September 1998 while figure 6 reflects the employment industry components. Of this 12 month increase, 50 percent or 8,000 jobs were attributable to the non-farm sector representing goods and service producing areas. This sector accounts for 50 percent of all jobs in the El Paso market. Construction comprises 2.45 percent of the labor force and added 500 jobs, an increase of 4.17 percent, while during the same period manufacturing netted a loss of 2,300 jobs or 5.23 percent, mainly in the area of non-durables while durable goods gained 200 jobs. Other changes included addition of 1,000 jobs in transportation and public utilities, an increase of 7.35 percent, 1,600 or 2.77 percent in trade, mainly retail, 700 or 7.29 percent in finance, insurance, and real estate, 3,300 or 5.91 percent in services, and an additional 3,200 or 5.91 percent in government jobs.

Employment by Industry

September 30, 1998

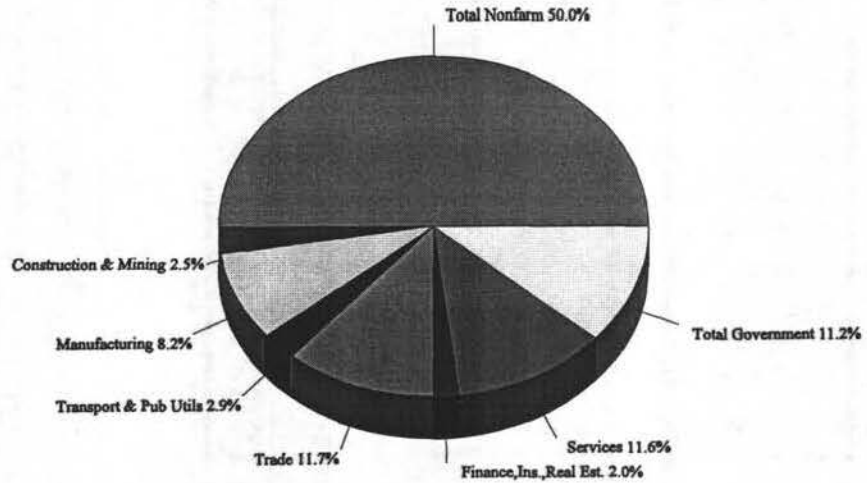


Figure 5

Construction comprises 2.45 percent of the labor force and added 500 jobs, an increase of 4.17 percent, while during the same period manufacturing netted a loss of 2,300 jobs or 5.23 percent, mainly in the area of non-durables while durable goods gained 200 jobs. Other changes included addition of 1,000 jobs in transportation and public utilities, an increase of 7.35 percent, 1,600 or 2.77 percent in trade, mainly retail, 700 or 7.29 percent in finance, insurance, and real estate, 3,300 or 5.91 percent in services, and an additional 3,200 or 5.91 percent in government jobs. Although El Paso's unemployment rate remains double that of Texas as well as that of the United States, it has trended downward over the past year and reacts similar to the rest of Texas.

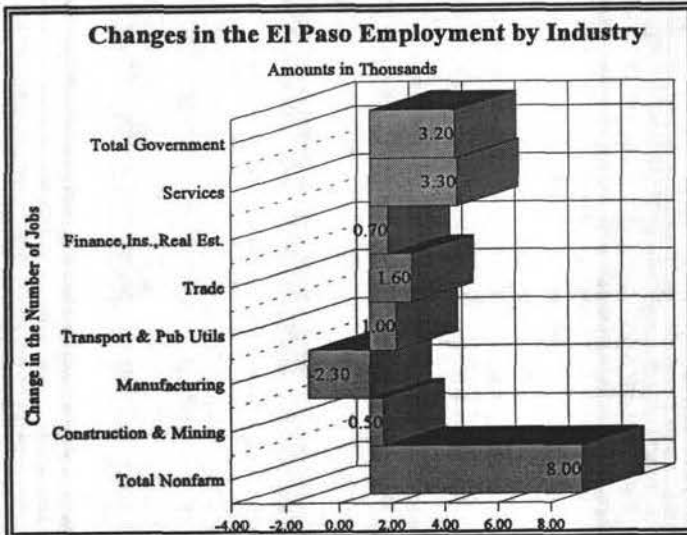


Figure 6

El Paso evolved from an agricultural economy to what it is today, an international center of trade and manufacturing with an increasing population. The El Paso economy is driven by its cultural and business ties as a border region with Mexico. This part of the State ranks as one of the top growth areas in the southwestern region of the United States. The renewed attraction of El Paso County as a favorable business environment, coupled with fairly low interest rates, continues to stimulate local construction activity. Despite the sluggish employment growth in the region, overall economic conditions and job growth are expected to remain upbeat.

Figure 7 depicts the general fund balances over the past fifteen years. This graph reflects that the County's fund balance grew in the mid 1980's through 1990 and then dwindled through fiscal year 1993 whereby significant amounts were utilized in balancing the general fund operating budget. Since fiscal year 1993, the County has been struggling but has made strides in rebuilding fund balance reserves. Fund balance reserves were virtually nonexistent in fiscal year 1992 and grew in fiscal year 1994. Emphasis by the Court on improving the County's financial position focused on building adequate undesignated fund balance reserves during fiscal years 1997 and 1998. This was the notable reason for significant improvement in the general fund reserves since the late 1980's. The County anticipates to remain financially sound and stable through, at least, and probably beyond the fiscal year ending September 30, 2004 as reflected in the strategic plan section of this document.

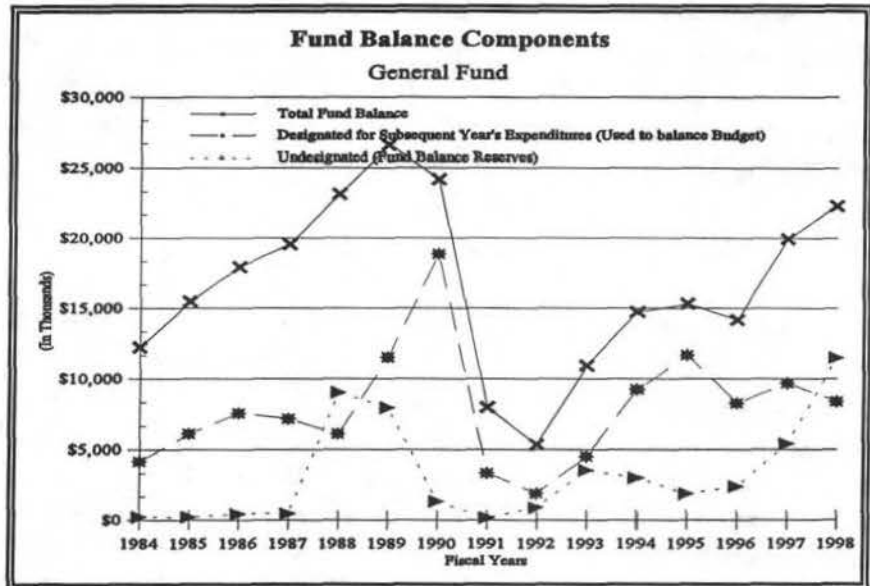


Figure 7

The County of El Paso maintained a bond rating from Moody's Investors Service of A2 and a rating from Standards & Poor's of AA through fiscal year 1992. Beginning with fiscal year 1993, both rating companies downgraded the County's bond ratings to A and AA- respectively. In June 1997 the County's rating was upgraded to A1 by Moody's Investors Service.

In June 1998, in conjunction with the issuance of General Obligation Bonds, the County of El Paso again received a bond rating of A1 by Moody's Investors Service. Some factors relating to the County's rating included El Paso's strong regional economy, encouraging growth of the County's tax base and taxable values along with improved financial position, evidence of a trend to restore adequate general fund balance reserve levels; and the County having a manageable debt position. During this same time period, the County also maintained its rating of AA- from Standards & Poor's. Overall, both ratings reflect the County's current stable credit position which depends upon adequate operating margins and fund balance reserves in order to maintain and improve the County's current credit quality. It is believed that the County's fiscal 1999 budget along with the enhancement of general fund reserves as shown on the exhibit, enhances the County's credit worthiness and reflects a commitment in attaining set goals and objectives.

Moody's Investors Service defines bonds rated with an "A" as possessing many favorable attributes and are to be considered as upper medium grade obligations. Factors giving security to principal and interest are considered adequate, but elements may be present that suggest susceptibility

to impairment some time in the future. The County's "A1" designation indicates that the security meets all of Moody's criteria for a single "A" rating and that it ranks at the high end of that generic rating category. According to rating definitions from Standards and Poor's, an obligation of "AA" differs from the highest rated obligations only in a small degree. The obligor's capacity to meet its financial commitment on the obligation is very strong.

OTHER INFORMATION

On October 6, 1997 the Commissioners Court members adopted an operating budget for the twelve-month period ending September 30, 1998 totaling \$116,873,500. This budget was increased by Commissioners Court by a net amount of \$62,132,349 during fiscal year 1998 with forty-nine amendments. Many of these budgetary amendments were to: (1) adjust capital construction projects, (2) adjust budgetary provisions for different grants, and (3) transfer appropriations that were determined by commissioners court to be in excess of current needs to various activities that were deemed as inadequately funded. After commissioners court approval of these forty budget amendments, the operating budget totaled \$179,005,849. For comparative purposes, on October 7, 1998 the commissioners court approved and adopted an annual operating budget aggregating \$128,867,827 for the fiscal year beginning October 1, 1998.

Acknowledgments. I sincerely thank the citizens, county judge, county commissioners, and other elected and appointed officials and employees for their roles and support in developing this annual operating budget in a remarkably responsible and professional manner. Also, the preparation of this document would not have been possible without the meticulous assistance of the county auditor's hard working and professionally dedicated staff.

Very truly yours,



Edward A. Dion
County Auditor

EAD:ya



EXECUTIVE AND BUDGET SUMMARY

EXECUTIVE AND BUDGET SUMMARY

SHORT-TERM STRATEGIES

Fund Balances

By law, the County operates under a balanced budget requirement. This does not mean that revenues must always be exactly equal to expenditures. In most of the annual operating budgets, the commissioners court members usually decide to use, at least, a portion of the undesignated fund balances to balance the appropriations. As a sound financial management practice, members of the Commissioners Court consistently attempt to maintain sufficient undesignated fund balance levels to prevent the County's bond ratings from being lowered and have sufficient working capital for meeting current operating needs at all times throughout the fiscal year. Since the County's main cash inflow, namely property taxes, does not make a meaningful start until late in December each year, maintaining adequate working capital during the first fiscal quarter to meet payroll and other normal operating expenses is always a paramount concern.

A more significant purpose of the fund balances is to offset unexpected increases in costs and unanticipated dips in revenues. Fund balances serve as buffers absorbing the bumps from unanticipated and adverse short-term financial fluctuations. The chart above shows the recent history of the County's ending fund balance components.

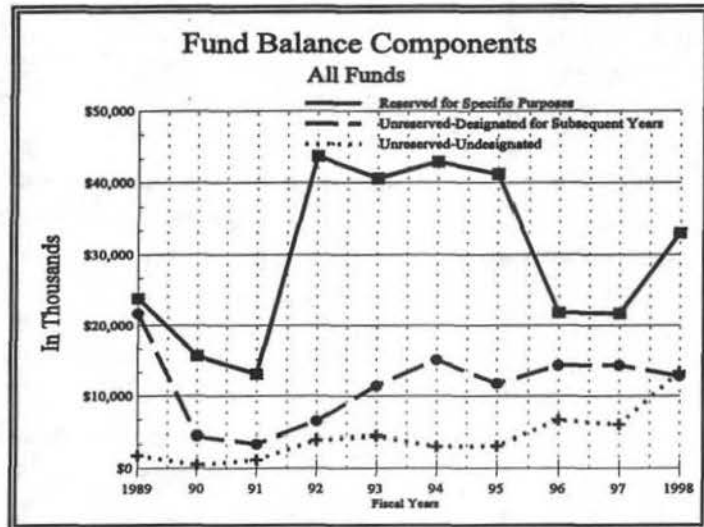


Figure 1

As figure 1 shows, the commissioners court members frequently decide to utilize the County's fund balance to prevent or reduce property tax increases in a given fiscal year. Ordinarily, however, such decisions do nothing more than postpone an inevitable tax rate increase for only one year. Those decisions have also caused the County's bond ratings to be lowered.

Operating Capital

The County, to an extraordinarily high degree, operates on a "pay-as-you-go" basis. This is accomplished by paying for salaries, fringe benefits, goods, services and equipment with current revenues, rather than with funds obtained from borrowing.

Once in a while, the commissioners court members defer equipment purchases for a year or more. For example, services to the citizens may not be affected much if the purchases of some replacement vehicles for the Sheriff's fleet are postponed for only one year. Services to the citizens will begin to diminish if this type of postponement is allowed for two consecutive years or more. In other words, the overall systematic long-term equipment replacement program should be kept in place to avoid major consequences. The County has initiated steps in developing a perpetual

ongoing five year capital plan whereby the County of El Paso on an annual basis reevaluates present and future needs for planning budgetary impacts and forecast future needs. Figure 2 reflects the actual expenditure trends related to capital expenditures the past ten years for all funds.

The Court established an equipment committee whereby all departments must present and justify capital needs prior to presentation to the Commissioners Court. This committee meets regularly as capital related matters arise in addition to the annual budgetary planning process. In June 1998, the County issued certificates of obligation, series 1998 for a variety of capital needs. Some of those needs included a computer migration project approximating \$9.3 million converting the County to a network environment and doing away with the expensive mainframe computer system. In addition to saving on operating and maintenance costs, the County was able to address the year 2000 issue for all software and hardware. Other needs included approximately \$5.1 million for countywide capital needs and \$8.4 million for the build out of the 5th and 7th floors of the County Courthouse as well as renovations of county facilities.

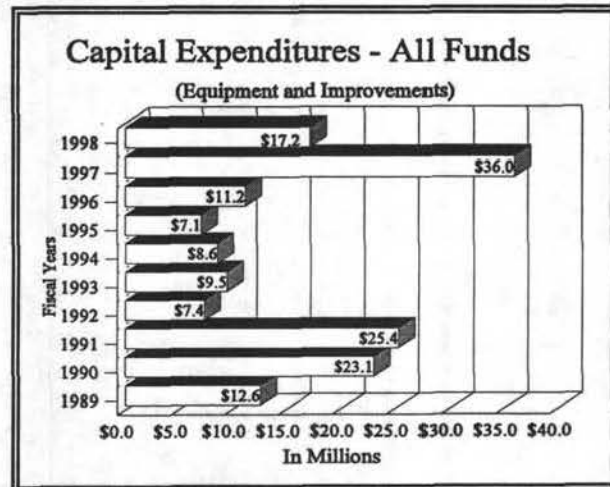


Figure 2

Like fund balances, enough operating capital can serve as a buffer to absorb some unexpected and unfavorable economic changes. Operating capital has filled this role in the County's budget, increasing and decreasing with economic changes.

Service Contracts

Contracting for services frequently results in a more efficient and cost effective way to provide some services. Another advantage is that it is easier to adjust contracts from year to year than it is to adjust the County's staffing levels and overhead costs for items such as new equipment, additional employees, salary increases and more building space. For these reasons, the County has approved service contracts for specialized legal services, roving bailiffs to assist the courts with overflow needs, janitorial services for branch offices, concession services, cafeteria services, inmate commissary service and meals for the nutrition program participants.

IMPLEMENTING THE STRATEGY

Four specific strategies have been identified and established as financial goals to help protect against future financial difficulties.

1. Stabilize the Sales and Use Tax

The County's sales and use tax is an unstable and difficult to forecast source of revenue. This tax usually responds quickly and unpredictably to unanticipated changes in local economic conditions. Unfortunately, there have been times when the County's service costs have not varied in relation to the erratic sales and use tax inflows.

There seems to be a rather simple way to stabilize the influence of the County's sales and use tax fluctuations on subsequent operating budgets. This would be to base the subsequent year's revenue projections on actual collections of the past year rather than on next year's presumed growth in the tax base.

This method will prevent the budget from being held hostage to anticipated economic growth that may not occur. Nonetheless, with normal growth, actual revenues will increase and the amount of the increase should be used for the operating capital budget and to obtain desired fund balance reserves.

2. Increase Capital Budget

To the greatest extent possible, the pay-as-you-go capital budgets should be maintained at a steady level or, if necessary, restored to an adequate level before adding recurring budgetary commitments such as additional staff. In other words, the use of a strategic plan for gradually and regularly replacing some of the equipment each year will prevent all or most of the County's equipment from becoming obsolete at any one point in time.

3. Build Fund Balance Reserves

As a rule of thumb, since the general fund is the County's main operating fund, the County should maintain a general fund balance of, at least, 5 percent of the annual general fund budget, with emphasis on reaching a 10 percent target. At the present level, this means that the County should strive to maintain a minimum undesignated general fund balance of at least \$4,870,000 with an ideal balance of \$9,740,000 based on the fiscal year 1999 general fund budget. By maintaining a low fund balance, the County remains vulnerable to receiving lower bond ratings. Lower bond ratings ultimately mean more costly future borrowing mainly because interest expense is based on the County's financial position at any one point in time and its financial ability to cover unanticipated revenue losses or significant unanticipated expenditures, should they occur.

Historically speaking, in recent years, actual expenditures have been less than budgeted amounts and actual revenues have exceeded budgeted amounts. Until fiscal year 1998, even with these favorable trends, the County had not been able to achieve the 10 percent undesignated general fund balance reserve goal. Continued persistence and emphasis on building undesignated fund balance resulted in attainment of this goal in the general fund. Some of the factors attributable to this attainment included actual revenues in excess of actual expenditures by \$2,632,003; a reduction in the amount of encumbrances carried forward from that of the prior year totaling \$2,433,008 a reduction in the amount utilized to balance the fiscal year 1999 budget of \$1,292,626; excess of other of other financing uses over sources of \$169,504; a change in the reserve for inventory on hand totaling \$88,512 and finally an increase in the reserve for inventory totaling \$1,530. These factors in addition to the actions of the Court to hold the line, stabilizing the fiscal year 1998 and 1999 budgets, and efforts to stifle departmental spending resulted in this significant accomplishment of establishing sufficient undesignated fund balance reserves. In light of this accomplishment, the Court is cautioned to preserve these reserves so as not to allow its depletion in the future.

4. Stabilize Property Tax Rates

Over the years, the County has strived to stabilize ad valorem property tax rates by reducing the tax rate as in fiscal year 1995, maintaining the same tax rates as in fiscal years 1996 and 1997 and minimizing a tax increase even while facing significant newly mandated increases in operating

costs in fiscal year 1998 and again in 1999. From time to time, tax rates have changed as a result of issuance of general obligation bonds, when needed, for capital projects. Considering all these differing factors, the County's long-term plan will inevitably result in short-term fluctuations in ad valorem property tax rates in addition to the effects created by scheduled debt payments on prior bond issues. Wherever possible, fluctuations may be partially counterbalanced in the annual operating budgets by adjusting and redirecting the flow of interest income earned on capital project funds, mostly bond proceeds, from construction projects after project completion to respective debt service funds, therefore reducing the debt portion of property taxes in the subsequent year(s).

PUBLIC BUDGET HEARINGS AND THE BUDGET SUMMARY

The budget hearing process for fiscal year 1999 began June 11, 1998 and ended on October 7, 1998. The new jail annex facility was fully funded in fiscal year 1999 and the impact was reflected in the sheriff's budget request for a 11.52 percent increase, or approximately \$1,211,105 over the fiscal 1998 budget. Throughout the preliminary budget hearings, the Court took a firm position, to minimize the burden to the taxpayers of El Paso County with the increased costs of this facility. With increased costs inevitable, the Court's position was made clear throughout the budget process, cut everywhere possible and reduce spending immediately.

Throughout the summer of 1998, many public budgetary meetings were held by commissioners court members. These meetings were attended by elected officials, department heads, key staff members, news media and many interested citizens before final adoption. At these public budgetary meetings, many issues were addressed such as, the impact of the Jail Annex, the issue of mandated versus non-mandated programs and levels of funding, adding statutorily approved courts, shifting of expenditures in lieu of anticipated greater efficiencies regarding indigent representation, the County's collective bargaining agreement and implementation of a structured system of compensating county employees.

The budget reflects a multitude of changes throughout this document. Many changes resulted in trading-offs of appropriations in the budget. Other major adjustments were obtained as a result of what was defined as being either mandated or non-mandated functions of County government.

While addressing the ever increasing departmental requests, the Court orchestrated its financial priorities and was firm with departments resulting in a multitude of changes. The Court worked diligently considering the many possible sources and uses of funds and even imposed spending restrictions in late fiscal year 1998 in order to minimize spending and future costs to the taxpayers. This lengthy and diligent budgetary development process resulted in producing a very practical and cost efficient spending plan for the current fiscal year. It is noteworthy to mention that throughout this process, the Commissioners Court impressed upon all county departments importance of the County's goals and objectives for a more cost efficient and effective county government. Throughout the budget process, the Court mandated holding the line on spending and level funded various departments while cutting others. As a result of the Court's frugal fiscal management, the County actually achieved its goal of significantly reducing year end expenditures resulting in the County's success of establishing gains in its unreserved fund balance. The Commissioners Court is to be commended for their commitment, fiscal and financial leadership, for the diligent decisions which resulted in this frugal budget and the attainment of adequate undesignated fund balance reserves in the general fund.

The accompanying budget portrays some areas where delivery of services may be under funded and ultimately could affect meeting needs of the citizens of El Paso County. This budget, nonetheless, was constructed with innumerable serious efforts made by the Commissioners Court members to develop a conservative and yet sensible balanced budget factoring in the County's goal of generating sufficient reserves while simultaneously levying the lowest possible ad valorem property tax rate.

The table that follows reflects operating budget comparison for all funds at the start of each fiscal year exclusive of subsequent budgetary amendments, if any, as provided by law, or appropriations carried forward relating to encumbrances from prior fiscal years. This provides a means of interpretation of the actions taken by the Commissioners Court from year to year in order to measure the County's attainments regarding financial goals, objectives and policies.

Budgetary Narrative on Revenues (Sources)

FY 1999 Estimated Revenues in Comparison to FY 1998 (All Funds)

Revenues (Sources):	FY 1999	FY 1998	Amount Change	Percent Change
Tax Revenues	\$80,073,178	\$71,389,114	\$8,684,064	12.16%
Licenses and Permits	\$160,000	\$184,000	(\$24,000)	(13.04)%
Intergovernmental	\$1,845,912	\$2,040,611	(\$194,699)	(9.54)%
Charges for Services	\$25,237,179	\$22,411,100	\$2,826,079	12.61%
Fines and Forfeits	\$2,949,000	\$2,239,800	\$709,200	31.66%
Miscellaneous Revenues	\$1,984,752	\$1,453,776	\$530,976	36.52%
Interest Earnings	\$2,153,625	\$1,666,706	\$486,919	29.21%
Other Financing Sources	\$3,121,100	\$3,099,683	\$21,417	0.69%
Sub-totals	\$117,524,746	\$104,484,790	\$13,039,956	12.48%
Designation of Fund Balance	\$11,343,081	\$12,388,710	(\$1,045,629)	(8.44)%
Total Revenues (Sources)	\$128,867,827	\$116,873,500	\$11,994,327	10.26%

Designated Fund Balance as % of Budget 8.80% 10.60%

Total Estimated Revenues

Total estimated revenues from all sources increased from \$104,484,790 in FY98 in comparison to \$117,524,746 in FY99 by 12.48 percent. Closer analyses of the components of major class groupings of revenues reveals significant increases in taxes, charges for services, fines and forfeits, miscellaneous and interest earning revenues which amounted to \$8,684,064, \$2,826,079, \$709,200 and \$1,017,895 respectively. Concurrently, the County experienced a decrease in licenses and permits and intergovernmental revenues totaling \$24,000 and \$194,699 respectively, and although insignificant when compared to the total budget, they represent 13.04 and 9.54 percent decreases respectively within those categories. Other revenue categories, although not material in relation to the total budget, had significant changes within their categories and will be further discussed hereafter.

Tax Revenues

Tax revenues represent approximately 62.14 percent of the total county budget to cover appropriations. The overall increase in this major classification of taxes relates mainly to ad valorem property and sales and use taxes. Hotel and motel occupancy taxes are also included within this group had only a marginal increase.

On October 7, 1998 the Commissioners Court approved an ad valorem property tax rate of \$0.361434 per \$100 dollar valuation. Based mostly on history and current economic influences, it is normally estimated that about 98.40 percent of the property taxes levied will actually be collected. The sales and use taxes generate the second largest amount of County revenue. This is the County's only substantial elastic revenue source. Ironically, however, the State's truth in taxation legislation basically requires that the County's property taxes must be reduced by the same amount that the sales and use taxes increases. Overall, this legal requirement effectively removes the elasticity. Most of the other major County revenue sources, including the one-half percent sales and use tax, are limited and controlled by state legislators rather than commissioners court members.

The following historical ad valorem property tax information is provided to facilitate a better understanding of some factors affecting the tax rate in order to analyze ad valorem property tax revenues. Further analyses of these components can be found in the Debt Service section of this document.

	FY 1999	FY 1998	% Change
Adopted Ad Valorem Property Tax Rates	\$0.361434	\$0.315000	14.74%
Effective Tax Rates	\$0.317705	\$0.300638	Not Comparable
Total Taxable Values	\$16,173,346,924	\$15,948,016,075	1.41%
Total Estimated Tax Revenues	\$57,520,678	\$49,246,596	16.80%

Each fiscal year, all taxing entities levying ad valorem property taxes must calculate their tax rates as prescribed by the State Comptroller of Texas. This tax calculation takes into consideration various factors. One significant requirement of these calculations is determination of an effective tax rate. The effective tax rate is based on the premise of determining a tax rate which factors changing financial requirements from year to year relating to the repayment of principal and interest on bonded indebtedness of the County. The effective tax rate in essence assures statutory compliance of a minimum tax rate sufficient to meet debt payment requirements before a taxing entity may consider the maintenance and operations portion of its tax rate. These guidelines, also referred to as Truth-in-Taxation Guidelines, further requires the County to notify the public of any increase in tax revenues. These tax guides, which mirror existing tax laws, limits Texas Counties from increasing their taxes above the rollback rate without risking the possibility of a rollback election.

The County maintained the same tax rate of \$0.305400 in fiscal years 1995 and 1997 and levied \$0.315000 and \$.361434 respectively in fiscal years 1998 and 1999. Throughout the fiscal year 1999 budget process, the Court contended with fully funding mandated expenditures, addressing establishment of a pay scale and collective bargaining while level funding departments, or imposing reductions while increasing others in light of only a moderate corresponding increases in revenues. After much negotiation within the budget process, the Court emphasized their perseverance to enhance the County's undesignated general fund balance with a resultant 14.74 percent increase over the effective tax rate. Due to the automatic factoring of new debt requirements of approximately \$3 million into the effective tax rate and the fact that property values increased over last fiscal year by \$225,330,849 or 1.41 percent, the net increase in budgeted revenues over the prior year is projected to approximate \$8,274,082 or 16.80 percent.

Licenses and Permits

This category of revenues represents 12 tenths of one percent of the County's overall budget and relates to occupational and alcoholic beverage licenses and business permits. This area saw a 13.04 percent decline in the estimate for fiscal year 1999.

Intergovernmental

Intergovernmental revenues amount to 1.43 percent of total budgeted revenues. This area saw a decline of 9.54 percent from fiscal year 1998 mainly due to declining reimbursements from the City of El Paso for a variety of county provided services. This revenue source has been of concern throughout most of the budgetary process, specifically the concern of not becoming dependent upon such revenues. This classification can be segregated into two major components, general fund revenues and other governmental agencies funding for various grants.

Charges for Services

This area represents 19.58 percent of total budgeted revenues and exhibits a significant increase from fiscal year 1998 by 12.61 percent or \$2,826,079. These increases relate to county imposed fees, vehicle registration fees, and other fees of elected officials throughout the County. The largest component of revenue in this category relates to expectations regarding revenues from housing prisoners in the both the downtown and eastside jail annex facilities, of which the resultant projections are realistic and conservatively sound. Addressing the County's goal of enhancing the quality of life has been reinforced and seems to be on track as estimated revenues for parks and recreation are stable. In fiscal year 1999, the Commissioners Court redirected all park and golf course revenues to a special park improvement budget for the sole purpose of initiating park improvements and revitalization of public recreation. While providing for reinvestment of recreation revenue, the Court maintained respective departmental funding of expenditures within the general fund and is presently engaged in development of a countywide parks master plan for significant improvements. Furthermore, the Court is evaluating possibilities of privatization of Ascarate Golf Course as well as other parks. This source includes fees and concession revenues from the Ascarate Golf Course and Regional Park, County Coliseum, swimming pools and other recreation related activities.

Fines and Forfeits

This category is expected to increase \$709,200 or 31.66 percent due to the upbeat efforts and expectations of pursuing collections on outstanding bond forfeitures by the County Attorney. Virtually all revenues in this category relate to fines and forfeitures inclusive of fines and court costs associated with the judicial process within the County. As a component of the overall revenue estimate in the budget, this category represents 2.28 percent.

Miscellaneous Revenue

This category which accounts for 1.54 percent of total estimated revenues, increased noticeably from fiscal year 1998 mainly due to grants related funding. Other revenues in this category are classified as miscellaneous reimbursements and unclassified revenues.

Interest Revenue

Interest revenues comprises 1.67 percent of the total revenue estimation and is projected to increase by 29.21 percent or \$486,919 over fiscal year 1998. With falling interest rates, this increase

is basically a reflection of anticipated increased principal due to bond proceeds received in mid summer of 1998.

Other Financing Sources

This category is utilized to account for fund transfers into various funds from other funds. This category stabilized in fiscal year 1999 with only a minute increase of \$21,417 or 69 tenths of one percent. The County experienced a sizable reduction of \$319,788 or 16.49 percent in the budgeted transfer to the general fund. This reduction from the road and bridge fund to the general fund is due to substantial use of funds within the road and bridge fund for major capital outlays in fiscal year 1998 and again 1999. This area was offset by increases of estimated grant transfers. This category represents 2.42 percent of total estimated revenues estimated in the budget for fiscal year 1999.

Designation of Fund Balance

Utilization of fund balance represents accumulated funds estimated to be available on the first day of the fiscal year which may be used to fund future appropriations. In many cases, designation of fund balance represents funds designated for a specific purpose for which the amount was not exactly known during the budget process. As a result of the County's annual financial audit, fund balances are subsequently budgeted for expenditure in the new fiscal year along with other revenue estimations. This category represents 8.80 percent of the total revenue budget, down from 10.60 percent in fiscal year 1998. Actual budgeting of fund balance decreased in fiscal year 1999 by \$1,045,629 or 8.44 percent when compared to fiscal year 1998. The major change can be attributed to reduction within the road and bridges fund balance, but more so, this reduction is the result of not having to budget additional capital project funds as in fiscal year 1998 and 1999 mainly due to the winding down of existing projects. The County's capital projects funds are dwindling as project funds are consumed and projects completed. Usage of fund balance within specific funds and their impact on fund balance reserves will be discussed later in this document at the fund level.

Budgetary Narrative on Appropriations (Uses)

FY 1999 Adopted Appropriations in Comparison to FY 1998 (All Funds)

Appropriations (Uses):	FY99	FY98	Amount Change	% Change
General Government	\$24,054,818	\$19,257,154	\$4,797,664	24.91%
Administration of Justice	\$18,107,845	\$18,080,853	\$26,992	0.15%
Public Safety	\$46,683,936	\$45,568,822	\$1,115,114	2.45%
Health and Welfare	\$5,855,345	\$5,713,936	\$141,409	2.47%
Culture and Recreation	\$4,196,110	\$3,697,843	\$498,267	13.47%
Resource Development	\$1,971,819	\$1,173,274	\$798,545	68.06%
Public Works	\$3,908,048	\$3,279,298	\$628,750	19.17%
Capital Outlays	\$1,730,482	\$1,724,666	\$5,816	0.34%
Debt Service	\$17,194,861	\$14,200,042	\$2,994,819	21.09%
Other Financing Uses	\$5,164,563	\$4,177,612	\$986,951	23.62%
Total Appropriations (Uses)	\$128,867,827	\$116,873,500	\$11,994,327	10.26%

The County's total budgeted appropriations can be analyzed in a variety of ways. The following overview reflects appropriation changes between fiscal year 1999 and 1998 by (1) fund and (2) appropriation categories of Personnel, Operation, Capital and transfers out.

FY 1999 Adopted Appropriations in Comparison to FY 1998 (By Fund)

Funds	FY 1999	FY 1998	Amount Change	Percent Change	Percent of 1999 Budget
General Fund	\$97,400,387	\$90,849,656	\$6,550,731	7.21%	75.58%
Special Revenue	\$11,812,640	\$10,202,479	\$1,610,161	15.78%	9.17%
Grants	\$1,222,496	\$1,058,617	\$163,879	15.48%	0.95%
Enterprise	\$419,579		\$419,579	100.00%	0.33%
Debt Service	\$17,068,240	\$14,200,042	\$2,868,198	20.20%	13.24%
Capital Projects	\$944,485	\$562,706	\$381,779	67.85%	0.73%
Total Appropriations	\$128,867,827	\$116,873,500	\$11,994,327	10.26%	100.00%

As can be seen above, the overall budget increased by 10.26 percent due to increases in all funds. Significant increases resulted due to a variety of factors. The general fund increased due to fully funding of the jail annex and related costs, implementation of wage and salary schedule for County employees and approval of a collective bargaining agreement relating to sheriff deputies and detention officers. Numerous other changes occurred including a reduction to the consolidated data processing budget totaling \$635,005, the preliminary savings estimate from the County's migration from a mainframe computer environment to a network server environment, an increase in funding for animal control of \$104,167 and a reduction of approximately \$1,000,000 relating to the shifting of costs of City-County Health to R. E. Thomason Hospital (Hospital District). Fiscal year 1999 was the first year in which the budgeting process included realignment of statutory mandates. Health services were shifted from the County's general fund to the Hospital District consistent with other major counties in the State of Texas.

Additionally, the Council of Judges' budget which is substantially for payment of court appointed attorneys was reduced by \$116,743. Other reductions were made to Solid Waste Disposal amounting to \$174,878, Life Management amounting to \$140,000 and the Medical Examiner's office totaling \$68,965. At the same time, significant increases were seen in the office of the County Attorney, District Attorney, District Clerk, Juvenile Probation and Public Defender offices amounting to \$89,469, \$228,502, \$86,204, \$396,496 and \$132,010 respectively. The fiscal 1999 budget included the County funding employees of the Impact Court, previously budgeted with State grant funds and the addition of a \$250,000 grant match for the purpose of securing funds from the Texas Department of Parks and Wildlife for improvements to the Ascarate Regional Park. Debt service requirements increased over fiscal year 1998 and appropriation of additional funds within the Special Revenue and Capital Projects funds that became available for budgeting were included. Grants and capital projects which because of their nature, are established on a project based budget. Due to this fact, grants are added throughout the year when contracts are awarded while capital projects are budgeted when funding transactions take place or bonds are issued. Furthermore, only when additional project related funds are identified, does it become necessary to supplement capital project appropriations in the budgetary process.

FY 1999 Adopted Appropriations By Category in Comparison to FY 1998 (All Funds)

Appropriation Categories	FY 1999	FY 1998	Amount Change	Percent Change	Percent of 1999 Budget
Personnel	\$69,386,103	\$64,483,662	\$4,902,441	7.60%	53.84%
Operating	\$52,586,679	\$46,487,560	\$6,099,119	13.12%	40.81%
Capital	\$1,730,482	\$1,724,666	\$5,816	0.34%	1.34%
Transfers out	\$5,164,563	\$4,177,612	\$986,951	23.62%	4.01%
Total Budget	\$128,867,827	\$116,873,500	\$11,994,327	10.26%	100.00%

As reflected above, the overall budget increased by 10.26 percent or \$11,994,327. The most significant increases resulted in the areas of personnel and operations which increased by 7.60 and 13.12 percent respectively. The increase in personnel is mainly attributable to full staffing of the new jail annex, but more significantly, the implementation of a salary step plan for County employees and the impact of the new collective bargaining contract of deputies and detention officers. Other factors discussed previously, included additional staff for various offices in support of the new County Court at Law Number 7 plus other departmental support for the District Attorney, County Clerk and County Court at Law Administration. It should be noted that although there was the addition of County Court at Law Number 7, the County eliminated a magistrate court which had the effect of netting costs. Personnel raises were a significant factor in this budget and many employees received substantially higher increases than in fiscal year 1998. In prior years, salary increases had minimal impact due to factors such as attrition. It is anticipated that the action of the Court to address a salary step ladder will substantially reduce the rate of attrition, but at the same time, it will lead to greater budgeted salary appropriations in the future.

As a component of the total 1999 County budget, personnel appropriations comprise 53.84 percent, operating comprises 40.81 percent, capital comprises 1.34 percent and transfers out 4.01 percent. The County was able to obtain some of these increases by utilizing a trade off of appropriations throughout its general fund budget by cutting various departments, some more severe than others, and focusing on reducing areas considered non-mandated.

Capital appropriations in the adopted budget historically represent capital project funds that have been identified or new funding requiring appropriation in order to supplement existing project based budgets. As capital project funds are consumed, reduced program income is generated, thus, reducing funds available for appropriation over the project. Capital projects fund appropriation discussions can be found later in this document.

The County budget is categorized into eleven major classifications of appropriations. These major classifications are: (1) general government; (2) administration of justice; (3) public safety; (4) health and welfare; (5) resource development; (6) culture and recreation; (7) public works; (8) capital outlays; (9) community services; (10) debt service; and (11) other financing uses. These appropriations and their respective changes from fiscal year 1998 discussed from here forward can be found throughout this document.

In comparing the fiscal year 1999 and 1998 adopted budgets, it should be noted that when the County adopts countywide salary increases for the fiscal year, salary appropriations are reserved in the general and administrative account of the general fund. As a means of savings to the County, salary appropriations are distributed later during the fiscal year. This provides a more accurate estimate of the funding actually required through the remainder of the fiscal year factoring in the

effect of yearly attrition. This reduces the County's exposure to possible appropriation transfers by departments to non-salary accounts with Commissioners Court approval. In fiscal year 1998, the County realized a budgetary savings of \$553,234 or 80.74 percent of the original appropriations of \$685,195 in the general fund budget. Although savings were from numerous departments within the general fund budget, significant savings resulted within departments with high attrition rates, such as various sheriff's departments. One drawback or negative side effect to this method of delaying transfer of appropriations resulted from this action. The fiscal year 1998 adopted budget was utilized as the starting point in setting the County's preliminary 1999 fiscal year budget; therefore, possibly understating some departmental budgets. Later in the fiscal year 1999, when salary appropriation needs are assessed for adequate funds, some departments may require appropriations in excess of their approved preliminary estimated salary adjustments. Overall, this is not expected to cause a serious problem and funds in the budget are expected to be sufficient if such need arises. Clarification here is meant as insight when comparing actual personnel expenditures of fiscal year 1998 with the fiscal year 1999 appropriations from here forward in this document.

General Government

The primary functions in this classification are operations, general administration, recording deeds and other legal documents, data processing and personnel operations. Also, included in this class are the expenditures of the county judge, county commissioners, county auditor, purchasing, county clerk and district clerk just to name a few.

A global perspective of the 1999 budget depicts that general government appropriations represent approximately \$24,054,818 or 18.67 percent of the total budget and increased significantly by 24.91 percent from the prior adopted budget. Some of the significant impacts made within this category to name a few include significant increased costs of salaries and fringe benefits due to adoption of a structured salary plan; building maintenance and utility costs; increase legal contingencies; increased workers compensation appropriations; an increase in contingencies-maintenance and operations; an additional \$54,000 for the Fabens Port of Entry, \$80,000 for a special projects administrator, \$50,000 for lobbyist and a transfer out to the health, life and dental fund to strengthen reserves in place of stop loss coverage.

In support of greater efficiencies and improving the image of our community, the Court included \$90,000 of new appropriations earmarked for a mixed-use complex study, \$86,000 or a ten percent grant match for the West Texas Airport runway resurfacing project and \$32,000 was targeted for Graffiti Wipe-out. A significant decrease was seen in the Consolidated Data Processing Department totaling \$635,005 due to anticipated savings to the County by migrating from a mainframe to network computer environment. Other changes within this classification not apparent at this level are discuss in subsequent trend sections of this document.

Administration of Justice

El Paso County provides the funding to operate seven County Courts at Law and a Probate Court. The County also provides facilities, operating expenses and support staff of the thirteen State District Courts in the County. Some of the other offices associated with the judicial system are the

council of judges administration, county courts administration, district attorney, county attorney, public defender, one criminal law magistrate, two court masters, child abuse master and seven justices of the peace.

With a moderate increase of \$26,992 or .15 percent over the prior year, administration of justice accounts for 14.05 percent of the total 1999 budget. Additional appropriations within this area are attributable to a

variety of factors such as additional statutory mandates, adding County Court Number 7 which was basically a trade off of one less magistrate court and additions within other departments for support staff. For example, the County funded the Impact Court totaling \$129,559 which was previously funded through a grant, an increase of \$87,343 or 206.90 percent was partially funded in fiscal year 1998 and fully funded in 1999. The Council of Judges Administration budget was reduced \$116,743 or 3.51 percent from the 1998 budget while the Public Defender budget increased by \$132,010 or 11.46 percent. Additional funds were given to this office in anticipation of further reducing costs associated with court appointed attorneys by providing indigent legal representation via the Public Defender in lieu of outside legal representation. This endeavor has been a continual effort between the Commissioner Court, the Council of Judges and the Public Defender whereby the County's goal has been that the Public Defender's Office handle fifty percent of all cases, of which they presently handle 35 to 40 percent relating to felonies. Both the County and District Attorney offices received additional funds for various positions totaling \$89,469 and \$228,502 or 5.32 and 6.03 percent respectively. Administration of justice ranks the third highest area of increase in the budget after public safety and general government.

Public Safety

Major funding within this classification encompasses the county sheriff's law enforcement and detention activities such as the downtown detention facility and the Leo Samaniego Law Enforcement Complex. Also, funding for the juvenile probation and adult probation departments, ambulance services, emergency management and seven constables are classified under this heading.

This area increased \$1,115,114 or 2.45 percent over fiscal year 1998. This is substantially less than the substantial increase in fiscal year 1998 which was \$7,556,805 or 19.68 percent over fiscal year 1997. At the present time, public safety represents 36.23 percent of the total 1999 budget. Operations and staffing of the new east-side jail plus personnel salary adjustments mandated by a collective bargaining contract constitute a substantial majority of this addition. This substantially smaller increase from the prior year takes into account greater accuracy of the total impact of the new annex as fiscal year 1998 expenditure levels were less than estimated. As a result, the Court revisited the Sheriff's budget numerous times in the budget cycle which resulted in additional cost



Sheriff Substation in East El Paso next to the Leo Samaniego Law Enforcement Complex (Jail Annex)

reductions. Total adopted annex appropriations are set at \$11,727,807 in comparison to \$11,102,931 and \$2,000,000 in fiscal years 1998 and 1997 respectively. Based on actual data and the fact that cost savings were realized in the downtown detention facility due to shifting of costs to the jail annex, the downtown facility budget decreased \$471,709 or 3.14 percent. Additionally, various refinements during the budget process resulted in the law enforcement budget also exhibiting a reduction of \$87,760 or 66 tenths of one percent.

Courthouse security increased by \$48,391 or 10.08 percent to a total of \$528,391 mainly due to additional courthouse security fee collections by the seven justices of the peace. Courthouse security fees are the primary funding source for this department presently estimated at \$265,000; therefore, \$263,391 of courthouse security appropriations are funded by the general fund, down from \$300,000 in the prior year. Much of this funding was the result of trade offs from the sheriff department law enforcement salaries and jail food appropriations. Another major area of increase was the Juvenile Probation Department totaling \$396,496 or 7.07 percent. Other minor increases were in the area of constables and justices of the peace as a result of awards from grievance proceedings.

Health and Welfare

The County of El Paso, R. E. Thomason Hospital (Hospital District) and the City of El Paso jointly participate with monetary commitments of certain public health and welfare programs. The programs include public health and dental facilities, air pollution, water pollution, mosquito and animal control functions.

Most direct welfare assistance programs are administered by the State. The County, however, does provide limited direct temporary welfare assistance to a few of those who qualify and need help on an emergency basis. Other charitable County expenditures are made to benefit abused and neglected children, battered spouses, veterans and the deaf.

Health and welfare approximates \$5,855,345 or 4.54 percent of the total 1999 adopted budget. This funding amount was \$141,409 or 2.47 percent less than the amount funded in fiscal year 1998. The reason for this slight increase is due to Animal Control and On-Site Sewage Inspectors being increased by \$104,167 and \$35,713 or 135.86 and 15.25 percent respectively. Had there not been a funding shift by the County to the Hospital District totaling \$1,000,000 for indigent health related costs provided by the City-County Health District, this increase would have been more significant. Furthermore, the Court reinforced their concern for health and welfare by budgeting a \$200,000 contingency. Other indigent health areas presently under consideration are jail inmate and juvenile probation health related functions and services. Some areas in this category absorbed a decrease such as the El Paso Center of the Deaf which was not funded in fiscal year 1999. The County continues to utilize interpreting services but now only pays for indigent service as required rather than funding a lump sum. Furthermore, the County will continue to provide interpreting services during all of its regular commissioners court meetings which are paid from the County Judge's budget. Another significant decrease resulted to Life Management whereby funding was reduced by \$140,000 or 80.46 percent and placed into a contingency account. Other areas were also reduced or level funded and are discussed later in this document.

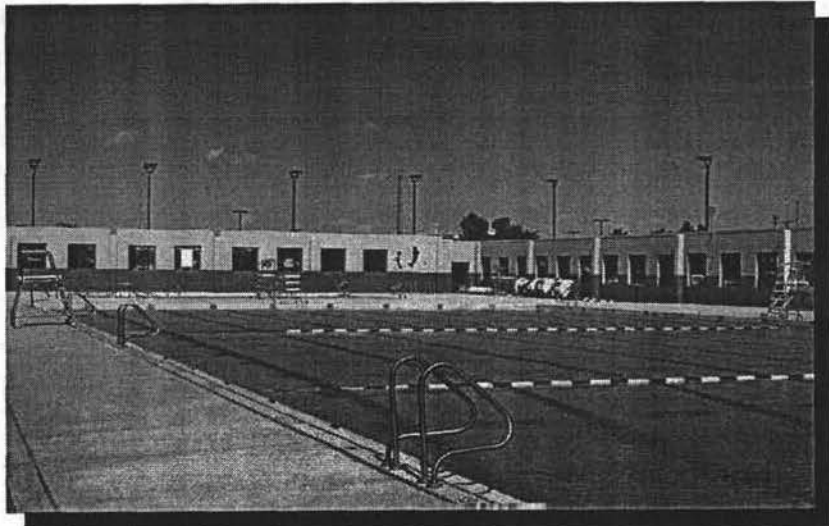
Resource Development

Funding for any County activities that promote economic improvements for its citizens are recognized here. Activities in this group include the historical commission, economic development (formerly called industrial development), alternative dispute resolutions and agricultural cooperative extension services.

This category increased by \$798,545 or 68.06 percent from the prior year. As a component of the budget, this classification currently represents about 1.53 percent of the adopted budget. Most areas were level funded such as the economic development division of the El Paso Chamber of Commerce, receiving funding of 60,000 and the Texas Agricultural Coop Extension Service, receiving a 7.27 percent increase or \$23,494 for total funding of \$346,569. Yet, new funding was appropriated for the Downtown Management District and Small Business Development in the amounts of \$31,500 and \$40,000, respectively. Other changes within this category are discussed later in this document.

Culture and Recreation

El Paso County maintains several public parks, three public swimming pools, a public golf course and a lake. Cultural events, fairs, rodeos, livestock shows, circuses, musical performances, dances, ice shows, ice hockey and a wide variety of other sporting events are conducted in the County's Coliseum. Also, an Equestrian Center is located on the Coliseum's grounds. In addition, the County distributes hotel occupancy tax revenues to the City of El Paso to promote tourism and conventions. Hotel occupancy tax revenues are also used to pay for a part of the Sun Carnival Program. This areas comprises 3.26 percent of the overall budget and materially increased by 13.47 percent or



A view of the Olympic size Aquatic Pool at Ascarate Regional Park

\$498,267 over the prior fiscal year. Most areas in this category maintained level funding with the exception of the establishment of a park improvement fund which basically directed all revenues of the Ascarate Regional Park and Golf Course for reinvestment into county parks. Although the park and golf course revenues were removed from the general fund, the Court level funded the golf course and increased the park by \$56,532 or 8.43 percent. The County is presently evaluating the possibility of privatizing the Ascarate Golf Course. Until such time as the Court makes a decision, these funds will not be utilized. The County has gone a step further in addressing the ever increasing needs of its parks and has designated \$250,000 in the general fund as grant match to secure funds from the Texas Parks and Wildlife Commission in an effort to replace the boat docks at the lake in Ascarate Park as well as other improvements. The County has taken a major step to make significant improvements in addressing quality of life issues. If these funds are used wisely

to secure further funding, the County's park system has the potential of becoming a major public attraction which should ensure continued progress.

Public Works

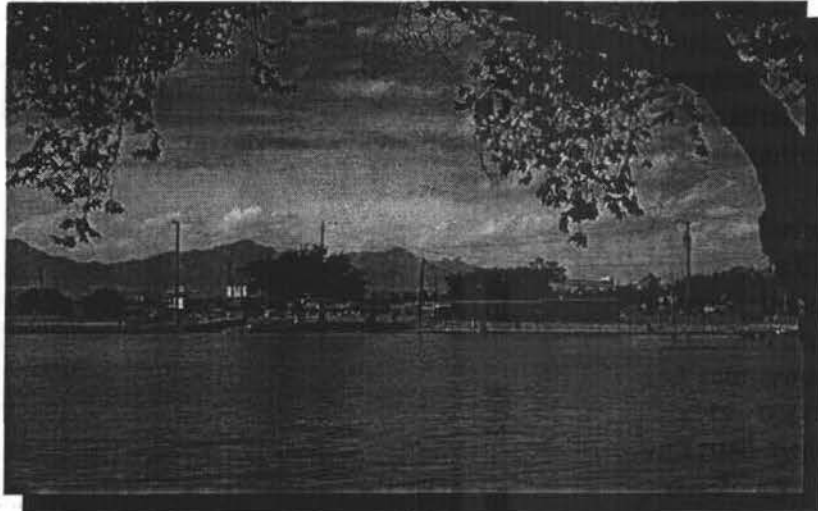
The County maintains several hundred miles of roads, streets and highways and numerous bridges. The County operates under the unit road system that was approved by County voters many years ago. Under this system, the four Commissioners' precincts are combined,

for operating purposes, into a single unit and the Commissioners Court appoints a roads and bridges administrator. The roads and bridges administrator is responsible for planning, engineering, building and maintaining of all the County's public roads and bridges. This area also relates to the East Montana Water Project budgeted in fiscal year 1997 to cover startup of a County Water Utility System comprised of seven small water systems providing water in rural areas of east El Paso. The County has purchased the existing systems, made major improvements, and is paying for the operation and maintenance of the waters facilities. This project will result in the County developing one main water facility which is anticipated to be contracted out for operation. The related debt will be repaid through water fees paid by users of the system.

At 3.03 percent of the overall adopted budget, the public works budget totals \$3,908,048, up 19.17 percent from the prior year. This category is mainly represented by the roads and bridges fund. Over the past few years the Court has emphasized reinvestment of road funds for significant improvement of roads and purchases of heavy duty road equipment utilizing current revenues and prior years fund balance.

Capital Outlays

This category is used to account for major expenditures made to acquire furnishings and equipment and major capital expenditures of the capital project fund. These expenditures are presumed to benefit both the present and future fiscal periods. During fiscal year 1998, the County's projects progressed and substantial capital funds were expended. Due to the continued need to budget additional resources for capital outlays and capital projects, the capital budget increased by only \$5,816 or .34 percent although fiscal year 1999 capital appropriations totaled \$1,730,482 or 1.34 percent of the overall adopted budget. The components of capital appropriations are \$944,485 in capital projects with the remainder representing new capital appropriations in other funds as reflected on the next page.



A view of the lake and boat docks at Ascarate Regional Park

FY 1999 Adopted Capital Outlay Appropriations By Function in Comparison to FY 1998 (All Funds)

Capital Outlays by Function	FY 1999	FY 1998	Amount Change	Percent Change
General Government		\$132,654	(\$132,654)	(100.00)%
Administration of Justice	\$42,833	\$76,100	(\$33,267)	(43.71)%
Public Safety	\$4,164	\$329,341	(\$325,177)	(98.74)%
Culture and Recreation		\$102,950	(\$102,950)	(100.00)%
Resource Development	\$70,000	\$120,915	(\$50,915)	(42.11)%
Public Works	\$669,000	\$400,000	\$269,000	67.25%
Capital Projects	\$944,485	\$562,706	\$381,779	67.85%
Total Capital Outlays	\$1,730,482	\$1,724,666	\$5,816	0.34%

Debt Service

This area relates to the County's bonded indebtedness, the principal and interest payments due each year as set out in various bond amortization schedules. These expenditures are funded by ad valorem property taxes which by law constitute the interest and sinking portion of the County's tax rate having priority over the maintenance and operating component of the ad valorem property tax rate.

Other Financing Uses

Other financing uses for the most part represent transfers between funds or the result of bond transactions such as defeasance or refunding of bonds. The purpose of these transfers is to provide funding to other funds such as grant matches or to record liquidations which do not represent actual expenditures.



STRATEGIC FINANCIAL PLAN

STRATEGIC FINANCIAL PLAN

At the present time, the County's strategic financial plan rests with the governing body and emphasizes stability of expenditures while focusing on increasing revenues. The County's strategic plan includes funding moderate growth and statutory mandates such as increases in public safety and administration of justice. The County's plan is a five year projection based on known future impacts on the county and expected growth potential. In-depth and detailed studies are made before bond issues are submitted by the governing body to the voters to approve funding of construction or acquisition of new capital. These studies are designed to ascertain whether new revenues will be required or if normal anticipated revenue growth is expected to be sufficient to fund new operating and maintenance costs associated with each project. A five year forecast of the County's net budget requirements is shown below:

Fiscal Years	1999	2000	2001	2002	2003	2004
Increase in County Revenue needed (From prior year)	\$11,343,081	\$13,697,317	\$3,844,785	\$1,387,445	(\$822,856)	\$1,132,205
Projected increase in Revenues (From prior year)		\$5,319,192	\$3,038,965	\$3,306,017	\$3,299,282	\$3,433,944
Revenues over/(under) Requirement						
	<u>Utilized Fund Balance</u>	<u>(\$8,378,125)</u>	<u>(\$805,820)</u>	<u>\$1,918,572</u>	<u>\$4,122,138</u>	<u>\$2,301,739</u>
Total amount Over/(Under) Requirements for 5 year forecast						<u>(\$841,496)</u>

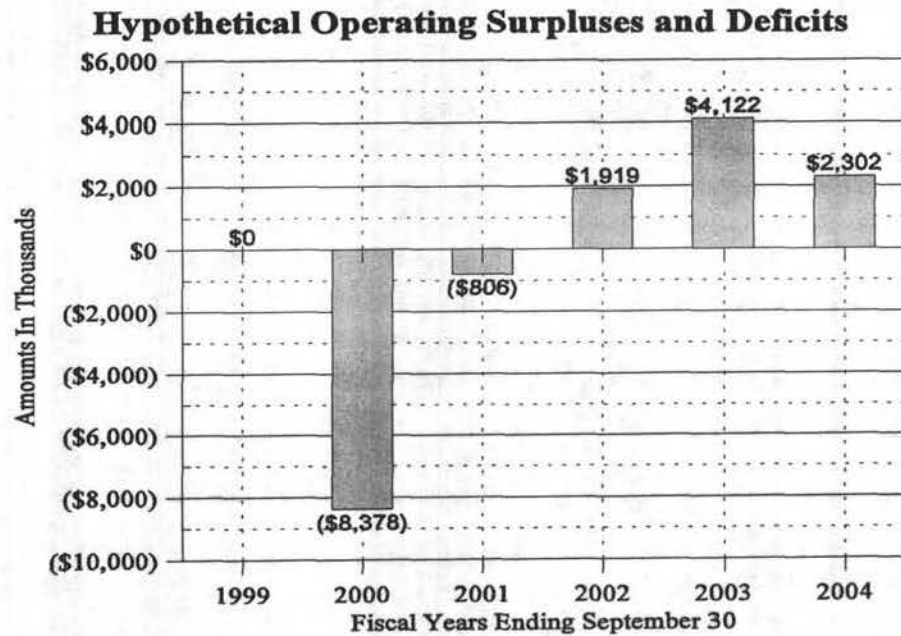
A SIMULATION MODEL

This model has been designed to show some hypothetical outcomes, both favorable and unfavorable, which could happen from following identified strategies over the next five fiscal years. This model shows the fiscal year ending 2003 as the most favorable as the County's debt service requirements decline beginning in fiscal year 2001.

One important feature of this model is that it shows that the actual revenues sometimes fluctuate in opposite ways and in different proportions from actual expenditures for goods and services. These variances produce built-in budget "surpluses or deficits". The County's balanced budget requirement means, of course, that there will never be an overall budgeted deficit. The purpose of the strategic financial plan is to equalize revenue and expenditure fluctuations through financial mechanisms, rather than through constant changes in the County's programs and service levels.

The graphic illustration on the next page is a bar chart showing hypothetical "surpluses and deficits". In fiscal year 1999 the Commissioners Court utilized \$8,394,828 of general fund reserves to balance the general fund's appropriations in order to supplement the estimated revenues. These difference amounts are founded on the premise that actual revenues are anticipated to increase approximately by 3.0 percent in the area of taxes and 2 percent overall in other categories. Overall, actual revenues are expected to fluctuate erratically from year to year with an average annual growth rate of 3 and 5 percent. Expenditures changes are expected to vary anywhere from 3 and 5 percent each year depending upon mandates and legislative changes exclusive of any significant additions

to the budget. The main factor of the projected deficit in fiscal year 2000 is the fact that no fund balance has been factored in to balance any budgets past fiscal year 1999. Other factors considered in future years were additional costs associated with continued funding of a salary step schedule and automatic contractual salary adjustments related to collective bargaining, operational costs of a Post Adjudication Center for the Juvenile Probation Department, full funding impacts of the jail annex and growth needs and inflationary factors.



Unless additional revenues are identified to counter these expenditures, the County most likely will again be faced with the task of either raising additional revenue, pursuing additional budget cuts or possibly utilizing fund balance reserves to the extent possible. The County is actively monitoring the new jail annex as it has significant implications on additional revenues to cover much of the added expenditures in this budget. Although the track record is short, revenue generation by the jail annex is trending positively and may have a substantial impact on future budgets which would reduce the impact on the County's reserves.

Over the long-term, the County's strategic financial plan helps smooth out the economic peaks and valleys by diverting money to the fund balance and operating capital. Also, within the strategic financial plan's controlled environment, the economic valleys can be filled by cautiously utilizing fund balance while maintaining adequate undesignated reserves, regulating operating capital expenditures and to aggressively pursue stabilization of property taxes.

A vital feature of the strategic plan is shown in the fiscal year beginning in 2002, assuming action is taken to stabilize fiscal year 2000, when the actual revenues are estimated to surpass the amount allocated to the operating budget. Under standard estimating procedures, it would be impossible to predict exactly when and how much actual revenue dips and increases will be. Also, the operating budget could be based on an overly optimistic property tax revenue estimate or prisoner maintenance cost reimbursement.

Taxes

Some governmental entities, other than Texas counties, are able to use tax rates to make short-term adjustments in the operating budget. In El Paso County, however, the very stringent truth-in-taxation legislation enacted by the State greatly limits the County's ability to use property taxes and the sales and use taxes to make short-term adjustments.

Generally, changes in the County's tax rates or tax structure should be viewed as long-term financial adjustments. For example, a tax rate increase is usually made to correct an existing or projected long-term imbalance between revenues and service costs, not just to balance a single year's budget. For this reason, county government should strive to maintain a steady increase in revenue while costs are on the rise. Failure to adequately fund current expenditures in effect compounds future funding deficiencies. Without adequately funding expenditures when introduced into the budget, the County limits the financial future of the County by impacting future revenues with past unfunded costs and preventing growth. Due to the nature of the County's property tax calculations, lost revenues may not be recaptured in subsequent years, to do so would expose the County to even further reductions as mandated by taxpayers.





FISCAL OVERVIEW

FISCAL OVERVIEW

BUDGETARY AND ACCOUNTING STRUCTURE

The County's budgetary and accounting records are maintained on a modified accrual basis, and organized and operated on a fund basis. A "fund" is defined by the Governmental Accounting Standards Board (GASB) as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. Though the County maintains many funds, the vast majority of mandatory and discretionary expenditures are in the following major types of funds:

The General Fund is the main operating fund of the County. It is used to account for all transactions not accounted for in the County's other funds. Most of the County's operating expenditures are financed with revenues received by the general fund.

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditure for specific purposes.

Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

The County does have other funds of importance. These other funds, however, have substantially less widespread fiscal and managerial impact.

Each year, the commissioners court budgets for and approves transfers of certain monies between one or more of the County's funds. The largest of the transfers are:

1. from the road and bridge fund to the general fund to pay for indirect services and;
2. the transfer of certain fines, fees and forfeitures from the road and bridge fund to the general fund to pay for policing the County's roads. This transfer is made once each year with the approval of commissioners court in accordance with governing statutes and legal opinions.

BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is established by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. Ordinarily, only current assets and current liabilities are included on the balance sheet with this measurement focus. The operating statements of the funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used by all governmental fund and fiduciary fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become measurable and available). In the case of the County, "measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred except for principal and interest on general long-term debt, which is recognized as an expenditure when due. In addition, prepaid expenditures are recognized as expenditures when paid.

Revenues susceptible to accrual include property taxes, special assessments, licenses, interest income and charges for services. Sales and use taxes collected and held by the State at fiscal year end on behalf of the County also are recognized as revenue. Fines, forfeitures and permits are not susceptible to accrual because generally they are not measurable.

Deferred revenues arise when potential revenues do not meet both the measurable and available tests for recognition in the current period. Deferred revenues also come about when resources are received by the County before the County is legally entitled to them. In succeeding periods, when both revenue recognition criteria are met, or when the County has a legal claim to the resources, the liability for deferred revenue is removed from the statements and revenue is recognized.

OTHER FUNDS

In keeping with a commissioners court policy of trying to sustain an undeviating service level, the majority of the other funds have only nominal changes from fiscal year 1997. The debt service requirements for fiscal year 1997, in fact, declined mainly because of making principal payments and restructuring which resulted from a refunding of outstanding indebtedness.

COMPENSATION AND BENEFITS

Effective January 1, 1999, the commissioners court approved an Annually Determined Contribution Rate (ADCR) of 10.32 percent of total salaries for the Texas County and District Retirement System (TCDRS).

In general, the current operating budget provides funding for varying salary increases throughout the County based on an approved initial step ladder salary plan approved by the Commissioners Court. The County is presently working on a formal plan of definitive step level changes within job classes and levels which if and when approved, will be followed by the County in place of other salary increases. This plan will be monitored and evaluated periodically with annual review for inflationary impacts and adjustments will be made as approved by the Court. This plan excluded Sheriff employees who are either covered by a collective bargaining contract or a separate salary plan approved for civilian employees. The Court initially established a salary committee which developed the plan. A new committee will be instituted during fiscal year 1999 whereby recommendations will be forthcoming.

THE BUDGETARY PROCESS

The County maintains a reliable system of budgetary controls. The primary goal of maintaining these budgetary controls is to insure complete compliance with the legal provisions embodied in the annual budgets that are approved by the County's governing body. The appropriations of the activities of the general fund, special revenue funds, and debt service funds are included in the annual budgets. Also, budgets are adopted for the major capital construction projects and grants.

According to various applicable budget laws, any of the County's expenditures may not legally exceed the amounts appropriated in each fund. Accordingly, this County controls appropriations at the category level (i.e., Personnel, Operating, and Capital) for each department within the General and Special Revenue Funds. Capital expenditures within all funds are segregated and shown as a separate component for budgetary and actual purposes. All of the Debt Service Funds' expenditures for principal and interest on long-term debt are considered to be in the operating category. All Capital Project Funds are budgeted on a project basis and all are considered to be in the category of capital expenditures. Transfers of similar appropriations may be made between categories or departments only with the formal approval of the Commissioners Court.

Pursuant to the *Texas Local Government Code, § 111.032*, the county auditor serves as the budget officer and is responsible for preparing the County's annual operating budgets. The County's budgetary procedures stipulate that each department must submit a budget request to the county auditor. The county auditor prepares an estimate of revenues and a compilation of the departmental requests and submits this information to the commissioners court.

Many public budgetary hearings are held by the commissioners court members. During at least one of the early public hearings, one or more representatives from each department or agency will appear before the commissioners court members to present and justify their request. Before deciding on the final budget, the commissioners court may increase, decrease or eliminate the amounts requested. Serving as a statutorily prescribed "check and balance" to prevent deficit fund balances from occurring, appropriations approved by a majority of the members of commissioners court for expenditures in current operating funds cannot, in any event, exceed the undesignated fund equity as of the first day of the fiscal year plus the county auditor's estimate of anticipated revenues.

After the budget has been formally approved by the commissioners court, the accounts payable division and payroll division continually monitor budgetary limits to prevent expenditures from exceeding appropriation limits. In addition, the county auditor frequently informs the commissioners court of the condition of the various budgetary accounts. According to State legislation, purchase orders and contracts are not valid until the county auditor has certified that money is or will be available to make payments.

Encumbrances registered against budgeted appropriations are recorded in the County's records when purchase orders, contracts or other appropriate supporting documents are executed. All encumbrances remaining open at the fiscal year end are rolled forward into the succeeding budget.

Formal budgetary integration is employed for the general fund, special revenue funds, capital projects funds and debt service funds. Grant funds are budgeted for various fiscal periods depending on the length of the contractual agreements of the grants.

The Budgeting Process Detail

In El Paso County, the annual budgetary process begins each year in early February with the county auditor's office submitting a proposed calendar of events for the ensuing fiscal year's budget preparation cycle. This calendar is submitted to each member of commissioners court for examination, input and approval.

In addition, during this phase of the budget cycle, customized budget packages are prepared for distribution to each department and agency. Generally, these packages are distributed no later than April 15th each year.

The departments and agencies use the information and forms contained in the budget packages as guidelines for preparing budgetary proposals. The budget packages contain input from commissioners court, detailed instructions, necessary forms and examples to facilitate the departments and agencies with the completion of their budgetary requests.

The proposals made by the departments and agencies must be returned to the county auditor's office on or before May 15th. The requests, after being audited by the county auditor's staff and reviewed by the county auditor, are used to present a preliminary baseline budget that contains no increases in service levels other than those that are legally required. Proposed service level increases are presented by the departments and agencies separately to commissioners court.

Pursuant to the *Texas Local Government Code*, § 111.034(b)(4) and § 111.039(b), anticipated revenues are estimated only by the county auditor. Tentative and incomplete anticipated revenue estimates, however, are included with the initial information that is submitted to commissioners court around July 1st. One reason for this is that the data necessary for the county tax assessor-collector to calculate the ad valorem tax rate, pursuant to the truth-in-taxation legislation, is not received from the El Paso Central Appraisal District (CAD) until July 25th or as soon as practical

thereafter. Also, the county auditor is able to refine and fine-tune the initial anticipated revenues estimates each month as interim monthly financial reports of actual revenues are produced.

During the middle of June, usually about eight to ten day-long public budget hearings are conducted by the commissioners court over a two or three week period. Each department or agency is given a "day in court" to explain and justify their budget proposals. These are public hearings held in accordance with the Texas open meeting laws and are usually attended by concerned citizens, the news media and appropriate staff members. During these hearings, the commissioners court may tentatively increase or decrease any of the departments or agencies budgetary proposals.

The last part of August and the first part of September is when the final phases of the budgetary cycle start. First, shortly after producing the interim financial reports for the month of August, the county auditor is able to submit firm estimates of anticipated revenues to the commissioners court. Second, some departments and agencies may require additional hearings before commissioners court members prioritize how the County's resources will be allocated. Third, the truth-in-taxation legislation requires commissioners court to approve a property tax rate that is sufficient to balance the budget on September 1st or as soon as possible thereafter. Fourth, shortly after closing the fiscal year as of September 30th, the county auditor enters the funds and estimated revenues anticipated to be received from all sources during the ensuing fiscal year.

After this information has been entered into the computerized budget system, pursuant to the *Texas Local Government Code, § 111.037(a)*, the county auditor files a copy of the proposed budget with the county clerk. The copy of this proposed budget must be made available for public inspection by any taxpayer.

Finally, the commissioners court holds a public hearing on a day within seven calendar days after the date the proposed budget is filed with the county clerk but before the last day of the first month of the fiscal year. At the conclusion of the public hearing, the commissioners court must take action on the proposed budget. The commissioners court may make any changes in the proposed budget that it considers warranted by the facts and law and required by the interest of the taxpayers. The amounts budgeted in a fiscal year for expenditures from the various funds of the county may not exceed the balances in those funds as of the first day of the fiscal year, plus the anticipated revenue for the fiscal year as estimated by the county auditor. Upon final approval of the budget by the Commissioners Court, the Court must file a copy of the budget with the county auditor and the county clerk. Thereafter, commissioners court may spend county funds only in strict compliance with the budget.

The aforementioned budgetary calendar of events is presented on the following page:

TENTATIVE BUDGETARY CALENDAR FOR FISCAL YEAR 1999
OCTOBER 1, 1998 - SEPTEMBER 30, 1999

Proposed Dates

Proposed Actions

February 22, 1999

1. The budget officer will submit a letter to Commissioners Court requesting input for the formulation of the budget for the next fiscal year. Such input may include, but is not necessarily limited to:

Personnel: Authorizations-increases and decreases

Salaries: Cost of living and/or merit increases

Capital Outlays: Improvements, new equipment

Services: Increases and decreases

Car Allowances: Mileage rates and travel

February 22, 1999

2. The county payroll division will develop a payroll report showing projected salary costs by department for the budgetary period October 1, 1999 through September 30, 2000. These computations will include any cost-of-living and/or merit increases recommended by Commissioners Court. The target date for the receipt of this payroll report is February 22, 1999.

March 1-5, 1999

3. The budget officer will prepare tentative departmental budgetary request forms. The target date for the completion is March 10, 1999.

March 8-12, 1999

4. The budget officer will verify the BPREP Manning Table Report with current payroll data; separate the report by department and will attach one copy to each departmental budgetary request form.

April 1, 1999

5. The budget officer will distribute the tentative budgetary request forms to departments with instructions including input, if any, from the Commissioners Court members.

April 15, 1999

April 30, 1999

6. The budget officer will receive departmental budgetary requests and will compile the initial budgetary work papers. This compilation will show, by line item, the actual expenditures for each department for the previous three fiscal years, the current fiscal year's budget, the departmental requests for fiscal year 1999-2000, the adjusted requests and a blank column for the final amounts approved by Commissioners Court. The target date for completion of the county auditor's

TENTATIVE BUDGETARY CALENDAR FOR FISCAL YEAR 1999
OCTOBER 1, 1998 - SEPTEMBER 30, 1999

Proposed Dates

Proposed Actions

- preliminary estimation of revenues and preliminary budgetary work papers is May 21, 1999.
- | | | |
|----------------------|-----|--|
| May 31, 1999 | 7. | The budget officer plans to present the preliminary budgetary proposal to Commissioners Court. |
| June 7-30, 1999 | 8. | Commissioners Court will approve a schedule for public departmental budgetary hearings. Commissioners Court will conduct public hearings and make adjustments. |
| September 3, 1999 | 9. | As required by Chapter 26 of the <i>Texas Property Tax Code</i> , a notice of a public hearing on the proposed tax increase will be published, if necessary. The notice, if necessary, must be published at least 7 days before the hearing. |
| September 3, 1999 | 10. | Pursuant to the <i>Texas Local Government Code</i> , § 152.013, before the 10th day before the date of the meeting, the Commissioners Court will publish one time in both major local newspapers a notice of any salaries, expenses, or allowances that are proposed to be increased for elected county or precinct officers and the amount of the proposed increases. |
| September 6-20, 1999 | 11. | The budget officer will finalize the proposed budget by incorporating additions and deletions approved by Commissioners Court during the public departmental hearings. Also, an adjustment for a tax rate change will be made, if necessary. Any other appropriate adjustments will also be made during this period. |
| September 3, 1999 | 12. | Pursuant to the <i>Texas Local Government Code</i> , § 152.013, before filing the annual budget with the county clerk, the Commissioners Court will give written notice to each elected county and precinct officer of the officer's salary and personal expenses to be included in the budget. |
| September 16, 1999 | 13. | Following receipt of property valuations from the Central Appraisal District, Commissioners Court will hold a public hearing on a proposed tax increase, if necessary, pursuant to Chapter 26 of the <i>Texas Property Tax Code</i> . |

TENTATIVE BUDGETARY CALENDAR FOR FISCAL YEAR 1999
OCTOBER 1, 1998 - SEPTEMBER 30, 1999

Proposed Dates

Proposed Actions

- | | | |
|--------------------|-----|---|
| September 19, 1999 | 14. | Pursuant to the <i>Texas Local Government Code</i> , § 111.038, Commissioners Court will publish a notice of a public hearing on the 1999-2000 operating budget once in both major local newspapers, stating the date, time and location of the hearing. |
| September 29, 1999 | 15. | Pursuant to Chapter 26 of the Texas Property Tax Code, Commissioners Court will vote on a proposed tax rate increase, if necessary. This will be done within 3 to 14 days following the hearing. |
| October 4, 1999 | 16. | The budget officer will present the final proposed budget to Commissioners Court. |
| October 4, 1999 | 17. | Pursuant to the <i>Texas Local Government Code</i> , § 111.037, the budget officer will file a copy of the proposed budget with the county clerk, where it will be available for public inspection by any taxpayer. |
| October 6, 1999 | 18. | Pursuant to the <i>Texas Local Government Code</i> , § 152.013, Commissioners Court shall set the expenses and other allowances of each elected El Paso County official and precinct officer. The Commissioners Court shall set the items at a regular meeting of the court during the regular budget hearing adoption proceedings. |
| October 6, 1999 | 19. | Commissioners Court will hold a public hearing on the final proposed budget within seven calendar days after the date the proposed budget is filed but before the last day of the first month of the fiscal year. Immediately after this hearing, the budget will be approved and adopted. |
| October 8, 1999 | 20. | The budget officer will prepare the budget in the final adopted form and reproduce copies for distribution. Pursuant to the <i>Texas Local Government Code</i> , § 111.040, Commissioners Court will file copies of the adopted budget with the county auditor and the county clerk |

Financial Policies, Strategies and Objectives

Financial Policies

The County of El Paso's financial policies reflected herein are intended to provide readers of this document insight and background on county government. These policies are indicative of significant factors impacting the budgetary decisions of the Commissioners Court, County Officials and department heads in the fiscal management of the County. These policies are not all inclusive of every possible scenario in the fiscal management of the County. Rather, they are intended as a reference guide in the decision-making process of the Commissioners Court, instilling continual maintenance of and progression of innovative fiscal management in meeting the increasing demands on the County as well as achievement of short and long-term goals and objectives.

Over the past few years, the County has put more emphasis on establishment of an overall financial policy guide which is updated annually as part of the ongoing budgetary process. Some areas such as the cash management and investment policy are only touched upon briefly due to the fact that they are maintained as separate policy guides.

Operating Budget Policies

1. The County will formulate a budget based on actual and anticipated revenues and other financial resources estimated to be available as provided by law on the last day of each fiscal year to fund the proposed budget. The fiscal year of the County spans a twelve month period of October 1 through September 30.
2. A major factor for any governmental unit is not to become dependent upon state or federal funds which could dissipate from one year to the next. In order to ensure sound fiscal budgeting, the most significant expenditure items within each fund, typically salary and fringe benefit expenditures, followed by operating costs, will not exceed the sum of stable operating revenues from ad valorem property taxes, sales taxes plus a reasonable estimate of operating income.
3. On a yearly basis, the County will analyze the fees and charges it sets and associated costs in order to preserve stability and enhancement of the revenue stream to the County. Furthermore, a continual assessment will be made of the outstanding sources of revenue with emphasis on innovative approaches to enhancement of collection efforts if warranted.
4. During the budgetary process, funding priority will be given to all mandated functions and programs within the County when allocating scarce resources. Statutorily required, new or expanded services will be implemented without reduction or trade off of expenses or revenues from other mandated functions or programs. This applies to personnel, operating and capital budgets. All other additions or expansions of expenditures will be implemented

Operating Budget Policies-Continued

provided there is a trade off with other expenditures or certification of new revenue sources prior to adoption of the budget.

5. Non mandated funding will be restricted to programs that enhance economic development or which are deemed necessary to supplement support services as provided by the County.
6. The County will pay for current expenditures with current resources as required by Article XI, Section 7 of the State's Constitution, and by Articles 111.091 through 111.093 of the *Texas Revised Civil Statutes*.
7. The Court will aggressively seek and encourage cooperation between local governmental entities; support efforts of increased efficiency in planning and funding of discretionary community projects; identify and eliminate duplicate services and related costs and encourage community and business involvement in improving services to the citizenry of the County.
8. In addressing future goals and objectives, the County will continually formulate and maintain revenue trends and expenditure forecasts at a minimum five years ahead of the current fiscal year. For the most part, future projections will be based on prior year actuals and projected future economic indicators such as the rate of inflation, growth, the local economy, national and international factors affecting the El Paso border region and other relevant known factors.
9. Within the next year, the County of El Paso will address various computerized financial applications in order to prepare itself for the year 2000. Additionally, over the next five years, the County will actively evaluate options of computerization such as networking various functions which are now totally reliant on mainframe computerization. This process will entail much analysis at the individual department level and may impact the budget spanning numerous years and possibly result in the issuance of debt. The overall objective is to utilize current technology in order to take advantage of the cost efficiencies of such systems as compared to the costs of maintenance of the present mainframe systems. This fits into the overall objective to continually increase the efficiencies of County government, thereby reducing costs to the taxpayer.

Revenue Policies

The County will maintain a stable and diversified revenue system to protect it from short term fluctuations in any single revenue source by doing the following:

1. Establishing user fees and charges permitted by law at levels associated with the direct costs of providing those services including, when applicable, indirect costs. Furthermore, the County will annually evaluate fees and charges to assure that total costs are covered and will adjust accordingly to keep pace with the cost of providing those services;

Revenue Policies-Continued

2. Pursuing the enactment of new legislation, when deemed warranted, to permit changes in user fees and charges;
3. Aggressively collecting ad valorem property tax revenues including filing suits when permitted by the *Texas Property Tax Code*; and,
4. The operations of the road and bridge fund will be supported with vehicle registration fees and once each year all applicable fines and forfeitures will be transferred from the road and bridge fund to the general fund. In addition, excess road and bridge funds may also be appropriated and transferred to the general fund.

El Paso County will restrict its reliance on non-recurring revenue sources by:

1. Not allowing intergovernmental grant revenues to exceed 20 percent of the total operating budget.
2. Not allowing, in any one fiscal year, balancing of the general fund budget utilizing fund balance totaling more than 15 percent of the general fund appropriations while concurrently maintaining adequate reserves as defined by the County. For Example:

Fund Balance=\$15 Million
Adequate Reserves=5% of General Fund Budget
Adopted Budget=\$100 Million

$$\frac{\text{Fund Balance - Reserves}}{\text{Adopted Budget}} = \frac{\$15 - \$5}{100} = 10\%$$

3. Not allowing revenues generated by the levies of the sales and use taxes and ad valorem property taxes to exceed 65 percent of the total budgeted expenditures.

Transfers between funds, unless provided for with specific previously approved budgetary provisions, will only be made after approval by the Commissioners Court.

Budget Process

The budget material submitted to the Commissioners Court members will contain: (1) preliminary revenue estimates by major account, (2) operating and maintenance expenditures by object code, major expenditure categories, functionally related department and program summaries, and (3) debt service funds delineated by individual bond issue detailing principal, interest and reserves, if any.

The proposed budgetary material will contain schedules relating to: (1) proposed personnel staffing levels including individual salaries and associated fringe benefits, (2) equipment requests, (3)

Budget Process-Continued

ongoing capital projects, and (4) any information, data or analyses required by Commissioners Court.

Initial budget material will be submitted to Commissioners Court around June 1 of each year. Revenue estimates will not be provided until information required to compute the ad valorem property tax rate, in accordance with the truth-in-taxation legislation, is received from the El Paso Central Appraisal District (CAD) on July 25, or as soon thereafter as practical.

The proposed budgeted revenues will be provided by the county auditor pursuant to the *Texas Local Government Code*.

El Paso County will formally approve and adopt the annual operating budget as close to October 1 of each year as possible, usually, the earliest being at the first regularly scheduled meeting of the Commissioners Court as prescribed by law.

Interim monthly budget and financial reports will be prepared by the county auditor's office and submitted to Commissioners Court pursuant to the *Texas Local Government Code*. These interim reports show the budget and financial status and trends throughout the budget.

County budgetary procedures will focus on identifying district functions and activities of county government and allocation of resources to adequately perform these functions and activities at a defined level of service.

All amendments to the approved appropriations will require written request and justification for transfer from the respective department head or elected official. Only Commissioners Court has authority to approve budget amendments. Approved budget amendments resulting in a new appropriation must be recorded prior to expenditure against such appropriation.

Commissioners Court may, at any time and for any duration, institute a freeze on hiring, promotions, transfers, operating expenditures and capital equipment purchases as deemed financially necessary and appropriate. If such action is taken, Commissioners Court may make exceptions on a case-by-case basis as deemed necessary in the particular circumstances.

Accounting, External and Internal Auditing, and Financial Planning

The county auditor's office will continue to maintain the County's financial records on a basis that is compatible with the guidance and generally accepted accounting principles and standards that have been promulgated by the Governmental Accounting Standards Board for local governments.

Pursuant to the *Texas Local Government Code*, §§ 111.091, 111.092 and 114.025, interim monthly and comprehensive annual financial reports will be issued by the county auditor's office. These reports will summarize the County's financial transactions by fund and department. Also, actual

Accounting, External and Internal Auditing, and Financial Planning-Continued

revenues and actual expenditures will be monitored and compared to the associated budgeted amounts.

Pursuant to the *Texas Local Government Code, § 115.045*, once each fiscal year, the Commissioners Court will engage a disinterested Certified Public Accounting firm to conduct a comprehensive external audit of all books, records and accounts of the County. The external audit will cover all matters relating to the fiscal affairs of the County.

The Commissioners Court will continue to identify and refer business matters for analysis to boards, committees, consultants or staff, in order to improve the effectiveness and efficiency of services and activities of the County.

Cost versus benefits studies will be made, when deemed appropriate by Commissioners Court, on non-recurring expenditures and capital projects.

In accordance with provisions contained in the *Texas Local Government Code, §§ 111.091, 111.092, 114.025 and 115.045*, full disclosures will continue to be provided in the comprehensive annual financial reports, budget reports and bond representations.

The county auditor's staff will continually conduct internal audits throughout the County that are designed to strengthen internal accounting and budgeting controls and to protect the County' assets.

Personnel Policies

At the present time, the County does not have any definitive policy or plan allowing for progressive advancement within pay levels for the various job classifications of the county with the exception of sheriff deputies and detention officers which follow a compensation plan in compliance with an approved collective bargaining agreement.

The Court will actively pursue the reduction of employee turnover in the County and institute a salary plan in order to encourage career employment with the County to maintain the County's valuable employee workforce. The Commissioners Court will study this situation and coordinate efforts researching possible alternative solutions for consideration by the Court. The Court will actively pursue establishment of a system of defining progressive levels within job classes. Furthermore, the Court will provide a system of fair compensation to employees based on set performance measures. Any such system, will be an issue to be addressed during budgetary hearings and funded accordingly as soon as financially practical. Until such time, the Court will continue to give cost-of-living increases when and in the amounts it deems appropriate.

At no time will the number of regular and temporary full-time and part-time employees on the payroll exceed the number of regular and temporary full-time and part-time employees on the manning table as approved by the Commissioners Court. All personnel actions will be in strict compliance with applicable State and Federal laws and county policies.

Personnel Policies-Continued

All additional positions, position upgrades, reclassifications and reorganizations will not be implemented without prior approval of Commissioners Court.

Overtime compensation payments may only be made to nonexempt employees at a rate of time and a half when overtime appropriations have been provided by the Commissioners Court.

A department head or elected official may, at their discretion, delete or downgrade positions. A reduction in workloads or technological advances may be among the reasons for taking these actions.

Reserve Policies

The County will maintain a nominal appropriated reserve to provide funding, by means of a formal budgetary amendment, for unforeseen emergencies that may develop throughout the year. **In this regard, it will be absolutely necessary for elected officials and department heads to oversee and control expenditures so that the departmental expenditures do not exceed the associated budgetary limits.**

Each fiscal year, the Court will establish four contingency reserves (Personnel, Maintenance and Operations, Equipment, and Professional Services) within the general fund account titled general and administrative. Each reserve, at a minimum, will be established at one quarter of one percent of the total general fund appropriations for any fiscal year. These funds will only be distributed by majority vote of the Commissioners Court.

The Court will make every effort to maintain an emergency reserve. This unbudgeted unreserved fund balance should, at a minimum, equal at least 5 percent, but not more than 10 percent, of the total general fund adopted operating budget in any one fiscal year. Maintenance of this reserve is only in the event of an unanticipated emergency, calamity, natural disaster or the loss or shortfall of a major revenue source. Additionally, working capital is essential to the County due to the fact that inflow from ad valorem property taxes, the major revenue source, does not become substantial until mid December or the third fiscal month. This reserve will be monitored periodically throughout the year. This reserve will be revised continuously during the budgetary process by the county auditor. The appropriateness of the County's unreserved fund balance will be periodically reviewed.

Insurance reserves and appropriations will be maintained in the budget at levels agreeable with the risk manager's recommendations. These reserves and appropriations will be designed to satisfactorily indemnify the County elected officials and department heads against losses.

In regard to reserves in capital projects, immediately after a capital project has been completed, residual unspent funds will be transferred, with Commissioners Court approval, to the respective debt service fund as a means of reduction of debt, or otherwise, as stated in the order issuing the

Reserve Policies-Continued

bonds. Project managers will notify the county auditor's office immediately upon completion of all projects in order to reduce the County's exposure to arbitrage rebate calculations, and actual rebate costs.

Fixed Assets and Capital Planning

The Commissioners Court will continually assess the County's capital needs and establish policies, procedures and plans to address infrastructure, fleet and general capital needs of the County in its budgetary process.

All purchases of items costing \$300 or more and having a useful life expectancy of at least one year will be reflected in the County's financial inventory. The county auditor's office will periodically reconcile the yearly inventory listing provided by the purchasing agent to the County's financial accounting records.

During each annual budgetary process, the Commissioners Court members will evaluate the County's inventory. After the evaluation is made, satisfactory financial arrangements will be made to either repair or replace depreciating items, as deemed necessary.

Capital expenditures for projects and equipment are budgeted by item and expenditures are made accordingly. Requests for unbudgeted equipment or projects must be submitted to the county auditor's office and subsequently approved by Commissioners Court prior to a purchase requisition being issued.

To reduce the County's overall expenditures, the purchasing agent will, wherever deemed appropriate, issue useable items placed in storage to departments and agencies requesting comparable new equipment.

The Court will evaluate the capital needs of the County during each budget cycle for fiscal budget impact and will update its present and future capital plan.

Debt Management Policies

The County will not, under any circumstances, use funds earmarked for payment of the current portion of long-term debt for current operations pursuant to Article XI, Section 7 and Article VIII, Section 9, of the Texas Constitution.

When the Commissioners Court makes a determination to issue bonds, the policies below will be followed.

1. New bonds issues will be amortized so that equal principal amounts will be retired each fiscal year. This will produce a total debt schedule with a declining yearly balance.

Debt Management Policies-Continued

2. Debt service appropriations in total will not exceed 35 percent of the total budget in any fiscal year.
3. The County's total bonded debt will never exceed 2 percent of the net valuation of taxable property values in El Paso County. The net valuation of taxable property is ascertained by the El Paso Central Appraisal District.
4. Bond financing arrangements will be restricted to capital improvement projects which cannot be feasibly funded with current revenues and reserves.
5. The term of bonds will not exceed the useful life expectancy of the capital project or equipment for which the borrowing was done.

The Commissioners Court will make a diligent effort to coordinate planning, issuing and timing of bonds issues with the overlapping jurisdictions in the County.

Cash Management and Investments Policies

All county funds received by the treasury division will be deposited on the same day received in order to optimize the County's cash flow, liquidity and interest earnings. Receipt and disbursement of funds will be performed in compliance with applicable provisions of the *Texas Local Government Code*.

In accordance with Commissioners Court authorization and approval and the State's pertinent legal provisions, the county auditor will serve as the County's investment officer. The County's investible monies will be aggressively invested, at least once each working day, in a way that generates the most interest income for the County, while at the same time, maintains diversification of investments with the paramount consideration being **safety** at all times.

Pursuant to the *Texas Local Government Code*, Commissioners Court will approve and maintain a written investment policy. The investment policy will, among other topics, address the parameters of maximizing rates of return, liquidity, safety, prudence and diversification. The County will issue quarterly investment reports in a timely manner.

Strategies and Plans

County strategies and plans will be integrated into all departmental budgets to ensure unified efforts within county government to achieve the goals and objectives of the County. These are guidelines which demonstrate the steps undertaken in order to meet the objectives of the County without negatively impacting other goals within the County. Performance measures and productivity indicators will be integrated into all departmental budget requests. The County's strategies and plans are guidelines necessary in order to allow the Commissioners Court and the citizens of El Paso County a means of evaluating County government's efficiency and effectiveness in utilizing taxpayer dollars in achieving its goals and objectives.

Objectives of the County of El Paso

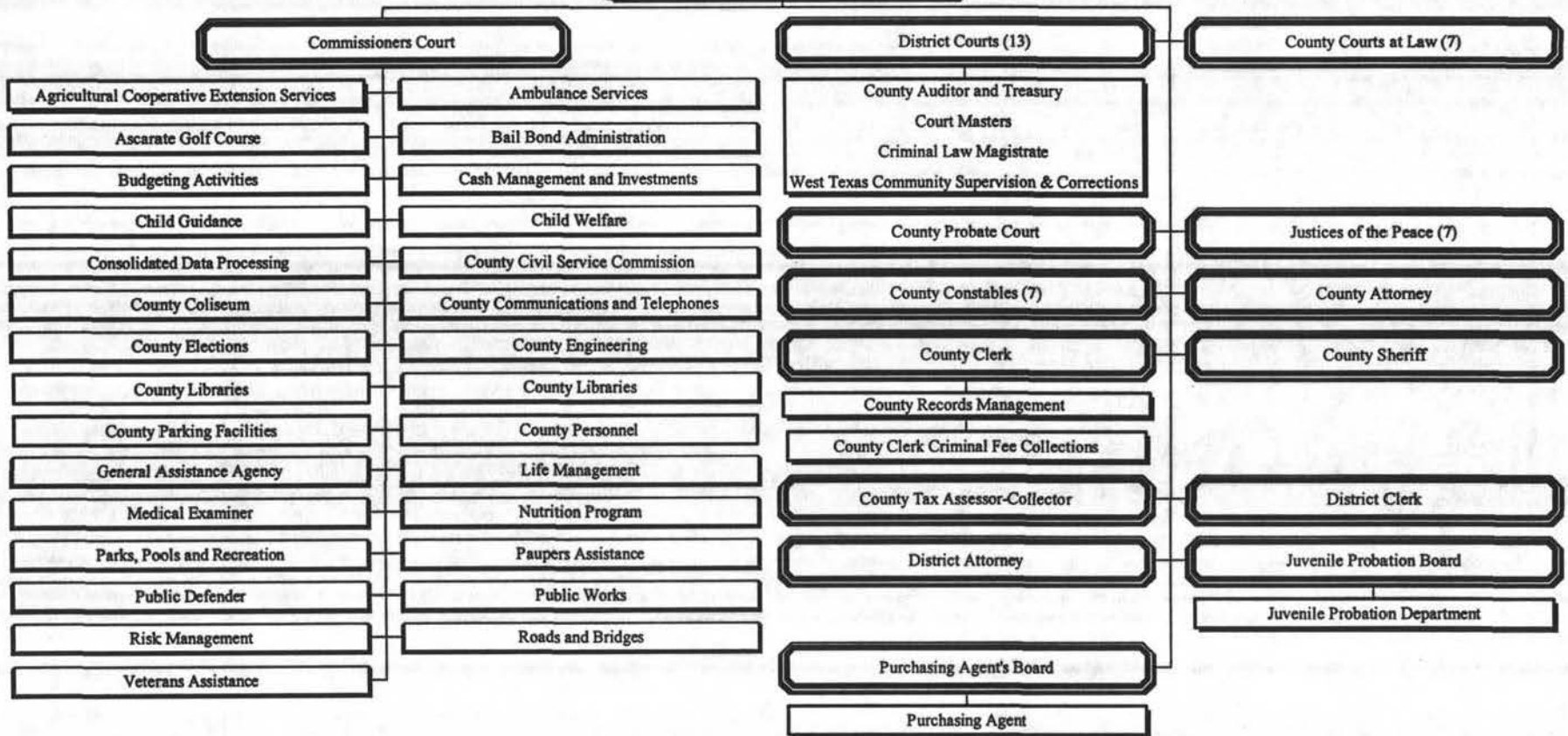
- To listen to the concerns of Citizens of El Paso County
- Enhancement of the quality life for all citizens
- Effective and efficient County Government
- Providing responsive services
- Addressing and meeting community needs
- Enhancement of regional economic development
- Support of the Judiciary and Public Safety
- Provide community development
- Providing transportation in rural areas of the County
- Maintenance of adequate unbudgeted fund balance reserves
- Improved County bond ratings and thus reduce future costs
- Enhancing environmental safety
- Increased efficiencies without increasing costs to taxpayers
- Financial stability at a minimal cost to the taxpayer
- Reducing taxes by identifying new revenue sources
- Increasing community participation in county government

COUNTY OF EL PASO, TEXAS

Organizational Chart

As of October 1, 1998

Voters of El Paso County



Organization by Function

Administration of Justice

District Courts
Council of Judges Administration
6th Administrative Judicial Region
Family Courts

Criminal Law Magistrates
County Courts at Law
County Probate Court
Public Defender
Justices of the Peace
8th Court of Appeals
District Attorney
County Attorney
County Attorney - Bond Forfeitures
County Attorney (RETGH - Legal)

Health and Welfare

City-County Health Unit
On Site Sewage Inspections
Medical Examiner
General Assistance
Child Welfare
Life Management
Charities
Mental Health
Animal Control
Shelter for Battered Women
Retired Senior Volunteer Program
Foster Grandparent Program
Project Amistad
Veteran's Assistance

General Government

Commissioners Court
County Auditor and Treasury
Purchasing
County Clerk
District Clerk
Data Processing
Elections
Facilities Management
Communications
Tax Assessor-Collector
Parking Garage Maintenance and Operations
Risk Pool Board Operations
County Solid Waste Disposal



Resource Development

Agriculture Co-Op Extension
Industrial Development

Public Safety

County Detention Facility
Sheriff - Law Enforcement
Jail Annex
Courthouse Security
Ambulance Service
West Texas Community Supervision
and Corrections
Juvenile Detention/Probation
Constables
Emergency Management

Culture and Recreation

Ascarate Regional County Park
Ascarate Golf Course
Coliseum
Swimming Pools
Rural Parks
County Law Library
County Library
Community Centers

County of El Paso, Texas
Directory of Principal Officials
As of October 1, 1998

Commissioners Court (The Governing Body)

Charles W. "Chuck" Mattox, County Judge
Charles C. Hooten, County Commissioner, Precinct Number 1
Carlos Aguilar III, County Commissioner, Precinct Number 2
Miguel Teran, County Commissioner, Precinct Number 3
Daniel R. Haggerty, County Commissioner, Precinct Number 4

The Council of Judges

William E. Moody, Local Administrative Judge, 34th Judicial District
Sam M. Paxson, District Judge, 210th Judicial District
José J. Baca, District Judge, 346th Judicial District
Mary Anne Bramblett, District Judge, 41st Judicial District
Robert Dinsmoor, District Judge, 120th Judicial District
Philip R. Martinez, District Judge, 327th Judicial District
Guadalupe Rivera, District Judge, 168th Judicial District
Kathleen Olivares, District Judge, 205th Judicial District
David Guaderrama, District Judge, 243rd Judicial District
Alfredo Chavez, District Judge, 65th Judicial District
Patrick M. Garcia, District Judge, 384th Judicial District
W. Reed Leverton, District Judge, 383rd Judicial District
Bonnie Rangel, District Judge Elect, 171st Judicial District
Herbert E. Cooper, Judge, County Court at Law Number 5
Kitty Schild, Judge, County Court at Law Number 4
Javier Alvarez, Judge, County Court at Law Number 3
Richard Herrera, Judge County Court at Law Number 1
Sue Kurita, County Court at Law Number 6
Julie Gonzalez, Judge, County Court at Law Number 2
Peter S. Peca, County Court at Law Number 7
Max Higgs, Judge, County Probate Court

Other Principal Officials

José R. Rodríguez, County Attorney
Edward A. Dion, County Auditor
Hector Enriquez, County Clerk
Piti Vasquez, County Purchasing Agent
Leo Samaniego, County Sheriff
Victor Flores, County Tax Assessor and Collector
Jaime Esparza, District Attorney
Edelmira Rubalcaba, District Clerk
Mary Jo Lee, Personnel Director
Maria Clara Hernandez, Public Defender

County of El Paso, Texas

Synopsis of Budgeted Funds

Alternative Dispute Resolution Center Fund - This fund is utilized to account for those revenues generated from the filing fees on civil cases and disbursed to the Rio Grande Council of Governments, a private organization contracted by the County to resolve civil matters outside of the Court System.

Ascarate Park Improvements - This fund is used to account for receipts generated through the park and disbursements related to park improvements.

Capital Projects Fund - This fund accounts for financial resources to be used for the acquisition or construction of major capital projects (other than those financed with Trust and Proprietary Funds).

Coliseum Tourist Promotion Fund - This fund is used to account for the receipts and disbursements relating to tourist promotion at the County Coliseum.

Commissary Inmate Profit Fund - This fund is used to account for the receipts and disbursements relating to the inmate commissary at the County Detention Facility. These funds are restricted for the benefit of the inmates.

Continuing Legal Education Fund - This fund is used to account for fees collected and payments for services in regards to continuing legal education requirements of attorneys coordinated by the public defender's office.

County Tourist Promotion Fund - This fund is used solely for the purpose of accounting for receipts and expenditures related to the promotion of tourism in the County of El Paso.

County Law Library Fund - This fund is utilized to account for receipts of law library fees and the disbursement relating to the maintenance and operations of the County Law Library.

County Clerk Records Management and Preservation Fund - This fund is used to account for the receipts and disbursements relating to the County Clerk's records management and preservation program.

County Attorney Labor Disputes Fund - This fund is used to account for receipts and disbursements related to labor disputes.

County Attorney Commissions Fund - This fund accounts for commissions on settlement of cases handled by the County Attorney as provided by law.

County of El Paso, Texas

Synopsis of Budgeted Funds

Court Reporter Service Fund - This fund is used to account for fees collected and disbursements made for court reporter services.

Courthouse Security Fund - This fund is utilized to account for fees provided by law charged for the filing of certain documents within the County and is restricted to expenditures of providing security of county facilities, mainly the County Courthouse.

Debt Service Fund - This fund is utilized to account for the accumulation of resources for the payment of general long-term debt principal and interest.

District Attorney 10% Drug Forfeiture Fund - This fund accounts for funds obtained through criminal asset forfeitures by the District Attorney's office of which ten percent by law is required to be deposited into this special account for drug abuse treatment and prevention purposes.

Enterprise Fund - This fund is used to account for operations that are financed and operated in a manner similar to private business enterprises, where the costs of providing services to the general public will be financed through user charges on a continuing basis.

Fabens Airport Fund - This fund is utilized to account for airport revenues and expenditures.

General Fund - The General Fund is used to account for all financial resources not required to be accounted for in another fund.

Grants - This fund is used to account for specific grant revenue sources that are legally restricted to expenditures for specific purposes by Federal, State, or local contract.

Records Management and Preservation Fund - This fund is used to account for the receipts and disbursements relating to the County's records management and preservation program other than that of the County Clerk.

Road and Bridge Fund - This fund is utilized for the purpose of accounting for activities relating to the construction and maintenance of county roads.

Sheriff's Auction Proceeds Fund - This fund is utilized to account for the receipt and disbursement of funds obtained from proceeds of auctions of abandoned property within the County.

County of El Paso, Texas

Synopsis of Budgeted Funds

Sheriff's Law Enforcement Officers Special Education Fund - This fund is used to account for receipts and disbursements relating to the continuing education of the Sheriff's officers.

Special Revenue Funds - Special Revenue funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specific purposes.

Tourist and Convention Fund - This fund is used to account for the receipt of hotel occupancy taxes collected in the County. These funds are provided to the City of El Paso by inter-local agreement for tourism expenditures of the Tourist and Convention Bureau.

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - All Funds With comparative actuals and budgets

The schedule below depicts revenues(sources) and expenditures(uses) of all Governmental Funds included in the County's operating budget. The budget reflects an overall decrease from the ending FY98 budget mainly due to timing differences relating to construction projects and intergovernmental grant revenues. The County's sources of revenue in the order of major significance are property and sales taxes, followed by charges for services and fines and for Expenditures increased due to two new issues of bonds that were sought during fiscal year 1998. Encumbrances reflected below relate to outstanding obligations of the County as of the end of the fiscal year for which goods or services were requisitioned but not yet paid. These encumbrances along with related budget amounts are carried forward into the new fiscal year and accordingly reduce the fund balance of each respective fund.

	Actual Sources and Uses		Changes		Operating Budgets		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Revenues (Sources):								
Taxes	\$70,758,936	\$74,655,373	\$3,896,437	5.51%	\$71,389,114	\$80,073,178	\$8,684,064	12.16%
Licenses and Permits	165,123	153,323	(11,800)	-7.15%	184,000	160,000	(24,000)	-13.04%
Intergovernmental	14,555,224	15,586,344	1,031,120	7.08%	25,959,129	1,845,912	(24,113,217)	-92.89%
Charges for Services	22,002,154	24,456,222	2,454,068	11.15%	22,459,822	25,237,179	2,777,357	12.37%
Fines and Forfeits	3,025,849	4,343,722	1,317,873	43.55%	2,239,800	2,949,000	709,200	31.66%
Interest	3,130,326	3,425,351	295,025	9.42%	1,762,133	2,153,625	391,492	22.22%
Miscellaneous Revenues	2,676,877	3,295,238	618,361	23.10%	2,264,957	1,984,752	(280,205)	-12.37%
Other Financing Sources	14,695,720	54,641,171	39,945,451	271.82%	53,939,592	3,121,100	(50,818,492)	-94.21%
Total Revenues and Other Financing Sources	131,010,209	180,556,744	49,546,535	37.82%	180,198,547	117,524,746	(62,673,801)	-34.78%
Residual Equity Transfers-In		35	35	100.00%				
Beginning Fund Balances and Retained Earnings	53,900,358	40,006,440	(13,893,918)	-25.78%	40,006,440	57,378,014	17,371,574	43.42%
Total Available Resources	\$184,910,567	\$220,563,219	\$35,652,652	19.28%	\$220,204,987	\$174,902,760	(\$45,302,227)	-20.57%
Expenditures (Uses):								
General Government	\$17,292,167	\$18,130,107	\$837,940	4.85%	\$20,095,239	\$24,054,818	\$3,959,579	19.70%
Administration of Justice	18,527,934	19,441,337	913,403	4.93%	23,642,058	18,107,845	(5,534,213)	-23.41%
Public Safety	37,349,487	43,220,860	5,871,373	15.72%	50,557,195	46,683,936	(3,873,259)	-7.66%
Health and Welfare	7,564,195	8,819,951	1,255,756	16.60%	10,159,279	5,855,345	(4,303,934)	-42.36%
Community Services	807,061	551,692	(255,369)	-31.64%	1,909,246		(1,909,246)	-100.00%
Resource Development	1,854,502	1,693,940	(160,562)	-8.66%	1,866,177	1,971,819	105,642	5.66%
Culture and Recreation	2,683,142	2,849,810	166,668	6.21%	3,438,675	4,196,110	757,435	22.03%
Public Works	3,271,616	3,154,488	(117,128)	-3.58%	4,321,908	3,908,048	(413,860)	-9.58%
Capital Outlays	36,027,540	20,445,872	(15,581,668)	-43.25%	60,568,722	1,730,482	(58,838,240)	-97.14%
Debt Service:								
Principal	6,383,073	6,773,901	390,828	6.12%	6,772,624	8,990,440	2,217,816	32.75%
Interest	7,257,739	7,159,053	(98,686)	-1.36%	7,269,247	8,204,421	935,174	12.86%
Other Debt Related Costs	310,736	25,705,937	25,395,201	8172.60%	25,705,942		(25,705,942)	-100.00%
Other Financing Uses	5,574,935	5,238,222	(336,713)	-6.04%	4,541,808	5,164,563	622,755	13.71%
Total Expenditures and Other Financing Uses	144,904,127	163,185,170	18,281,043	12.62%	220,848,120	128,867,827	(91,980,293)	-41.65%
Residual Equity Transfers-Out		35	35	100.00%				
Encumbrances						11,923,144	11,923,144	100.00%
Retained Earnings		201,383	201,383	100.00%		201,383	201,383	100.00%
Ending Fund Balances	40,006,440	57,176,631	17,170,191	42.92%	(643,133)	33,910,406	34,553,539	-5372.69%
Total Fund Balances and Retained Earnings	40,006,440	57,378,014	17,371,609	43.42%	(643,133)	34,111,789	34,754,922	-5404.00%
Total Expenditures, Appropriations, Fund Balances and Retained Earnings	\$184,910,567	\$220,563,219	\$35,652,652	19.28%	\$220,204,987	\$174,902,760	(\$45,302,227)	-20.57%

Note: The budget difference between estimated revenues and appropriations represents designated fund balance.

County of El Paso, Texas

Budget Summary - By Fund

For Fiscal Year 1999
As of October 1, 1998

	General Fund	Special Revenue	Grants	Debt Service	Capital Projects	Enterprise Fund	Grand Totals
Estimated Revenues (Sources):							
Taxes	\$62,014,531	\$1,687,500		\$16,371,147			\$80,073,178
Licenses and Permits	160,000						160,000
Intergovernmental	1,643,546	39,000	\$163,366				1,845,912
Charges for Services	16,837,600	7,980,000				\$419,579	25,237,179
Fines and Forfeits	2,949,000						2,949,000
Interest	1,650,000	134,000			\$369,625		2,153,625
Miscellaneous Revenues	1,645,812	295,840	43,100				1,984,752
Other Financing Sources	2,105,070		1,016,030				3,121,100
Total Estimated Revenues and Other Financing Sources	89,005,559	10,136,340	1,222,496	16,371,147	369,625	419,579	117,524,746
Beginning Fund Balances and Retained Earnings	22,331,848	4,231,503	2,728,389	1,392,240	26,210,886	483,148	57,378,014
Total Available Resources	\$111,337,407	\$14,367,843	\$3,950,885	\$17,763,387	\$26,580,511	\$902,727	\$174,902,760
Appropriations (Uses):							
General Government	\$22,762,578	\$1,292,240					\$24,054,818
Administration of Justice	17,876,678	231,167					18,107,845
Public Safety	46,634,936	49,000					46,683,936
Health and Welfare	4,632,849		\$1,222,496				5,855,345
Community Services							
Resource Development	480,569	1,491,250					1,971,819
Culture and Recreation	1,946,420	2,249,690					4,196,110
Public Works		3,615,090				\$292,958	3,908,048
Capital Outlays	8,164	777,833			\$944,485		1,730,482
Debt Service:							
Principal				\$8,930,440		60,000	8,990,440
Interest				8,137,800		66,621	8,204,421
Other Financing Uses	3,058,193	2,106,370					5,164,563
Total Appropriations and Other Financing Uses	97,400,387	11,812,640	1,222,496	17,068,240	944,485	419,579	128,867,827
Encumbrances	2,337,320	609,321			8,976,503		11,923,144
Ending Fund Balances and Retained Earnings						201,383	201,383
Earnings	11,599,700	1,945,882	2,728,389	695,147	16,659,523	281,765	33,910,406
Total Appropriations, and Fund Balances	\$111,337,407	\$14,367,843	\$3,950,885	\$17,763,387	\$26,580,511	\$902,727	\$174,902,760

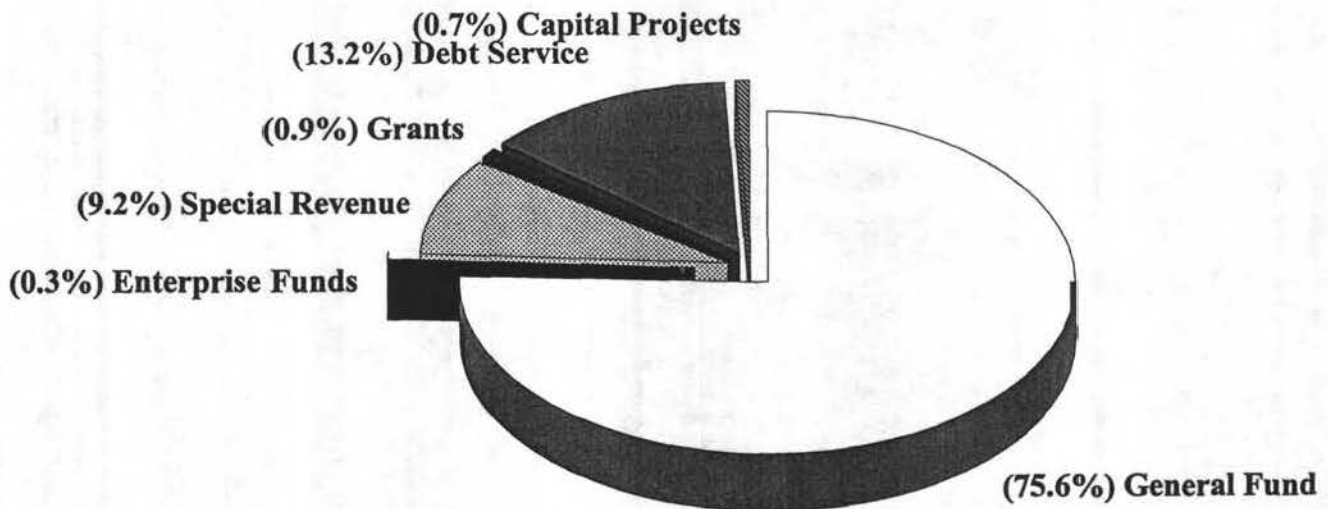
Note: The budget difference between estimated revenues and appropriations represents designated fund balance.

County of El Paso, Texas

Budget Summary for Fiscal Year 1999 and 1998 Appropriations and Encumbrances By Fund and Category

Category	General Fund	Special Revenue	Grants	Debt Service	Capital Projects	Enterprise Fund	Grand Totals
Fiscal Year 1999							
Personnel	\$65,853,573	\$2,850,929	\$681,601				\$69,386,103
Operating	31,538,650	8,183,878	540,895	\$17,068,240		\$419,579	57,751,242
Capital	8,164	777,833			\$944,485		1,730,482
Total budgets	97,400,387	11,812,640	1,222,496	17,068,240	944,485	419,579	128,867,827
Encumbrances	2,337,320	609,321			8,976,503		11,923,144
Grand Totals	<u>\$99,737,707</u>	<u>\$12,421,961</u>	<u>\$1,222,496</u>	<u>\$17,068,240</u>	<u>\$9,920,988</u>	<u>\$419,579</u>	<u>\$140,790,971</u>
Fiscal Year 1998							
Personnel	\$60,909,403	\$2,558,151	\$8,600,704				\$72,068,258
Operating	28,338,123	6,964,070	7,246,382	\$39,688,567		\$632,093	82,869,235
Capital	1,602,130	780,258	4,443,919		\$34,334,613	14,631,408	55,792,328
Total budgets	90,849,656	10,302,479	20,291,005	39,688,567	34,334,613	15,263,501	210,729,821
Encumbrances	4,770,328	571,577			4,776,394		10,118,299
Grand Totals	<u>\$95,619,984</u>	<u>\$10,874,056</u>	<u>\$20,291,005</u>	<u>\$39,688,567</u>	<u>\$39,111,007</u>	<u>\$15,263,501</u>	<u>\$220,848,120</u>
		(100004)					
Change in budgets	<u>\$6,550,731</u>	<u>\$1,510,161</u>	<u>(\$19,068,509)</u>	<u>(\$22,620,327)</u>	<u>(\$33,390,128)</u>	<u>(\$14,843,922)</u>	<u>(\$81,861,994)</u>
Percentage changes	<u>7.21%</u>	<u>14.66%</u>	<u>-93.98%</u>	<u>-56.99%</u>	<u>-97.25%</u>	<u>-97.25%</u>	<u>-38.85%</u>
Encumbrance changes	<u>(\$2,433,008)</u>	<u>\$37,744</u>			<u>\$4,200,109</u>		<u>\$1,804,845</u>
Percentage changes	<u>-51.00%</u>	<u>6.60%</u>			<u>87.93%</u>		<u>17.84%</u>

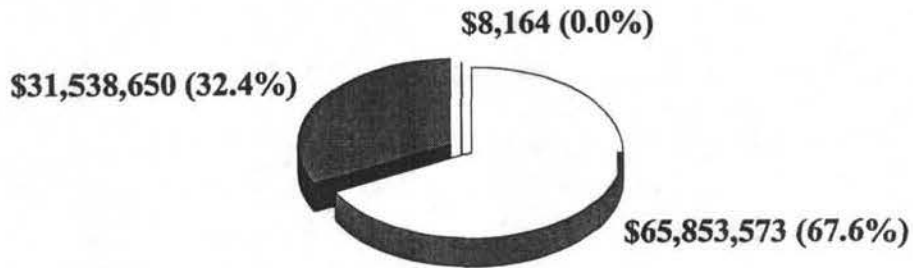
All Funds as a Percentage of the Total FY 1999 Budget



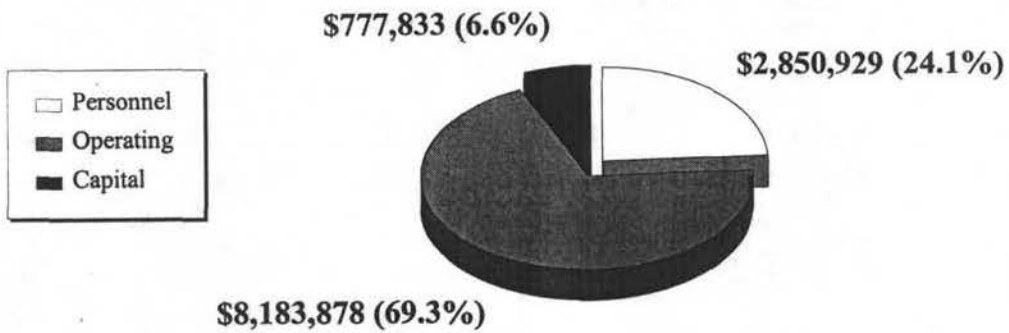
County of El Paso, Texas

Graphic Budget Summary for Fiscal Year 1999 Appropriations By Fund and Category

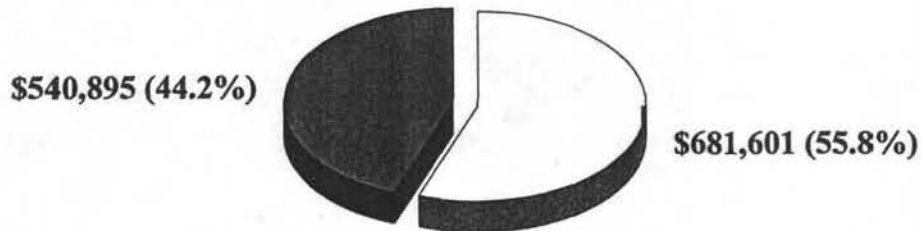
General Fund



Special Revenue



Grants



County of El Paso, Texas

Summary of Budgeted Interfund Transfers

Fund	Index	Title	Amount
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Interfund transfers represent shifting of funds from one fund to another to serve as alternative sources of funding. The majority of transfers pertain to County matching of funds for Federal and State grants. As shown below, the most significant transfer amount is the transfer from the Road and Bridge Fund to the General Fund.

Transfers In

General Fund	GADMINGF	General Fund	\$2,005,070
Grant Fund	NUTRITION99	Nutrition 99	750,000
Grant Fund	CHILDPROT99	Child Protective Services 99	266,030
Total Transfers In			\$3,021,100

Transfers Out

Special Revenue	ROADBRIDGES	Road and Bridge	\$1,620,070
Special Revenue	SECURITY	Courthouse Security Fund	265,000
Special Revenue	COURTREPORT	Court Reporter Service Fund	120,000
General Fund	NUTRITION	Nutrition Program-Match	750,000
General Fund	CHILDPROTEC	Child Protective Services-Match	266,030
Total Transfers Out			\$3,021,100

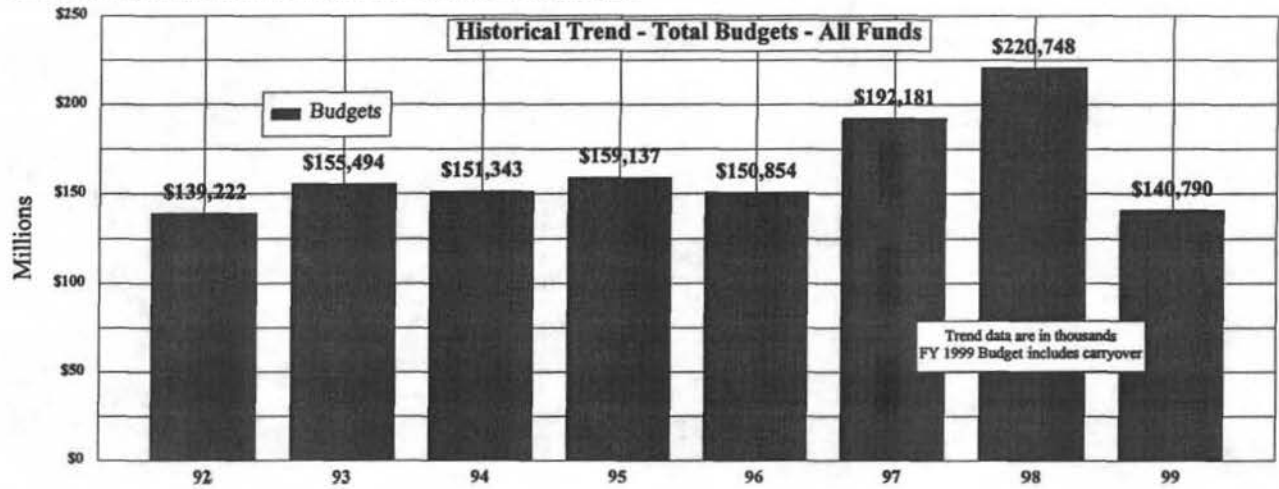
County of El Paso, Texas

Historical Budget Trends - Total Budget and by Fund (Amounts in thousands)

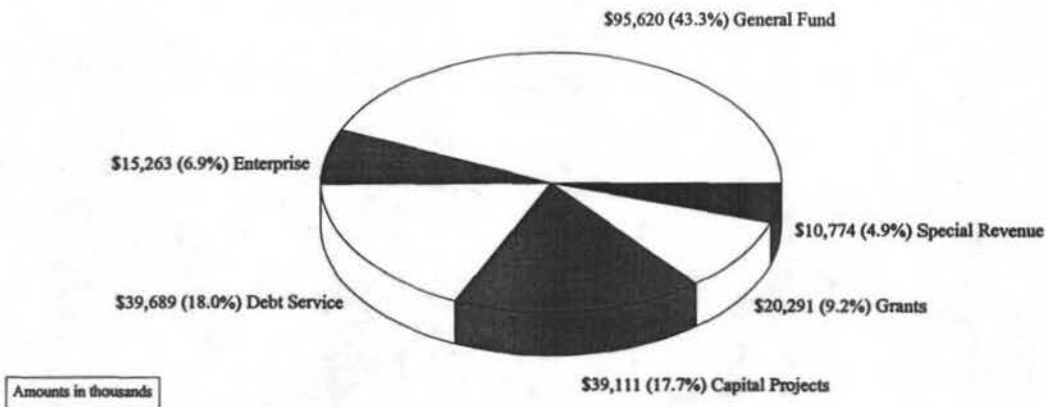
Fiscal Year Budgeted Appropriations

Fund	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98	FY 99
Operating Funds:								
General Fund	\$63,393	\$62,501	\$69,310	\$77,132	\$80,391	\$85,983	\$95,620	\$99,737
Special Revenue	7,555	9,516	8,917	8,666	10,649	11,836	10,774	12,422
Debt Service	41,269	16,837	19,987	13,760	13,738	13,641	39,689	17,068
Capital Projects	15,039	45,086	39,336	40,169	35,877	48,746	39,111	9,921
Other Funds:								
Enterprise	2,018	8,761				456	15,263	420
Grants	9,948	12,793	13,793	19,410	10,199	31,519	20,291	1,222
Total Budgets	\$139,222	\$155,494	\$151,343	\$159,137	\$150,854	\$192,181	\$220,748	\$140,790

Note: Carryover appropriations relating to prior year encumbrances are included for all years



Fiscal Year 1999 Operating Budget Appropriations - Total Budget (All Funds)

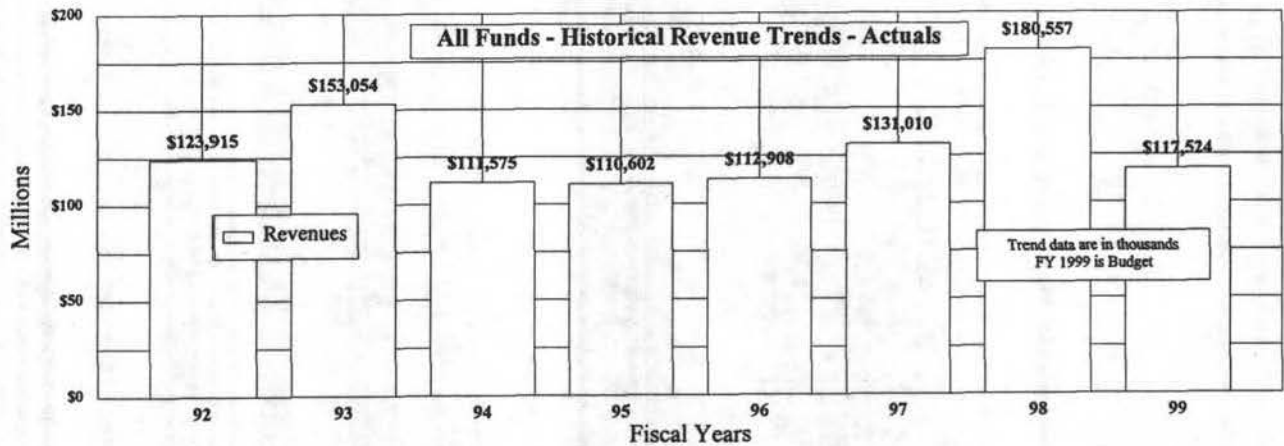


County of El Paso, Texas

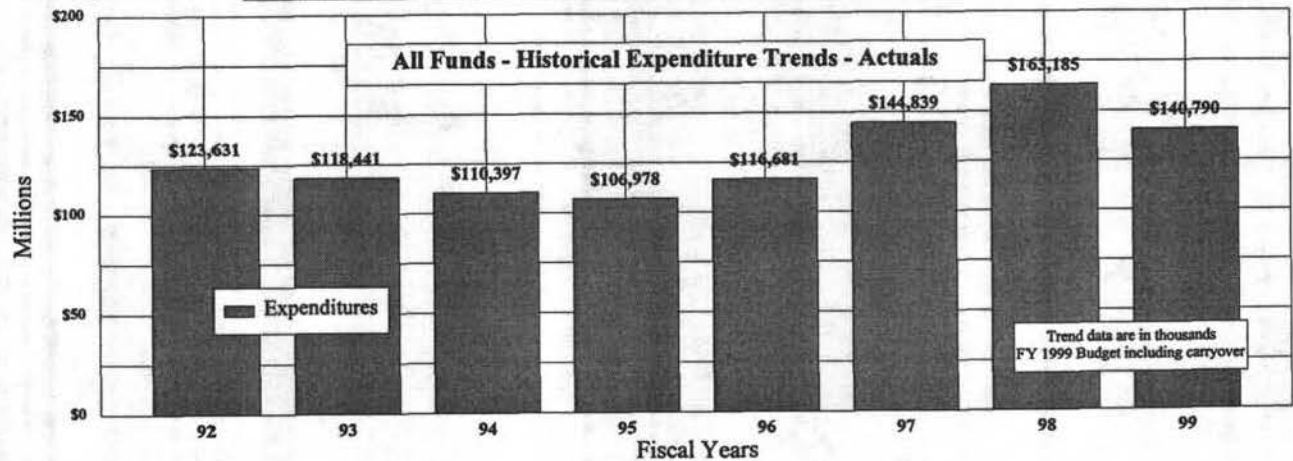
Historical Trends

(Amounts in thousands)

Fund	Comparative Prior Year Actual Revenues/Expenditures							Budget 1999
	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98	
Revenues and Other Sources								
Operating Funds:								
General Fund	\$60,075	\$63,748	\$68,936	\$70,567	\$73,201	\$82,554	\$88,427	\$89,005
Special Revenue	6,242	8,493	8,260	8,364	10,487	9,620	9,973	10,137
Debt Service	41,053	24,696	19,122	12,649	13,987	13,679	39,925	16,371
Capital Projects	5,646	36,554	4,487	7,673	2,488	12,346	27,401	369
Other Funds:								
Enterprise	942	8,923					4,076	420
Grants	9,957	10,640	10,770	11,349	12,745	12,811	10,755	1,222
Total Revenues	\$123,915	\$153,054	\$111,575	\$110,602	\$112,908	\$131,010	\$180,557	\$117,524



Fund	Comparative Prior Year Actual Revenues/Expenditures							Budget 1999
	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98	
Expenditures and Other Uses								
Operating Funds:								
General Fund	\$59,000	\$58,196	\$65,138	\$69,992	\$74,331	\$76,717	\$86,053	\$99,737
Special Revenue	6,616	7,733	7,464	7,161	8,651	10,786	9,030	12,422
Debt Service	41,168	24,549	19,888	13,613	13,738	13,641	39,665	17,068
Capital Projects	6,194	8,265	7,192	4,695	6,583	32,924	14,154	9,921
Other Funds:								
Enterprise	1,172	9,526					3,593	420
Grants	9,481	10,172	10,715	11,517	13,378	10,771	10,690	1,222
Total Expenditures	\$123,631	\$118,441	\$110,397	\$106,978	\$114,681	\$144,839	\$163,185	\$140,790



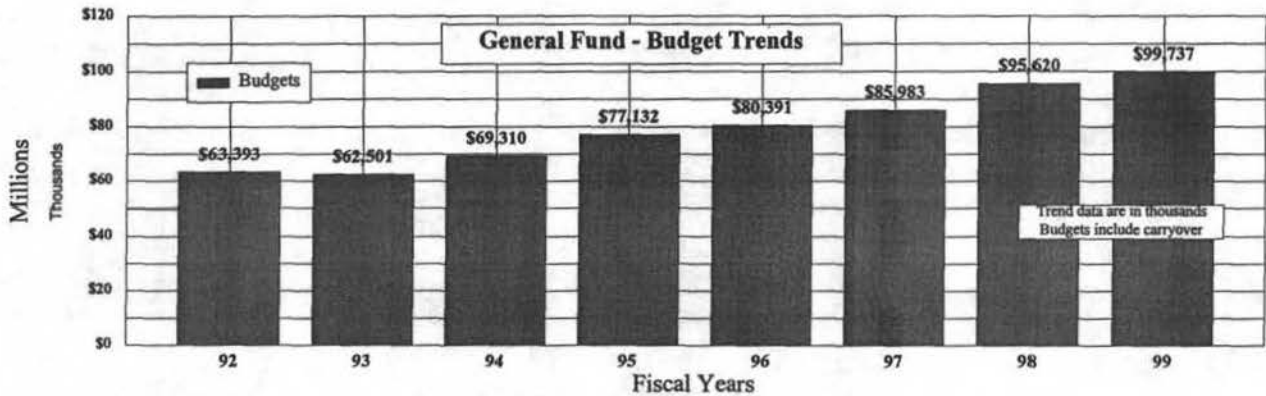
County of El Paso, Texas

Historical Trends (Amounts in thousands)

All Funds - Comparative Total Budget and Actual Trends

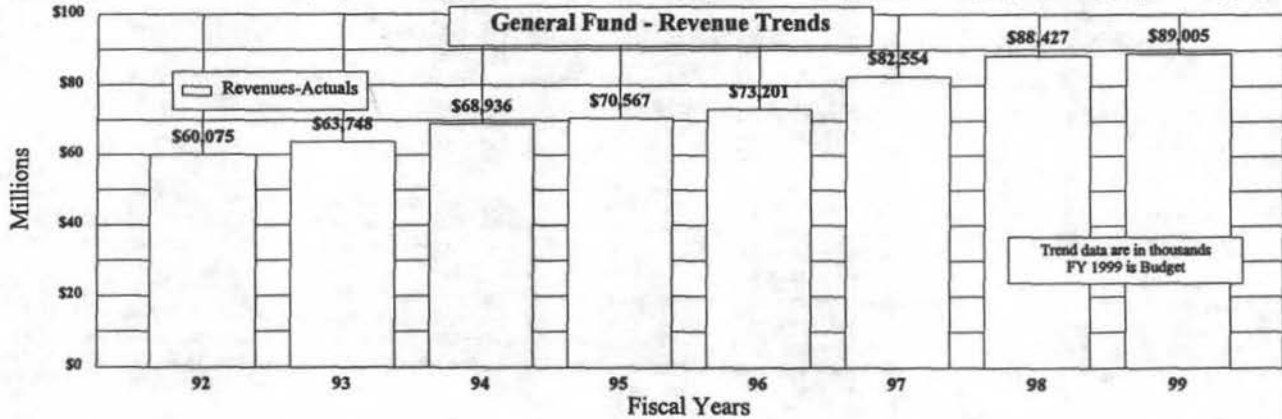


The significant gap between budgets and actuals relate mainly to the fact that the County of El Paso utilized significant amounts of designated fund equity to finance its operating budgets in prior years, specifically in the general fund. Additionally, capital projects budgets are established at the inception of the project and therefore funds are received at the inception of the projects and the budgets lapse and carry forward to cover expenditures until completion of the project. Unexpended capital project appropriations are carried forward and added to the adopted budget each subsequent budget year until completion of the project, therefore the appearance of yearly budgets is inflated by carryover projects. For a more accurate depiction of spending trends of the County of El Paso, see the actual expenditure trends graph preceding this graph. Also impacting on this gap is the local governments efforts to curb spending trends to less than budgeted amounts as exhibited on subsequent graphic depictions by fund.



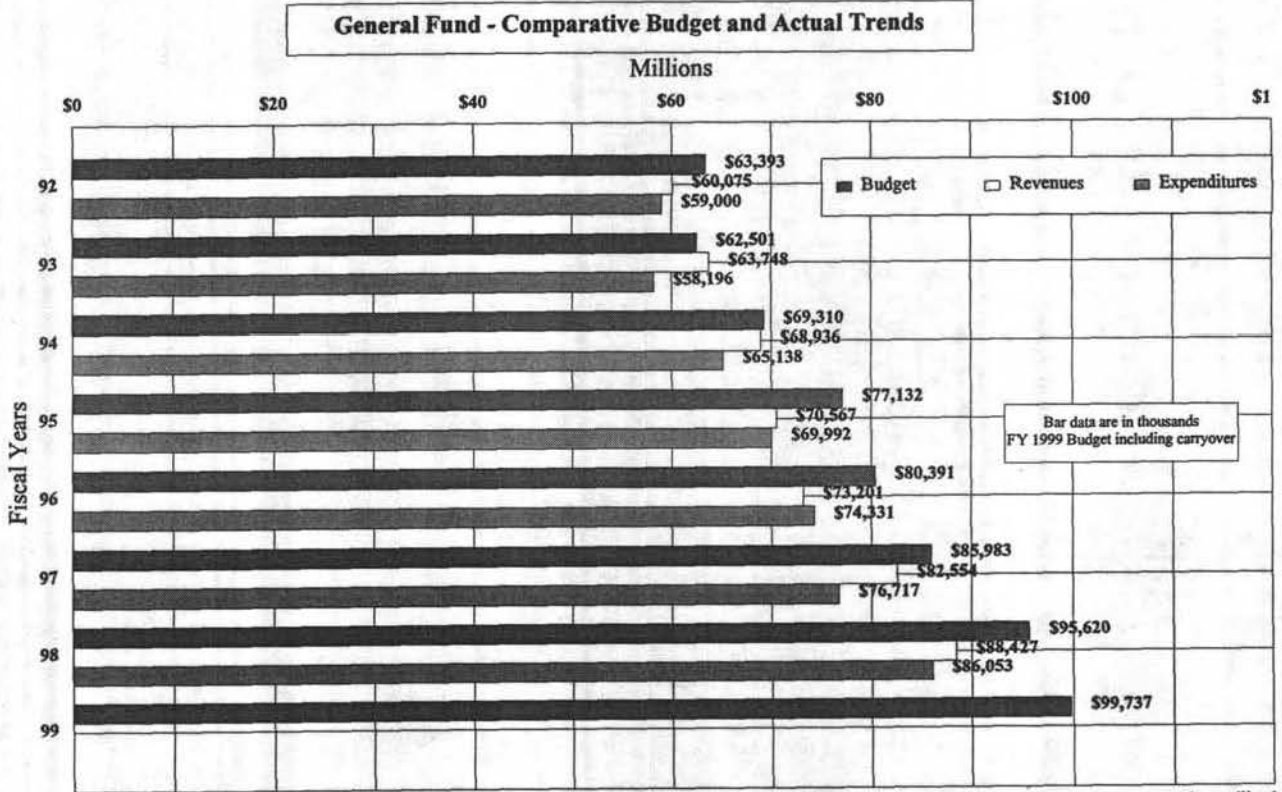
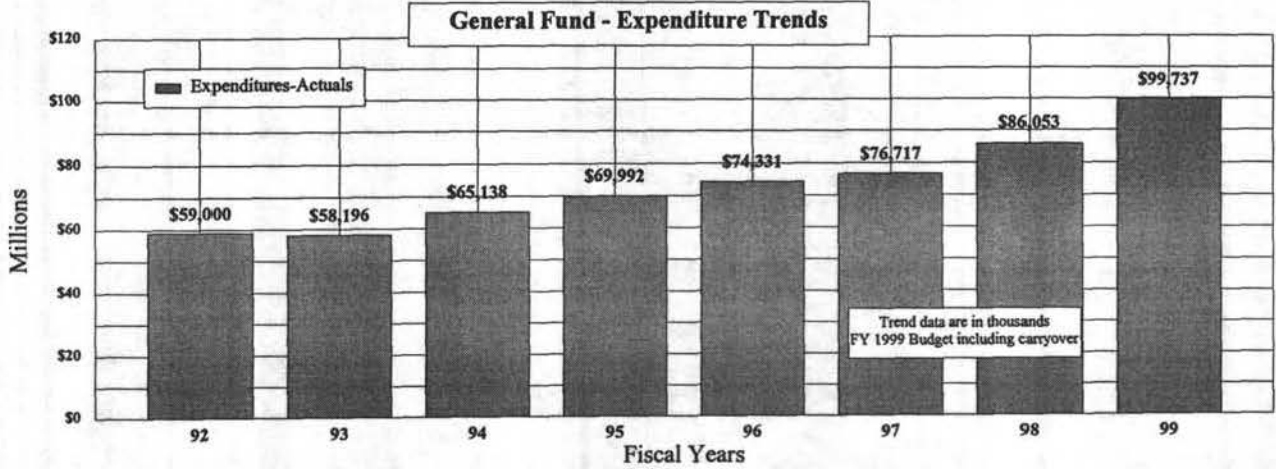
Note: The above bar graph of Budgets includes designation amounts of fund balance as follows:

Budgeted	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98	FY 99
General Fund	\$3,336,000	\$1,893,325	\$4,499,886	\$9,249,971	\$11,685,335	\$8,288,988	\$9,687,454	\$8,394,828



County of El Paso, Texas

Historical Trends (Amounts in thousands)

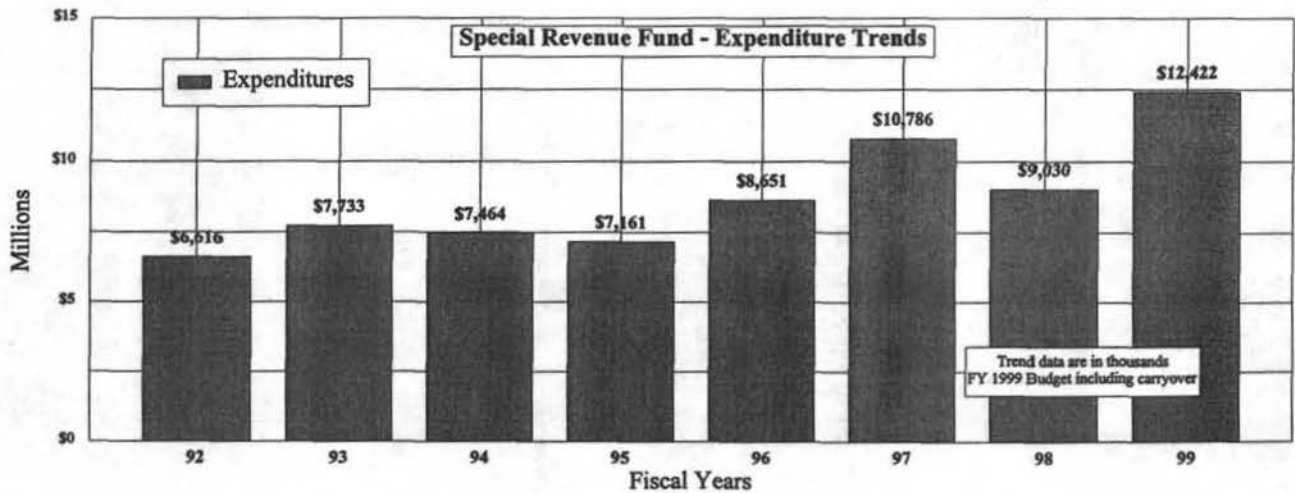
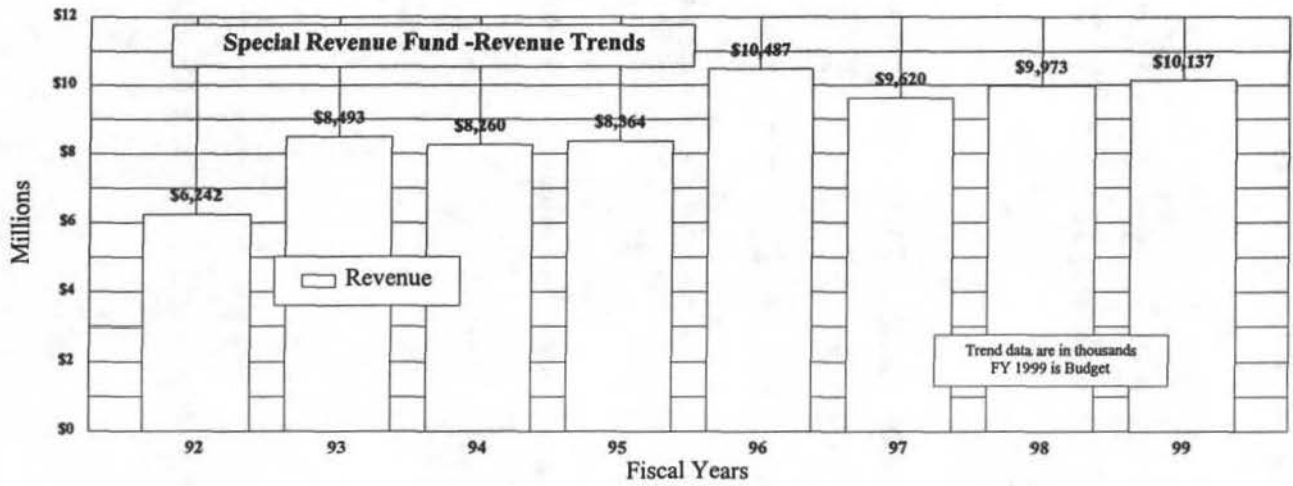
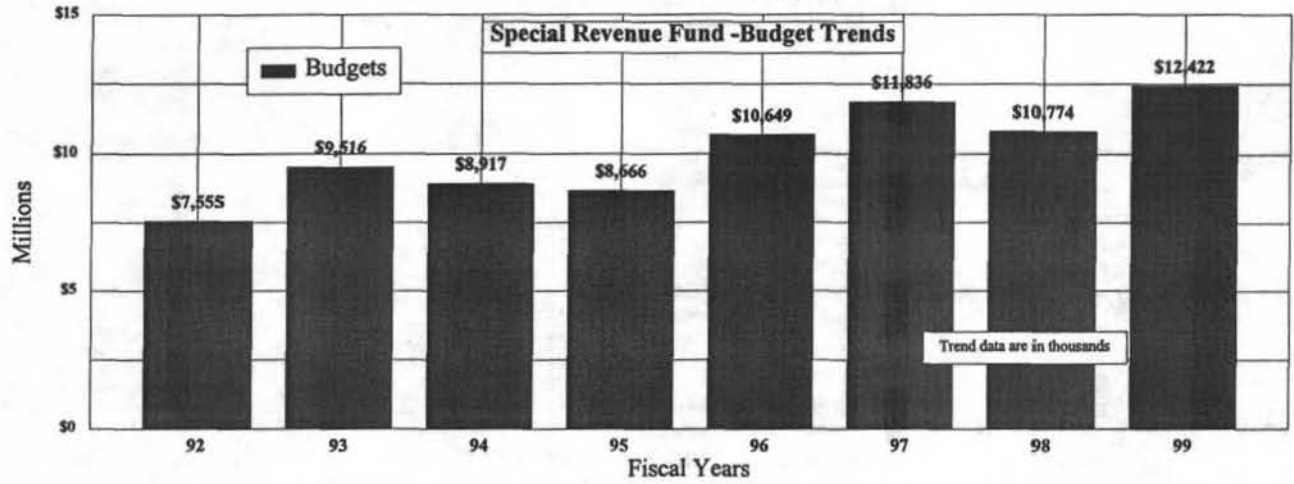


The general fund is the main fund of the County and is utilized for general operational activities. As depicted in the graph above, County government has utilized designated fund balances of the general fund over the years to cover the gap between budgets and estimated revenues. Each fiscal year, the commissioners court struggles with meeting set goals and objectives of maintaining adequate reserves and the reality of revenues not covering anticipated appropriations. One of the reasons for the Court's persistent use of fund balance is the need to have access to adequate contingency appropriations to cover unforeseen emergencies. Some of the factors contributing to the increase of the general fund budget and corresponding expenditure levels have been inflationary factors, general increases of personnel and fringe related costs, functions and personnel costs picked up by the County when grant funds end, and significant costs attributable to collective bargaining costs of the El Paso County Sheriff's Department which include payments of vested benefits such as accrued vacation and sick leave balances upon retirement. Utilization of designated fund equity will continue to be a last resort method of funding operations and emphasis will remain on reducing spending of public funds at all levels of government, increased efficiency and effectiveness of public services as well as consolidation of local governmental functions where possible.

County of El Paso, Texas

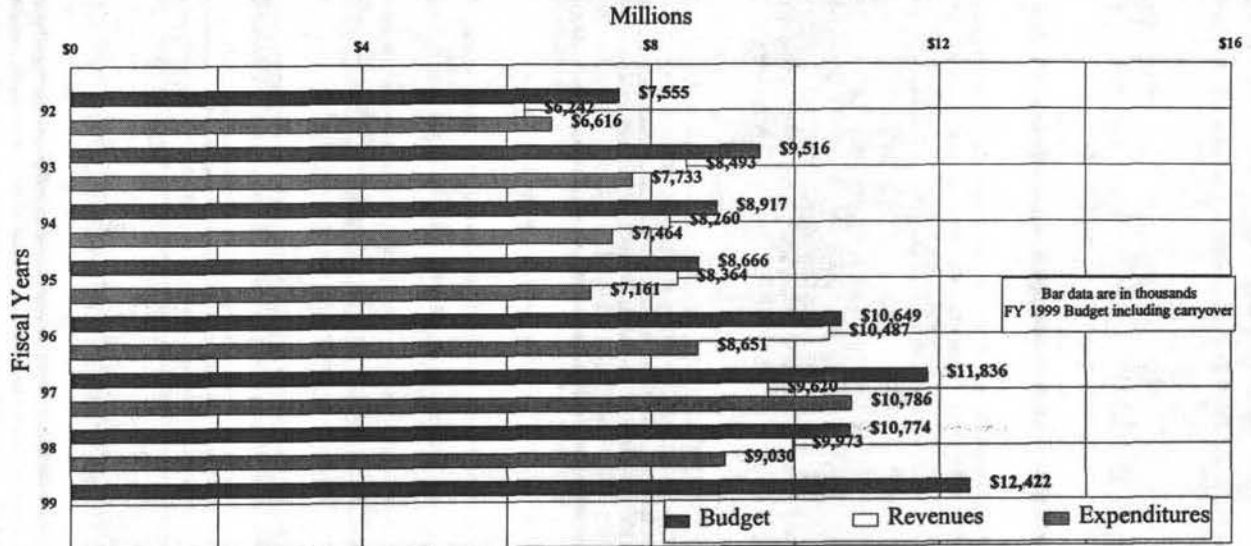
Historical Budget Trends - Total Budget and by Fund

(Amounts in thousands)

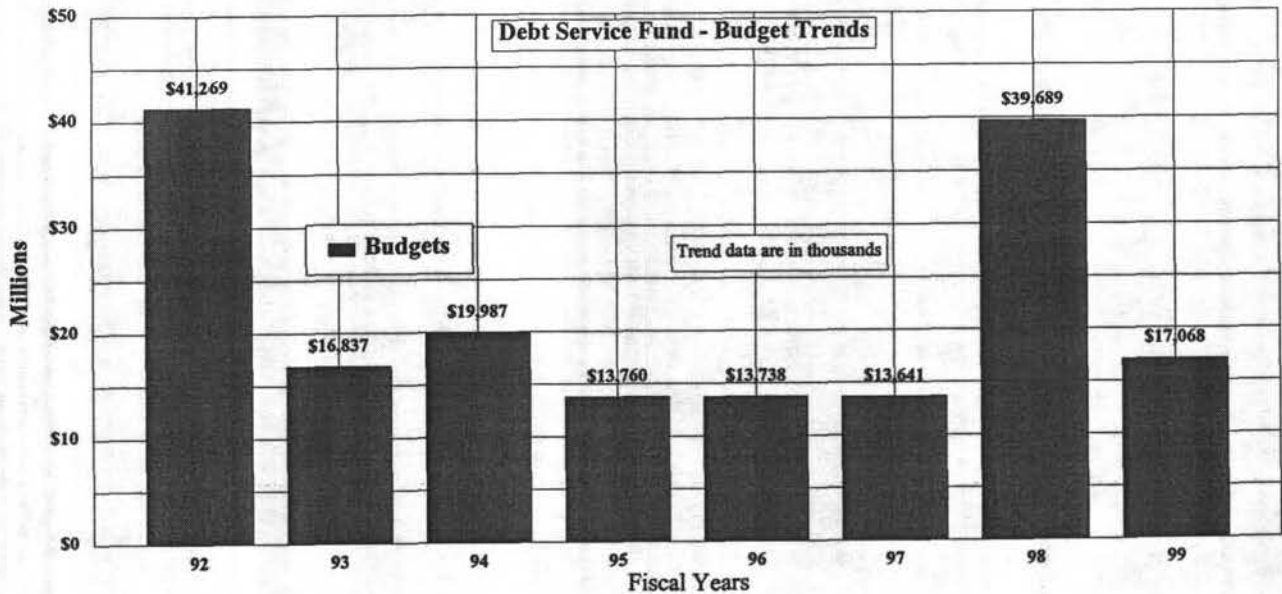


County of El Paso, Texas
Historical Budget Trends - Total Budget and by Fund
 (Amounts in thousands)

Special Revenue Fund - Comparative Budget and Actual Trends

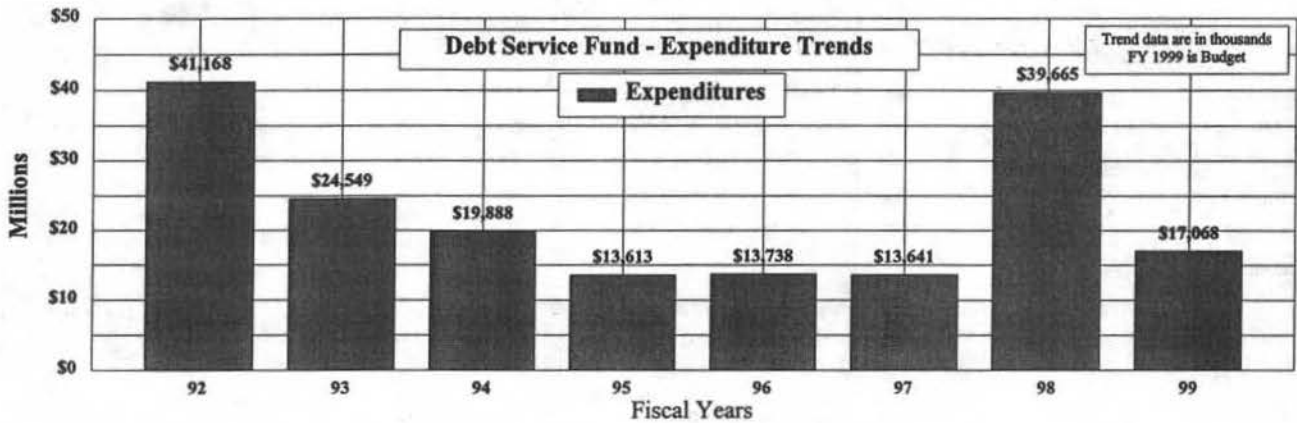
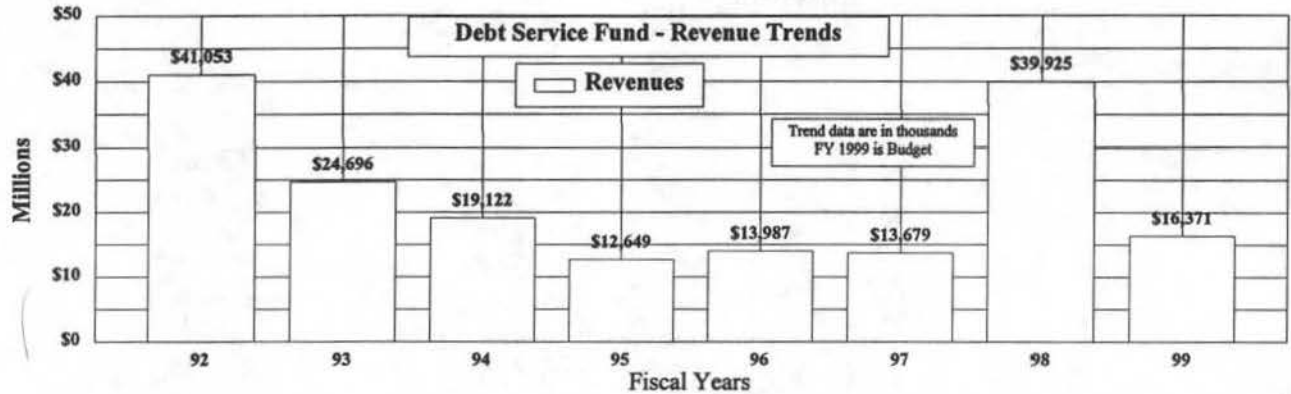


The Special Revenue Fund is utilized mainly for the Road and Bridge Fund which represents mostly costs of maintenance of the County's infrastructure. Infrastructure costs for the most part involve maintaining County roads and bridges such as patching, sealing, and the paving of roadways year round with paving projects usually in the warm months of the year. The major spending increase by this fund relates directly to the fact that the road and bridges budget was increased by utilizing fund equity in part to provide much needed replacement heavy duty vehicles and equipment and for efforts to expand road paving projects. This fund reflects sporadic spending levels from time to time due to the nature, timing and the number of projects in progress and future planned projects. The other factor causing erratic changes in spending levels is the fact that the County has no real long range plan to replace major capital equipment and history has shown that replacements occur from time to time rather than being planned and phased in based on a replacement plan. Other major expenditures of this fund are for the operation of the Coliseum which holds many public events such as professional hockey and the operations of the County Clerk Records Management and Preservation Department. Utilization of designated fund equity to cover increased expenditure levels is the main cause of the variation between budgets and actual revenues and expenditures of prior years within this fund.

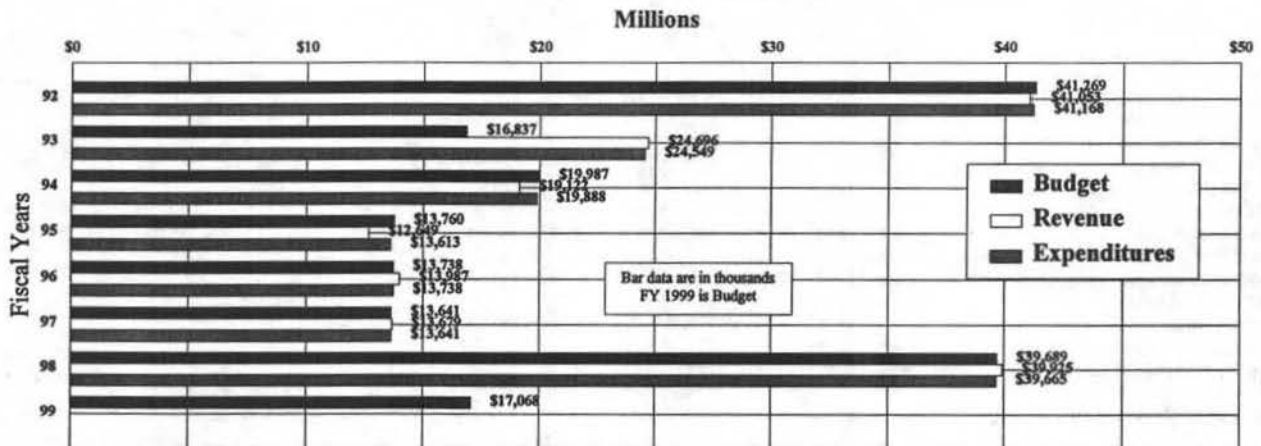


County of El Paso, Texas

Historical Budget Trends - Total Budget and by Fund (Amounts in thousands)



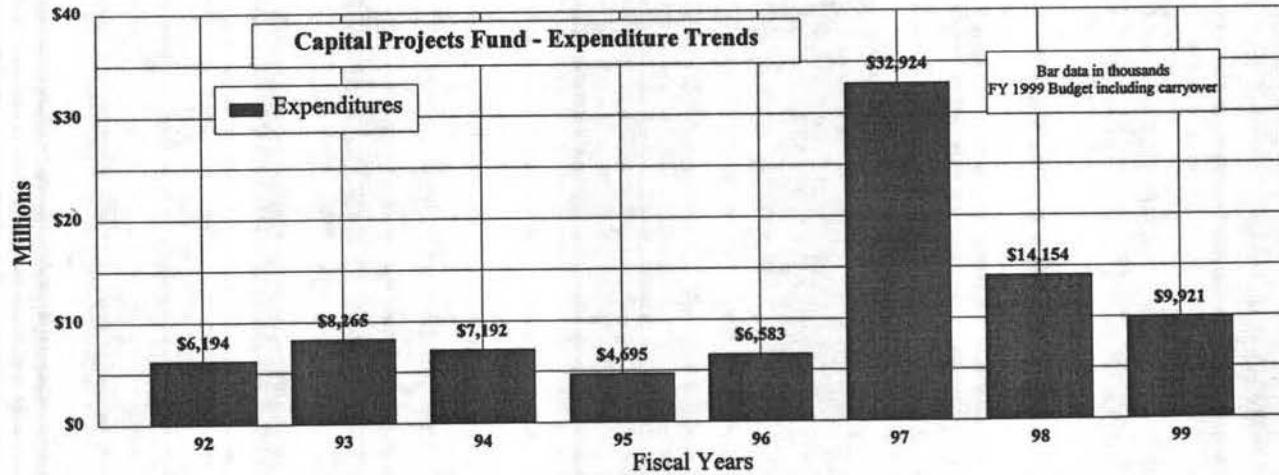
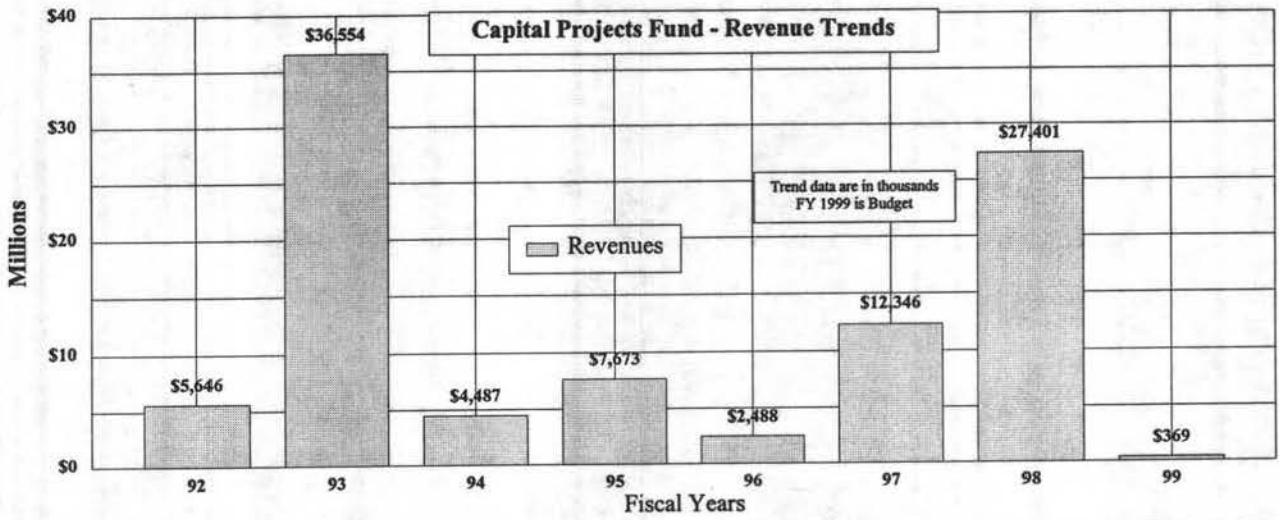
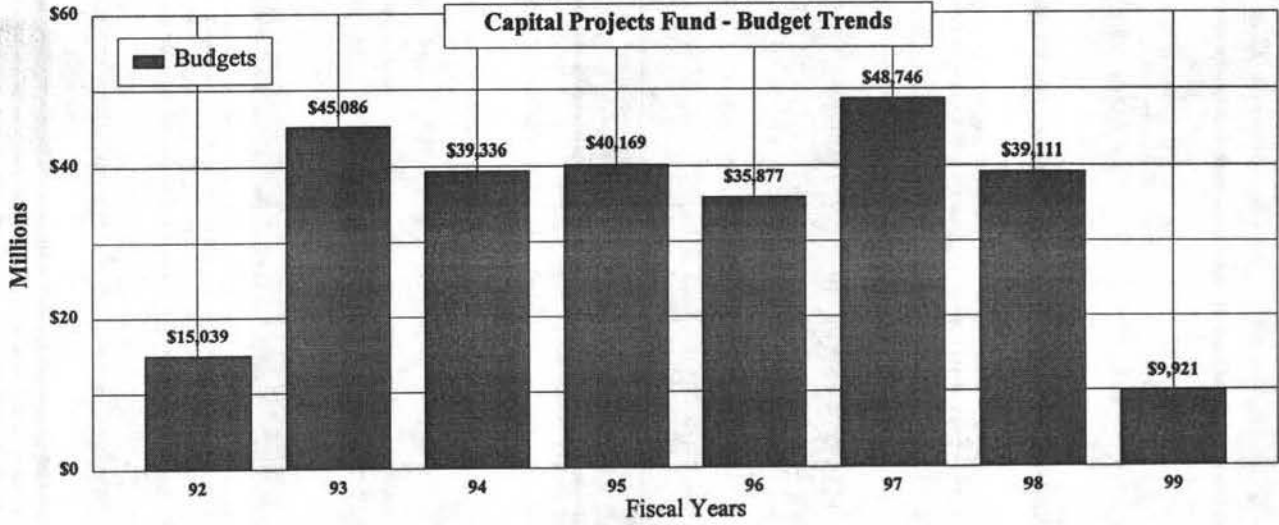
Debt Service Fund - Comparative Budget and Actual Trends



The Debt Service Fund is utilized for the accumulation of funds to meet the yearly principal and interest expenditure payments on long-term debt obligations of the County. Depending upon the characteristics of each bond issue and the period in which bond issue are made, interest and principal payments may vary from year to year due to different payment schedules or the repayment options the County may have chosen. Additional factors causing fluctuations from year to year relate to new indebtedness being budgeted subsequent to the original issue as set forth in amortization schedules or the effects of refunding of existing debt to take advantage of better economic conditions and better financing. Budgets and actuals are fairly aligned due to the fact that governments are required by law to budget only those amounts deemed necessary to meet principal and interest payment requirements each year. Furthermore, any excess funds or fund equity in the Debt Service Fund is restricted for payment of debt which is applied to the subsequent fiscal year and accordingly reduces the amount of ad valorem property taxes needed to repay future debt payments.

County of El Paso, Texas

Historical Budget Trends - Total Budget and by Fund (Amounts in thousands)

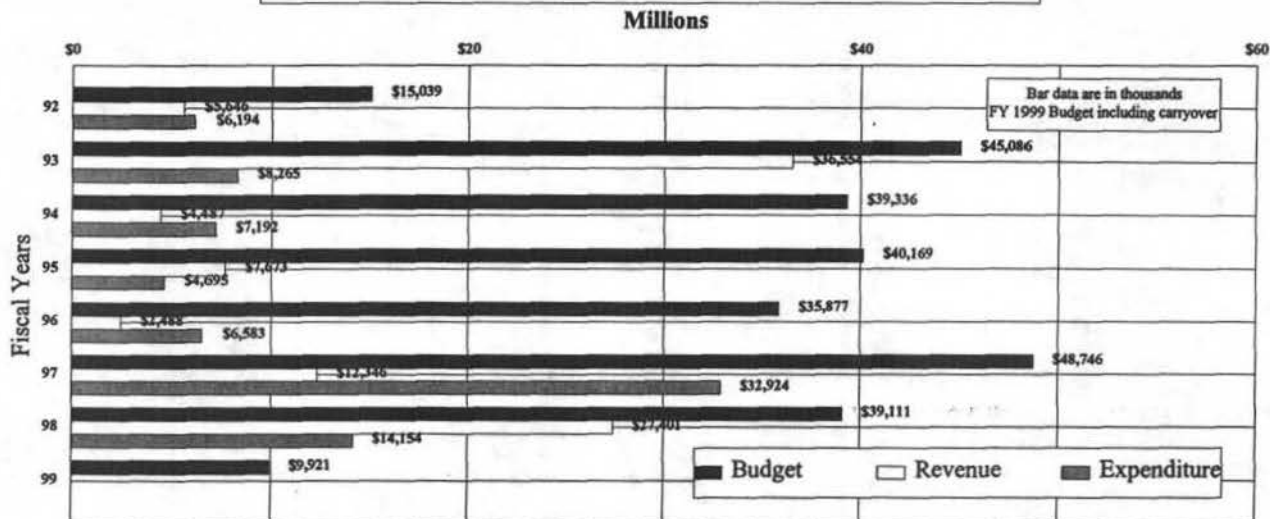


County of El Paso, Texas

Historical Budget Trends - Total Budget and by Fund

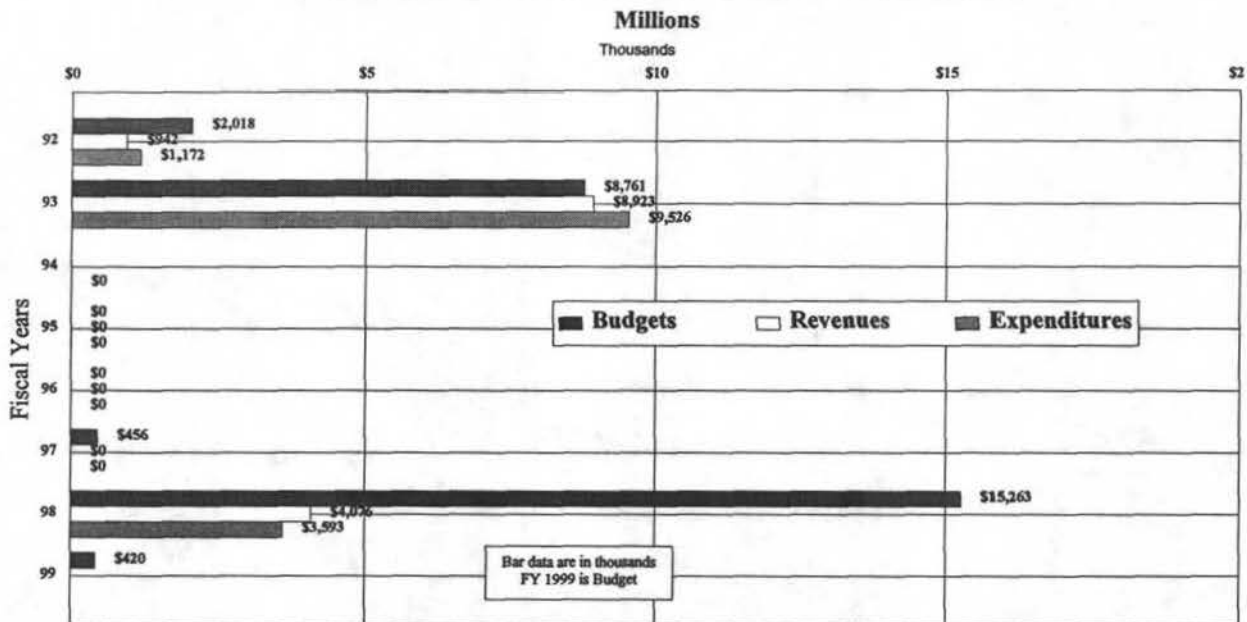
(Amounts in thousands)

Capital Projects Fund - Comparative Budget and Actual Trends



The Capital Projects Fund is utilized to account for receipt of bond proceeds, interest revenue and other funding sources for major construction projects of the County. Budgets are prepared on a project basis at the inception of the bond issues and lapse forward from year to year until the specific construction project has been completed. Due to the nature of the Capital Projects Fund, sporadic fluctuations between budgets and actuals is a characteristic of this fund. The trends of the Capital Projects Fund reflect the County's commitments to new capital projects and increased expenditures reflect the actual expenditures incurred as progress is made on projects.

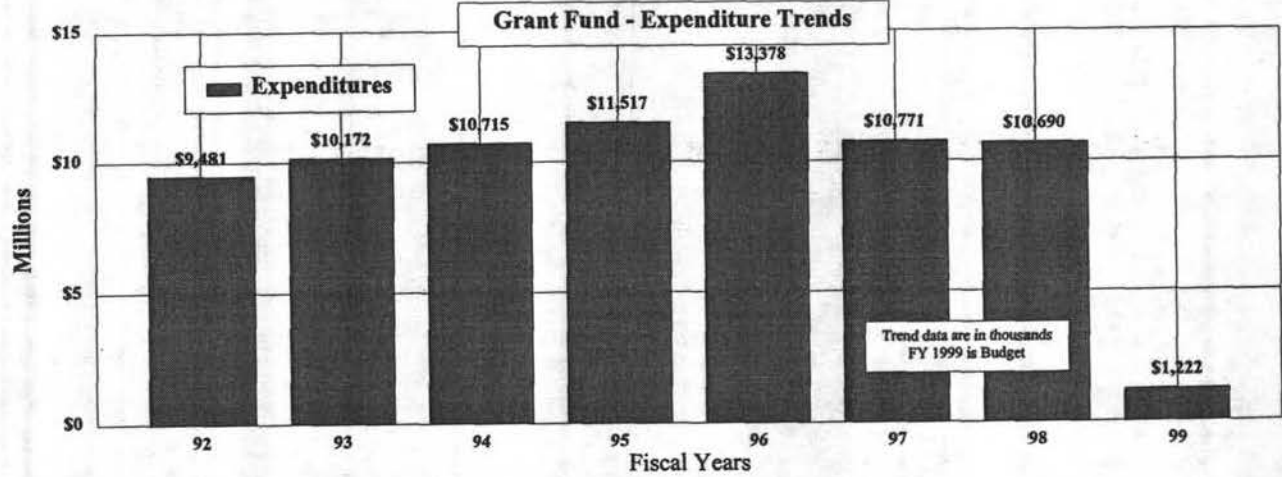
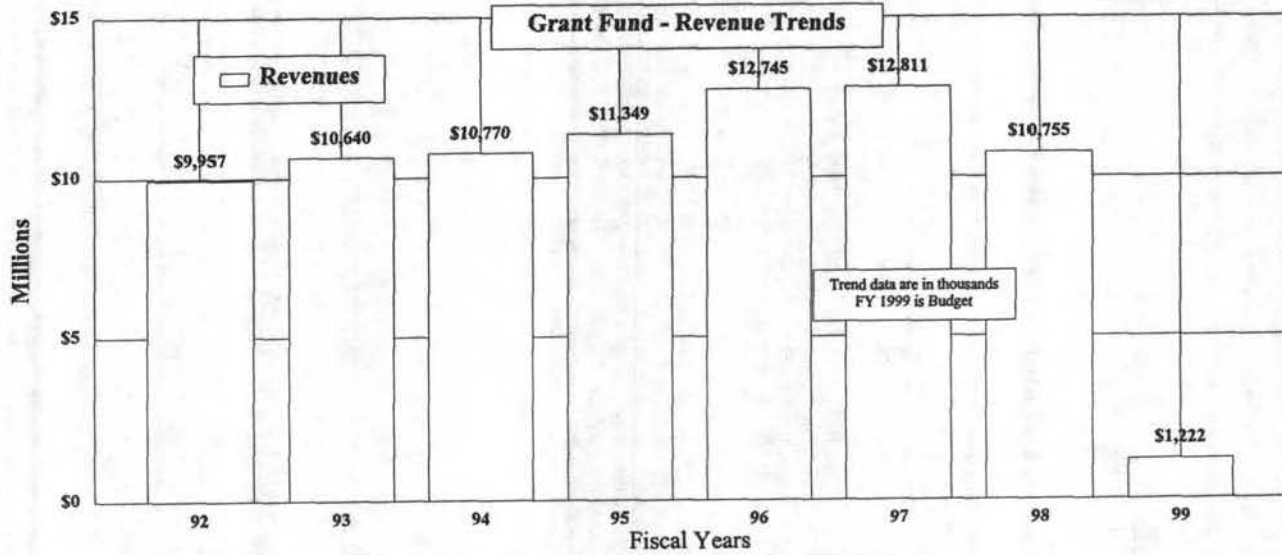
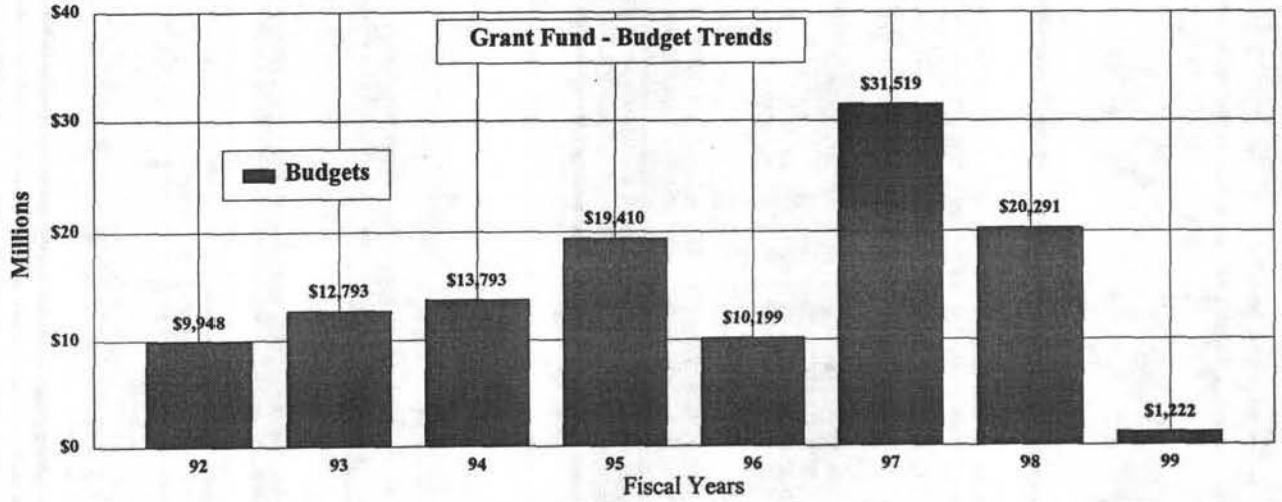
Enterprise Fund - Comparative Budget and Actual Trends



The Enterprise Fund is being utilized in fiscal year 1997 for the County's East Montana Water Project Fund. In prior years the Enterprise Fund was utilized for the County Parking Facility due to the fact that the facility was constructed with a revenue bond issue. These bonds were subsequently refunded and the operation became part of the County's general fund operating budget and the related debt was included within County's General Long-Term Debt Account Group to be repaid via ad valorem property taxes within the Debt Service Fund. The FY 1999 budget reflects an operational budget by the County to contract out for the operation of numerous water utility companies located in an area referred to as the East Montana area of El Paso. This is in part the result of the County's efforts to assist local residents in obtaining direct connections to a permanent source of water for a fee. User fees will be collected and those funds will be used to repay the principal and interest on the debt. Although this project did start in early FY 1998 and the construction of the unified water system should be done in FY 1999.

County of El Paso, Texas

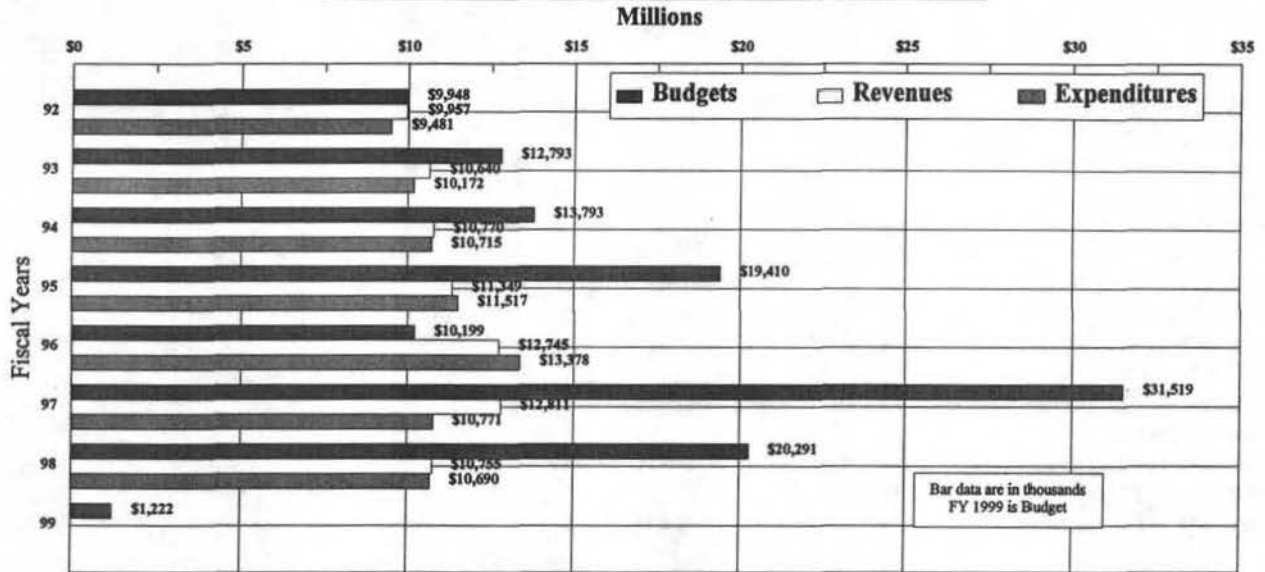
Historical Budget Trends - Total Budget and by Fund (Amounts in thousands)



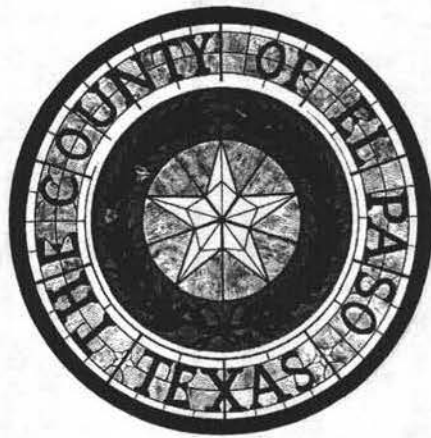
County of El Paso, Texas

Historical Budget Trends - Total Budget and by Fund (Amounts in thousands)

Grant Fund - Comparative Budget and Actual Trends



The Grant Fund is utilized by the County to account for programs involving Federal, State and local funding which is restricted for various purposes as set out in grant contracts. Over the years and as provided by State law, grants are added to the budget as they materialize, usually with differing fiscal years than the County of El Paso. Grant budgets may be annual, or for periods in excess of one year. Consequently, budgets usually exceed actuals for this reason. In fiscal year 1996, the County began treating grants somewhat differently than from prior years in that grants are now budgeted in full in the year that the grant is awarded. Partial budgeting of grant funding is no longer utilized and therefore, grants are budgeted on a project basis which explains the gap in between budget and actuals in prior fiscal years and fiscal year 1999 which reflects only grants beginning within the new fiscal year. The major increase in the account group resulted in two major grant awards in FY 1997, one such project was the East Montana grant which amounted to over \$13 million and the Post Adjudication grant for \$2 million.





REVENUES

County of El Paso, Texas

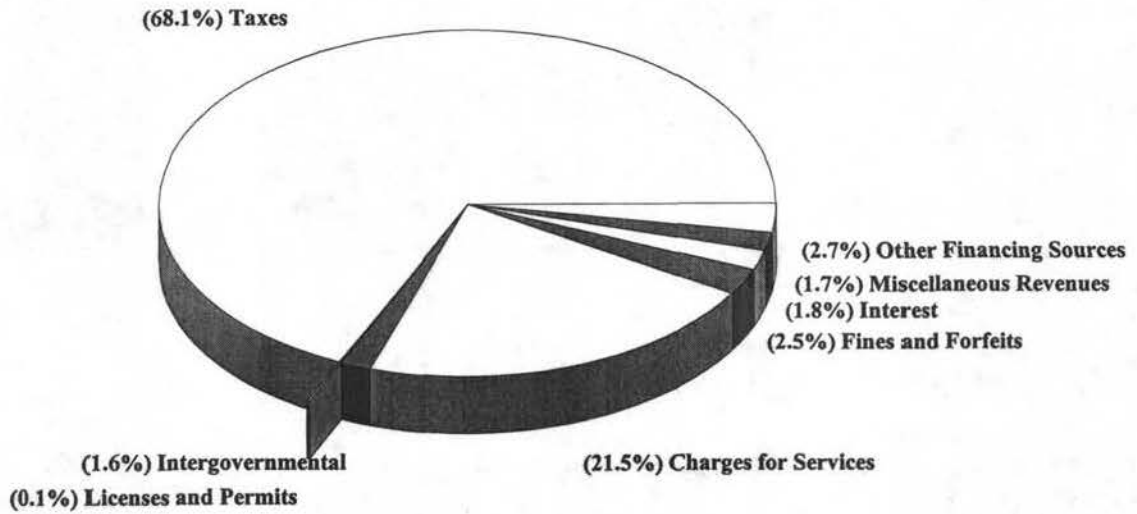
Fiscal Year 1999 Operating Budget Summary - All Funds (Revenues)

With comparative actuals and budget

	Actual Revenues		Changes		Budgeted Revenues		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Revenues (Sources):								
Taxes	\$70,758,936	\$74,655,373	\$3,896,437	5.51%	\$71,389,114	\$80,073,178	\$8,684,064	12.16%
Licenses and Permits	165,123	153,323	(11,800)	-7.15%	184,000	160,000	(24,000)	-13.04%
Intergovernmental	14,555,224	15,586,344	1,031,120	7.08%	25,959,129	1,845,912	(24,113,217)	-92.89%
Charges for Services	22,002,154	24,456,222	2,454,068	11.15%	22,459,822	25,237,179	2,777,357	12.37%
Fines and Forfeits	3,025,849	4,343,722	1,317,873	43.55%	2,239,800	2,949,000	709,200	31.66%
Interest	3,130,326	3,425,351	295,025	9.42%	1,762,133	2,153,625	391,492	22.22%
Miscellaneous Revenues	2,676,877	3,295,238	618,361	23.10%	2,264,957	1,984,752	(280,205)	-12.37%
Other Financing Sources	14,695,720	54,641,171	39,945,451	271.82%	53,939,592	3,121,100	(50,818,492)	-94.21%
Total Revenues and Other Financing Sources	\$131,010,209	\$180,556,744	\$49,546,535	37.82%	\$180,198,547	\$117,524,746	(\$62,673,801)	-34.78%

Fiscal Year 1999 Budget

Revenues (Sources) - All Funds

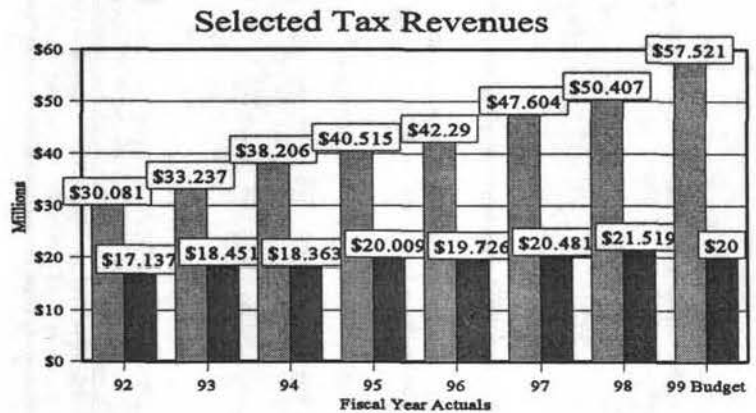
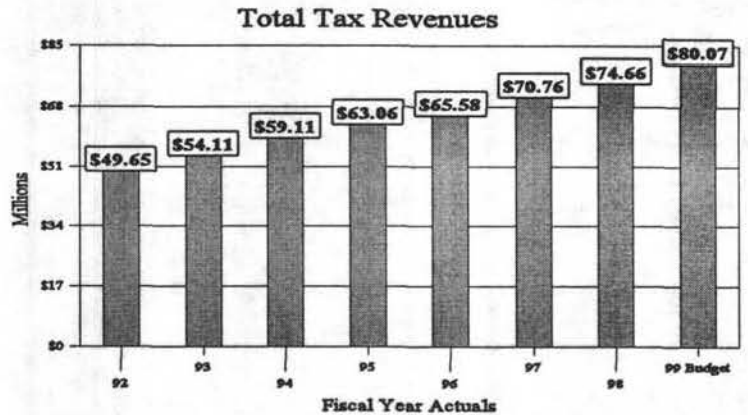


County of El Paso, Texas

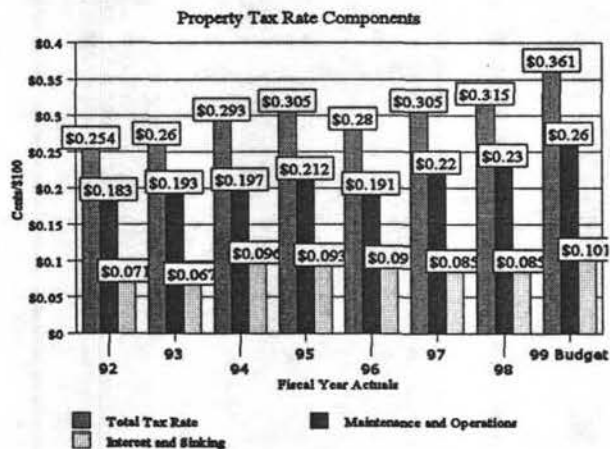
Summary of Revenues with Selected Definitions and Trends - All Funds

Since fiscal year 1992, the County's tax revenues have increased due to the increase in property taxes to maintain its current levels of service as well as to fund increases in the debt related to new indebtedness for various projects such as the county courthouse construction, jail annex and the year 2000 upgrade. The amount budgeted for this item is dependent upon the actions of the Commissioners Court. The Commissioners Court adopted a property tax rate for fiscal year 1999 which was higher than that of fiscal year 1998 in an effort to identify funding for the newly built jail annex. Operating costs for the new jail annex are estimated to run just over \$11,700,000 per year.

Taxes are a significant source of revenue of the County of El Paso and are comprised mainly of property and sales taxes. Property taxes are levied each fiscal year at a rate prescribed by the Commissioners Court. Tax rates are determined by utilizing Truth in Taxation Guidelines of the State of Texas which limits the maximum debt tax rate to cover principal and interest payments each fiscal year. Truth in Taxation laws also set the guidelines for determining the effective and rollback rates. The maintenance and operations component of the tax rate is set at the discretion of the Commissioners Court with any rate above the rollback rate triggering a possible rollback election by the voters. Property taxes are collected for the County by the City Tax Office under contractual agreement. Sales taxes represent a one half percent sales tax approved by the voters of the County of El Paso effective January 1, 1988 as an effort to reduce property taxes and more proportionately spread the burden of funding county government. This tax is imposed on the value of taxable items sold and is collected by the State and redistributed to the County. Currently, the County of El Paso as well as other border agencies, are experiencing a stabilization of sales and use tax revenues. Based on actual fiscal year 1998, this tax appears to be trending slightly upwards but such fluctuations in the past have proven to be misleading. Sales and use tax revenues are tied to the border economy of El Paso and it is anticipated that this revenue will remain stable in the near future.

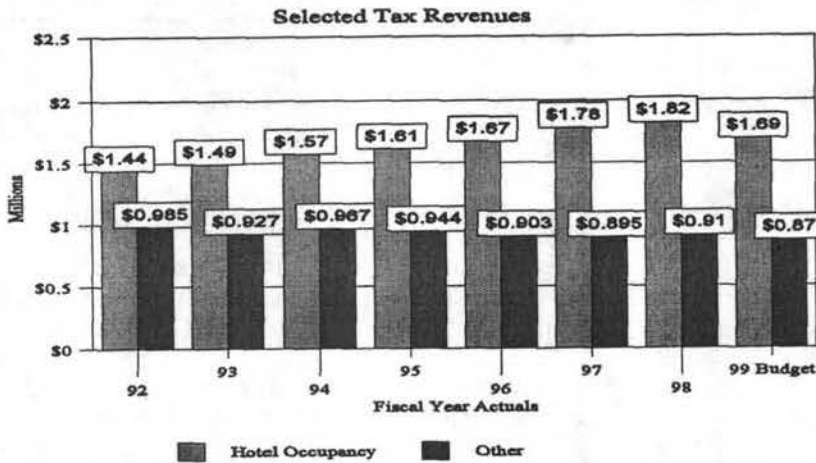


■ Property ■ Sales and Use



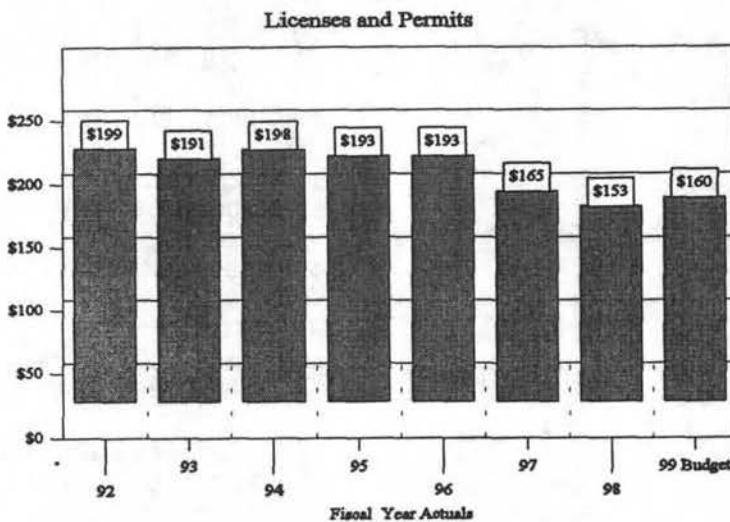
County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds



Hotel occupancy taxes represent a two and one-half percent tax imposed on rental of hotel and motel rooms to individuals who are not a permanent resident of the hotel or motel. This tax is collected by the County Tax Assessor Collector. Other taxes collected relate to Bingo and State Mixed Beverage taxes imposed by the State and redistributed to the County.

Taxes								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budget FY 98	Budget FY 99	Changes Amounts	% Change
Current Taxes	\$45,483,084	\$48,379,136	\$2,896,052	6.37%	\$46,920,676	\$54,989,535	\$8,068,859	17.20%
Delinquent Taxes	1,403,417	1,582,064	178,647	12.73%	1,486,993	1,741,988	254,995	17.15%
Penalties and Interest	717,598	445,764	(271,834)	(37.88)%	838,945	789,155	(49,790)	(5.93)%
Sales and Use of Tax	20,480,760	21,518,551	1,037,791	5.07%	19,700,000	20,000,000	300,000	1.52%
Hotel Occupancy Taxes-Colliseum 1.25%	746,773	726,786	(19,987)	(2.68)%	625,000	843,750	218,750	35.00%
Hotel Occupancy Taxes-1%	860,204	908,483	48,279	5.61%	781,250	675,000	(106,250)	(13.60)%
County Hotel Occupancy Taxes-.25%	172,041	181,696	9,655	5.61%	156,250	168,750	12,500	8.00%
Bingo	83,549	65,379	(18,170)	(21.75)%	80,000	65,000	(15,000)	(18.75)%
State Mixed Beverage	811,510	847,514	36,004	4.44%	800,000	800,000		
Totals	\$70,758,936	\$74,655,373	\$3,896,437		\$71,389,114	\$80,073,178	\$8,684,064	



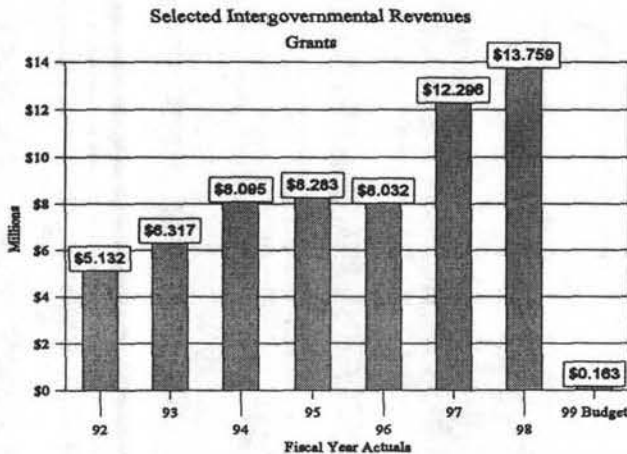
This revenue source relates to licenses and permits for businesses dealing with alcoholic beverages, occupational licenses for coin operated amusement machines within the County, and for bail bond permits. Occupational license fe

es are collected by the County Tax-Assessor Collector. Bail bond permits are imposed to obtain a license to act as a bail bondsman in any court of the County. The County has had some decreases in licenses over the past few years. This source of revenue is budgeted based on historical trends and economic conditions locally. Revenues in this areas have leveled off and saw a slight decline in 1997 and 1998. No significant changes are anticipated in this category in the near future.

County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds

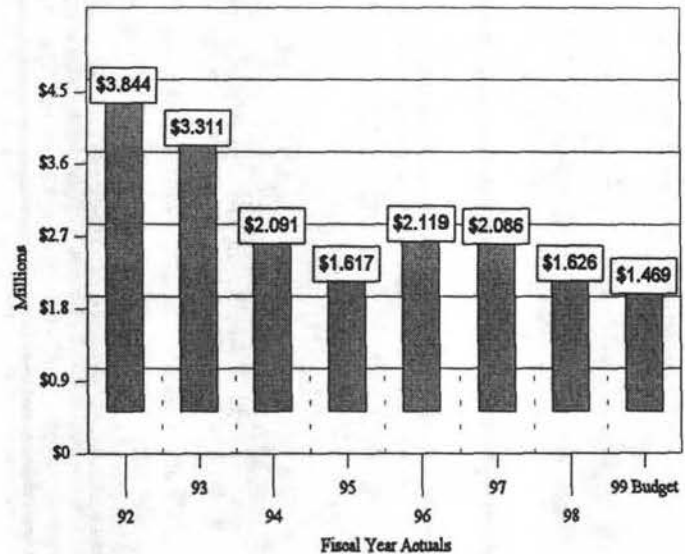
License and Permits								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budget FY 98	Budget FY 99	Changes Amounts	% Change
Alcoholic Beverages	\$134,059	\$125,300	(\$8,759)	(6.53)%	\$152,000	\$135,000	(\$17,000)	(11.18)%
Occupational Licenses	25,564	20,023	(5,541)	(21.68)%	27,000	20,000	(7,000)	(25.93)%
Bail Bond Permits	5,500	8,000	2,500	45.45%	5,000	5,000		
Totals	\$165,123	\$153,323	(\$11,800)		\$184,000	\$160,000	(\$24,000)	



The majority of intergovernmental revenues relate to grants. The County has experienced a continued trend of increased grant funding from Federal, State and other agencies. Reimbursements relate to costs incurred by the County for which other entities or agencies benefit and are subsequently billed for. This source of revenue is fairly stable and level with the exception of fiscal year 1993 when the County turned total control of the Convention Bureau over to the City of El Paso. In the interim, the County kept all employees on the payroll and the City reimbursed the County as costs were incurred. Subsequent to that period, most employees transferred to the City payroll while the balance of the employees were picked up by a private contractor.

Additionally, reimbursement for election costs other than regular county funded elections was moved to a non-budgeted agency fund as prescribed by State law rather than being accounted for in the General Fund through fiscal year 1993. Also, bi-yearly elections caused much of the prior fluctuations. The other intergovernmental revenues relate to miscellaneous fees from other agencies not classified as grants or reimbursements. In fiscal year 1996, the County experienced a funding loss to the County Detoxification Program resulting in closure of that program as well as funding reductions to the Nutrition Program. It is possible that further reductions may be forthcoming with the balancing of the federal budget and therefore, intergovernmental revenues will see a slight decrease in the future which may be offset by minimal increases from other granting agencies. Note, the major decrease in the fiscal year 1999 intergovernmental budgeted revenues relates to accounting treatment of grants on a contract basis rather than on a fiscal year basis. Many grants which began in the last month of fiscal year 1998 were budgeted in fiscal year 1998 rather than being partially budgeted in fiscal year 1999. It is not anticipated that this change will impact the actual expenditure picture in the future. The sharp drop is only attributable to this change in the method of budgeting grants.

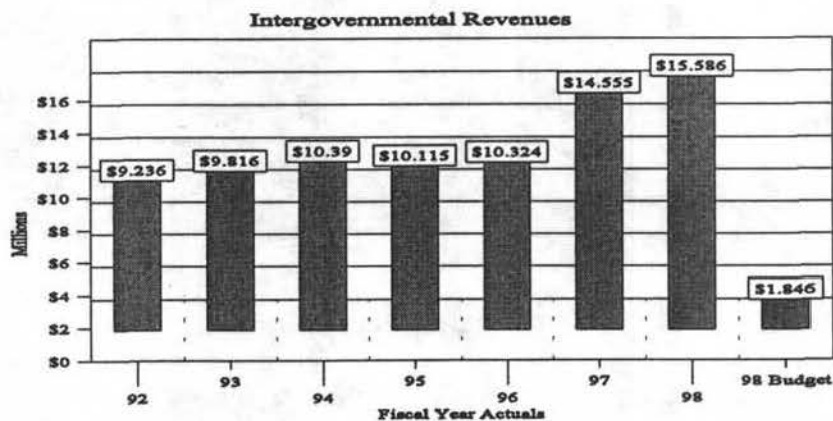
Selected Intergovernmental Revenues
Reimbursements



County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds

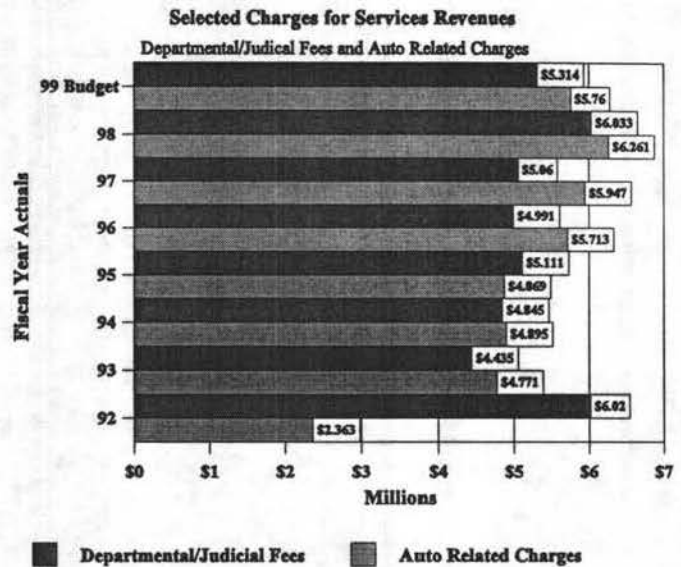
Intergovernmental								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budgets FY 98	Budgets FY 99	Changes Amounts	% Change
Federal Grant	\$6,208,351	\$6,209,212	\$861	0.01%	\$3,813,059		(3,813,059)	(100.00)%
State Grant	4,421,704	5,863,824	1,442,120	32.61%	18,534,143	\$163,366	(\$18,370,777)	(99.12)%
State Agency	120,794	150,356	29,562	24.47%	126,072		(126,072)	(100.00)%
Lateral Road Funds	31,326	31,445	119	0.38%	31,000	31,000		
Gross Weight And Axle Weight Fees	22,037	5,745	(16,292)	(73.93)%	8,000	8,000		
Judiciary Support Fee-Govt. Code 51.702	118,150	163,980	45,830	38.79%	150,000	175,000	25,000	16.67%
Contribution-City	704,809	562,006	(142,803)	(20.26)%	643,212		(643,212)	(100.00)%
Reimbursements- Inmate Transportation	41,242	43,565	2,323	5.63%		35,000	35,000	100.00%
Discretionary	647		(647)	(100.00)%				
Reimbursements-State Witness Claims	29,831	50,383	20,552	68.89%	40,000	30,000	(10,000)	(25.00)%
Detention Home Rental El Paso Police Department	39,545	32,812	(6,733)	(17.03)%	32,000	32,000		
Reimbursements- Utilities	2,403	6,626	4,223	175.74%				
Reimbursement-City Computer	1,186,886	758,599	(428,287)	(36.08)%	1,000,000	400,000	(600,000)	(60.00)%
Reimbursement-City Utilities	22,279	20,551	(1,728)	(7.76)%	19,000	20,000	1,000	5.26%
Reimbursement-Cad Computer	25,687	44,296	18,609	72.45%	22,000	6,000	(16,000)	(72.73)%
Reimbursement-Community Supervision and Corrections	30,808	36,471	5,663	18.38%	24,000	30,000	6,000	25.00%
Reimbursement-City-Salaries	265,360	257,884	(7,476)	(2.82)%	165,000	200,000	35,000	21.21%
Reimbursement- City-Archives Building Rental	89,857	75,897	(13,960)	(15.54)%	80,000	80,000		
Reimbursement- Federal-TDHS School lunch Program	151,445	91,829	(59,616)	(39.36)%	85,000	95,000	10,000	11.76%
Reimbursement- R. E. Thomason	200,813	182,702	(18,111)	(9.02)%	238,619	240,546	1,927	0.81%
Reimbursement- Apprehension of Absconder		5,700	5,700	100.00%				
Reimbursement- Media		18,774	18,774	100.00%		300,000	300,000	100.00%
Transportation 3B	74,242	96,295	22,053	29.70%	70,633		(70,633)	(100.00)%
Congregate Meals	767,008	877,392	110,384	14.39%	877,391		(877,391)	(100.00)%
Totals	\$14,555,224	\$15,586,344	\$1,031,120		\$25,959,129	\$1,845,912	(\$24,113,217)	



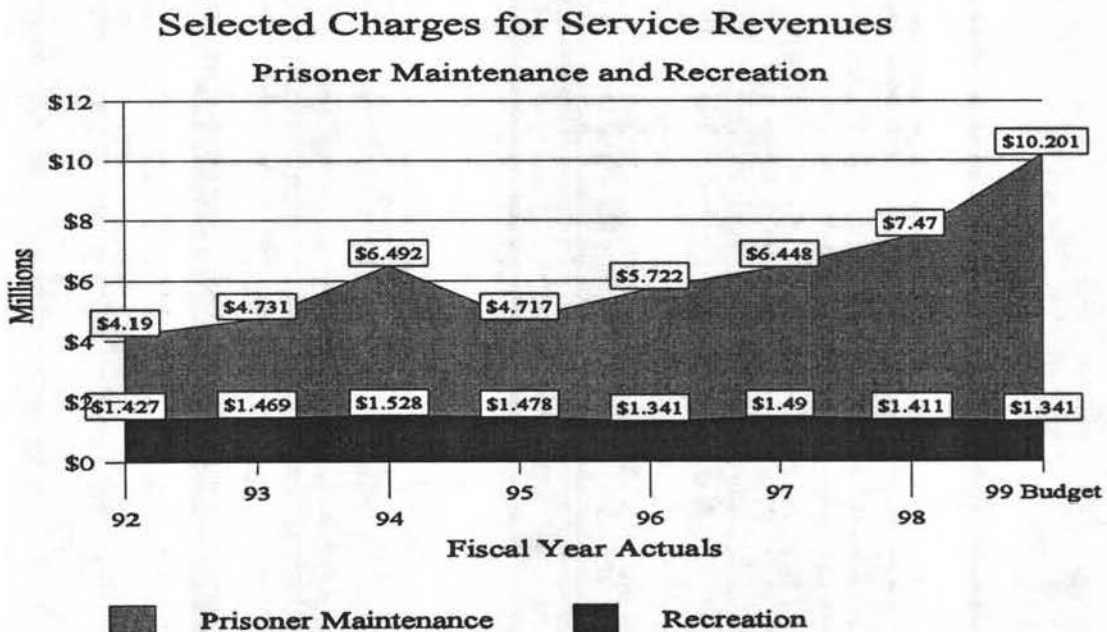
County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds

This category relates to service fees charges by the various departments and elected officials of the County. Overall, the County experienced a slight increase in fee revenues beginning in fiscal year 1991 with minimal fluctuations through fiscal year 1994. Departmental and judicial fees saw a slight downward trend in fiscal year 1993 but rebounded in 1994 to the present. Auto related charges had ups and downs through fiscal year 1991 and started an upward trend due specifically to increases in this license fee imposed by the Commissioners Court. The Court increases or decreases this fee from year to year causing the instability. Otherwise, this item is budgeted based on historical trends and court action and appears to be stabilizing and steadily increasing.



Prisoner maintenance fees relate to costs incurred by the County for incarceration of prisoners in the El Paso County Detention facility on behalf of other agencies for which the County of El Paso is not financially responsible. In fiscal year 1994, the State opened newly constructed jails and as a result, one revenue source which amounted to approximately one-third of fiscal year 1994's prisoner maintenance revenue titled Paper Ready Inmates-State came to a halt and is no longer considered a significant revenue source. Overall, this source of revenue is based on historical activity and the jail population trends. This revenue trend was impacted in fiscal year 1998 when the new jail annex became operational. The jail capacity is expected to increase even further in 1999, which is evinced by the highest projected prisoner revenues in the county's history.



County of El Paso, Texas

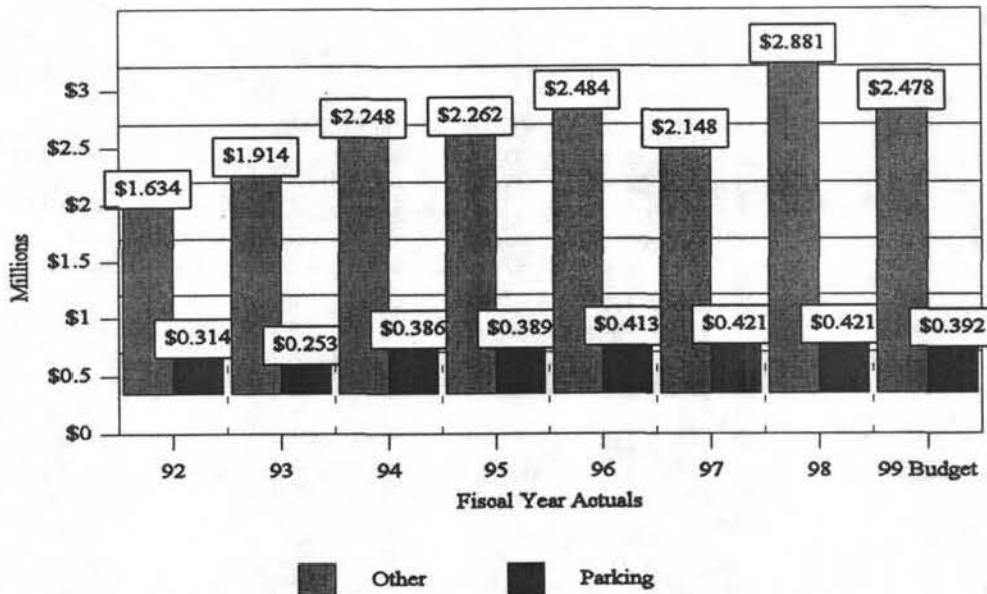
Summary of Revenues with Selected Definitions and Trends - All Funds

Recreational revenues are based on various fees charged at County facilities which include parks and pools and are based on established rates set by the Court as deemed appropriate. This revenue source has remained level as the Commissioners Court has put emphasis on keeping costs to the public at minimal levels. In fiscal year 1996, the Court approved some increases in various golf course fees which should cause a slight increase in actual revenues in the near future. Beginning in Fiscal Year 1999 the commissioners court established a park improvement fund, whereby all revenues generated by the park go into it's improvement fund for future investments into the park. The slight downward trend can be attributed to lost revenues due to inactivity of the County Coliseum caused by some difficulties relating to bringing professional ice hockey to El Paso and assignment of various revenues previously collected by the County.

The other category within charges for services relates mainly to miscellaneous fees imposed through the judiciary or by departments due to changes in state laws unrelated to the other previously defined categories. These fees are projected to decline slightly but in the long run are stable and do not significantly impact on the budget.

Parking fees relate to charges to the general public and county employees for use of the County Parking Facility which was put into operation in fiscal year 1990. Revenues of the facility have trended up 1990 to 1994 due to slight fee increases and increased usage of the facility other than by jurors who are given free access to the facility when summoned for jury duty by the courts of the County. The parking facility has experienced a stable stream of usage since 1994 which is anticipated to remain level over the next fiscal year.

Selected Charges for Service Revenues
Parking and Other



County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds

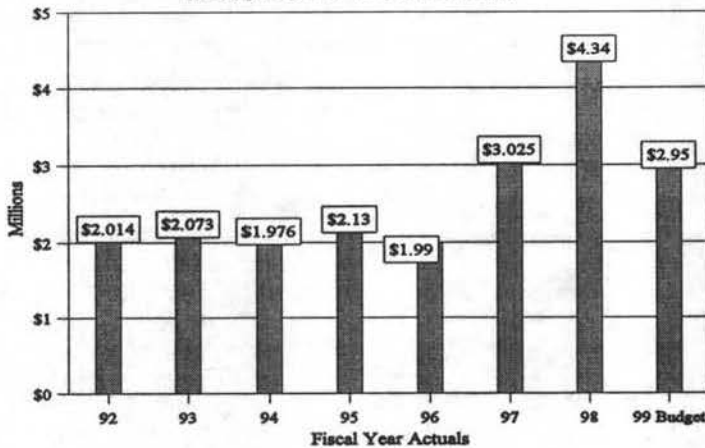
Charges for Services								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budgets FY 98	Budgets FY 99	Changes Amounts	% Change
Prisoner Maint. Federal	\$5,601,285	\$5,660,225	\$58,940	1.05%	\$7,300,000	\$8,668,750	\$1,368,750	18.75%
State A. G. Child Support Fees	487,255	482,724	(4,531)	(0.93)%	300,000	330,000	30,000	10.00%
Prisoner Maint.-City	842,982	1,129,393	286,411	33.98%	1,000,000	1,200,000	200,000	20.00%
Prisoner Maint.-Extradition	4,120	9,600	5,480	133.01%	2,500	2,500		
Criminal Alien Housing		670,829	670,829	100.00%				
Criminal Prosecution Fee	66,833	105,782	38,949	58.28%	55,000	75,000	20,000	36.36%
County Tax Collector Fee	1,485,229	1,531,757	46,528	3.13%	1,400,000	1,450,000	50,000	3.57%
County Clerk Fees	1,670,614	1,910,913	240,299	14.38%	1,580,000	1,700,000	120,000	7.59%
District Clerk Fees	801,994	785,731	(16,263)	(2.03)%	775,000	775,000		
County Sheriff Fees	723,873	903,051	179,178	24.75%	650,000	725,000	75,000	11.54%
El Paso Bar Attor. Exemp. Fees	215,034	216,000	966	0.45%	220,000	220,000		
County Service Evaluation Fees	382,282	417,027	34,745	9.09%	350,000	375,000	25,000	7.14%
Protective Order Application	14,924	11,010	(3,914)	(26.23)%	8,000	10,000	2,000	25.00%
Microfilm Fees	32,212	37,620	5,408	16.79%	22,000	25,000	3,000	13.64%
Records Mgt. Preservation Fees	493,588	630,822	137,234	27.80%	525,000	565,000	40,000	7.62%
County Attorney Commissions	142,348	115,113	(27,235)	(19.13)%	40,000	75,000	35,000	87.50%
Justice of the Peace No. 1 Fees	12,578	15,462	2,884	22.93%	10,000	12,000	2,000	20.00%
Justice of the Peace No. 2 Fees	22,532	24,567	2,035	9.03%	16,000	20,000	4,000	25.00%
Justice of the Peace No. 3 Fees	25,806	25,243	(563)	(2.18)%	18,000	20,000	2,000	11.11%
Justice of the Peace No. 4 Fees	18,750	22,360	3,610	19.25%	13,000	18,000	5,000	38.46%
Justice of the Peace No. 5 Fees	12,426	13,216	790	6.36%	10,000	11,000	1,000	10.00%
Justice of the Peace No. 6 Fees	34,537	40,613	6,076	17.59%	26,000	35,000	9,000	34.62%
Justice of the Peace No. 7 Fees	8,517	11,210	2,693	31.62%	5,000	10,000	5,000	100.00%
Constable No. 1 Fees	22,845	22,116	(729)	(3.19)%	19,000	20,000	1,000	5.26%
Constable No. 2 Fees	41,406	39,044	(2,362)	(5.70)%	33,500	40,000	6,500	19.40%
Constable No. 3 Fees	29,492	11,868	(17,624)	(59.76)%	27,000		(27,000)	(100.00)%
Constable No. 4 Fees	35,285	36,110	825	2.34%	30,000	33,000	3,000	10.00%
Constable No. 5 Fees	28,253	25,779	(2,474)	(8.76)%	27,000	20,000	(7,000)	(25.93)%
Constable No. 6 Fees	11,130	11,660	530	4.76%	9,000	11,000	2,000	22.22%
Constable No. 7 Fees	8,581	14,498	5,917	68.95%	6,000	9,000	3,000	50.00%
Graffiti Eradication		47	47					
Sewage Inspection Fees	95,786	76,925	(18,861)	(19.69)%	90,000	60,000	(30,000)	(33.33)%
East Montana Water Fees		514,565	514,565	100.00%	48,722	419,579	370,857	761.17%
Jury Fees	44,416	42,893	(1,523)	(3.43)%	40,000	40,000		
County Tax Office Collections	87,302	100,501	13,199	15.12%	75,000	90,000	15,000	20.00%
Law Library Filing Fees (County/ District Court Cases)	204,316	209,796	5,480	2.68%	200,000	200,000		
Alternative Dispute Resolution	102,156	104,905	2,749	2.69%	130,000	130,000		
County Probate Court Fees	8,522	8,060	(462)	(5.42)%	7,000	7,000		
Interpreter Fees	1,101	1,074	(27)	(2.45)%	500	1,000	500	100.00%
Court Reporter Fees	120,715	120,967	252	0.21%	120,000	120,000		
Computer Aided Transcription System Fees	4,433	601	(3,832)	(86.44)%	4,000	750	(3,250)	(81.25)%
Special Probate Court Fees	4,572	4,530	(42)	(0.92)%	4,000	4,000		
Parking Garage Fees-Daily	196,709	210,996	14,287	7.26%	195,000	195,000		
Parking Garage Fees-Monthly	224,119	188,908	(35,211)	(15.71)%	207,000	197,000	(10,000)	(4.83)%
Courthouse Security Fees	163,457	180,368	16,911	10.35%	120,000	150,000	30,000	25.00%
Courthouse Security Fees - Justice Court	1,070	58,035	56,965	5323.83%	40,000	40,000		
Extra Auto License Fees	3,785,283	3,914,038	128,755	3.40%	3,250,000	3,600,000	350,000	10.77%
Auto License Fees	388,548	433,895	45,347	11.67%	360,000	360,000		
Auto Sales Tax	1,773,213	1,912,828	139,615	7.87%	1,700,000	1,800,000	100,000	5.88%
Green Fees	458,597	395,651	(62,946)	(13.73)%	468,000	420,000	(48,000)	(10.26)%
Driving Range Fees	7,298	13,678	6,380	87.42%	5,000	10,000	5,000	100.00%

County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds

Charges for Services								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budgets FY 98	Budgets FY 99	Changes Amounts	% Change
Golf Car Revenues	177,425	157,757	(19,668)	(11.09)%	185,000	160,000	(25,000)	(13.51)%
Golf Course Food Concession	22,253	29,210	6,957	31.26%	24,000	20,000	(4,000)	(16.67)%
Canutillo Pool	6,425	6,520	95	1.48%	5,000	6,000	1,000	20.00%
Fabens Pool	5,255	4,891	(364)	(6.93)%	4,000	4,000		
Ascarate Pool	29,023	26,352	(2,671)	(9.20)%	28,000	28,000		
Ascarate Park Traffic Control	135,838	133,558	(2,280)	(1.68)%	130,000	130,000		
Ascarate Park Food Concession	2,000		(2,000)	(100.00)%				
Western Playland	187,072	194,414	7,342	3.92%	170,000	170,000		
Launching Fees	3,100	3,090	(10)	(0.32)%	2,000	2,000		
Coliseum Food Concession	171,742	212,666	40,924	23.83%	125,000	175,000	50,000	40.00%
Coliseum Concessions-Commissions	8,881	9,856	975	10.98%	9,000	9,000		
Coliseum Parking	65,521	57,954	(7,567)	(11.55)%	50,000	50,000		
Coliseum Security	10,638	4,434	(6,204)	(58.32)%	10,000	5,000	(5,000)	(50.00)%
Coliseum Rental	125,971	108,226	(17,745)	(14.09)%	100,000	100,000		
Gallegos Park Food Concession	50		(50)	(100.00)%				
Gallegos Park Rental	125	125						
Coliseum-Ticketmaster	71,326	47,987	(23,339)	(32.72)%	50,000	50,000		
Equestrian Center Rental Fees	1,110	4,466	3,356	302.34%	1,000	2,000	1,000	100.00%
Courthouse Cafeteria Concession	22,753	23,398	645	2.83%	19,000	20,000	1,000	5.26%
Landmark Building Rental	172		(172)	(100.00)%				
Morgue Facility Rental	7,150	6,714	(436)	(6.10)%	6,600	6,600		
Totals	\$22,002,154	\$24,456,222	\$2,454,068		\$22,459,822	\$25,237,179	\$2,777,357	

Fines, Fees and Forfeitures

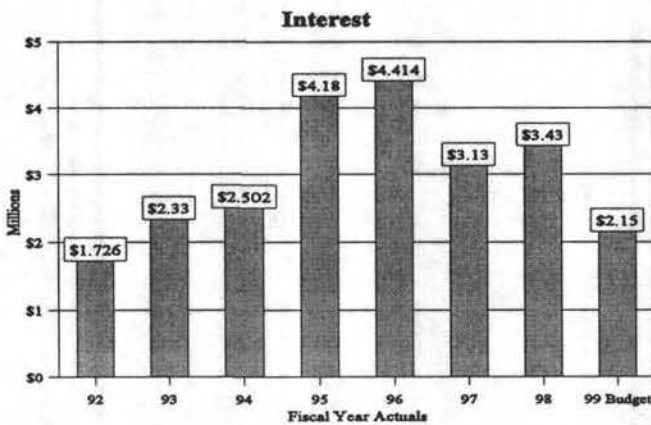


This category of revenue relates to funds generated by various elected officials relating to the judicial process within the County. The County's revenue significantly increased beginning in fiscal year 1991 and progressively trended up through fiscal year 1993. This upward trend is due to fee increases but most significantly to the efforts of County officials in collection of a backlog of outstanding bond forfeitures. Currently, trends are moving downward and once efforts for old outstanding collections are exhausted, the County's revenue from this source should stabilize and flatten. Historical trends are a major factor in budgeting this category. Fiscal year 1997 saw a significant increase mainly due to additional court costs mandated by the State beginning September 1, 1997 and increased efforts on bond forfeitures during 1997 and 1998.

County of El Paso, Texas

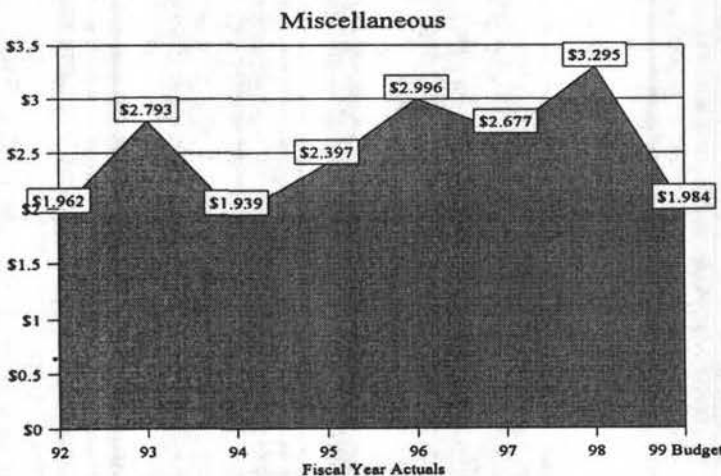
Summary of Revenues with Selected Definitions and Trends - All Funds

Fines, fees, and Forfeits								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amount	% Change	Budgets FY 98	Budgets FY 99	Changes Amount	% Change
Child Safety Fees	\$21,957	\$28,008	\$6,051	27.56%	\$18,000	\$22,000	4,000	22.22%
County Traffic Fees	25,674	44,672	18,998	74.00%	20,000	25,000	5,000	25.00%
County Attorney Bond Forfeit	691,532	1,550,364	858,832	124.19%	500,000	700,000	200,000	40.00%
Fines and Forfeits	2,040,038	2,718,034	677,996	33.23%	1,700,000	2,200,000	500,000	29.41%
Library Fines	2,123	2,644	521	24.54%	1,800	2,000	200	11.11%
Judgments	244,525		(244,525)	100.00%				
Totals	\$3,025,849	4,343,722	\$1,317,873		\$2,239,800	\$2,949,000	\$709,200	



This revenue source is the result of aggressive investment of the County's public funds in a variety of investment options as authorized by law. As shown in the graph, revenues have steadily trended down in direct relation to interest rates, and the amount of available investable funds. This revenue source varies directly with the direction of interest rates and the amount of funds available for investment. Although interest rates are remaining stable, the County anticipates having less investable funds and therefore, less interest earnings. Another significant event that had an impact on overall interest earnings was the fact that significant progress and cash outlays towards expenditures were made on that Countys' various capital projects thereby further reducing investable funds.

Interest								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budgets FY 98	Budgets FY 99	Changes Amounts	% Change
Interest Earning Investments	\$2,979,196	\$3,199,449	\$220,253	7.39%	\$1,633,619	\$2,002,625	\$369,006	22.59%
Interest Earning-N.O.W.	151,130	225,902	74,772	49.48%	128,514	151,000	22,486	17.50%
Totals	\$3,130,326	\$3,425,351	\$295,025		\$1,762,133	\$2,153,625	\$391,492	



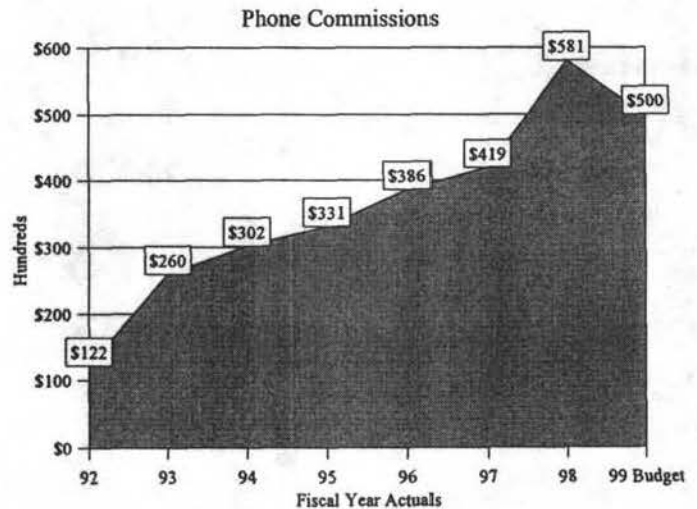
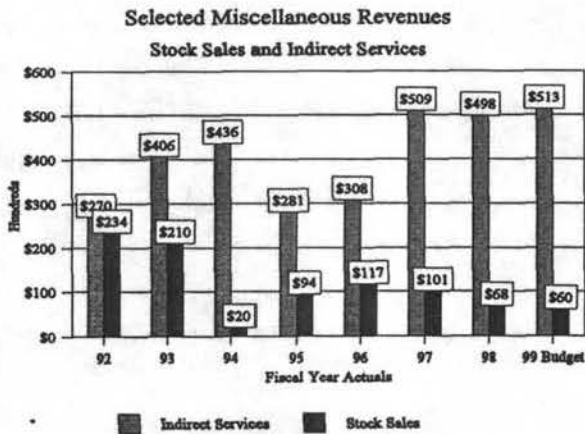
Miscellaneous revenues relate to those considered as non-recurring and not classified in any of the other major categories as defined. Miscellaneous revenues fluctuate from year to year mainly because this category is utilized to capture revenues that are considered non-recurring or not otherwise categorized. This classification is budgeted conservatively based on historical trends. Phone commissions saw an increase since fiscal year 1993 mainly due to new long distance vendor contracts with the vendor giving the County more commissions on pay telephones located in County facilities such as the courthouse and detention facilities.

County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds

Miscellaneous								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budgets FY 98	Budgets FY 99	Changes Amounts	% Change
Indirect Services	\$508,900	\$498,247	(\$10,653)	(2.09)%	\$473,876	\$512,812	\$38,936	8.22%
State Service Fees	93,413	158,101	64,688	69.25%	90,000	100,000	10,000	11.11%
Contribution-local	159,828	19,699	(140,129)	(87.67)%				
Consolidated Data Processing	3,516	7,958	4,442	126.34%	3,000	1,000	(2,000)	(66.67)%
Detention Facility- Commissary	60,000	65,000	5,000	8.33%	60,000	250,000	190,000	316.67%
Purchasing-Stock Sales	100,959	67,855	(33,104)	(32.79)%	95,000	60,000	(35,000)	(36.84)%
Allright Parking	52,498	48,718	(3,780)	(7.20)%	42,000	42,000		
Phone Commission-Local	342,596	442,581	99,985	29.18%	250,000	350,000	100,000	40.00%
Phone Commissions-Long Distance	76,198	137,967	61,769	81.06%	60,000	150,000	90,000	150.00%
Miscellaneous-Reimbursement	283,847	334,444	50,597	17.83%	219,000	194,000	(25,000)	(11.42)%
Contributions & Donations-General	181		(181)	(100.00)%				
Contributions- Other	20,000		(20,000)	(100.00)%				
Homebound Program Income	2,021	43,573	41,552	2056.01%	1,600	1,600		
Transportation- Program Income Received	2,201	981	(1,220)	(55.43)%	2,200	1,500	(700)	(31.82)%
C-1 Program Income Received	49,572	43,050	(6,522)	(13.16)%	50,000	40,000	(10,000)	(20.00)%
Courthouse Settlement		225,000	225,000	100.00%				
Time Payment Fee- 10%		12,478	12,478	100.00%				
Time Payment Fee- 25%		49,085	49,085	100.00%				
Loan Processing Fees		828	828	100.00%				
Continuing Legal Education						2,240	2,240	100.00%
Property Sales	40,792	54,591	13,799	33.83%	2,000	20,000	18,000	900.00%
Unclassified Revenues	544,837	411,492	(133,345)	(24.47)%	183,433	240,400	56,967	31.06%
Program Participants	335,518	673,590	338,072	100.76%	732,848	19,200	(713,648)	(97.38)%
Totals	\$2,676,877	\$3,295,238	\$618,361		\$2,264,957	\$1,984,752	(\$280,205)	

Selected Miscellaneous Revenues



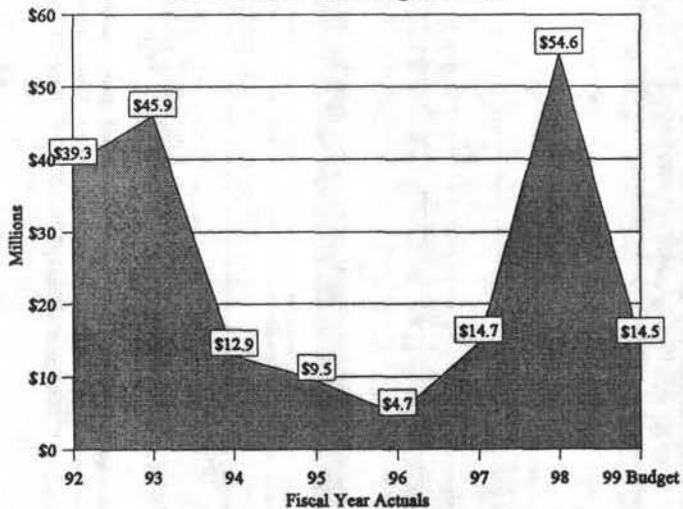
County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds

Other Financing Sources								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budgets FY 98	Budgets FY 99	Changes Amounts	% Change
Proceeds of Bonds Sold	8,750,000	\$23,961,989	\$15,211,989	173.85%	1,200,000		(1,200,000)	(100.00)%
Accrued Interest- Cert. Of Indebtedness	58,737	343,339	284,602	484.54%	225,595		(225,595)	(100.00)%
Refinancing Proceeds		25,016,050	25,016,050	100.00%	25,133,042		(25,133,042)	(100.00)%
Proceeds of Certificates of Obligation					22,644,998		(22,644,998)	(100.00)%
Proceeds of Bonds Sold-Premium	1,312	81,571	80,259	6117.30%	81,574		(81,574)	(100.00)%
Designated Fund Equity					\$12,388,710	\$11,343,081	(\$1,045,629)	(8.44)%
Transfers In	543,933	979,745	435,812	80.12%	180,000	265,000	85,000	47.22%
Transfer In-Grants	2,338,594	1,991,353	(347,241)	(14.85)%	2,283,637	1,016,030	(1,267,607)	(55.51)%
Transfer In-Court Court Reporter Fee	126,984	120,000	(6,984)	(5.50)%	120,000	120,000		
Transfers In-Debt Service					129,888		(129,888)	(100.00)%
Excess Grant Match	276,160	207,266	(68,894)	(24.95)%	1,000	100,000	99,000	9900.00%
Transfers In-Roads and Bridges	2,600,000	1,939,858	(660,142)	(25.39)%	1,939,858	1,620,070	(319,788)	(16.49)%
Totals	\$14,695,720	\$54,641,171	\$39,945,451		\$66,328,302	\$14,464,181	(\$51,864,121)	

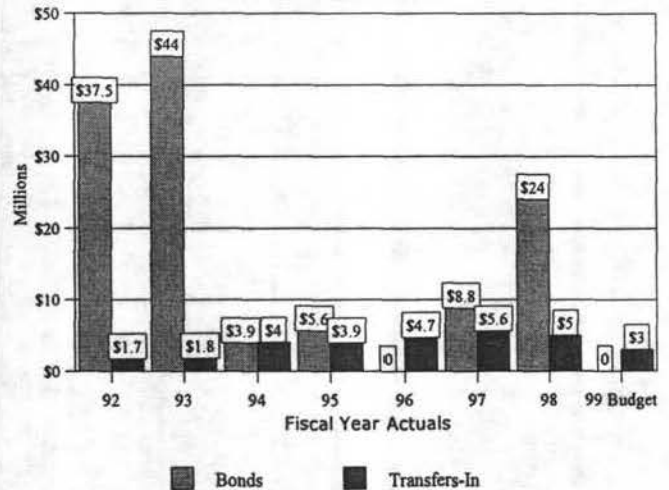
The overall majority of this category relates to the receipt of bond proceeds in the year of inception for capital projects. The remaining sources relate to transfers between other funds of the County such as from the Road and Bridges Fund and excess grant match refunds.

Total Other Financing Sources



Selected Other Financing Sources

Bonds and Transfers-In



County of El Paso, Texas

Summary of Revenues with Selected Definitions and Trends - All Funds

Residual Equity Transfers-In								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budgets FY 98	Budgets FY 99	Changes Amounts	% Change
Residual Equity Transfer-In		\$35	\$35	100.00%				
Totals	\$0	\$35	\$35		\$0.00	\$0.00	\$0.00	

Grand Totals								
Revenue Account Title	Actuals FY 97	Actuals FY 98	Changes Amounts	% Change	Budgets FY 98	Budgets FY 99	Changes Amounts	% Change
Grand Totals	\$131,010,209	\$180,556,779	\$49,546,570	37.82%	\$192,587,257	\$128,867,827	(\$63,719,430.00)	(33.09)%
Designation for encumbrances						11,923,144	\$11,923,144	100.00%
Grand Totals and Encumbrance Designation	\$131,010,209	\$180,556,779	\$49,546,570		\$192,587,257	\$140,790,971	(\$51,796,286)	

Comparison of fiscal year 1998 and 1999 include carry forward encumbrances and are segregated above. Encumbrances represent obligations of the County for goods and services relating to the fiscal year ended September 30, 1998 expected to be paid in the new fiscal year. The majority of encumbrances carried forward relate to Capital Projects Funds which totaled \$4,776,394 and \$8,976,503 at the end of fiscal years 1997 and 1998 respectively. Amounts included to balance the County's operating budget in fiscal years 1998 and 1999 respectively totaled \$36,253,897 and 26,580,511.

Revenue Estimates

The County Auditor estimates and certifies all revenues for the County of El Paso and provides the estimates to the Commissioners Court. Budgeted revenues are based on current trends while taking into consideration recent historical trends and local economic factors. The County continually monitors revenue collections throughout the fiscal year to ensure that the revenue estimates are being realized.





EXPENDITURES

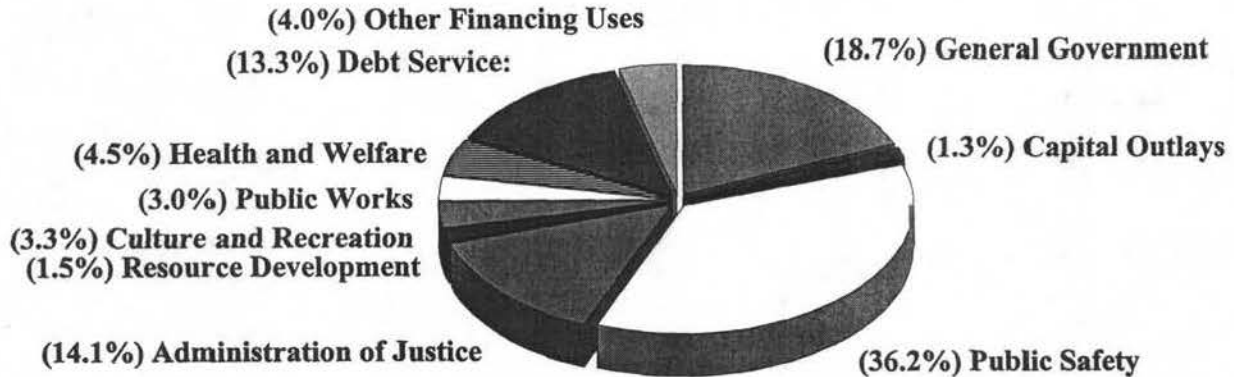
County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - All Funds (Expenditures)

With comparative actuals and budget

	Actual Expenditures		Changes		Budgeted Appropriations		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Expenditures (Uses):								
General Government	\$17,292,167	\$18,130,107	\$837,940	4.85%	\$20,095,239	\$24,054,818	\$3,959,579	19.70%
Administration of Justice	18,527,934	19,441,337	913,403	4.93%	23,642,058	18,107,845	(5,534,213)	-23.41%
Public Safety	37,349,487	43,220,860	5,871,373	15.72%	50,557,195	46,683,936	(3,873,259)	-7.66%
Health and Welfare	7,564,195	8,819,951	1,255,756	16.60%	10,159,279	5,855,345	(4,303,934)	-42.36%
Community Services	807,061	551,692	(255,369)	-31.64%	1,909,246		(1,909,246)	-100.00%
Resource Development	1,854,502	1,693,940	(160,562)	-8.66%	1,866,177	1,971,819	105,642	5.66%
Culture and Recreation	2,683,142	2,849,810	166,668	6.21%	3,438,675	4,196,110	757,435	22.03%
Public Works	3,271,616	3,154,488	(117,128)	-3.58%	4,321,908	3,908,048	(413,860)	-9.58%
Capital Outlays	36,027,540	20,445,872	(15,581,668)	-43.25%	60,568,722	1,730,482	(58,838,240)	-97.14%
Debt Service:								
Principal	6,383,073	6,773,901	390,828	6.12%	6,772,624	8,990,440	2,217,816	32.75%
Interest	7,257,739	7,159,053	(98,686)	-1.36%	7,269,247	8,204,421	935,174	12.86%
Other Debt Related Costs	310,736	25,705,937	25,395,201	8172.60%	25,705,942		(25,705,942)	-100.00%
Other Financing Uses	5,574,935	5,238,222	(336,713)	-6.04%	4,541,808	5,164,563	622,755	13.71%
Total Expenditures and Other Financing Uses	\$144,904,127	\$163,185,170	\$18,281,043	12.62%	\$220,848,120	\$128,867,827	(\$91,980,293)	-41.65%

Fiscal Year 1999 Budget Appropriations (Uses) - All Funds



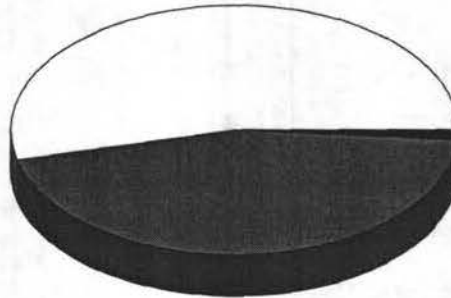
County of El Paso, Texas

Budget Summary for Fiscal Year 1999 by Category - All Funds With Prior Year Expenditure Actuals

Category	Actuals		Changes		Budget		Changes	
	FY 97	FY 98	Amounts	Percentages	Actual	Adopted	Amounts	Percentages
					FY 98	FY 99		
Personnel	\$58,773,621	\$63,514,282	\$4,740,661	8.07%	\$72,068,258	\$69,386,103	(\$2,682,155)	-3.72%
Operating	50,102,966	79,225,016	29,122,050	58.12%	88,211,140	57,751,242	(30,459,898)	-34.53%
Capital	36,027,540	20,445,872	(15,581,668)	-43.25%	60,568,722	1,730,482	(58,838,240)	-97.14%
Totals	\$144,904,127	\$163,185,170	\$18,281,043	12.62%	\$220,848,120	\$128,867,827	(\$91,980,293)	-41.65%

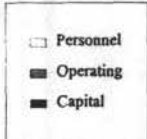
Operating Budgets FY 99

\$69,386,103 (53.8%)



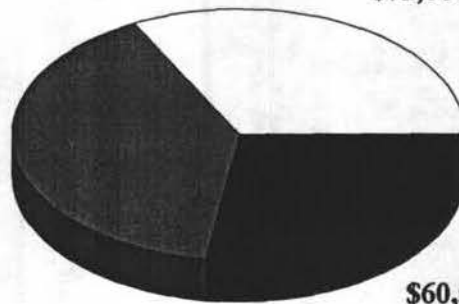
\$1,730,482 (1.3%)

\$57,751,242 (44.8%)



FY 98

\$72,068,258 (32.6%)



\$88,211,140 (39.9%)

\$60,568,722 (27.4%)

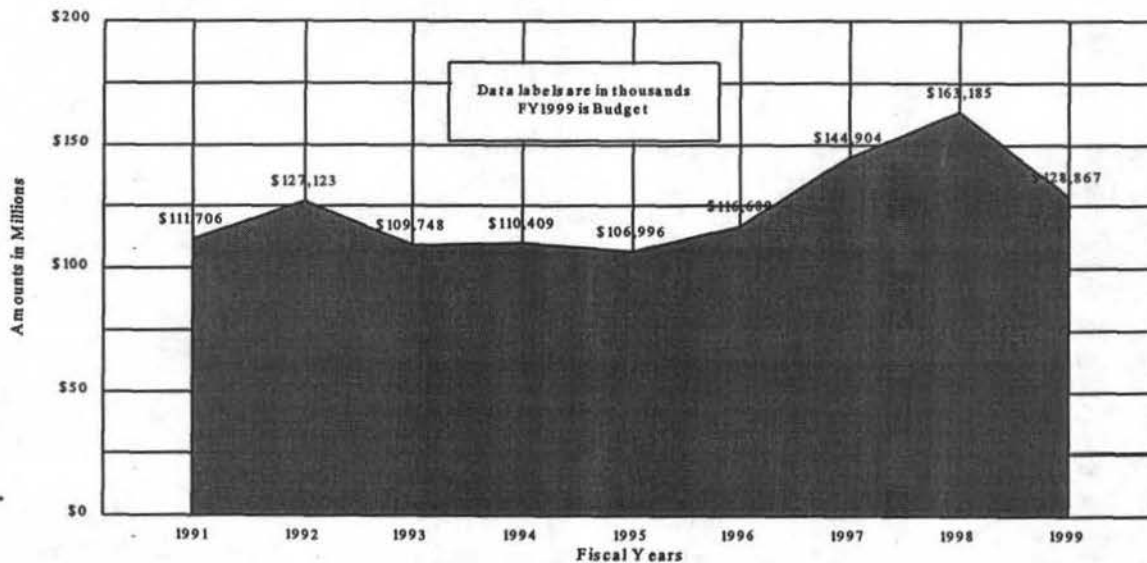
County of El Paso, Texas

Historical Expenditure Trends - By Function (Amounts in Thousands) Fiscal Year Expenditures

Function										Budget
	1991	1992	1993	1994	1995	1996	1997	1998	1999	
General Government	\$18,660	\$16,240	\$12,529	\$15,105	\$15,497	\$15,972	\$17,292	\$18,130	\$24,055	
Administration of Justice	9,839	14,654	15,112	15,791	16,119	18,441	21,085	19,441	18,108	
Public Safety	24,207	24,556	25,764	28,912	32,427	33,352	35,135	43,221	46,684	
Health and Welfare	7,509	7,279	7,022	6,755	7,476	9,134	7,269	8,820	5,855	
Community Services	1,808	2,536	3,111	3,889	3,968	1,624	849	552		
Resource Development	3,756	3,390	3,114	1,897	1,623	1,810	1,854	1,694	1,972	
Culture and Recreation	2,228	3,698	2,023	2,178	2,379	2,203	2,683	2,850	4,196	
Public Works	1,330	1,515	1,929	2,233	2,461	2,948	3,182	3,154	3,908	
Capital Outlays	25,503	7,418	9,520	8,609	7,055	11,180	36,028	20,446	1,730	
Debt Service:										
Principal	2,940	6,120	4,000	6,000	6,965	5,928	6,383	6,774	8,990	
Interest and other costs	4,496	6,560	5,144	8,466	6,648	7,810	7,258	7,159	8,204	
Other Uses	9,430	33,157	20,480	10,574	4,378	6,278	5,886	30,944	5,165	
Total Expenditures	\$111,706	\$127,123	\$109,748	\$110,409	\$106,996	\$116,680	\$144,904	\$163,185	\$128,867	

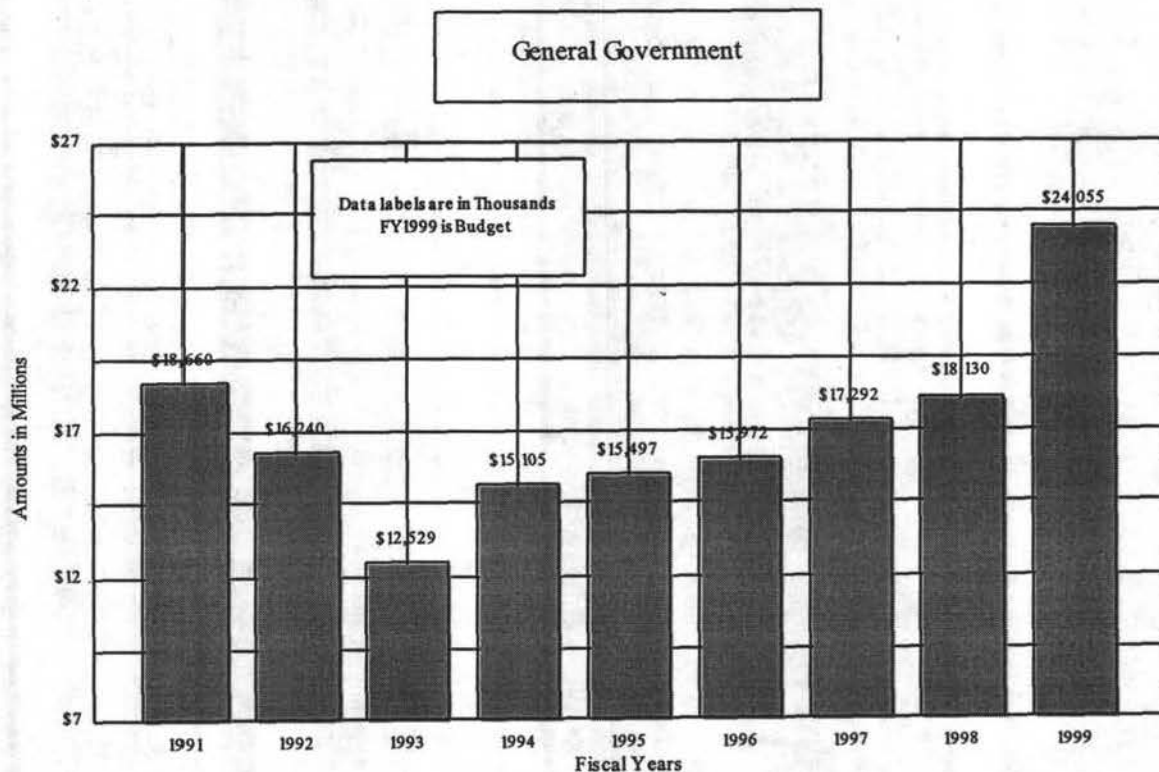
Total expenditures for the County of El Paso has had steady growth over the years regarding operational expenditures due to contractual increases relating to sheriff deputies covered by a collective bargaining agreement for salary increases and operational cost increases such as utilities and general inflationary factors. A significant increase in 1997, which caused the trend to rise, was related to the cycle of capital project construction costs and fluctuations in principal and interest

Historical Trend - Total Expenditures - All Funds



payments on bonded indebtedness. A large portion of the increase in 1998 is attributable to the increase in debt related payments in relation to a \$26 million dollar refunding bond issue. Other significant increases resulted in the Public Safety function in direct relation to the opening and staffing of the Jail Annex.

The **General Government** component of the County's budget relates to departments which are administrative in general. For example, the County Judge and County Commissioners are funded within this function as they are the administrative body of the County. They are responsible for making financial and other decisions which impact residents of El Paso County. Other departments that fall within this category, to name a few, are the County Auditor and Treasury, General and Administration, County and District Clerk, Consolidated Data Processing and the Tax Office.

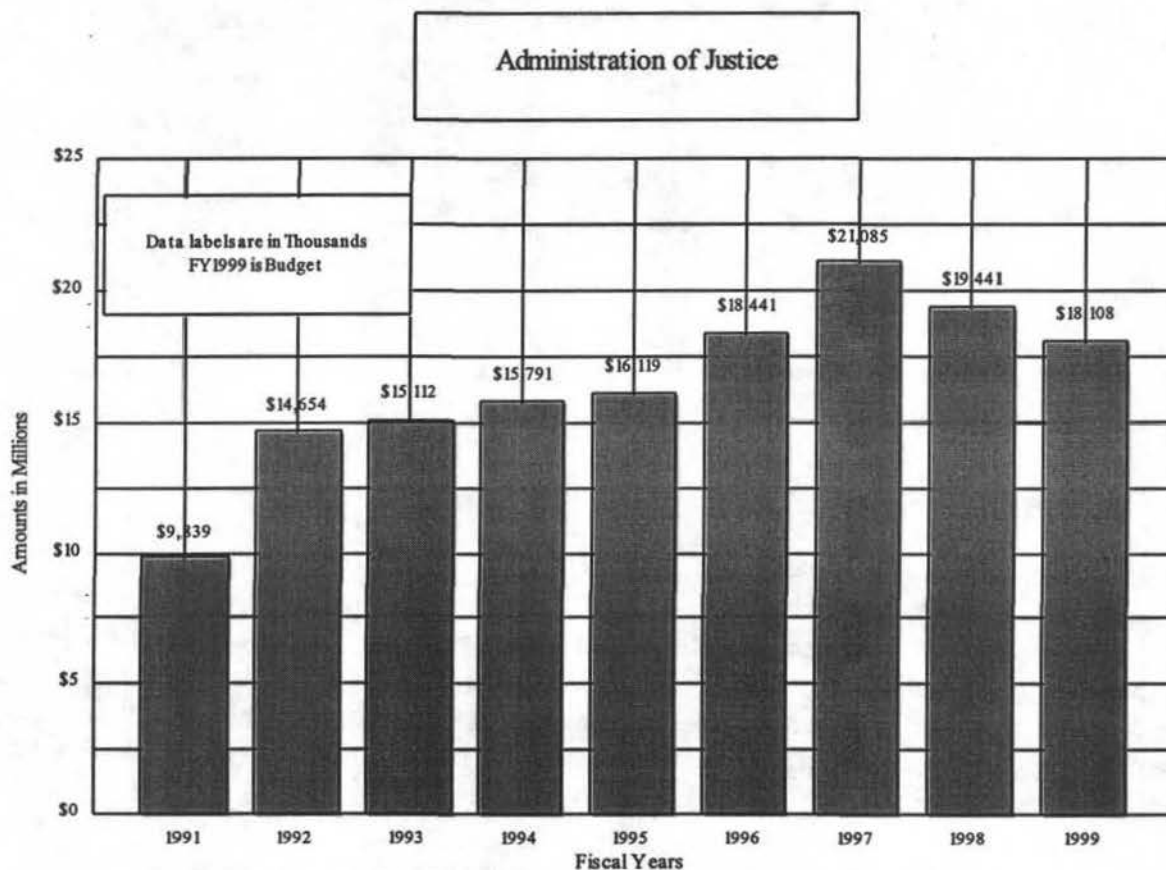


Overall, expenditures of departments within this classification reflect some increases with the most notable of these being related directly to the area of General and Administrative expenses. A departmental decrease that is partially offsetting this category of expenditures is taking place in the Consolidated Data Processing department. The Consolidated Data Processing department experienced a reduction in expenditures as a result of converting from the high cost mainframe system to a lower maintenance cost client server environment. It is expected that this department will continue to experience additional decreases in the next few fiscal years to come.

A trend upwards can be seen in FY97 and FY98 as the Commissioners Court has funded general salary increases by placing the appropriations in the General and Administrative account and transferring the necessary funds to departments if and when needed. The general and administrative index of the general fund fluctuated over the years as it is used as a catch all account at the discretion of the Commissioners Court. This account is utilized for payments to other agencies for a variety of services from appraisals of property by the Central Appraisal District, tax collection cost billed by

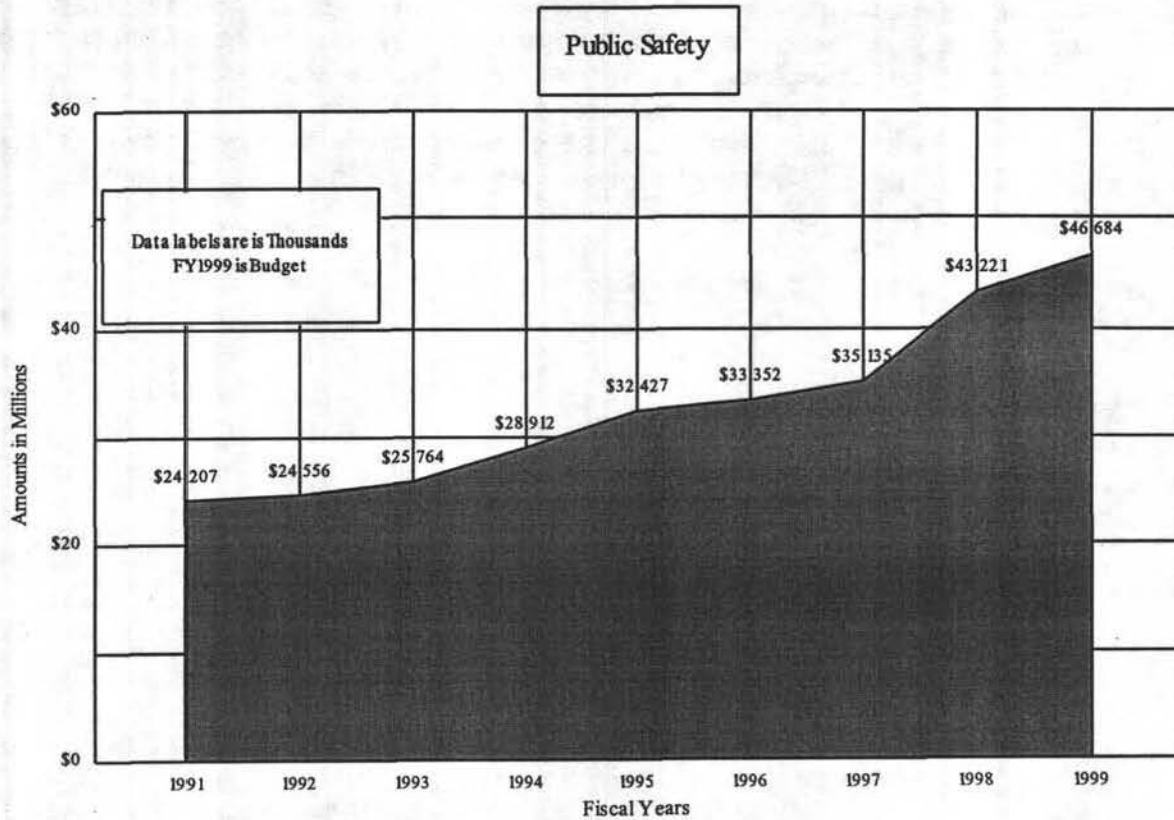
the City of El Paso, contributions by the County to its self-funded health, life and dental insurance fund, and various contingency expenditures which fluctuate from year to year. The Commissioners Court increased its budgeted contingency funds, which are utilized in the event that a major need arises requiring funding. This category experienced a increase in fiscal year 1999 with over \$1.6 million budgeted in general and administrative contingencies which was up from \$1 million in 1998. Additionally the Commissioners Court implemented a salary parity plan in the 1999 budgeted which increased salary allowances in this category by almost two million dollars.

Administration of Justice is the basic reason for county government and has grown steadily since the early 1990's. Basically the increase relates to nominal yearly adjustments as those given to other departments within the County, with the exception of legal fees of the Council of Judges Administration. The significant fluctuations are related to increases in the judiciary, such as new courts being funded in the early 90's and again in 1996 with the new 383rd and 384th District Courts being approved by the State legislature. Additionally over the past year two County Courts at Law have



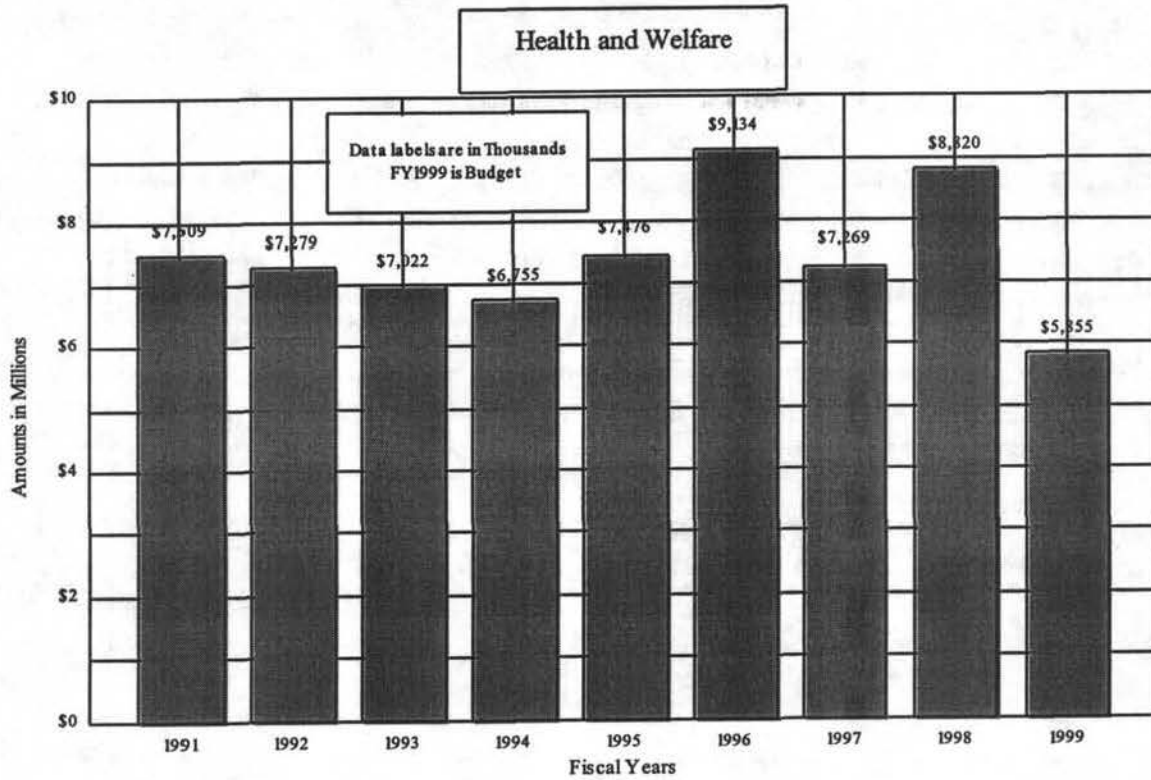
also been established within the County. Other changes that have taken place which have effected expenditures and budgeted appropriations are the increased staffing levels in related support offices such as the County and District Attorney's offices whose departments work in direct relation with the Judiciary.

In regards to **Public Safety**, beginning in the late 1980's the County entered into a collective bargaining contract mainly with the El Paso County Sheriff deputies for salary and benefit compensation which is representative of the trend of increases in this area. Additionally, over the years,



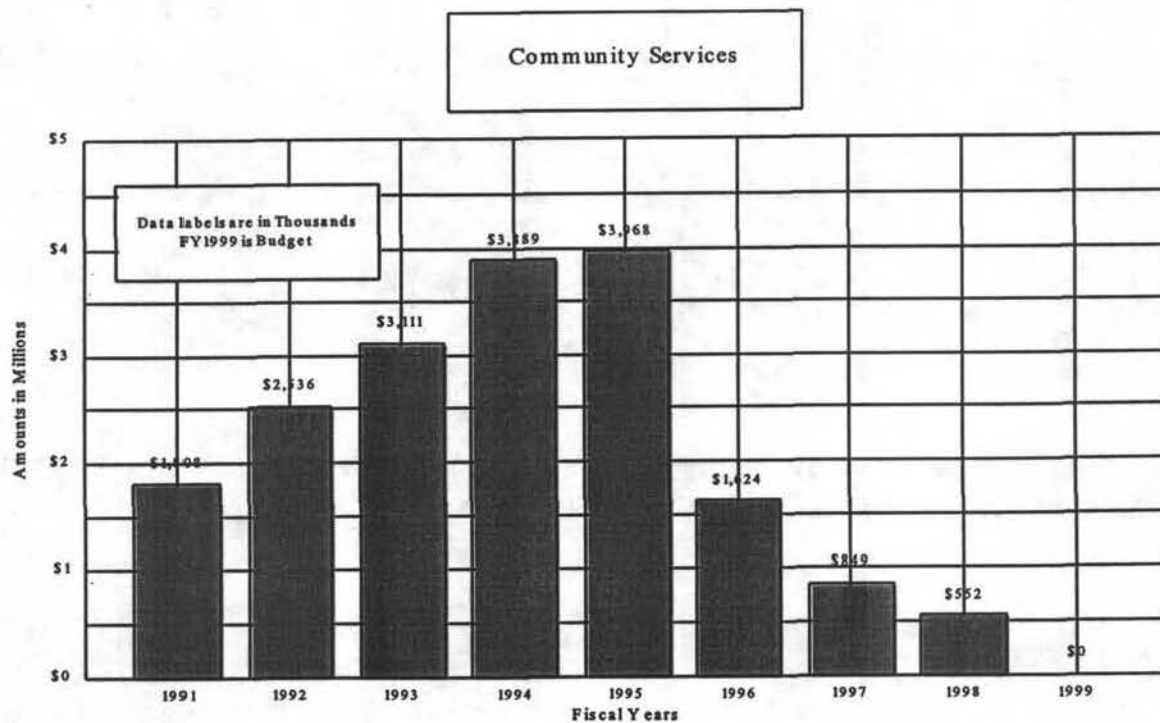
other Sheriff's Department employees were added to the collective bargaining contract as well as other salary incentive plans introduced by that department such as a step ladder or career ladder increase system approved by the Commissioners Court. Most of the increase occurred within the County Sheriff Jail Annex index. The Jail Annex located in east El Paso began its first full year of operation during fiscal year 1998 and was fully staffed and operational for most of the fiscal year. The County of El Paso constructed the Jail Annex in an effort to relieve overcrowding in the downtown detention facility. The fiscal year 1999 budget will now feel the full impact of both detention facilities operating at near capacity for an entire fiscal year. Other factors for the increase in Public Safety expenditures relates to growth in the area of the Juvenile Probation Department. Increases in juvenile crime and additional State mandates have required staffing and operational increases over the years. As evidenced on the graph on this page, future expenditures for public safety are expected to continue to increase over the next several years. This is due to the opening of the new Jail Annex early in fiscal year 1998 and the upcoming costs of operating expanding Juvenile Facilities. The Juvenile Probation department is currently undergoing two expansion projects. One being a post adjudication facility which will house additional juvenile offenders and secondly the expansion of the Juvenile Administration building. These two additional facilities will be completed in the last quarter of fiscal year 1999 and are expected to open at the beginning of fiscal year 2000.

The bulk of the increase in **Health and Welfare** relates to the County's funding of health related agencies such as the City-County Health District, Animal Control and fluctuations within health related grant activities. Subsequent to fiscal year 1993, the County saw costs trending upwards upon completion of the new County Morgue in 1993. The costs related to the medical examiners office have posted significant increases as operations have established themselves. In fiscal year 1998, the



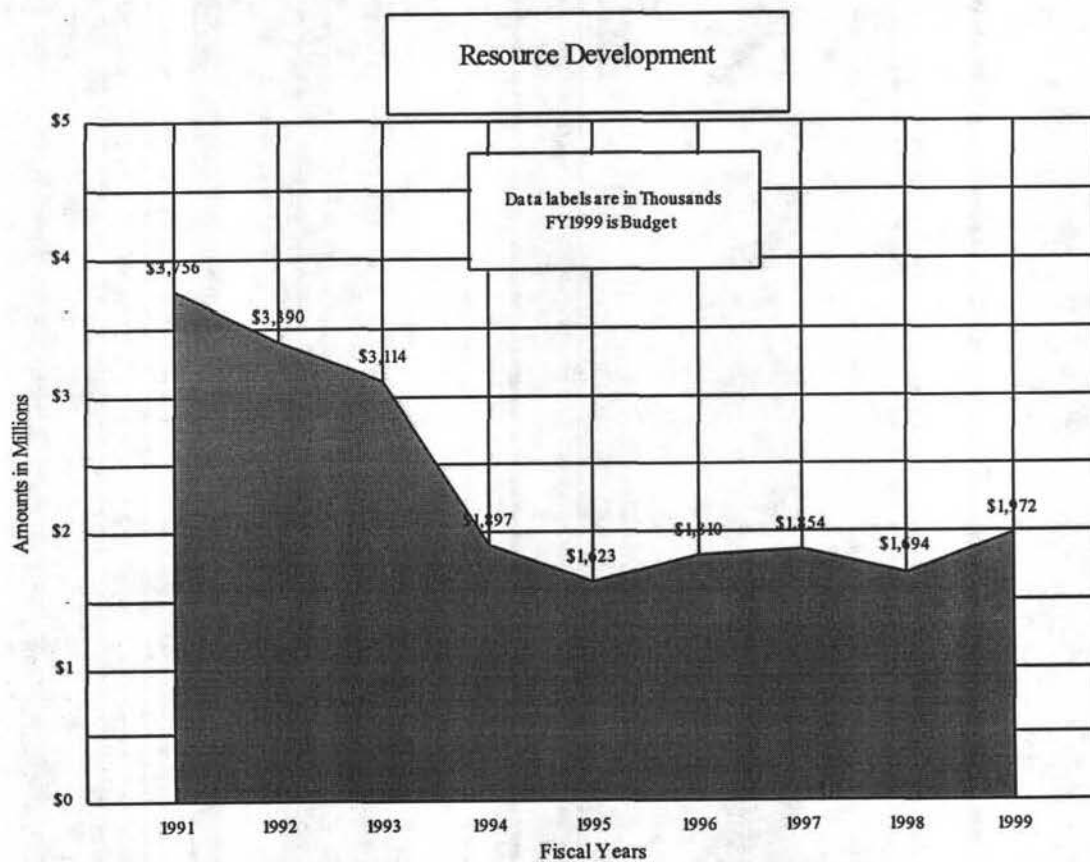
County experienced increases in mental health costs and its contribution to the Child Welfare Program. The fiscal year 1999 budget in this category although lower than the 1998 expenses is expected to increase as grant awards in this category are received during the fiscal year.

The area of **Community Services** relates directly to grant funded activities over the years. In more recent years the focal point has been on improving the outlying areas within the County of El Paso



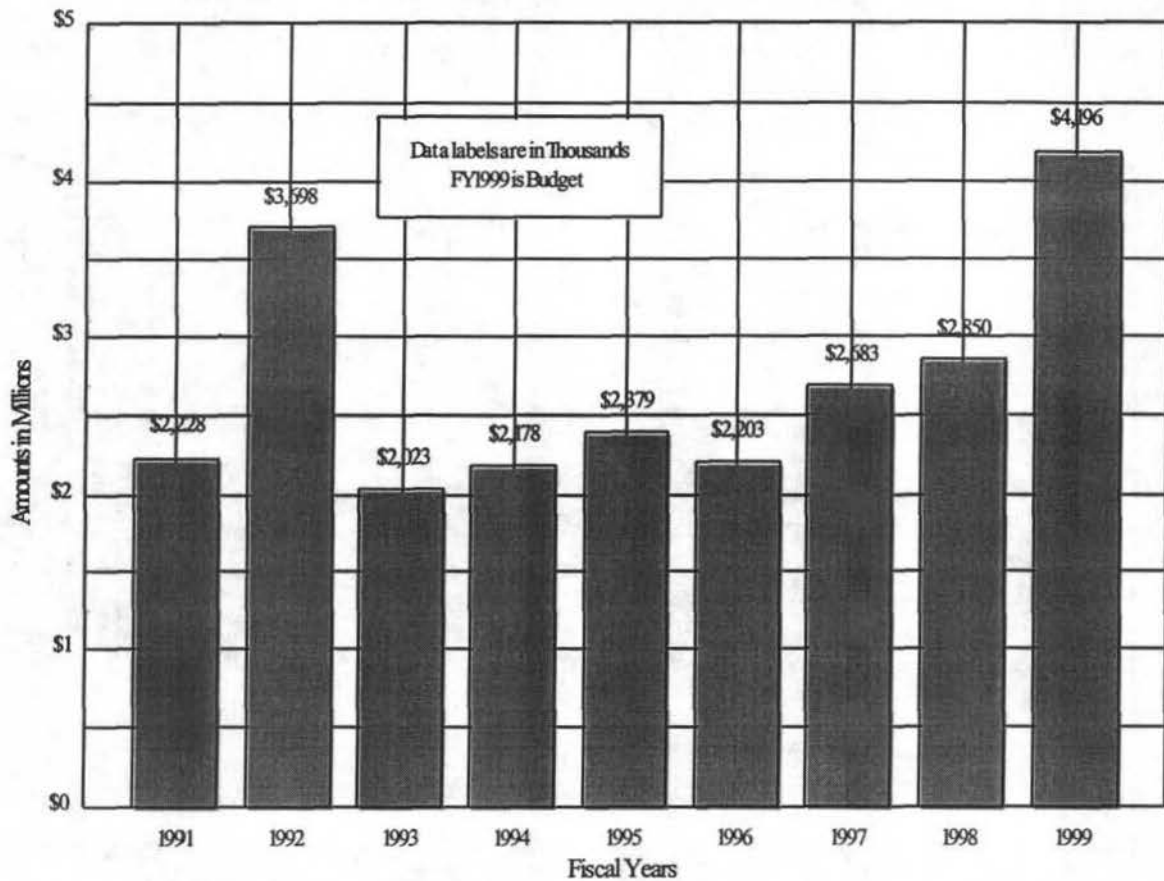
with necessities such as water and plumbing for which most awards were granted between fiscal years 1992 and 1995. The major change of fiscal year 1996 and 1997, reflected in the bar graph on the previous page, depicts the fact that some of these grants provide funding up front and therefore, some grants were being closed out due to discontinuation of funding and/or completion of the projects while new projects may be starting. In fiscal year 1998, funding mainly relates to the Rural Transit program which provides transportation for residents in several rural areas of the County. Another main area of expenditures in this category relate to the Self Help Center which provides housing and community development services in the Lower Valley. The fiscal year 1999 budget will be amended as State and Federal grant awards are received by the County. It is important to note that the County did establish a Community Development department for fiscal year 1999 in an effort to focus on meeting the increased needs of the community of the County by aggressively identifying and obtaining funds to meet these needs.

The downward slope in the area of **Resource Development** is mainly the result of an interlocal agreement between the City of El Paso and the County of El Paso whereby the City took total operational control of the Tourist and Convention Bureau and Civic Center operations in the early



1990's. Personnel and all operating activities were transferred to the City and the County in turn provides hotel occupancy funding to the City of El Paso on a monthly basis.

Culture and Recreation

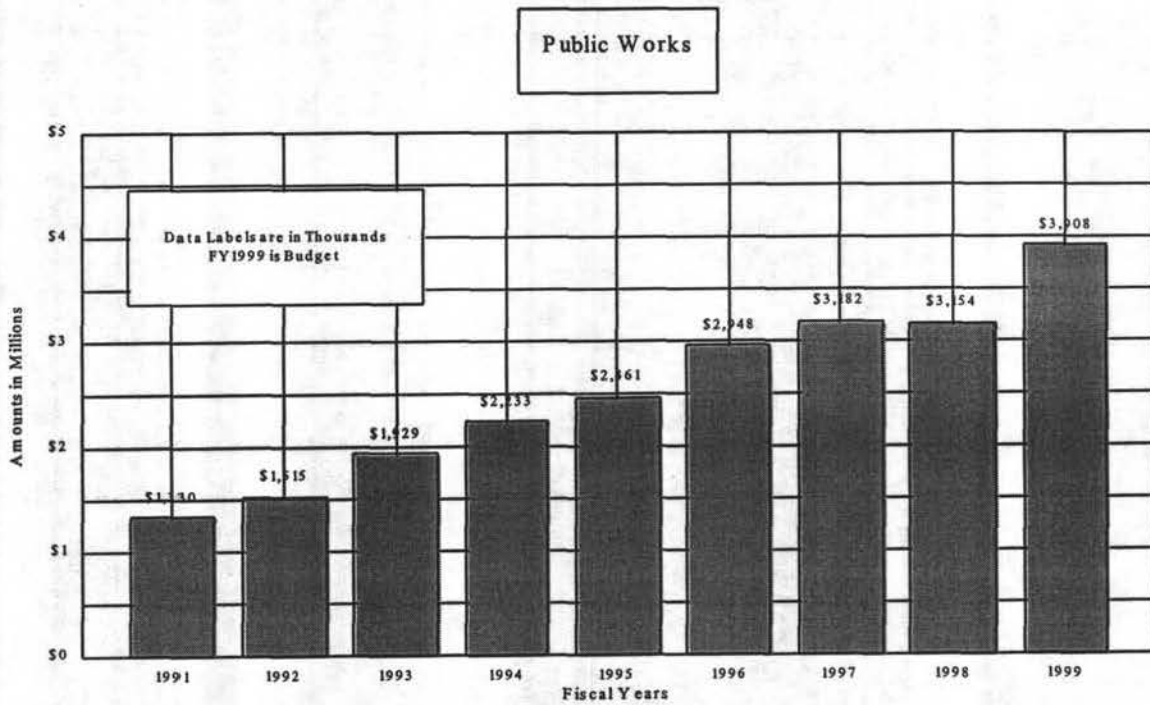


The major factor for the dive of **Culture and Recreation** expenditures between fiscal years 1992 and 1993 is attributable to one time expenditures relating to the El Paso County Aquatic Center Construction Project which was partially funded through General Fund monies in addition to the transfer funds mentioned in the Other Uses section below. Other factors contributing to the upward slope from fiscal year 1993 relate to general increases and additional budgets being established relating to new restrictive sources of funding classified mostly in the Special Revenue Fund. One of the significant increases to culture and recreation for fiscal years 1996 through 1998 related to the

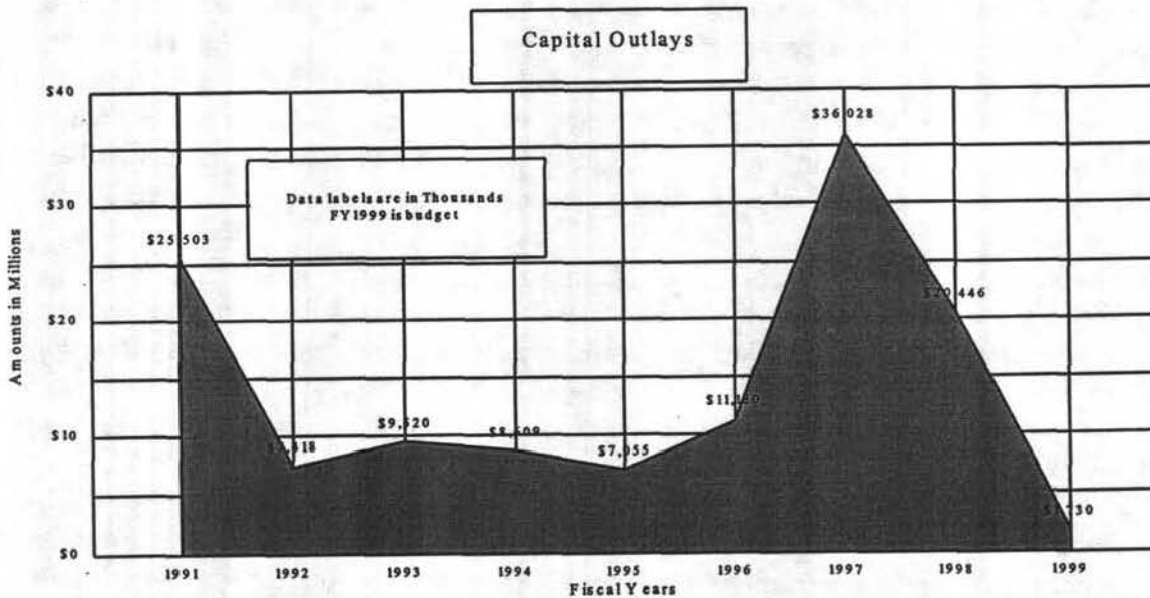
Coliseum Tourist Promotion fund. One of the main reasons for such a significant increase in fiscal year 1999 is the establishment of the Ascarate Park Improvement fund whereby all revenues generated from the park are being designated for reinvestment into the park to accomplish upgrades to the park grounds to include the Lake, Trails, Playgrounds and Ballfields. The County Park continued its build-up with additional funding for Fiscal Year 1999 which remained to be appropriated from the General Fund.

In the **Public Works** group, these are mainly infrastructure related expenditures for roads and bridges incurred by the Roads and Bridges Department. In recent years, the Roads and Bridges

Department has focused on replacement of some of its heavy duty equipment and has put more emphasis on new roadways and roadway improvements. This account group increased by a brisk amount in fiscal year 1999.

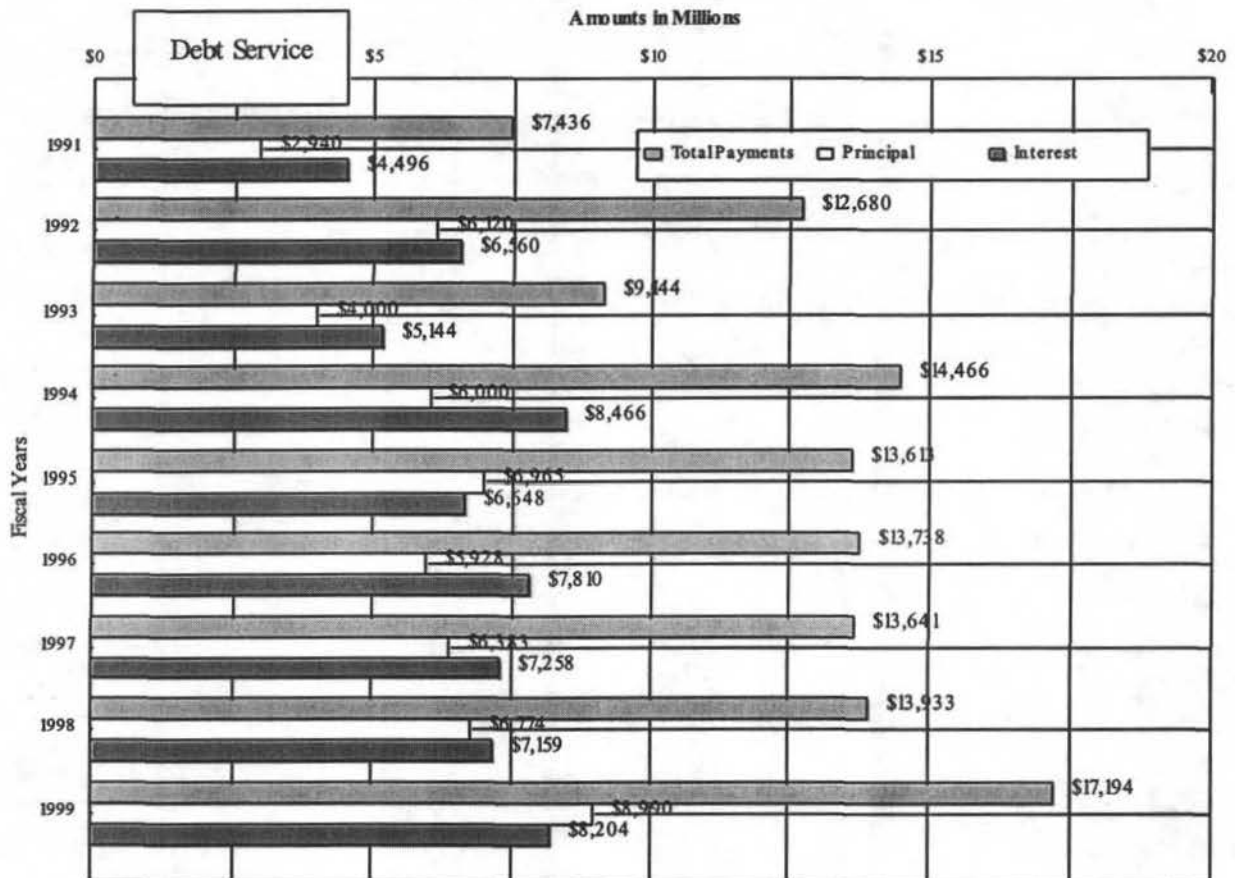


Capital Outlays mainly are the result of major capital projects. The main peak reflects the completion of a variety of county projects including the County Courthouse Building followed by new projects such as the Jail Annex and Module projects which were completed during fiscal year 1998. The present Commissioners Court is in the process of formulating a long-term capital plan which



is a proactive step in the right direction. The County of El Paso budgets capital projects on a very limited basis and has only in the past three years allowed significant departmental capital expenditures such as in fiscal year 1994 when the County issued \$3,210,000 in Certificates of Obligation for the purpose of capital equipment and improvements at the departmental level and in fiscal year 1998 issued \$22,645,000 towards addressing capital needs to the County which included addressing the year 2000 computer issue while simultaneously moving from the costly mainframe environment to the more efficient client server environment. This capital issue also included funding for the build out of the remaining floors of the Courthouse, major improvements to the County Coliseum and to construct a building for the Agriculture Extension Department.

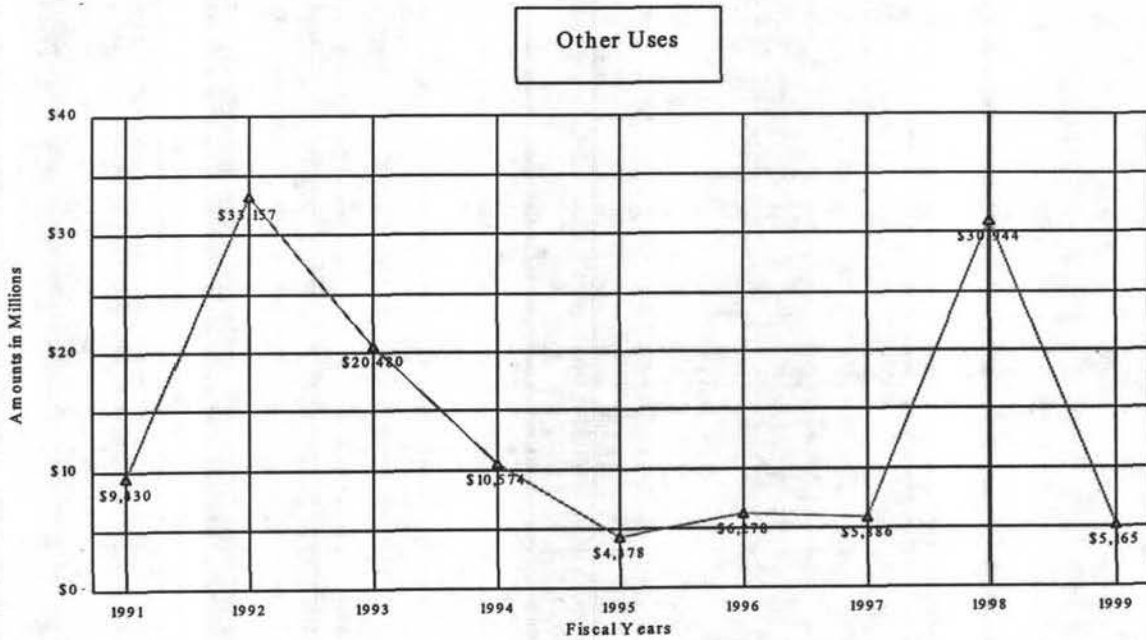
Debt Service is utilized for the repayment of outstanding obligations of the County relating to bonds issued over the years for approved capital projects. Fluctuations over the years are attributable to



timing of repayment scheduling by the County's bond counsel. The trend is increasing as can be seen in the Debt Service section of this report. Based on the County's current indebtedness, an increase in total payments will be experienced though fiscal year 2001 and subsequently may start trending downwards. The schedule of debt service principal and interest requirements in the debt service section of this report reflects this trend which could subsequently change due to debt restructuring or refundings in the future. The main source of repayment of the County's bonded indebtedness is ad valorem property taxes which by law is the first priority of using property tax monies collected and is a primary factor in calculating the County's ad valorem property tax rate each year.

Other Uses relate to transfers of funds to other funds and/or payments not considered operating expenditures such as defeasance or refunding of bond issues which occurred between fiscal year

1991, 1994 and 1998. The County, upon recommendations of its bond counsel's advice, took advantage of lower interest rate financing and refunded various long-term obligations which were accruing interest at a significantly higher interest rate for a net future saving to the taxpayers of El Paso County. Normally, other uses relate mainly to grant match transfers to various grants representing the County's funding portion in order to obtain State or Federal funding.





GENERAL FUND

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - General Fund With comparative actuals and budget

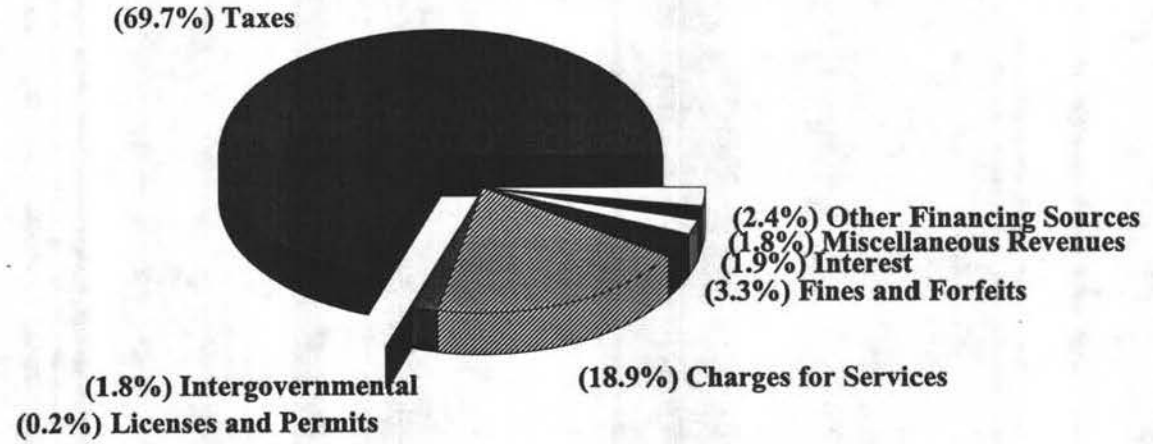
The General Fund is used to account for all financial resources not required to be accounted for in another fund. Expenditures are recorded by character within the various budgets. The number of budgets utilized by departments may vary depending upon the complexity of the unit as well as reporting requirements. The graphs that follow depict the fiscal year 1999 budgeted revenues by sources, and appropriations by function and category (Personnel, Operating, and Capital Outlays).

	Actual Sources and Uses		Changes		Operating Budgets		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Revenues (Sources):								
Taxes	\$55,750,821	\$59,378,749	\$3,627,928	6.51%	\$56,366,949	\$62,014,531	\$5,647,582	10.02%
Licenses and Permits	165,123	153,323	(11,800)	-7.15%	184,000	160,000	(24,000)	-13.04%
Intergovernmental	2,204,301	1,790,069	(414,232)	-18.79%	1,855,619	1,643,546	(212,073)	-11.43%
Charges for Services	14,827,456	16,260,843	1,433,387	9.67%	15,926,100	16,837,600	911,500	5.72%
Fines and Forfeits	3,025,849	4,343,722	1,317,873	43.55%	2,239,800	2,949,000	709,200	31.66%
Interest	1,564,034	2,013,925	449,891	28.76%	1,025,000	1,650,000	625,000	60.98%
Miscellaneous Revenues	1,878,581	2,039,195	160,614	8.55%	1,323,876	1,645,812	321,936	24.32%
Other Financing Sources	3,138,144	2,447,124	(691,020)	-22.02%	2,240,858	2,105,070	(135,788)	-6.06%
Total Revenues and Other Financing Sources	82,554,309	88,426,950	5,872,641	7.11%	81,162,202	89,005,559	7,843,357	9.66%
Residual Equity Transfers-In		35	35	100.00%				
Beginning Fund Balances	14,186,002	19,957,826	5,771,824	40.69%	19,957,826	22,331,848	2,374,022	11.90%
Total Available Resources	\$96,740,311	\$108,384,811	\$11,644,500	12.04%	\$101,120,028	\$111,337,407	\$10,217,379	10.10%
Expenditures (Uses):								
General Government	\$16,454,697	\$17,324,585	\$869,888	5.29%	\$19,064,265	\$22,762,578	\$3,698,313	19.40%
Administration of Justice	15,342,942	16,456,252	1,113,310	7.26%	17,491,284	17,876,678	385,394	2.20%
Public Safety	35,125,905	40,710,003	5,584,098	15.90%	46,052,095	46,634,936	582,841	1.27%
Health and Welfare	4,708,078	5,666,532	958,454	20.36%	6,918,298	4,632,849	(2,285,449)	-33.03%
Resource Development	454,444	401,396	(53,048)	-11.67%	412,532	480,569	68,037	16.49%
Culture and Recreation	1,475,225	1,675,527	200,302	13.58%	2,053,171	1,946,420	(106,751)	-5.20%
Capital Outlays	602,332	1,202,040	599,708	99.56%	1,602,130	8,164	(1,593,966)	-99.49%
Other Financing Uses	2,618,862	2,616,628	(2,234)	-0.09%	2,026,209	3,058,193	1,031,984	50.93%
Total Expenditures and Other Financing Uses	76,782,485	86,052,963	9,270,478		95,619,984	97,400,387	1,780,403	1.86%
Residual Equity Transfers-Out						2,337,320	2,337,320	
Encumbrances								
Ending Fund Balances	19,957,826	22,331,848	2,374,022	11.90%	5,500,044	11,599,700	6,099,656	110.90%
		(35)	(35)					
Total Expenditures, Appropriations and Fund Balances	\$96,740,311	\$108,384,811	\$11,644,500	12.04%	\$101,120,028	\$111,337,407	\$10,217,379	10.10%

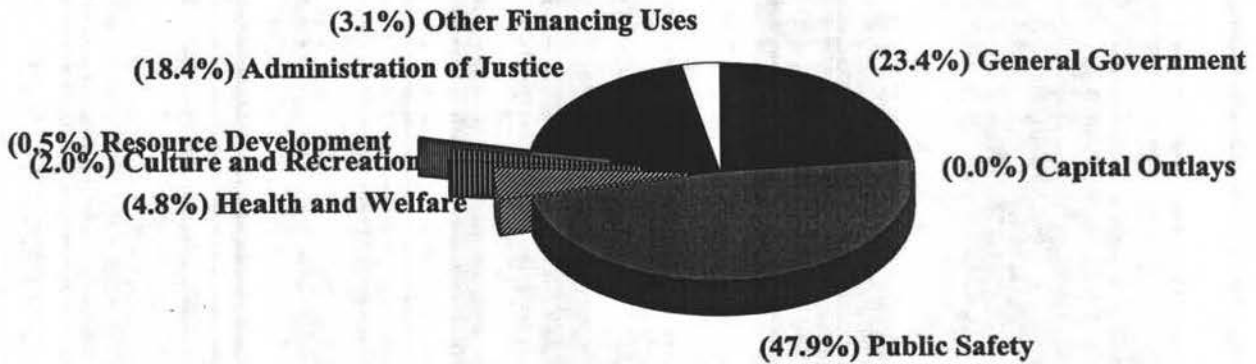
Over the past few years, the County Commissioners Court has designated part of the fund balance of the general fund, in order to balance the operating budget. In fiscal year 1998, the Court used an estimated fund balance of \$9,687,454 to balance the budget. Based on actuals for fiscal year 1998, revenues were realized in excess of those projected for the year and belt tightening on expenditures by the Commissioners Court resulted in expenditures less than appropriations for a net gain to the fund balance of general fund. Although fiscal year 1998 ended up favorably, it should be noted that the Court again budgeted part of the fund balance to balance the operating budget in fiscal year 1999 to the tune of \$8,394,828 leaving a residual projected fund balance of approximately \$11,506,220. The difference between the fund balance above of \$11,599,700 and the \$11,506,220 is due to reservations for travel advances and inventory in the amounts of \$75,730 and \$17,750 normally not included in income statements. Currently, the County is experiencing slightly increased sales tax revenues over previous declines which may not have much of an impact on general fund revenues for fiscal year 1999. One factor in the County's favor is the fact that the Commissioner's Court budgeted \$1,639,116 in general fund for contingencies for unforeseen emergencies. Generally, expenditures increased over the prior year, and other financing uses decreased.

County of El Paso, Texas

Fiscal Year 1999 Budget Revenues(Sources) - General Fund



Fiscal Year 1999 Budget Appropriations (Uses) - General Fund

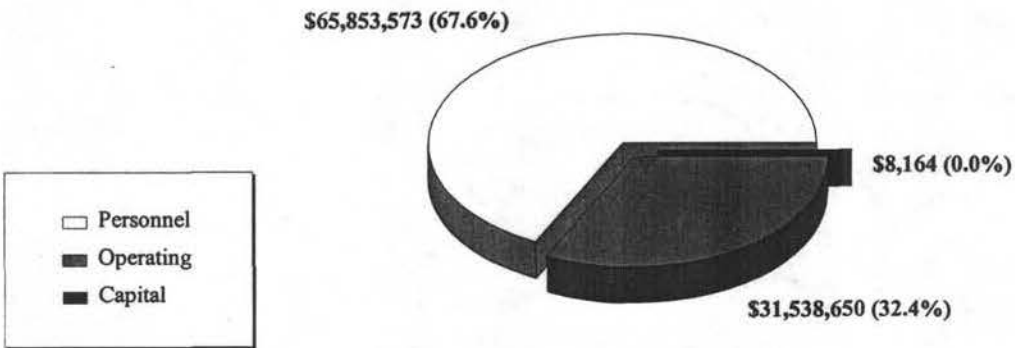


County of El Paso, Texas

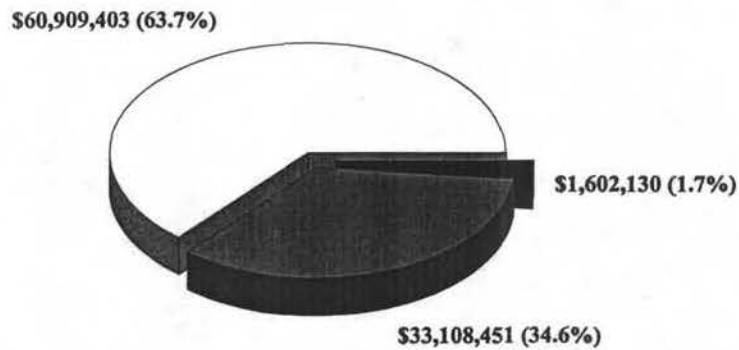
Budget Summary for Fiscal Year 1999 by Category - General Fund With Prior Year Expenditure Actuals

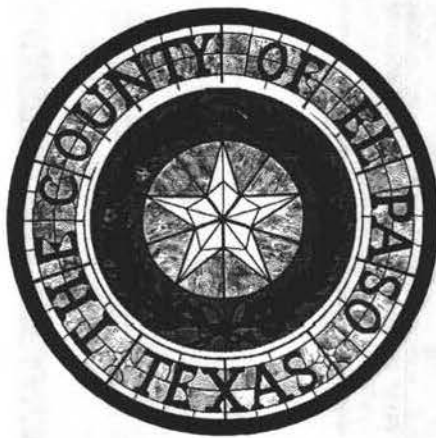
Category	Actuals		Changes		Budget		Changes	
	FY 97	FY 98	Amounts	Percentages	Actual FY 98	Adopted FY 99	Amounts	Percentages
	Personnel	\$51,594,729	\$56,220,466	\$4,625,737	8.97%	\$60,909,403	\$65,853,573	\$4,944,170
Operating	24,585,424	28,630,457	4,045,033	16.45%	33,108,451	31,538,650	(1,569,801)	-4.74%
Capital	602,332	1,202,040	599,708	99.56%	1,602,130	8,164	(1,593,966)	-99.49%
Totals	\$76,782,485	\$86,052,963	\$9,270,478	12.07%	\$95,619,984	\$97,400,387	\$1,780,403	1.86%

Operating Budgets FY 99



FY 98







GENERAL GOVERNMENT

COUNTY OF EL PASO, TEXAS

Department: County Auditor and Treasury	Fund GF	Index	AUDITOR
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Department Description and Responsibilities

The County Auditor is the chief financial officer of the County and is appointed for a two-year term by the thirteen State District Judges in El Paso County. The County Auditor answers to the Council of Judges that is comprised of thirteen State District Judges, seven County Court at Law Judges and a Probate Judge. Duties of the County Auditor include prescribing the accounting and payroll systems, financial management and reporting, budgeting, accounts payable, financial accounting, cash management, treasury functions, payroll, internal auditing, and the safeguarding of assets of El Paso County. The Auditor oversees all receipts and disbursements of the County and ensures that payments are made in strict compliance with budget limits. As budget officer for the County of El Paso, the Auditor estimates all revenues and prepares the annual operating budget. The auditor also monitors all financial activities for compliance with County policies, as well as Federal and State laws and regulations.

Goals and Objectives

- Goal 1:** To coordinate and supervise the activities of the County Auditor's office in order to provide financial and accounting services to all county departments, the general public, Commissioners Court, and provide ongoing ancillary support regarding the County's financial and budgetary matters.

- Goal 2:** To upgrade our existing budget preparation software, aggressively implement the County's investment policies, and prepare the Comprehensive Annual Financial Report (CAFR) and budgetary presentation package within 60 days of closing the books and adoption of the operating budget.

- Goal 3:** To continue to improve the County's financial position by encouraging Commissioners Court to focus on establishing and maintaining adequate fund balance reserves and a capital plan to address the projected future growth of the County and replacement of old outdated machinery and equipment in County departments to more adequately serve the public.

- Goal 4:** To develop and implement a comprehensive web-site for the use of County employees and the general public. Data to be maintained on the web-site will be the monthly financial report to Commissioners Court, the top-level CAFR worksheets and a summary of the Adopted Budget. The site will also become a resource for County departments for items such as answers to frequently asked questions and system usage guidelines.

- Objective 1:** Assist Commissioners Court in developing budgets based on the goals and objectives of the Court and to continually monitor revenue projections and new sources of possible revenue or cost savings.

- Objective 2:** Monitoring financial trends and indicators on a monthly basis and budget limits daily, to assure adequate funding and compliance with State laws and limits of the Court.

- Objective 3:** Impress upon the Commissioners Court members the importance of having a capital improvement plan not only for major capital projects of the County, but also for departmental needs for machinery and equipment to properly maintain public services at adequate levels.

- Objective 4:** Maintain a professional staff and provide professional training and seminars to staff members to facilitate increasing the quality of services provided by the County Auditor's Office.

- Objective 5:** The new 4.2 release of Peat Marwick's Budget Preparation System (BPREP) will be developed and implemented during FY99. This application should further increase efficiency by having budgetary data available at the detail level, thus reducing the number of paper reports requested and facilitating more timely account analysis, reporting and preparation.

- Objective 6:** Develop and implement an Electronic Data Processing (EDP) audit program for the County.

- Objective 7:** Minimize idle cash by increasing investment of funds and optimizing cash flows to meet the needs of the County on a daily basis.

- Objective 8:** Monitor internal controls of this office and that of other county departments to assure controls are adequate and in place for the safeguarding of County assets.

COUNTY OF EL PASO, TEXAS

Department: County Auditor and Treasury - continued **Fund** GF **Index** AUDITOR

Goals and Objectives - continued

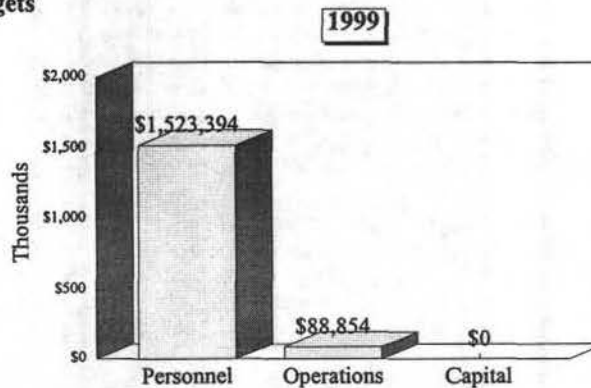
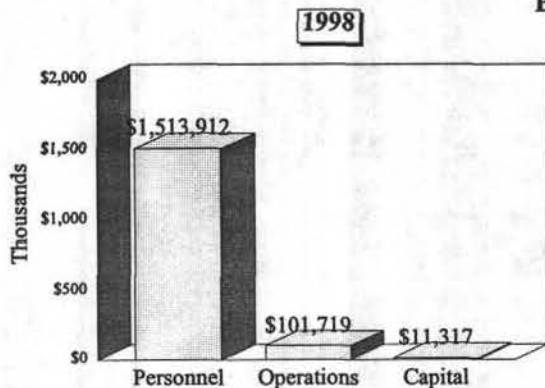
Objective 9: Focus on the Comprehensive Annual Financial Report (CAFR) and Budget package presentation activities throughout the year to assure that these reports are completed in a timely manner.

Objective 10: Increase effectiveness and efficiency of data entry, payment processing, and departmental communication of payment problem areas.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$1,430,142	\$1,444,030	\$1,513,912	\$1,523,394	0.63%
Operations	67,116	60,309	101,719	88,854	-12.65%
Capital	5,771	10,053	11,317		-100.00%
Totals	\$1,503,029	\$1,514,393	\$1,626,948	\$1,612,248	-0.90%

Budgets



Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
Number of payroll transactions:			
Checks issued	23,842	23,709	23,604
Advices issued	32,253	37,741	44,000
Grants administered	59	96	110
Positions budgeted	1,981	2,033	2,146

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	42	42	42
Part-time employees	4	4	4
Totals	46	46	46

COUNTY OF EL PASO, TEXAS

Department: County Auditor and Treasury - continued **Fund** **GF** **Index** **AUDITOR**

Authorized Position Detail

Accountant I	9	Clerk Part-time	4
Accountant II	4	County Auditor	1
Accounting Clerk I	3	Data Entry	2
Accounting Clerk II	2	Internal Audit Supervisor	1
Accounting Clerk III	3	Internal Auditor I	5
Accounts Payable and Inventory Supervisor	1	Internal Auditor II	1
Administrative Assistant I	1	Operations Manager	1
Administrative Assistant III	1	Payroll Accountant II	1
Budget and Financial Manager	1	Payroll Analyst	1
Budget and Grants Supervisor	1	Payroll Supervisor	1
Cash Mgmt. and Debt Service Supervisor	1	Treasury Supervisor	1

See Personnel Changes for this department in Appendix A

See next page for Departmental Organization

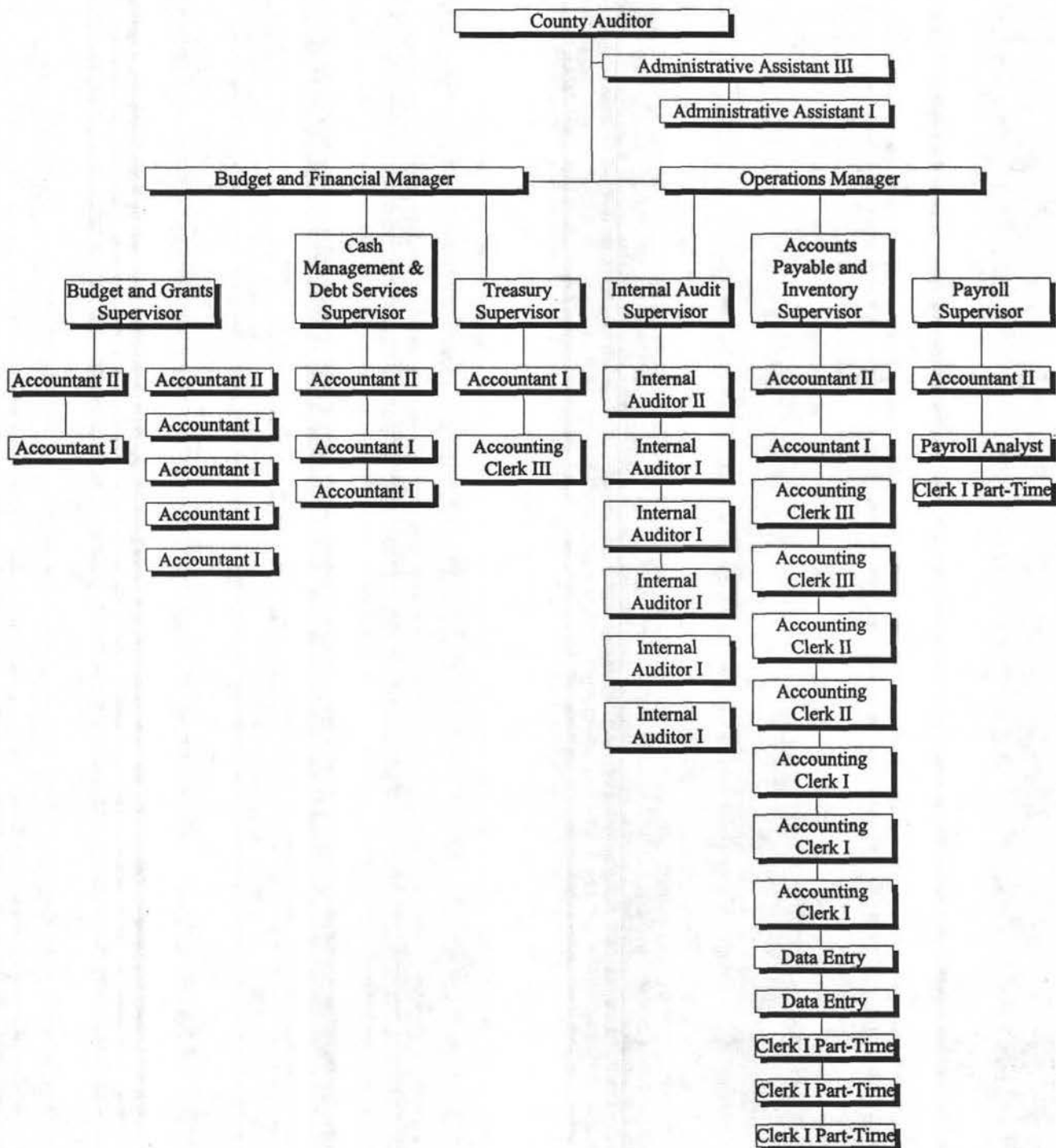
COUNTY OF EL PASO, TEXAS

Department: County Auditor and
Treasury - continued

Fund No. 01

Index No. AUDITOR

Departmental Organization



COUNTY OF EL PASO, TEXAS

Department: Commissioner Fund GF Index COMMISSNER1
 Precinct No. 1

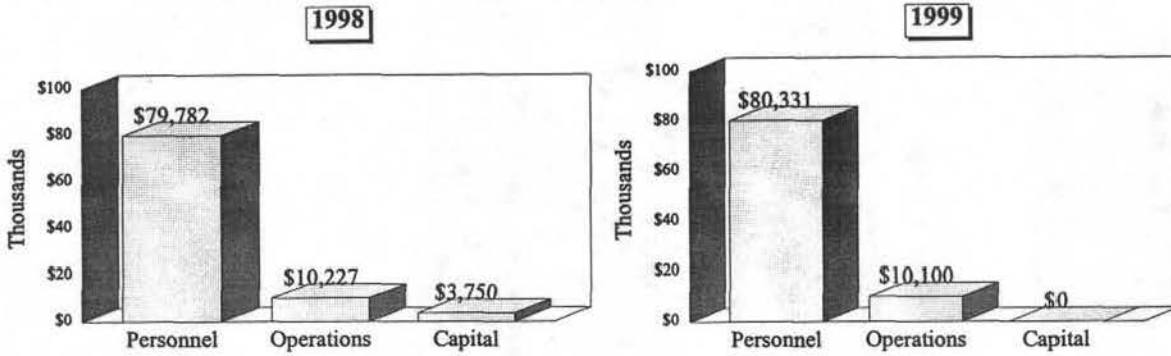
Department Description and Responsibilities

Commissioners are elected officials in the County and are an integral part of the Commissioners Court. They represent the general public in a designated precinct area of the County as set by the State legislature. Additionally, each Commissioner has a vote on matters relating to the operations of the County and represents the County ceremonially.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$78,788	\$79,200	\$79,782	\$80,331	0.69%
Operations	8,015	5,210	10,227	10,100	-1.24%
Capital		2,389	3,750		-100.00%
Totals	\$86,803	\$86,801	\$93,759	\$90,431	-3.55%

Budgets



Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
	Not Applicable		

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	2	2	2
Part-time employees			
Totals	2	2	2

Authorized Position Detail

Commissioners Court Admin. Assistant	1
County Commissioner	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Commissioner Precinct No. 2 **Fund** GF **Index** COMMISSNER2

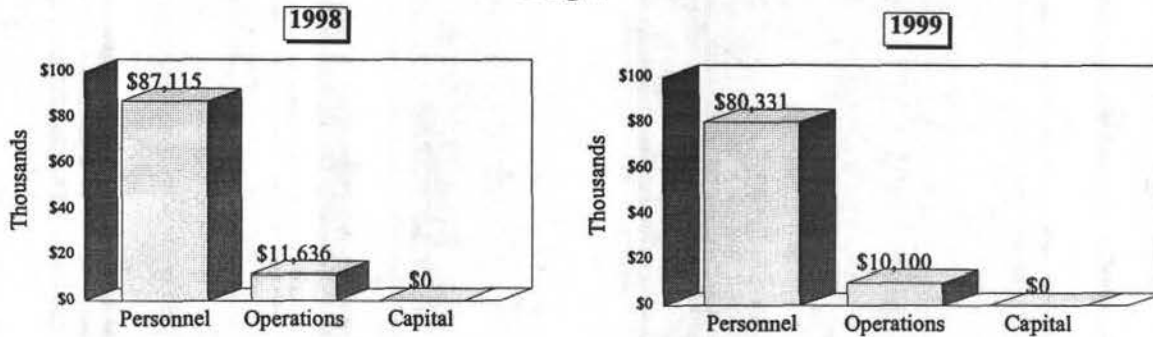
Department Description and Responsibilities

Commissioners are elected officials in the County and are an integral part of the Commissioners Court. They represent the general public in a designated precinct area of the County as set by the State legislature. Additionally, each Commissioner has a vote on matters relating to the operations of the County and represents the County ceremonially.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$79,079	\$85,512	\$87,115	\$80,331	-7.79%
Operations	8,284	7,255	11,636	10,100	-13.20%
Capital					
Totals	\$87,363	\$92,768	\$98,751	\$90,431	-8.43%

Budgets



Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
	Not Applicable		

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	2	2	2
Part-time employees			
Totals	2	2	2

Authorized Position Detail

Commissioners Court Admin. Assistant	1
County Commissioner	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Commissioner Fund GF Index COMMISSNER3
 Precinct No. 3

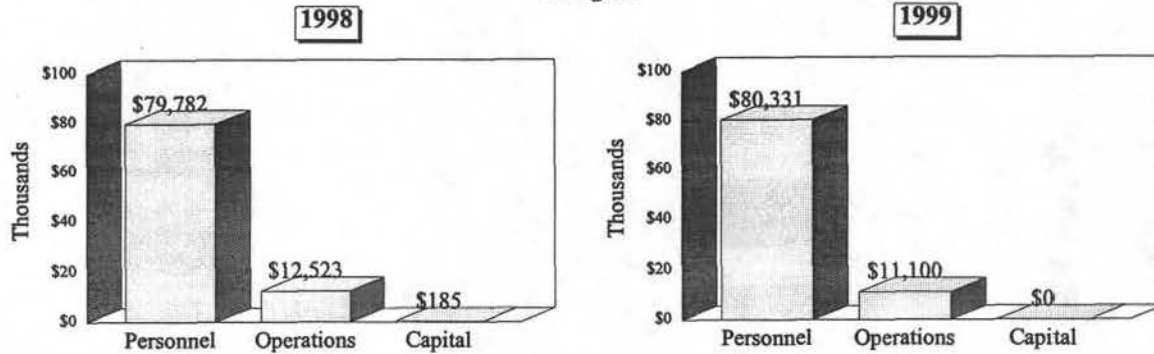
Department Description and Responsibilities

Commissioners are elected officials in the County and are an integral part of the Commissioners Court. They represent the general public in a designated precinct area of the County as set by the State legislature. Additionally, each Commissioner has a vote on matters relating to the operations of the County and represents the County ceremonially.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$84,657	\$79,053	\$79,782	\$80,331	0.69%
Operations	8,922	11,218	12,523	11,100	-11.36%
Capital	4,624		185		-100.00%
Totals	\$98,203	\$90,271	\$92,490	\$91,431	-1.14%

Budgets



Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
	Not Applicable		

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	2	2	2
Part-time employees			
Totals	2	2	2

Authorized Position Detail

Commissioners Court Admin. Assistant	1
County Commissioner	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Commissioner
Precinct No. 4 **Fund** GF **Index** COMMISSNER4

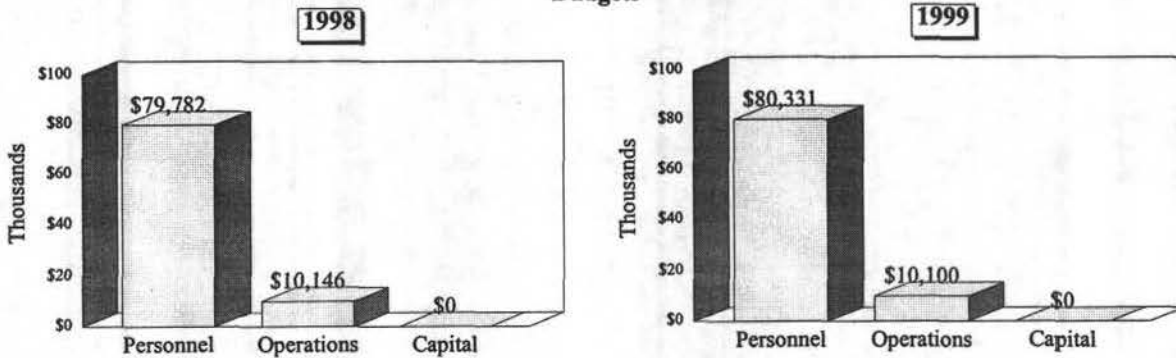
Department Description and Responsibilities

Commissioners are elected officials in the County and are an integral part of the Commissioners Court. They represent the general public in a designated precinct area of the County as set by the State legislature. Additionally, each Commissioner has a vote on matters relating to the operations of the County and represents the County ceremonially.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$79,079	\$79,315	\$79,782	\$80,331	0.69%
Operations	6,622	5,745	10,146	10,100	-0.45%
Capital					
Totals	\$85,701	\$85,061	\$89,928	\$90,431	0.56%

Budgets



Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
	Not Applicable		

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	2	2	2
Part-time employees			
Totals	2	2	2

Authorized Position Detail

Commissioners Court Admin. Assistant	1
County Commissioner	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: County Judge Fund GF Index COUNTYJUDGE

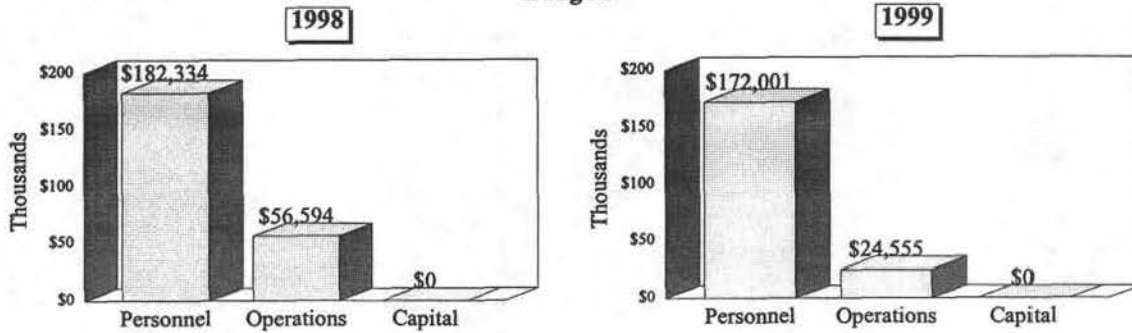
Department Description and Responsibilities

The County Judge is the senior elected official in the County. The County Judge and the four County Commissioner's comprise the Commissioner's Court, the County's executive body. The County Judge presides at all meetings of the Commissioner's Court and represents the County both ceremonially and contractually. Statutory charges of the County Judge include elections, finance, bonds and sureties, court operations, mental health, special districts, and general administration.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$198,027	\$135,602	\$182,334	\$172,001	-5.67%
Operations	16,807	30,570	56,594	24,555	-56.61%
Capital					
Totals	\$214,834	\$166,173	\$238,928	\$196,556	-17.73%

Budgets



Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
	Not Applicable		

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	5	5	4
Part-time employees			
Totals	5	5	4

Authorized Position Detail

Administrative Secretary	1	County Judge	1
Chief Administrative Assistant	1	Deputy Chief Administrator	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: County Clerk Criminal Fee Collection **Fund** GF **Index** CCRIMFEECOL

Department Description and Responsibilities

The County Clerk Criminal Fee Collection department was created in the 1998 fiscal year to collect court costs, fines, and fees assessed by the Judges in County courts as quickly as possible. They work directly with defendants to determine their ability to pay. Caseworkers are responsible for following up with defendants who do not make their scheduled payments, and if it is determined that the defendant is in default, they will issue a Capias Pro Fine warrant. The department is further responsible for keeping detailed records of all judgments, payments, and warrants in accordance with guidelines set by the Auditor's office.

Goals and Objectives

- Goal 1:** To increase the revenue to the County by insuring that fines and court costs assessed by the courts are collected in the time frame established by the courts.
- Goal 2:** Efficiently and professionally collect the costs and fines due to the County.
- Objective 2:** Review defendants financial background information to determine ability to pay.
- Objective 3:** Arrange payment plans and follow up to insure payments are made as scheduled.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage
					Change in Budget
Personnel		\$61,010	\$75,718	\$141,684	87.12%
Operations		2,409	4,600	10,000	117.39%
Capital		16,283	17,743		-100.00%
Totals		\$79,703	\$98,061	\$151,684	54.68%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Actual*	Projected
New cases		2,187	4,300
Total dollars assessed		\$1,022,773	\$2,030,500
Total dollars collected		\$598,725	\$1,800,000

*actual numbers from 4/16/98 - 9/30/98

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		6	6
Part-time employees			
Totals		6	6

Authorized Position Detail

Caseworker	3	Senior Clerk	1
Collection Manager	1	Supervisor	1

See Personnel Changes for the department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Consolidated Data Processing **Fund** **GF** **Index** **CDP**

Department Description and Responsibilities

Consolidated Data Processing (CDP) was established in 1983 by an interlocal agreement between El Paso County, the City of El Paso and the Central Appraisal District (CAD), with the objective to control and share the costs for data processing. The costs of CDP are budgeted as a County expense. The costs are tracked and charged directly to the entity utilizing the service. Processing, programming, personnel, specialized systems, and other services are billed directly. CDP operates 24 hours per day, seven days per week. This is required in order to provide support for the jail and warrant systems. This department also provides processing and programming support for administrative applications including, financial accounting, budget preparation, position control, requisition and purchasing, fixed assets control, vital statistics, the tax system, the criminal justice information system, and traffic warrants.

Goals and Objectives

- Goal 1:** To address the issues of processing for the year 2000 and implement new releases of software for the financials, human resource and justice systems.
- Goal 2:** To expand and dedicate significant support to the use of personal computers in the network environment.
- Goal 3:** To design and specialize a voice, data, and video communications system for the new County Jail Annex.
- Goal 4:** Upgrade the Criminal Justice Information System to a relational database environment. This will result in significant improvements in data availability, system response and flexibility for change for the users of this system.
- Goal 5:** To maintain the County Web pages on the Internet and develop new pages for County departments.
- Objective 1:** Continue the Technology Upgrade project that will install a new client-server based system for the County and replace ancient terminals with end-user workstations.
- Objective 2:** Support processing and programming for critical applications, including the accounting and budgetary systems, purchasing, the tax systems, human resource systems, and the justice systems, traffic warrant tracking, vital statistics, and child support.
- Objective 3:** Continue managing the Law Enforcement Video Tele-Conferencing and Training Project, a leading edge technical project in the U.S.
- Objective 4:** Continue working with the State Criminal Justice Policy Council in the implementation of a state wide Electronic Arrest Reporting System and an Electronic Disposition Reporting System; continue working with the Sheriff, District Attorney, County Clerk, District Clerk, Court Administration, Adult Probation and Police Departments to improve the arresting, charging and booking of criminals. A live scan finger print system and a photo mugshot system is being installed to help provide positive identification of arrested individuals.
- Objective 5:** Work on the analysis, design, specifications and cost estimates for a County Courthouse fiber-based backbone for data and video, a county wide intranet and internet access.

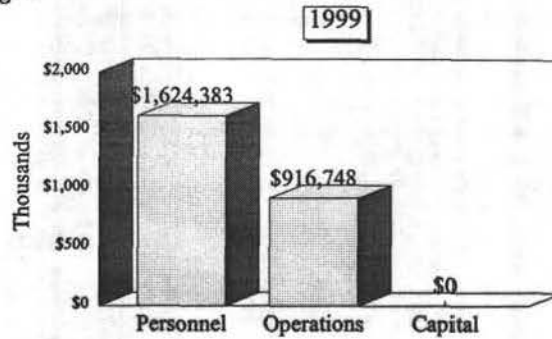
Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$1,664,157	\$1,501,317	\$1,601,407	\$1,624,383	1.43%
Operations	1,476,364	1,315,204	1,571,953	916,748	-41.68%
Capital	45,143	65,075	77,292		-100.00%
Totals	\$3,185,664	\$2,881,596	\$3,250,653	\$2,541,131	-21.83%

COUNTY OF EL PASO, TEXAS

Department: Consolidated Data Fund GF Index CDP
Processing - Continued

Budgets



Work Program Trends

Department Activity	1997	1998	1999
	Projected	Projected	Projected
Help desk calls	10,000	11,000	12,500
Applications support	665	756	800
Customer service support	200	220	250
PC Applications support	140	155	200
Network/Installation support	150	175	200
Delivery trips	520	520	520
Pages printed	18,000,000	18,000,000	18,000,000
Disk Storage space (in Gigabytes)	250	400	350
Batch jobs processed	172,000	18,000	20,000
Transactions	62,500,000	66,000,000	67,000,000
Remote AS/400	3	3	3
UNIX processor	6	6	6
Local area networks	41	46	50
Communication controllers	85	90	90
Terminal addresses	1,650	1,800	2,000
Paychecks printed	184,000	184,000	184,000
Vendor Checks printed	74,000	74,000	74,500
Appraisal Notices printed	140,000	140,000	140,000
Delinquent Notices printed	40,000	40,000	40,000
Tax Bills	230,000	230,000	235,000

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	45	45	44
Part-time employees	3	3	3
Totals	48	48	47

COUNTY OF EL PASO, TEXAS

Department: County Clerk **Fund** **GF** **Index** **CNTYCLERK**

Department Description and Responsibilities

The Office of the County Clerk is the official repository for documents that pertain to:

- the meetings and business of Commissioners Court;
- ownership of property within the County;
- proceedings, dispositions and collections of monies relevant to cases in the County Courts at Law for both Civil and Criminal cases;
- vital statistics;
- the Probate proceedings of the County, including Will Probate (Intestate and Testate), guardianship and other Probate functions; and
- business ownership within the County, more specifically Assumed Names.

The County Clerk's office is responsible for filing documents, indexing them for retrieval, transcribing the contents, and safeguarding the information for use by those authorized in the general public and other County departments.

Goals and Objectives

- Goal 1:** To provide the primary client, the general public, and the courts with the most efficient handling of documents filed with the County Clerk's office.
- Objective 1:** Record and process documents in a timely, accurate, and reliable manner.
- Objective 2:** Maximize the use of available technology in order to perform rapid and accurate document retrieval.
- Objective 3:** Maintain excellent service and improve substations through technology upgrading.
- Objective 4:** Blend well-trained professional clerks with the most cost effective technology.
- Objective 5:** Professionalize the Commissioners Court clerk duties by upgrading software and on-line interfacing with Commissioners and other County departments.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$798,289	\$797,533	\$807,743	\$813,413	0.70%
Operations	69,372	62,276	69,880	65,031	-6.94%
Capital		5,206	7,081		-100.00%
Totals	\$867,661	\$865,015	\$884,704	\$878,444	-0.71%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Filings for:			
Deeds, Assumed Names, UCCs, and Financing Statements	79,505	100,000	100,000
Vital Statistics	28,183	30,000	30,500
Probate:			
Filings	1,446	1,500	1,500
Mental Health Filings	611	700	700
Criminal:			
Filings	18,001	18,500	19,000
Dispositions	19,711	20,000	20,500
Civil:			
Filings (Bond Forfeitures/JP)	1,723	2,000	2,050

COUNTY OF EL PASO, TEXAS

Department: County Clerk - continued **Fund** GF **Index** CNTYCLERK

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	34	35	34
Part-time employees	9	9	8
Totals	43	44	42

Authorized Position Detail

Accounting Supervisor	1	Deputy Clerk	11
Administrative Assistant III	1	Deputy Clerk-Part-time	8
Bond Forfeiture Clerk	1	Operations Officer	1
Chief Deputy	1	Receptionist	1
Civil Dept. Supervisor County Clerk	1	Senior Deputy Clerk	5
County Clerk	1	Supervisor	4
Court Clerk	6		

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Communications Center **Fund** GF **Index** COMMCENTER

Department Description and Responsibilities

The Communications Center provides telephone service to the County of El Paso. This includes the main switchboard located at the County Courthouse, serving four buildings, and an additional switchboard at a remote location that serves the Jail Annex, substation, maintenance, the training academy, and the firing range. Many other smaller systems are maintained by the Communications department at more than fifty locations throughout the County. The Communications Center is responsible for servicing and maintaining the equipment, wiring, and telephones, including moving, changing, and adding telephone lines, fax lines, modems, and special circuits. The department is on call 24 hours a day due to the Detention Center and the Jail Annex.

Goals and Objectives

- Goal 1:** To expand the department and operations in order to provide better service and keep up with the changing demands of other County departments and the community.
- Objective 1:** Continue using the Meridian Mail as an auto attendant for the increase in voice mail users.
- Objective 2:** Enhance employee training to improve skills and knowledge.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in
					Budget
Personnel	\$106,292	\$112,435	\$116,003	\$116,755	0.65%
Operations	15,572	15,477	20,856	22,646	8.58%
Capital	3,210				
Totals	\$125,074	\$127,912	\$136,859	\$139,401	1.86%

Work Program Trends

Department Activity	1997	1998	1999
	Projected	Projected	Projected
Telephones on main switch	1,200	1,242	1,342
Trunks on main switch	120	117	127
Telephones on jail annex switch	1	164	200
Stations on jail annex switch	20	24	24

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	4
Part-time employees			
Totals	4	4	4

Authorized Position Detail

Communication Technician I	1
Communication Technician II	1
Communications Director	1
Switchboard Operator/ Clerical Assistant	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: District Clerk **Fund** GF **Index** DISTCLERK

Department Description and Responsibilities

The office of the District Clerk provides support for the 13 District Courts, the Impact Court and 7 County Courts for civil issues. It also provides support for the Court Masters and Jail Magistrate. The District Clerk serves as registrar, recorder, and custodian of all court pleadings, instruments, and papers that are part of any cause of action in the aforementioned courts. The District Clerk is responsible for coordinating the notification, swearing and impaneling of jurors, securing court records, maintaining court dockets, and collecting various fees. The office also issues writs, citations, warrants and executions. A separate duty of the District Clerk's office is to handle child support. The office collects and issues child support payments, collects and maintains a trust for money held in the registry of the court, and invests or distributes the money as ordered by the court.

Goals and Objectives

- Goal 1:** To keep the Child Support section of the office current at all times.
- Goal 2:** To improve efficiency and productivity in serving the courts, attorneys, and the public.
- Objective 1:** Request and receive funding for overtime to enable the clerks to work after hours or on weekends.
- Objective 2:** Implement Law Plus which serves as a myriad of functions primarily being an imaging system that would keep the bulk of paperwork on hard disk. This would allow for instant retrieval of imaged documents from any court or subscriber.
- Objective 3:** Implement the new Comprehensive Justice Information System.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$1,250,073	\$1,295,628	\$1,312,706	\$1,324,635	0.91%
Operations	564,759	439,570	526,788	587,168	11.46%
Capital					
Totals	\$1,814,832	\$1,735,199	\$1,839,494	\$1,911,803	3.93%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Criminal			
Cases filed	7,298	7,663	8,046
Dispositions	7,096	7,450	7,822
TDC & State Jail Transfer Packages	532	585	644
Subpoenas	4,645	5,109	5,620
Civil			
Cases Filed	17,514	18,390	19,310
Pleadings Filed	415,000	435,750	457,540
Dispositions	22,354	23,472	24,646
Abstracts & Executions	877	920	965
Bond Forfeiture Revenue	\$361,981	\$398,179	\$437,996
Child Support			
New cases filed	7,806	8,500	10,000
Attorney General Deposits	\$17,685,978	\$20,000,000	\$25,000,000

(Continued on next page)

COUNTY OF EL PASO, TEXAS

Department: District Clerk-continued **Fund** GF **Index** DISTCLERK

Work Program Trends-continued

Department Activity	1997 Actual	1998 Projected	1999 Projected
Accounting			
Trust Department	\$6,511,279	\$6,836,843	\$7,041,948
Disbursement	\$6,166,175	\$6,474,484	\$6,668,719
Year End Balance	\$1,733,673	\$1,681,663	\$1,631,213
Jury Trials			
Juror Summons	216,000	448,000	480,000
Family Law			
Attorney General	\$420,919	\$505,103	\$606,124

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	60	62	60
Part-time employees	6	6	6
Totals	66	68	66

Authorized Position Detail

Accounting Clerk III	1	Criminal Appeals Clerk/Records Lia. of	1
Accounting Supervisor	1	Data Entry	1
Assistant Jury Coordinator	1	District Clerk	1
Assistant Supervisor	1	Files Supervisor	1
Bond Forfeiture Clerk	1	Grand Jury Coordinator	1
Chief Deputy	1	Jury Coordinator	1
Civil Appeals Clerk	1	Minutes Clerk	1
Clerk	2	Office Manager	1
Clerk, Part-time	4	Receptionist	1
Computer System Supp. Analyst	1	Secretary	1
Counter Clerk	12	Senior Clerk I	2
Counter Clerk, Part-time	4	Senior Clerk II	1
Counter Clerk Supervisor	1	Supervisor	2
Court Clerk	17	Support Clerk	3

See Personnel Changes for this department in Appendix A

See next page for Departmental Organization.

County of El Paso, Texas

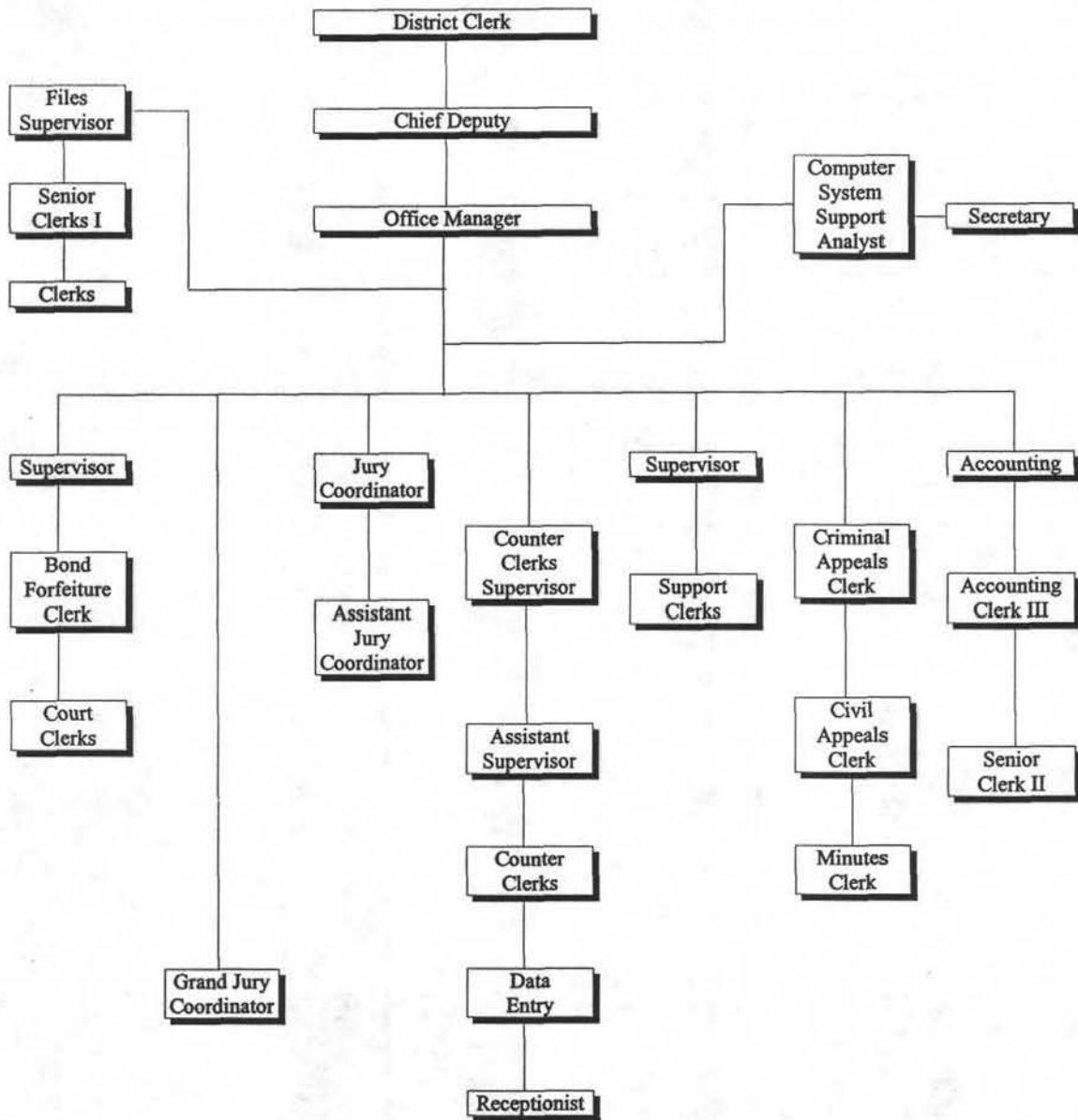
Department: District Clerk-continued

Fund GF

Index

DISTCLERK

Departmental Organization



COUNTY OF EL PASO, TEXAS

Department: Elections - continued **Fund** GF **Index** ELECTIONS

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
Elections conducted	7	9	10
Registered Voters	\$15,000	\$22,000	\$25,000
Material Sales	\$175,000	\$190,000	\$215,000
Contract Services			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	10	10	10
Part-time employees			
Totals	10	10	10

Authorized Position Detail

Administrative Assistant II	1	Elections Administrator	1
Assistant Election Administrator	1	Senior Clerk I	1
Drafter II	1	Senior Clerk II	1
Election Clerk I	1	Voting Equipment Technician I	1
Elections Clerk II	1	Voting Equipment Technician II	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Facilities Management **Fund** GF **Index** FACILITIES

Department Description and Responsibilities

The Facilities Management department is responsible for the maintenance, operation and housekeeping duties of all County-owned buildings including the County Courthouse, Archives Building, Tax Office including the Rushfair and Zaragosa offices, Canutillo, Fabens, and San Elizario Nutrition Centers. The department is also currently responsible for emergency repairs at the County Landmark Building. Services include repairs and maintenance to all building electrical, plumbing and mechanical systems, as well as monitoring these systems for potential problems and energy conservation.

Goals and Objectives

- Goal 1:** To provide a safe, clean, and comfortable environment for county employees and the public in general.
- Objective 1:** Utilize a comprehensive inspection and preventative maintenance program.
- Objective 2:** Maximize utilization of personnel and training.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$627,036	\$591,598	\$619,723	\$729,474	17.71%
Operations	860,483	935,355	1,036,319	1,020,053	-1.57%
Capital	3,124	16,297	17,500		-100.00%
Totals	\$1,490,643	\$1,543,251	\$1,673,542	\$1,749,527	4.54%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
Primary Facilities Serviced	4	4	4
Satellite Tax Office Serviced	2	2	2
Community Centers	2	2	2
Nutrition Centers Serviced	N/A	3	3
Approximate Square Footage Serviced	850,000	850,000	900,000

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	31	31	32
Part-time employees			
Totals	31	31	32

Authorized Position Detail

Administrative Assistant I	1	Electronics Specialist - HVAC	1
Assistant Facilities Manager	1	Facilities Manager	1
Assistant Maintenance Supervisor	1	Maintenance Mechanic I	4
Custodian	19	Maintenance Mechanic II	2
Custodian Supervisor	1	Maintenance Supervisor	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: General and Administrative **Fund** GF **Index** GADMINGF

Department Description and Responsibilities

This index is used to account for expenditures that are not chargeable to any particular department but are a benefit to the County as a whole. This includes legal contingencies, liability and property insurance, postage, Central Appraisal District expenses, and miscellaneous administrative expenses.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$136,321	\$46,108	\$897,515	\$3,657,275	307.49%
Operations	2,251,792	2,621,262	4,624,283	6,341,756	37.14%
Capital		1,854			
Totals	<u>\$2,388,113</u>	<u>\$2,669,224</u>	<u>\$5,521,798</u>	<u>\$9,999,031</u>	81.08%

Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
	Not Applicable		

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Landmark Building Maintenance **Fund** GF **Index** LANDMARK

Department Description and Responsibilities

The Landmark Building Maintenance is a branch of the Facilities Management department which is responsible for the maintenance, operations and housekeeping duties of the County-owned Landmark Building.

Goals and Objectives

Goal: To provide a safe, clean, and comfortable environment for county employees and the public in general.

Objective : Repair and maintain the building's electrical, plumbing and mechanical systems.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$71,348	\$77,077	\$80,050	\$80,050	
Capital					
Totals	\$71,348	\$77,077	\$80,050	\$80,050	

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
	Not Applicable		

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Personnel - continued Fund GF Index PERSONNEL

Work Program Trends

Department Activity	1997	1998	1999
	Projected	Projected	Projected
Applications received	4,795	5,000	5,200
New employees	508	450	500
Terminations	508	400	450
Turnover rate	22%	18%	20%
Promotions	125	120	122
Safety committee meetings	10	10	10
Training presentations	70	65	65
Safety inspections and recommendations	100	90	95
Training and safety distributions	25	25	25
Insurance claims managed	350	350	350
Insurance claim reports monitored	125	125	125
MVR checks on county drivers	100	100	110
Implement safety programs	3	2	2
Coordinate insurance policies and bids	7	7	7
Workers compensation hearings	45	45	45
Meetings with insurance company representatives	25	25	30
Coordinate requests for notary bonding	100	100	100
Meetings with Commissioner's Court			
Civil Service Commission, Risk Pool, Building Committee, El Paso Claims Association, etc.	100	100	100
Accident investigations	35	35	32
Monitor all leases affecting county	32	32	32
Coordinate insurance billing and payments	75	75	75
Handle insurance and other inquiries	1,500	1,500	1,500
Recommended Insurance Provisions	3	8	4

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	8	8	8
Part-time employees			
Totals	8	8	8

Authorized Position Detail

Civil Service Support Clerk	1	Insurance Benefit Coordinator	1
Director of Personnel and Risk Management	1	Personnel Clerk	1
Employment Manager	1	Risk Manager	1
Human Resource Clerk	1	Secretary	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Purchasing - continued **Fund** GF **Index** PURCHASING

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$436,951	\$441,236	\$449,362	\$511,524	13.83%
Operations	141,140	168,898	300,238	387,501	29.06%
Capital	16,732	24,740	28,000		-100.00%
Totals	\$594,823	\$634,875	\$777,600	\$899,025	15.62%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
Competitive bids and proposals processed	110	110	105
Vendors on file	20,319	20,260	21,000
Pieces of mail processed	576,724	733,666	600,000
Requisitions processed	20,200	20,000	20,271
Copies made by Copy Center	1,750,659	1,800,000	2,000,000
Direct payments processed	2,755	3,500	1,500
Departments on line	95	96	97
Commodities managed by ADPICS	40,865	41,000	55,700
County forms printed at copycenter		1,500,000	3,000,000
Formal personnel training in programs/software	113	120	400

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	15	15	16
Part-time employees			
Totals	15	15	16

Authorized Position Detail

Assistant Purchasing Director	1	Lead Print/Mail Equipment Operator	1
Bid Clerk/Buyer	1	Lead Warehouse Clerk	1
Buyer	3	Print/Mail Equipment Operator	2
Buyer II	1	Project Analyst	1
Central Supply Clerk	1	Purchasing Director	1
Inventory Control Analyst	1	Secretary	1
Inventory Control Clerk	1		

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Risk Pool Board Operations **Fund** GF **Index** RISKPOOL

Department Description and Responsibilities

The Risk Pool Board for the County has the responsibility of making recommendations regarding the administration of the Risk Pool funds which consists of health, life, and dental contributions, as well as worker's compensation. These recommendations are presented to Commissioners Court and the funds budgeted for this department are used for the operating expenses of the Board, such as an actuarial and legal study.

Goals and Objectives

- Goal:** To provide County employees with a beneficial comprehensive health plan.
- Objective:** Make sound administrative decisions regarding the operations of the County's health, life and dental plans as well as workers compensation.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$552	\$1,162	\$15,055	\$15,000	-0.37%
Capital					
Totals	\$552	\$1,162	\$15,055	\$15,000	-0.37%

Work Program Trends

Department Activity	1998 Actual	1999 Projected	2000 Projected
Number of Meetings Held	12	12	12

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees			Not Applicable
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: County Solid Waste Disposal **Fund** GF **Index** WASTEDISPOS

Department Description and Responsibilities

The Solid Waste Disposal division of the Road & Bridge Department is responsible for operating solid waste collection stations in Fabens and the northwest part of the county. The collection stations provide collection sites where the residents of the County can dispose of household solid waste, tree limbs and tires. The collected waste is then transported by the County to a designated landfill for proper disposal. This service is provided in order to discourage illegal dumping in the desert.

Goals and Objectives

Goals: To work towards providing more effective ways of disposing of solid waste throughout the county, thereby discouraging illegal dumping in the desert.

Objectives: Providing convenient and proper disposal of solid waste and to provide more collection stations for the residents of El Paso County.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$111,640	\$104,571	\$121,371	\$65,524	-46.01%
Operations	199,000	179,344	231,934	109,476	-52.80%
Capital					
Totals	\$310,640	\$283,915	\$353,305	\$175,000	-50.47%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
	Not Available		

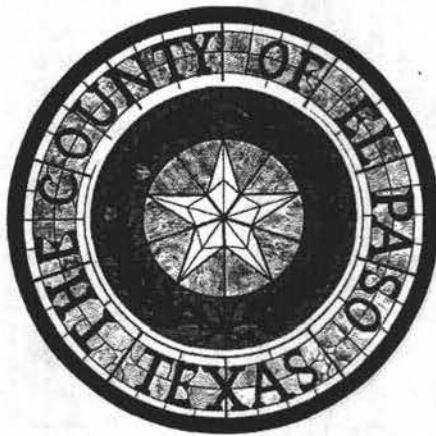
Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	6	6	6
Part-time employees			
Totals	6	6	6

Authorized Position Detail

Truck Driver II RD & BDGE	1
Truck Driver III RD & BDGE	1
Utility Worker I	4

See Personnel Changes for this department in Appendix A



**ADMINISTRATION OF
JUSTICE**

COUNTY OF EL PASO, TEXAS

Department: 6th Administrative
Judicial District

Fund GF

Index

006THAJD

Department Description and Responsibilities

The Sixth Administrative Judicial Region is one of nine such regions created by state law for the purpose of ensuring efficient case flow management and consistent procedural operations. There are twenty-three counties, seventeen district courts and thirty-two county courts in the Sixth Administrative Judicial Region. Each county shares expenditures in proportion to their respective population. In El Paso County, the 34th District Judge assumes the additional administrative duties of assigning visiting judges within the region.

Goals and Objectives

Goals: To ensure judicial efficiency and due process for the residents of the region.

Objectives: In order to ensure efficiency, the 6th Administrative Judicial Region hopes to respond quickly to requests for support from elected Judges of the region, promptly complete pay vouchers, assure compliance with state mandated meetings, continuing education requirements and with Title IVE standards.

Financial Trends

Category	Financial Trends				Percentage Change in Budget
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	
Personnel					
Operations	\$43,317	\$45,436	\$46,231	\$48,478	4.86%
Capital					
Totals	\$43,317	\$45,436	\$46,231	\$48,478	4.86%

Work Program Trends

Department Activity*	1997 Actual	1998 Projected	1999 Projected
District Courts (17)			
Civil and Juvenile Cases			
Cases pending from prior year	24,989	26,238	27,550
Cases added	24,743	25,980	27,279
Cases disposed	29,254	30,717	32,253
Cases pending year end	20,478	21,501	22,576
Criminal Cases			
Cases pending from prior year	10,238	10,750	11,287
Cases added	10,329	10,845	11,388
Cases disposed	9,732	10,219	10,730
Cases pending year end	10,835	11,376	11,945
County Courts (32)			
Civil and Juvenile Cases			
Cases pending from prior year	3,095	3,250	3,412
Cases added	3,161	3,319	3,485
Cases disposed	2,752	2,890	3,034
Cases pending year end	3,504	3,679	3,863
Criminal Cases			
Cases pending from prior year	30,619	32,150	33,757
Cases added	27,966	29,364	30,833
Cases disposed	30,534	32,061	33,664
Cases pending year end	28,051	29,453	30,926

*Source Texas Judicial System Annual Report

COUNTY OF EL PASO, TEXAS

Department: Eighth Court of Appeals **Fund** GF **Index** 008THCOURT

Department Description and Responsibilities

The Eighth Court of Appeals was created by the legislature in 1911. It is an intermediate appellate court with jurisdiction over criminal and civil appeals from 22 counties. The Court is comprised of a Chief Justice, 3 Justices, 8 members of legal staff, and a secretarial/clerical staff of 9. This office is primarily funded by the state and the amounts below reflect only supplemental funds provided by the County. The Eighth Court of Appeals receives cases appealed from the District and County Courts of El Paso and the other 21 counties within its judicial district. The panel of Judges, which preside over the court, review the cases appealed and issue opinions on these cases.

Goals and Objectives

Goal: The Eighth Court of Appeals is continually attempting to improve the quality of service it renders to El Paso County, the other counties in its judicial district, and the citizens of the State of Texas.

Financial Trends

Category	Financial Trends				Percentage Change in Budget
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	
Personnel	\$15,241	\$19,164	\$19,204	\$19,162	-0.22%
Operations		1,035	1,035	1,035	
Capital					
Totals	\$15,241	\$20,199	\$20,239	\$20,197	-0.21%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
District Courts (42)			
Civil and Juvenile Cases			
Cases pending	52,631	53,684	54,757
Cases added	47,273	48,218	49,183
Cases disposed	50,718	51,732	52,767
Cases pending at year end	49,186	50,170	51,173
Criminal Cases			
Cases pending	16,013	16,333	16,660
Cases added	20,060	20,461	20,870
Cases disposed	20,446	20,855	21,272
Cases pending at year end	15,627	15,940	16,258
County Courts (39)			
Civil and Juvenile Cases			
Cases pending	8,691	8,865	9,042
Cases added	10,817	11,033	11,254
Cases disposed	9,891	10,089	10,291
Cases pending at year end	9,617	9,809	10,006
Criminal Cases			
Cases pending	50,477	51,487	52,516
Cases added	59,150	60,333	61,540
Cases disposed	61,847	63,084	64,346
Cases pending at year end	47,780	48,736	49,710

Source: Texas Judicial System Annual Report

COUNTY OF EL PASO, TEXAS

Department: Eighth Court of Appeals continued **Fund** GF **Index** 008THCOURT

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	4
Part-time employees			
Totals	4	4	4

Authorized Position Detail

Chief Justice	1
Court of Appeals Judge	3

COUNTY OF EL PASO, TEXAS

Department: 34th District Court **Fund** **GF** **Index** 034THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$131,936	\$131,566	\$133,689	\$134,730	0.78%
Operations	8,210	7,701	9,849	9,769	-0.81%
Capital					
Totals	\$140,146	\$139,267	\$143,538	\$144,499	0.67%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 41st District Court **Fund** GF **Index** 041STDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$134,261	\$131,531	\$134,093	\$134,730	0.48%
Operations	6,621	3,617	11,618	9,769	-15.91%
Capital	1,422		463		-100.00%
Totals	\$142,304	\$135,149	\$146,175	\$144,499	-1.15%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: Impact Court **Fund** GF **Index** 041STDIMC

Department Description and Responsibilities

The Impact Court handles the additional caseload created by the El Paso County Metro Narcotics Task Force and other drug related violent crime cases. This court will also hear drug related cases which have been transferred from other District Courts within El Paso County, but the Metro Narcotics Task Force cases and their drug related violent crime cases take priority over all drug related cases transferred from other Courts.

Goals and Objectives

Goals: To move Metro Narcotics Task Force cases and drug related violent crime cases quickly through the court system.

Objective: Decrease the time from arrest to disposition of a case from more than one year to one to three months.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel		\$37,350	\$41,436	\$122,959	196.74%
Operations		549	780	6,600	746.15%
Capital					
Totals		\$37,899	\$42,216	\$129,559	206.90%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		4	4
Part-time employees			
Totals		4	4

Authorized Position Detail

Clerk/Bailiff	1	Court Coordinator	1
Certified Court Reporter	1	Deputy Assistant Project Director	1

COUNTY OF EL PASO, TEXAS

Department: 65th District Court **Fund** GF **Index** 065THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County. In addition, the 65th District Court is the only district court that handles Department of Human Services cases.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$137,297	\$131,413	\$133,689	\$134,730	0.78%
Operations	7,773	9,406	10,972	9,769	-10.96%
Capital		1,228	1,265		-100.00%
Totals	\$145,070	\$142,048	\$145,926	\$144,499	-0.98%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 120th District Court **Fund** GF **Index** 120THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$167,122	\$168,315	\$172,086	\$171,323	-0.44%
Operations	8,381	8,075	12,097	11,085	-8.37%
Capital	1,015	330	330		-100.00%
Totals	\$176,518	\$176,721	\$184,513	\$182,408	-1.14%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	4
Part-time employees			
Totals	4	4	4

Authorized Position Detail

Bailiff	1	Court Coordinator	1
Certified Court Reporter	1	Grand Jury Bailiff	1

COUNTY OF EL PASO, TEXAS

Department: 168th District Court **Fund** **GF** **Index** 168THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage
	Actual	Actual	Budget	Budget	Change in Budget
Personnel	\$131,906	\$131,206	\$133,681	\$134,730	0.78%
Operations	9,295	11,297	11,892	9,769	-17.85%
Capital			199		-100.00%
Totals	\$141,201	\$142,503	\$145,772	\$144,499	-0.87%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 171st District Court **Fund** **GF** **Index** 171STDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage
	Actual	Actual	Budget	Budget	Change in Budget
Personnel	\$134,637	\$132,672	\$134,508	\$134,730	0.17%
Operations	5,653	6,591	10,659	9,769	-8.35%
Capital		713	977		-100.00%
Totals	\$140,290	\$139,977	\$146,145	\$144,499	-1.13%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 205th District Court **Fund** GF **Index** 205THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$130,900	\$131,725	\$133,741	\$134,730	0.74%
Operations	8,337	10,681	11,774	9,769	-17.03%
Capital	230	2,081	2,081		-100.00%
Totals	\$139,467	\$144,488	\$147,596	\$144,499	-2.10%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 210th District Court **Fund** GF **Index** 210THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$132,360	\$131,740	\$133,688	\$134,730	0.78%
Operations	5,310	8,839	12,369	9,769	-21.02%
Capital					
Totals	\$137,670	\$140,579	\$146,057	\$144,499	-1.07%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 243rd District Court **Fund** GF **Index** 243RDDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$133,263	\$131,761	\$133,688	\$134,730	0.78%
Operations	7,242	6,770	11,356	9,769	-13.97%
Capital	1,331		200		-100.00%
Totals	\$141,836	\$138,531	\$145,244	\$144,499	-0.51%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 327th District Court Fund GF Index 327THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. In addition to handling criminal and civil cases, the 327th District Court is the only court that handles juvenile criminal cases. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	Financial Trends				Percentage Change in Budget
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	
Personnel	\$167,547	\$163,885	\$167,497	\$170,308	1.68%
Operations	18,815	10,472	14,672	11,085	-24.45%
Capital	344		600		-100.00%
Totals	\$186,706	\$174,357	\$182,769	\$181,393	-0.75%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	7	4	4
Part-time employees			
Totals	7	4	4

Authorized Position Detail

Bailiff	1	Court Coordinator	1
Certified Court Reporter	1	Legal Secretary	1

COUNTY OF EL PASO, TEXAS

Department: 346th District Court **Fund** GF **Index** 346THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$133,039	\$131,817	\$133,688	\$134,730	0.78%
Operations	8,096	9,532	10,804	9,769	-9.58%
Capital	1,200				
Totals	\$142,335	\$141,349	\$144,492	\$144,499	0.00%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 383rd District Court **Fund** **GF** **Index** 383RDDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$134,298	\$131,769	\$133,567	\$134,730	0.87%
Operations	7,278	8,122	8,991	9,769	8.65%
Capital	2,406	1,737	2,247		-100.00%
Totals	\$143,982	\$141,629	\$144,805	\$144,499	-0.21%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: 384th District Court **Fund** GF **Index** 384THDC

Department Description and Responsibilities

Each of the district courts in the County has jurisdiction over criminal and civil cases. The court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. The court is headed by a State District Judge who is elected to a four-year term by the voters of El Paso County.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage
	Actual	Actual	Budget	Budget	Change in Budget
Personnel	\$137,042	\$132,092	\$134,093	\$134,730	0.48%
Operations	7,520	5,183	11,091	9,769	-11.92%
Capital	1,868	3,754	3,834		-100.00%
Totals	\$146,430	\$141,030	\$149,018	\$144,499	-3.03%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Bailiff	1
Certified Court Reporter	1
Court Coordinator	1

COUNTY OF EL PASO, TEXAS

Department: County Attorney

Fund

GF

Index

CA

Department Description and Responsibilities

The County Attorney for El Paso performs a wide variety of functions serving the county, state, and local governmental agencies, and the public in general. This office reviews all claims brought against the County, represents the County in civil lawsuits filed against or by the County or its officials, and provides general legal advice to the members of Commissioners Court during Court meetings with respect to the performance of their official duties. The County Attorney's office drafts, reviews and interprets contracts for form and provides legal services with respect to real property transactions including sale, purchase, and leasing of real property, acquisition of easements, right of ways, and road dedications. The County Attorney also represents the State in all bond forfeiture actions, in both civil and criminal actions to prohibit illegal dumping and enforce statutes relating to environmental issues, in actions to prohibit the proliferations of the colonias, and in all actions brought against juveniles for delinquent conduct. This office also provides legal advice or representation to several entities, such as the El Paso Court of Inquiry, the El Paso County Risk Pool, the El Paso County Housing Authority, the Department of Protective and Regulatory Services in all actions brought for the protection of abused children, and the Adult Protective Services in actions for investigation of the abuse and protection of the elderly. Finally, the County Attorney's office provides several services to the general public including a "hot check" collection service, information and referral about governmental services, issuance of protective orders and prosecution in matters of family violence, and presentation of applications for court ordered mental health services.

Goals and Objectives

- Goal 1:** Prompt review and advise of all contracts with respect to interpretation and administration for Commissioners Court; drafting and issuance of contracts, opinions, and interlocal agreements.
- Goal 2:** Identify various legislative initiatives which may benefit the County of El Paso and advocate on behalf of such legislation, as well as advise Commissioners Court on proposed and recently enacted legislation.
- Goal 3:** Provide legal services to ensure compliance with rules, regulations, and statutes in regards to the Property Code, subdivision regulations, and sewage facility orders.
- Goal 4:** Ensure the prompt payment to El Paso County of monies owed as a result of various types of claims and delinquent hotel/motel taxes; prompt payment of bad checks and all related fees.
- Goal 5:** Protect the citizens of El Paso County in matters regarding illegal subdivisions, deceptive business practices, environmental crimes, and threats to public health and safety.
- Objective 1:** Implement an automated tracking system to reduce the amount of time it takes to review and/or prepare drafts of contracts, issue opinions, and advise on legal matters.
- Objective 2:** Implement a system of status reports for merchants which refer large amounts of hot checks; develop and deliver presentations to educate merchants on proper pre-referral procedures.
- Objective 3:** Educate the community on rules, regulations, and statutes concerning illegal subdivisions, deceptive business practices, juvenile prosecution, and crimes against children, the elderly, and the mentally ill.
- Objective 4:** Conduct monthly meetings with Sheriff Deputies to review cases, catalog all existing cases, and actively prosecute in a timely manner.

COUNTY OF EL PASO, TEXAS

Department: County Attorney continued **Fund** **GF** **Index** **CA**

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Change in Budget
Personnel	\$1,501,457	\$1,582,252	\$1,601,237	\$1,688,329	5.44%
Operations	82,499	73,324	86,359	83,137	-3.73%
Capital	29,546	24,121	24,191		-100.00%
Totals	\$1,613,502	\$1,679,699	\$1,711,788	\$1,771,466	3.49%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
General Counsel			
Contract reviews	350	400	400
Opinions requested	130	150	150
Civil Litigation			
Defense Litigation			
Claims	106	100	125
Lawsuits	65	75	80
Grievances	14	20	20
EEOC Claims	10	14	15
Administrative Actions	4	5	5
Expunctions-cases received	166	177	187
Expunctions-hearings	176	183	193
Plaintiff Litigation			
Revenue Collected	\$210,000	\$100,000	\$100,000
Claims Reviewed	16	30	30
Lawsuits	5	5	5
Subdivision Regulations/Certificates of Co			
Illegal Subdivisions/Splits	40	20	20
Subdivision Applications	5	10	5
Road Dedications	10	10	5
Environmental Assistance	10	10	25
Inquiries- Certificates of Compliance	400	100	75
Inquiries- House Bill 1001	70	20	50
Certificates of Determination/Variances	15	250	150
Illegal Subdivision Enforcement Cases	1	2	3
Title Workout/Subdivision Land Improvements/Purchases	15	30	25
Subdivision Reviews	6	15	20
House Bill 1001 Enforcement Cases	1	1	1
Deceptive Business Practice			
Complaints Received	348	400	435
Cases Filed	80	150	175
Court Hearings	189	290	320

(Continued on next page)

COUNTY OF EL PASO, TEXAS

Department: County Attorney continued **Fund** GF **Index** CA

Work Program Trends-continued

Department Activity	1997 Actual	1998 Projected	1999 Projected
Environmental Crimes			
Complaints Received	37	100	120
Cases Filed	34	90	100
Court Hearings	45	126	200
Hotchecks			
Checks Received	13,002	14,000	15,000
Dollar Value of Checks Received	\$966,689	\$1,000,000	\$1,100,000
Hotcheck Collections	\$369,455	\$550,000	\$650,000
Cases Filed	275	400	500
Number of Court Hearings	372	500	600
Family Protection Services			
Juvenile Prosecution			
Total Referrals	3,453	3,729	4,027
Petitions Filed	1,154	1,700	1,989
Detention Hearings	910	946	984
Certifications	1	3	5
Domestic Services			
Child Protective Services			
Petitions Filed	102	116	132
Hearings	1,514	1,800	2,000
Termination Trials	55	100	125
Family Violence Protective Orders			
Protective Orders Screened	1,354	1,400	1,500
Applications Filed	533	670	700
Protective Orders-P.O.'s Obtained	466	550	600
Mental Illness/Chemical Dependency			
Mental Illness Detention Warrants	152	175	200
Mental Illness Protective Custody Orders	412	500	525
Chemical Dependency Detention Warrants		5	10
Chemical Dependency Protective Orders	4	10	20
Psychoactive Medication Petitions	73	80	90
Mental Retardation Petitions	11	15	20

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	44	45	47
Part-time employees			
Totals	44	45	47

COUNTY OF EL PASO, TEXAS

Department: County Attorney
continued

Fund **GF** **Index** **CA**

Authorized Position Detail

Administrative Assistant III	1	Legal Collections Assistant II	3
Attorney	1	Legal Collections Assistant III	2
Civil Attorney I	2	Legal Secretary I	8
Civil Attorney II	5	Legal Secretary II	5
Collections Analyst	1	Network Engineer III	1
County Attorney	1	Para-Legal I	1
Court Prosecutor	1	Para-Legal II	1
Family Violence Attorney	1	Receptionist	2
First Asst. County Atty./Administrator	2	Secretary	1
Gang Violence Prosecutor	1	Supervisor-Sheriff	1
Investigator	2	Supervising Attorney	3
Juvenile Prosecutor	1		

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: County Attorney **Fund** GF **Index** CARETGH
 RETGH Legal

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
Hospital District Legal Unit			
Contracts Reviewed	124	200	200
Average Monthly Attorney Hours Attending			
Board and Committee Meetings	50	50	50
CA Opinions Received	165	185	185
Legal Claims-Defense	56	75	75
Legal Claims-Plaintiffs	5	10	10
Lawsuits Reviewed & Monitored-Defense	15	50	50
Lawsuits Reviewed & Monitored-Plaintiff	5	4	4
Collections	\$292,935	\$350,000	\$350,000
EEOC Claims	1	5	5
Employee Grievances	3	5	5
Subpoenas Reviewed	14	20	20

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees	4	5	5
Part-time employees			
Totals	4	5	5

Authorized Position Detail

Attorney I	2	Legal Secretary I	1
First Asst. and Administrator	1	Supervising Attorney	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: County Court at Law Judges **Fund** GF **Index** CCJUDGES

Department Description and Responsibilities

The salaries and fringe benefits of the six County Court at Law Judges are funded separately from their individual courts through this index.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$548,303	\$702,717	\$706,687	\$913,077	29.21%
Operations					
Capital					
Totals	\$548,303	\$702,717	\$706,687	\$913,077	29.21%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the County Court at Law Administration.			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	5	6	7
Part-time employees			
Totals	5	6	7

Authorized Position Detail

County Court at Law Judge 7

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Child Abuse Master **Fund** **GF** **Index** **CHILDAUSE**

Department Description and Responsibilities

The Child Abuse Master department was established by Commissioner's Court in 1996. The magistrate is appointed by the Council of Judges and presides over child welfare cases.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$221,497	\$219,355	\$227,330	\$235,824	3.74%
Operations	7,383	10,129	11,610	9,769	-15.86%
Capital	8,913	325	325		-100.00%
Totals	\$237,793	\$229,809	\$239,265	\$245,593	2.64%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	4
Part-time employees			
Totals	4	4	4

Authorized Position Detail

Bailiff	1	Court Coordinator	1
Certified Court Reporter	1	Court Master	1

COUNTY OF EL PASO, TEXAS

Department: Council of Judges Administration **Fund** GF **Index** COUNCIL

Department Description and Responsibilities

The Council of Judges Administration provides support for thirteen district courts, seven county courts at law, one probate court, a jail magistrate, a child abuse master, two family court judges, and a juvenile court referee. The administration consists of four departments: civil, criminal, indigent defense program and court interpreters. Some of the responsibilities of the Council of Judges Administrator include the scheduling of jury trials and pre-trial hearings, transferring cases from the grand juries to the receiving court of jurisdiction, scheduling appointments for psychiatric evaluation of defendants, appointing attorneys on criminal cases for defendants who qualify under the indigent guidelines, and providing interpreting services for the district and county courts at law on behalf of non-English speaking defendants in criminal hearings or civil matters when requested.

Goals and Objectives

Goals: To provide efficient and effective support services to the district and county courts in scheduling jury trials, pre-trial hearings, transferring cases, psychiatric evaluation of defendants, interpreting services, and appointing attorneys for indigent defendants.

Objectives: To improve the processing of cases through the use of mediation and pre-trial intervention programs whenever possible to aid in reducing the docket caseload for the courts.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage
					Change in Budget
Personnel	\$302,270	\$425,149	\$436,875	\$454,073	3.94%
Operations	2,385,327	2,519,705	3,004,560	2,758,000	-8.21%
Capital	38,818	43,886	81,335		-100.00%
Totals	\$2,726,415	\$2,988,741	\$3,522,770	\$3,212,073	-8.82%

Work Program Trends

Department Activity *	1997 Actual	1998 Projected	1999 Projected
District Courts			
Civil Docket			
Cases on Docket		36,517	38,343
Dispositions		22,354	23,472
Total Pending		14,163	14,871
Criminal Docket			
Cases on Docket		14,420	15,141
Dispositions			
Convictions		1,323	1,389
Acquittals		25	26
Dismissals		2,581	2,710
Other		3,167	3,325
Total Pending		7,324	7,691
Juvenile Docket			
Cases on Docket		2,130	2,237
Dispositions		2,027	2,128
Total Pending		103	109

(Continued on next page)

COUNTY OF EL PASO, TEXAS

Department: Council of Judges Administration - continued **Fund** GF **Index** COUNCIL

Work Program Trends - continued

Department Activity *	1997 Actual	1998 Projected	1999 Projected
County Courts			
Civil Docket			
Cases on Docket	2,768	2,906	3,052
Dispositions	1,334	1,401	1,471
Total Pending	1,434	1,505	1,581
Criminal Docket			
Cases on Docket	39,809	41,799	43,889
Dispositions			
Convictions	6,755	7,093	7,447
Acquittals	45	46	48
Dismissals	11,172	11,731	12,317
Other	3,222	3,383	3,552
Total Pending	18,615	19,546	20,525
Probate and Mental Health Docket			
Probate			
Cases Filed	1,642	1,733	1,819
Hearings Held	1,709	1,624	1,705
Mental Health			
Cases Filed	834	1,187	1,246
Hearings Held	1,375	1,384	1,453

* Source Texas Judicial System Annual Report

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	13	11	12
Part-time employees			
Totals	13	11	12

Authorized Position Detail

First Asst. Coun. Judges Administrator	1	Executive Director	1
Assistant Council of Judges Administrator	1	Floating Court Reporter	1
Computer Operator II	1	Interpreter	5
Council of Judges Administrator	1	Jury Panel Bailiff/Coordinator	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: County Courts at Law Administration **Fund** GF **Index** COURTADMIN

Department Description and Responsibilities

The County Courts at Law Administrator's responsibilities include scheduling criminal cases, monitoring assignments, and payment to attorneys. The administrator is also responsible for scheduling pre-trial hearings, providing statistical data for all the county courts at law, and maintaining the administrator's files.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage
					Change in Budget
Personnel	\$294,968	\$320,232	\$331,270	\$342,873	3.50%
Operations	10,663	9,354	13,422	11,650	-13.20%
Capital		3,709	4,163		-100.00%
Totals	\$305,631	\$333,296	\$348,855	\$354,523	1.62%

Work Program Trends

Department Activity*	1997 Actual	1998 Projected	1999 Projected
Civil Docket			
Cases on docket	2,768	2,906	3,052
Dispositions	1,334	1,401	1,471
Total pending	1,434	1,505	1,581
Criminal Docket			
Cases on docket	39,809	41,799	43,889
Dispositions			
Convictions	6,755	7,093	7,447
Acquittals	45		
Dismissals	11,172	11,731	12,317
Other	3,222	3,383	3,552
Total pending	18,615	19,546	20,525

*Source-Texas Judicial System Annual Report

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	10	13	14
Part-time employees		1	
Totals	10	14	14

Authorized Position Detail

Assistant County Court Administrator	1	Docket Coordinator II	1
Caseworker	4	Legal Secretary	1
County Court Administrator	1	Office Coordinator	1
Data Entry	3	Receptionist	1
Docket Coordinator I	1		

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: District Attorney **Fund** GF **Index** DA

Department Description and Responsibilities

The District Attorney's Office for the 34th Judicial District is primarily responsible for prosecuting state cases in the Culberson, El Paso and Hudspeth Counties. This office is responsible for representing the State of Texas in all felony criminal actions filed in the State District Courts, in all misdemeanor criminal actions filed in the County Courts at Law (exclusive of juvenile offender prosecution) and Justice of the Peace Courts. The District Attorney co-administers the County's Hot Check collection program. The District Attorney is sole administrator of the County's Victim Assistance Program for all victims of misdemeanor, felony and juvenile crime.

Goals and Objectives

- Goals:** To improve operating efficiency by streamlining case flow operations and providing assistance to the victims and witnesses of felony and misdemeanor crimes.
- Objective 1:** By implementing the District Attorney's Information Management System (DIMS), the District Attorney's Office is able to make decisions on which cases to prosecute and follow cases from booking to final disposition.
- Objective 2:** By maintaining two victim assistance programs; one for felony crime victims, and the other for victims of misdemeanor and juvenile crime, information may be provided at a quicker rate to victims and witnesses of crimes.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage
					Change in Budget
Personnel	\$3,193,948	\$3,377,767	\$3,410,808	\$3,698,927	8.45%
Operations	268,713	334,242	365,814	317,816	-13.12%
Capital	5,334	19,453	30,768		-100.00%
Totals	\$3,467,995	\$3,731,464	\$3,807,390	\$4,016,743	5.50%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
	Not Available		

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	84	89	96
Part-time employees			
Totals	84	89	96

COUNTY OF EL PASO, TEXAS

Department: District Judges-Salary Supplement **Fund** GF **Index** DJJUDGESAL

Department Description and Responsibilities

This index is utilized solely to account for supplemental salary compensation and benefits paid to the thirteen District Judges of the County as provided by the Commissioners Court.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$113,755	\$134,498	\$135,470	\$142,083	4.88%
Operations					
Capital					
Totals	\$113,755	\$134,498	\$135,470	\$142,083	4.88%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	13	13	13
Part-time employees			
Totals	13	13	13

Authorized Position Detail

District Judge 13

COUNTY OF EL PASO, TEXAS

Department: Family Court I **Fund** GF **Index** FAMILYCOURT1

Department Description and Responsibilities

Family Court, or associate judges, handle divorce and child support cases and other family matters.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$226,246	\$234,783	\$236,918	\$235,824	-0.46%
Operations	8,187	7,967	14,208	9,769	-31.24%
Capital	10,855				
Totals	\$245,288	\$242,750	\$251,126	\$245,593	-2.20%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration.			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	4
Part-time employees			
Totals	4	4	4

Authorized Position Detail

Bailiff	1	Court Coordinator	1
Certified Court Reporter	1	Master	1

COUNTY OF EL PASO, TEXAS

Department: Family Court 2 **Fund** **GF** **Index** **FAMILYCOURT2**

Department Description and Responsibilities

Court Masters, or associate judges, handle divorce and child support cases and other family matters.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$202,524	\$217,661	\$227,330	\$235,824	3.74%
Operations	3,611	5,733	\$13,348	9,769	-26.81%
Capital					
Totals	\$206,135	\$223,394	\$240,678	\$245,593	2.04%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration.			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	4
Part-time employees			
Totals	4	4	4

Authorized Position Detail

Bailiff	1	Court Coordinator	1
Certified Court Reporter	1	Master	1

COUNTY OF EL PASO, TEXAS

Department: Justice of the Peace Fund GF Index JP1
 No. 1 - continued

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Justice Of The Peace	1
Senior Clerk	2

COUNTY OF EL PASO, TEXAS

Department: Justice of the Peace Fund GF Index JP2
 No. 2 - continued

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	3	3
Part-time employees			
Totals	3	3	3

Authorized Position Detail

Justice Of The Peace 1
Senior Clerk 2

COUNTY OF EL PASO, TEXAS

Department: Justice of the Peace Fund GF Index JP3
 No. 3 - continued

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	5	5	5
Part-time employees			
Totals	5	5	5

Authorized Position Detail

Justice Of The Peace	1
Senior Clerk I	3
Senior Clerk II	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Justice of the Peace Fund GF Index JP7
 No. 7 - continued

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	4
Part-time employees			
Totals	4	4	4

Authorized Position Detail

Justice of the Peace	1
Senior Clerk I	2
Senior Clerk II	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Juvenile Court Referee **Fund** GF **Index** JUVCOURTREFE

Department Description and Responsibilities

The Juvenile Court Referee department was established by Commissioner's Court in 1997. This court was part of the 327th District Court. The Court Referee is appointed by the Council of Judges and presides over juvenile cases.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$190,169	\$245,291	\$250,468	\$261,058	4.23%
Operations		4,743	8,369	9,769	16.73%
Capital		3,877	3,877		-100.00%
Totals	\$190,169	\$253,912	\$262,714	\$270,827	3.09%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	5
Part-time employees			
Totals	4	4	5

Authorized Position Detail

Bailiff	1	Court Coordinator	1
Certified Court Reporter	1	Juvenile Court Referee	1
Court Support Officer JPD-Adm. Asst. I	1		

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Criminal Law Magistrate I **Fund** GF **Index** MAGISTRATEI

Department Description and Responsibilities

The Criminal Law Magistrate department was established by the Commissioners Court in 1986. The Magistrate is appointed by the Council of Judges and presides over the arraignment of all prisoners booked into the El Paso County Detention Facility. The Magistrate is an auxiliary to the Council of Judges with jurisdiction limited to being empowered to accepting uncontested pleas, conducting and examining trials, and special hearings dealing with felony district court cases for the thirteen District Courts.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$219,024	\$208,710	\$214,532	\$220,350	2.71%
Operations	4,485	5,131	11,967	9,769	-18.37%
Capital	6,683				
Totals	\$230,192	\$213,841	\$226,499	\$230,119	1.60%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
Work program trends are shown under the Council of Judges Administration.			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	3	4	4
Part-time employees			
Totals	3	4	4

Authorized Position Detail

Caseworker	1 Court Administration Assistant	1
Certified Court Reporter	1 Criminal Law Magistrate	1

COUNTY OF EL PASO, TEXAS

Department: Criminal Law Magistrate II **Fund** GF **Index** MAGISTRATEII

Department Description and Responsibilities

The second Criminal Law Magistrate was absolved by Commissioner's Court in October 1998 and a new County Court at Law No. 7 was established. It is shown here because there are actual and budget expenditures for the current years as well as prior years that are included in the Budget Summary statements and are necessary to coincide with those figures.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$218,125	\$226,343	\$228,646		-100.00%
Operations	6,331	3,892	10,197		-100.00%
Capital		223	1,273		-100.00%
Totals	\$224,456	\$230,459	\$240,117		-100.00%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration.			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	4	
Part-time employees			
Totals	4	4	

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: County Probate Court **Fund** GF **Index** PROBATE

Department Description and Responsibilities

The County Probate Court is responsible for handling all probate matters of El Paso County, including probating of a decedent's will, administration of a decedent's estate, guardianships of adults and minors, and mental health proceedings. The court inherited 9,000 cases when it was created in 1991. Along with the probate matters, this court is also responsible for the Child Welfare Docket which includes child abuse and/or neglect cases brought by the Texas Department of Human Services involving approximately 300 children in foster care.

Goals and Objectives

Goals: To serve the State of Texas, the County of El Paso and the general public more efficiently in all judicial matters in accordance with the laws of the State of Texas.

Objectives: To reduce the court docket through the use of mediation and pre-trial intervention programs when possible and to increase the efficiency of this court through automation used for preparing and tracking cases on the docket.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage
					Change in Budget
Personnel	\$348,916	\$372,104	\$376,731	\$384,539	2.07%
Operations	23,882	17,231	25,943	27,421	5.70%
Capital	9,787		3,950		-100.00%
Totals	\$382,585	\$389,336	\$406,624	\$411,960	1.31%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under the Council of Judges Administration.			

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	7	7	7
Part-time employees			
Totals	7	7	7

Authorized Position Detail

Certified Court Reporter	1	Court Investigator	1
County Probate Judge	1	Probate Administrator	1
Court Clerk	1	Probate Assistant I	1
Court Coordinator	1		

COUNTY OF EL PASO, TEXAS

Department: Special Probate Court **Fund** GF **Index** PROBATETRVL

Department Description and Responsibilities

The Special Probate Court has primary jurisdiction in mental illness and child welfare cases. This court also handles cases involving wills, appointment of guardians and settlement of executor's accounts. The court oversees the transactions of all business related proceedings of deceased persons, and assesses guardianship and child welfare cases. This budgetary line item is provided for by law and is utilized for the travel and training of the probate judge.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$3,566	\$3,160	\$4,000	\$4,000	
Capital					
Totals	\$3,566	\$3,160	\$4,000	\$4,000	

Work Program Trends

<u>Department Activity</u>	<u>1997 Projected</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
			Not Applicable

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees		Not Applicable	
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Public Defender **Fund** GF **Index** PUBLICDEFEND

Department Description and Responsibilities

The Public Defender's Office, under the supervision of the Public Defender, provides legal representation to indigent clients pursuant to appointment orders of the various district courts, county courts at law, the jail magistrate, court masters, and the Probate Court. The primary function of this department is the representation of defendants in felony criminal cases. This office currently handles approximately thirty-five percent of all court appointed felony cases. Other functions include the handling of appeals on felony convictions to higher courts, the defense of misdemeanor criminal cases, the representation of parents or children in DHS emergency and termination proceedings, and the representation of individuals in mental commitment hearings.

Goals and Objectives

- Goal 1:** To provide quality legal representation to our clients on felony cases, extradition cases, post-conviction writs, and misdemeanor charges.
- Goal 2:** To serve as "troubleshooters," where a situation has developed on a case, usually through someone's inaction or error, which could result in injustice to a client if an attorney does not take steps to rectify the situation and enforce the client's rights.
- Goal 3:** To train and supervise less experienced and less specialized attorneys who have been appointed on felony cases.
- Goal 4:** To help keep the jail population down by attempting to process the clients through the system as quickly as possible.
- Goal 5:** To help reduce the juvenile crime rate.
- Objective 1:** Remain available on short notice for court settings, advisory meetings, filing of writs, and for juvenile court purposes.
- Objective 2:** Continue the El Paso Criminal Law Seminar, which enables several attorneys to meet their annual 15-hour CLE requirement at an affordable cost. This seminar has become an established function that attorneys in the El Paso area count on and look forward to each fall, and is still largely staffed, organized, and taught by Public Defender personnel.
- Objective 3:** Continue working with the courts, jail and Court Administration on various test projects aimed at saving the County money and increasing the efficiency of processing criminal cases.
- Objective 4:** Become involved in community education and crime prevention functions, and utilize the knowledge attorneys have gained to get youths to modify their behavior before the fact.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$1,000,672	\$1,084,604	\$1,106,574	\$1,234,724	11.58%
Operations	36,446	35,027	48,161	49,185	2.13%
Capital					
Totals	\$1,037,118	\$1,119,631	\$1,154,735	\$1,283,909	11.19%

COUNTY OF EL PASO, TEXAS

Department: Public Defender **Fund** GF **Index** PUBLICDEFEND

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Felony Appointments	1,891	2,000	2,040
Misdemeanor Cases Opened	454	500	525
Misdemeanor Cases Opened CC#6	341	350	400
Appeals/Writs Opened	34	35	40
Juvenile Cases Opened			
Felonies	331	350	400
Misdemeanors	253	275	300
Juvenile Detention/Review Hearings Handled	1,530	1,550	1,600
CPS Cases Pending	36	40	50

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	23	25	27
Part-time employees	3	3	3
Totals	26	28	30

Authorized Position Detail

First Assistant Litigation	1	Legal Secretary I	1
Admin. Assistant/Investigator	1	Legal Secretary II	1
Administrative Assistant II	1	Legal Secretary III	1
Appellate Attorney	1	Office Manager/Network Systems Analyst	1
Capital Attorney	1	Public Defender	1
Chief Investigator	1	Receptionist, Part-time	2
Clerk, Part-time	1	Senior Trial Attorney	2
Data Entry I	1	Trial Attorney	8
Investigator	2	Trial Chief	3

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Capital Murder Cases **Fund** GF **Index** Various

Department Description and Responsibilities

This index was established to process legal claims relating to capital murder cases.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$12,412				
Operations	25,002	46,069	172,130		-100.00%
Capital					
Totals	\$37,414	\$46,069	\$172,130		-100.00%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
		Not Applicable	

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees		Not Applicable	
Totals			

Authorized Position Detail

Not Applicable



PUBLIC SAFETY

COUNTY OF EL PASO, TEXAS

Department: Ambulance Services **Fund** GF **Index** AMBULANCE

Department Description and Responsibilities

Life Ambulance Service provides emergency pre-hospital care and transport for the public within the County of El Paso. The company under contract with the County has five bases and sixteen ambulances providing Advanced Life Support and paramedic support to 98 percent of the calls.

Goals and Objectives

- Goals:** To provide the best possible pre-hospital emergency care and transport to the public, educate the community for prevention and access, and constantly improve the process of planning, standard of care and service.
- Objective 1:** Maintain strategic placement of stations.
- Objective 2:** Continue utilizing an ambulance management system called "System Status Management" to minimize response time by posting ambulance units according to critical zones.
- Objective 3:** Continual clinical education through critical incident stress debriefing, employer assistance programs, and specialized management training.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$353,280	\$353,280	\$353,280	\$353,280	
Capital					
Totals	\$353,280	\$353,280	\$353,280	\$353,280	

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Number of Stations	5	5	5
Number of 24 Hour Units	5	5	5
Average Response Times:			
Upper Valley	5.64 min.	5 min.	5 min.
Lower Valley	8.51 min.	8 min.	8 min.
Level of Service Provided *	ALS	ALS & MICU	ALS & MICU
Number of Calls	5,182	5,617	5,800
Cost Per Call	\$68.17	\$62.89	\$60.19
Cost Per Capita	\$0.57	\$0.57	\$0.57

* ALS = Advanced Life Support, MICU = Mobile Intensive Care Unit.

COUNTY OF EL PASO, TEXAS

Department: Ambulance Services continued Fund GF Index AMBULANCE

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: West Texas Community **Fund** GF **Index** COMMUNITY
Supervision and Corrections

Department Description and Responsibilities

In accordance with Vernon's Texas Statutes Annotated, Code of Criminal Procedure, Article 42.131, Section 8, (a), and Standards of the Community Supervision and Corrections Department issued by the Department of Criminal Justice, Chapter 163, (d), the County of El Paso is mandated to provide physical facilities, equipment and utilities for the West Texas Community Supervision and Corrections Department as a minimum support requirement.

The West Texas Community Supervision and Corrections Department has the responsibility of providing probation and community corrections services to the District Courts, County Courts at Law, the Jail Magistrate and County Court Masters in a region that includes El Paso, Culberson and Hudspeth counties. This department participates in a variety of programs and activities including the El Paso Police Department's Repeat Offender Program, monthly law enforcement meetings involving local, state, federal and New Mexico agencies, Domestic Violence Task Force, El Paso County Sexual Abuse Multidisciplinary Team, Rio Grande Council of Governments' Regional Alcohol and Substance Abuse Advisory Committee, Drug Forum Subcommittees, Child Abuse and Neglect Demonstration Organization, Mayor's Drug Task Force Subcommittees, and this department's own Community Justice Council.

The West Texas Community Supervision and Corrections Department provides a wide array of supervision and community corrections services for offenders, including a personal bonding program, a pre-trial diversion program for first-time offenders, regular probation services, intensive supervision programs, specialized caseloads, electronic monitoring, employment services, and supervised residential living in three community corrections facilities in El Paso County. Additionally, the department provides services to the Community and the County of El Paso, through its victim restitution programs, community service restitution, and graffiti wipeout program, as well as collecting court-assessed fines and program fees for the County of El Paso.

Goals and Objectives

- Goal 1:** To expand this jurisdiction's ability to control and reform its criminal population by increasing involvement and responsibility in developing sentencing programs that provide effective sanctions for criminal defendants.
- Goal 2:** To continue to develop innovative community-based alternatives to incarceration beyond traditional probation services and regular supervision, as determined by local needs, to the extent possible, without jeopardizing public safety.
- Goal 3:** To provide increased opportunities for offenders to make restitution to victims of crime and to the community as a whole through financial reimbursement and community service restitution programs.
- Goal 4:** To enhance and increase the impact of community service restitution and graffiti wipeout programs on a county-wide basis, through the involvement of other public agencies and community organizations.
- Objective 1:** Educate the public about the role of and necessity for community-based corrections and enlist its support of and involvement with the local corrections system.
- Objective 2:** Involve local agencies, citizens, and public officials in the planning, delivery, and evaluation of services through their involvement in the Community Justice Council and through developing effective contractual relationships with community agencies delivering services to offenders.

(Continued on next page)

COUNTY OF EL PASO, TEXAS

Department: Constable Precinct
No. 2 - continued **Fund** GF **Index** CONSTABLE2

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$33,071	\$32,904	\$33,117	\$33,344	0.69%
Operations	3,999	3,805	5,060	4,630	-8.50%
Capital					
Totals	\$37,070	\$36,709	\$38,177	\$37,974	-0.53%

Work Program Trends

Department Activity	1997	1998	1999
	Projected	Projected	Projected
Citations	264	260	265
Writs of possession	60	60	61
Warrants	60	60	61
Summons	2,555	2,600	2,652
Out of county citations	20	20	20
FED's evictions	550	600	612
Bailiff hours	1,040	1,040	1,061
Class training hours	40	40	41
Community service hours	208	208	212

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	1	1	1
Part-time employees			
Totals	1	1	1

Authorized Position Detail

Constable 1

COUNTY OF EL PASO, TEXAS

Department: Emergency Management **Fund** GF **Index** EMERGENCYMGM

Department Description and Responsibilities

Emergency Management is responsible for the development and implementation of plans for the protection of the community and for minimizing the effects of a disaster. The County and the City, through a joint resolution, agree to the preparation and maintenance of a joint emergency management plan and its coordinator who is an employee of the City. The 1,058 square miles of El Paso County and the 693,000 people within its jurisdiction are served by this department. Its responsibilities further include designing and directing local emergency disaster exercises, coordinating the activities of local agencies and resources during a disaster coordinating request for assistance and providing information to State and Federal agencies during disaster operations, coordinating with the City and County department heads regarding their responsibilities during a disaster, and compiling and submitting all reports required by State and Federal agencies.

Goals and Objectives

- Goal 1:** To provide the County of El Paso with an emergency plan that will provide both the citizens and local businesses with a safe and well prepared plan of action in the event of a disaster.
- Goal 2:** To mitigate the effects of a disaster or hazard.
- Goal 3:** To prepare measures to be taken which will preserve life and minimize damage.
- Goal 4:** To establish a recovery system in order to return the community to its normal state of affairs.
- Objective 1:** To coordinate Federal, State, County and City personnel in disaster exercises, training and the responsibilities that each has during a disaster.
- Objective 2:** To ensure required personnel completes specific academic training requirements.
- Objective 3:** To develop, review, and update components of the emergency management plan to ensure they are consistent with and conform substantially with FEMA approved State of Texas Emergency Management Planning Standards and Criteria checklists.
- Objective 4:** Attend meetings of local interested organizations to pass along information concerning programs.
- Objective 5:** To provide training to agencies in jurisdiction to accomplish goals.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$42,016	\$42,044	\$42,044	\$41,193	-2.02%
Capital					
Totals	\$42,016	\$42,044	\$42,044	\$41,193	-2.02%

COUNTY OF EL PASO, TEXAS

Department: Emergency Management-continued **Fund** GF **Index** EMERGENCYMGM

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Meetings, conferences, and seminars	126	130	140
Participation	972	1000	1000
Exercises and drills	10	10	10
Presentations on emergency management activities	6	10	12
Training Classes	5	8	10
Emergencies & potential disasters	52	60	65

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	Not Applicable		
Part-time employees	Not Applicable		
Totals	Not Applicable		

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Juvenile Probation

Fund

GF

Index

JUVENILEPROB

Department Description and Responsibilities

The Juvenile Probation Department is governed by the El Paso County Juvenile Board. The Department is under the supervision of the Chief Juvenile Probation Officer. The Juvenile Probation Department continually strives to prioritize public safety and afford juveniles of this community due process afforded them under the law while holding them responsible and accountable for their crimes. This department operates a 24-hour a day detention unit for pre-adjudicated delinquents who have been detained by the juvenile court for the most serious and violent offenses. Mexican Nationals coming across the border illegally and violating the penal law of this state, parolees from the Texas Youth Commission and juveniles violating federal laws are also detained. The mission of the detention unit is care, custody and control while at the same time providing medical, dental and psychological services to all detainees. This department also conducts intake and court investigations whereby intake officers receive, review, and process all referrals to the department by law enforcement agencies 24 hours a day. It also operates the Challenge Program through which its highly regimented secure program provides an alternative to institutionalization for the most habitual and violent adjudicated juveniles. This department also provides an Exito Program which helps juveniles re-integrate back into the community as productive citizens. The Juvenile Probation Department provides field services to monitor juveniles placed on probation. Aftercare is the final component that this department provides to juvenile offenders. Aftercare officers assist in the re-integration of the juveniles back into the community through case planning and the development of a treatment plan.

Goals and Objectives

- Goal 1 :** To provide juvenile offenders with alternatives to gangs and violence, improve community involvement in youth programs and educate the community on juvenile needs to prevent juvenile crime.
- Goal 2:** To be proactive in determining the long-term needs of the County growth in juvenile population.
- Goal 3:** To apply for and receive federal funding whenever possible to offset County expenses.
- Goal 4:** To provide additional support for JJAEP educators and increase the likelihood of a juvenile's successful completion of an educational program while at the JJAEP centers.
- Goal 5:** To allow for a level of surveillance that will encourage compliance with the conditions of probation and increase the positive impact of probation by overcoming the obstacles that arise due to lack of manpower to provide one-on-one or group attention.
- Objective 1:** Educate juveniles on alternative behaviors to express their feelings of anger or frustration.
- Objective 2:** Expedite and streamline the case management function for the department, which would allow more thorough utilization of information to research and evaluate departmental programs.
- Objective 3:** Assign a probation officer to the specific purpose of supervising juveniles placed at JJAEP centers in order to monitor their progress and behavior, address problems as they arise, and enhance communications between the schools and the probation department's juvenile court.
- Objective 4:** Implement an ISP tracker to assist in providing direct services such as drug screening, transportation to service providers, assistance with job searches, and supervision of special activities such as field trips.

COUNTY OF EL PASO, TEXAS

Department: Juvenile Probation continued **Fund** GF **Index** JUVENILEPROB

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$3,679,836	\$3,831,739	\$4,050,375	\$4,590,991	13.35%
Operations	1,262,876	1,120,306	1,436,830	1,413,581	-1.62%
Capital	79,121	170,590	320,442		-100.00%
Totals	\$5,021,833	\$5,122,636	\$5,807,647	\$6,004,572	3.39%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Offense per Referral			
Felonies:			
Homicide & attempted homicide	14	10	12
Sexual assault	38	40	42
Robbery	62	60	65
Aggravated assault	229	250	260
Burglary	166	165	165
Theft	31	40	50
Motor vehicle theft	57	55	50
Drug offenses	83	80	80
Weapons Violation	33	30	35
Other Felony	108	100	95
Class A and B Misdemeanors:			
Weapons violations	46	50	55
Assault	593	600	650
Theft	512	520	530
Drug offenses	424	435	450
Other	719	700	700
Violation of court order/Juvenile warrant	300	325	350
Contempt of Magistrate Order	18	20	25
Children in need of supervision.	16	19	25

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	98	105	103
Part-time employees	21	30	31
Totals	119	135	134

COUNTY OF EL PASO, TEXAS

Department: Juvenile Probation
continued

Fund **GF** **Index** **JUVENILEPROB**

Authorized Position Detail

Accountant	1	Juvenile Correction Off.-Part time	6
Accounting Clerk I	2	Juvenile Correction Off. Team Leader	4
Accounting Clerk-Part time	1	Juvenile Detention Officer	24
Accounting Supervisor	1	Juvenile Detention Officer Part Time	16
Administrative Assistant	1	Juvenile Detention Off. Team Leader	6
Aftercare Tracker-Part time	2	Legal Screening Officer	1
Assistant Chief Juvenile Probation Officer	1	Maintenance Assistant	4
Building Engineer	1	Probation Officer II	21
Chief Juvenile Probation Officer	1	Probation Officer II Technician	1
Community Coordinator	1	Secretary I	7
Cook I	3	Secretary/Receptionist	1
Cook I-Part Time	2	Senior Corrections Officer	1
Cook III	1	Senior Juvenile Detention Officer	1
Coordinator of Grants and Research	1	Senior Probation Officer II	3
Data Entry	1	Senior Secretary	1
Detention Administrative Assistant	1	Summons Server	2
Director Clerical Services	1	Title IV E Coordinator	1
Director Detention And Support Services	1	Title IV Case Management Assistant	2
Director-Field Services	1	Training/Research Coordinator	1
Director-Special Projects	1	Transportation Officer	1
Director-Intake & Court Services	1	Juvenile Court Records Mgmt. Officer	1
Juvenile Corrections Officer	3		

See Personnel Changes for this department in Appendix A

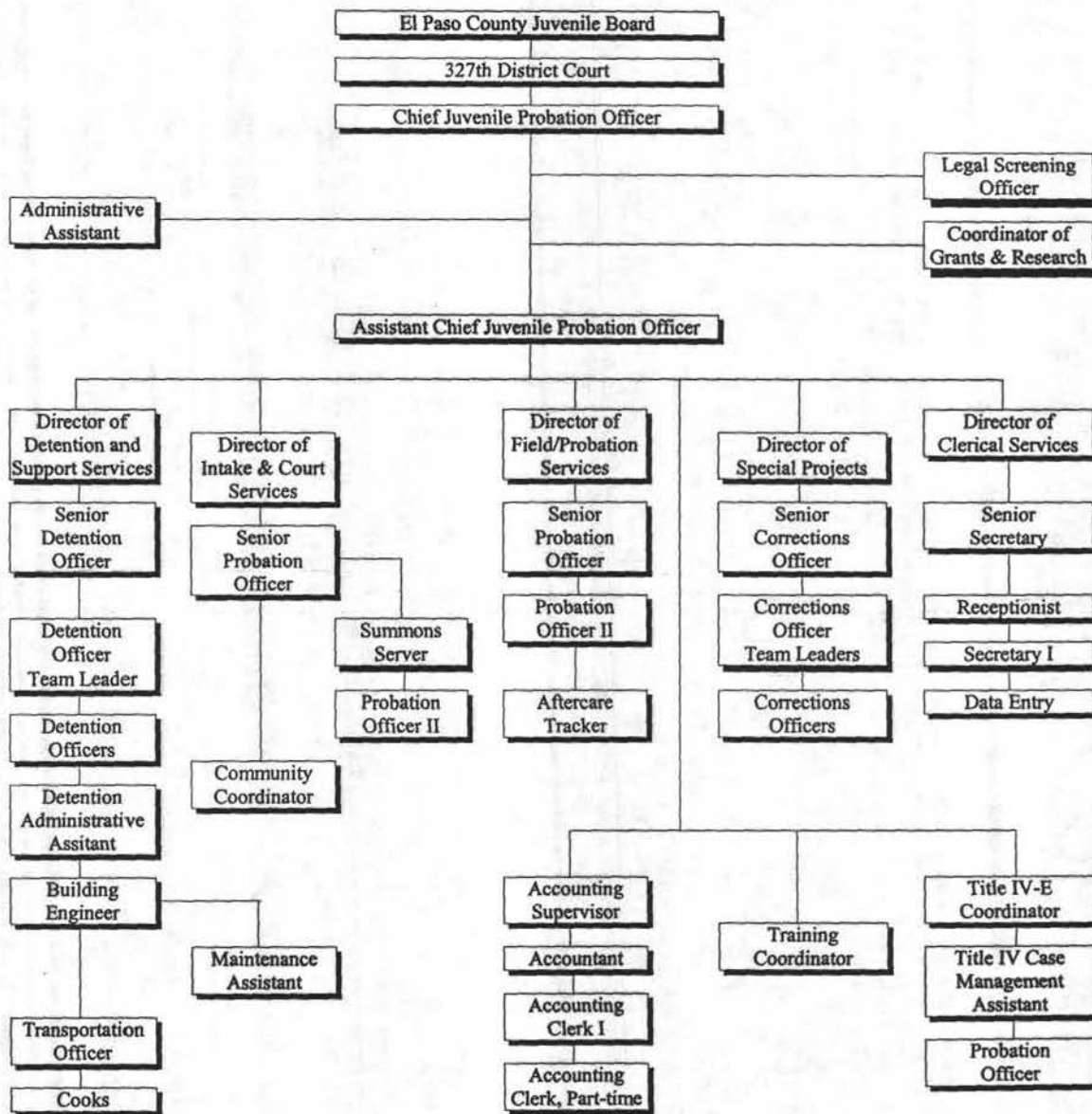
County of El Paso, Texas

Department: Juvenile Probation
continued

Fund GF

Index JUVENILEPROB

Departmental Organization



COUNTY OF EL PASO, TEXAS

Department: County Sheriff-Detention Facility **Fund** GF **Index** SHERIFFDETEN

Department Description and Responsibilities

The County Sheriff Detention Facility has the responsibility for the incarceration of federal, state, and local prisoners. This budget includes all costs of operating and maintaining the detention facility such as providing adequate staff to meet jail standards, board committee requirements of manning the jail, and providing food, clothing, and medical care to inmates.

Goals and Objectives

- Goal 1:** To closely coordinate efforts between the downtown facility and the annex so that inmates may be efficiently moved.
- Goal 2:** To provide non-operational support and minimize the burden on shift lieutenants so they can focus on inmate population.
- Goal 3:** To provide officers with blocks of relevant current and interesting training material which will improve officer capabilities.
- Goal 4:** To handle tensions created by anxiety over the jail annex transfers, the nonsmoking rule, and changes in the menu.
- Objective 1:** Implement the Escort Section to prepare individual inmates for court, searching, cuffing, shackling, verifying court times, inmate identities, and officer assignments.
- Objective 2:** Utilize the administrative unit headed by a lieutenant to handle personnel and hiring issues, worker's compensation paperwork, requisitions and purchase orders, inmate files and grievances and a host of other functions.
- Objective 3:** Revitalize a program called Detention Training Series, or DTS to improve performance in all areas of operation.
- Objective 4:** Placement of the Special Reaction Team, or SRT, on standby and active fast-paced training to ensure the smooth running of the jail.

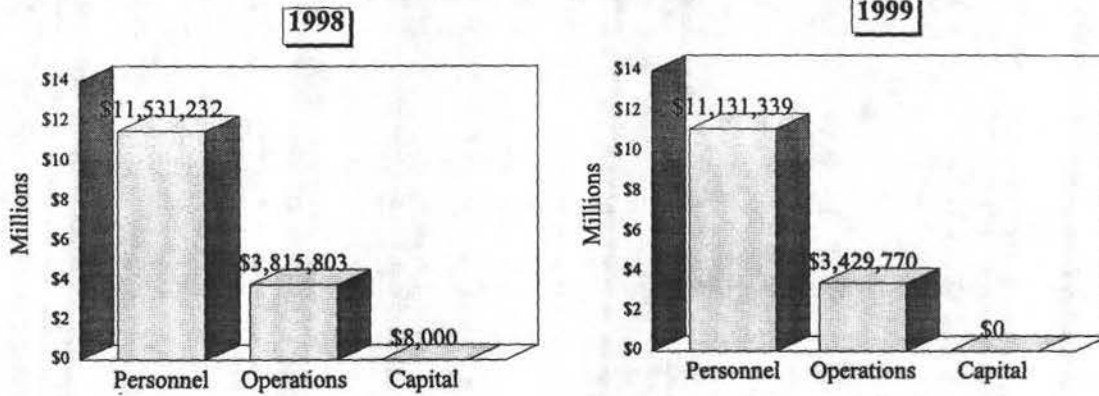
Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$12,349,033	\$10,575,567	\$11,531,232	\$11,131,339	-3.47%
Operations	3,636,106	2,898,084	3,815,803	3,429,770	-10.12%
Capital	35,602	7,582	8,000		-100.00%
Totals	\$16,020,741	\$13,481,236	\$15,355,037	\$14,561,109	-5.17%

COUNTY OF EL PASO, TEXAS

Department: County Sheriff-Detention Facility - continued **Fund** GF **Index** SHERIFFDETEN

Budgets



Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Prisoner days:			
City of El Paso	20,711	31,084	33,000
State and County	34,905	36,519	38,500
Federal Agencies	4,656	6,167	8,000

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	384	343	328
Part-time employees			
Totals	384	343	328

Authorized Position Detail

Baker	1	Food Service Specialist	6
Captain Sheriff	1	Lieutenant (Deputy)	3
Clerk (Sheriff)	6	Lieutenant (Detention)	2
Court Coordinator/Data Entry	11	Maintenance Technician	10
Detention Facility Support	1	Maintenance Foreman	1
Detention Officer	230	Secretary	1
Electronic System Specialist Jail	1	Secretary/Sheriff Dept.	1
Floor Control Officer	38	Sergeant (Deputy)	1
Food Service Director	1	Sergeant (Detention)	10
Food Service Leader	2	Supply Clerk Sheriff	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: County Sheriff-Jail Annex **Fund** GF **Index** SHERIFFJAILA

Department Description and Responsibilities

The County Sheriff Jail Annex began receiving inmates early in the 1998 fiscal year. With an authorized staff of 278 personnel the Jail Annex division is the fastest growing division within the Sheriff's Department. The facility is designed to house 1440 inmates, making it the largest facility with the County Detention Facility System. It is responsible for the supervision, care, safety and custody of all inmates housed within its walls.

Goals and Objectives

- Goals:** To learn the operations of the new building, overcome the problems associated with the opening of a new facility, and improve efficiency while meeting the Jail Standards Board's requirements.
- Objective 1:** Place the Administrative Operations sections in charge of updating and maintaining inmate booking dockets and the Criminal Justice Information System records, with the ultimate responsibility being to ensure that the Annex documentation corresponds to that of the downtown facility.
- Objective 2:** Place the Escort/Transportation Section in charge of transporting the inmates to their various destinations - correctional and mental institutions across the state, court appearances, medical appointments, etc.
- Objective 3:** Ensure that the Security Force maintains the security and safety of the inmates by working rotating shifts seven days a week, 365 days per year, as well as supervising inmate recreational operations.

Financial Trends

	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$1,051,614	\$6,780,084	\$7,564,187	\$8,474,717	12.04%
Operations	137,698	2,137,753	3,046,862	3,253,090	6.77%
Capital	74,012	427,478	432,853		-100.00%
Totals	\$1,263,324	\$9,345,315	\$11,043,902	\$11,727,807	6.19%

Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
Number of inmates housed		1,150	1,250
Average daily transfers to/from downtown		56	65
Inmate ratio (officers/inmates)		1/48	1/40
Inmates received, processed, and released		30,000	32,000
Meals served		145,200	300,000

COUNTY OF EL PASO, TEXAS

Department: County Sheriff-Law Enforcement **Fund** **GF** **Index** **SHERIFFLAW**

Department Description and Responsibilities

The County Sheriff is elected for a four-year term and administers the largest department within the County. The Sheriff is mainly responsible for the County Detention Facility, law enforcement administration of the outlying areas, and jail administration. The structure of this department includes various sections such as jail administration, identification and records, booking, warrants, civil, medical, patrol, dispatch, maintenance, auditing, crime prevention, drug education, motorcycle patrol, and motor pool.

Goals and Objectives

- Goal 1:** Enforce provisions of the Health and Safety Code (Environmental Laws) and the Texas Water Code.
- Goal 2:** Reduce man hours presently spent on manual tabulation of data related to the records function and link data with related mandatory state reports.
- Goal 3:** Reduce the number of persons on the chain of custody report and minimizing the opportunity for the integrity of evidence to be compromised.
- Goal 4:** Organize educational programs for youths and the general public on issues such as crime prevention, drug abuse, gangs, and security.
- Objective 1:** Patrol the areas commonly used for illegal dumping throughout the County, receive complaints, conduct public relations and educational presentations, and refer cases to the appropriate agencies.
- Objective 2:** Secure the equipment and training to automate the Uniformed Crime Reporting through the Texas Incident Based Reporting System (TIBRS).
- Objective 3:** Respond to major crime scenes, directly recover evidence, and send it to any one of various forensic laboratories for analysis and presentation at trial without error.
- Objective 4:** Educate through programs such as Crime Prevention, Drug Abuse Resistance Education (D.A.R.E), gangs, parenting, and the Student Resource Officer (SRO) programs that target schools; conduct security surveys to educate homeowners and business owners on proper methods and techniques to prevent being the victim of crime.

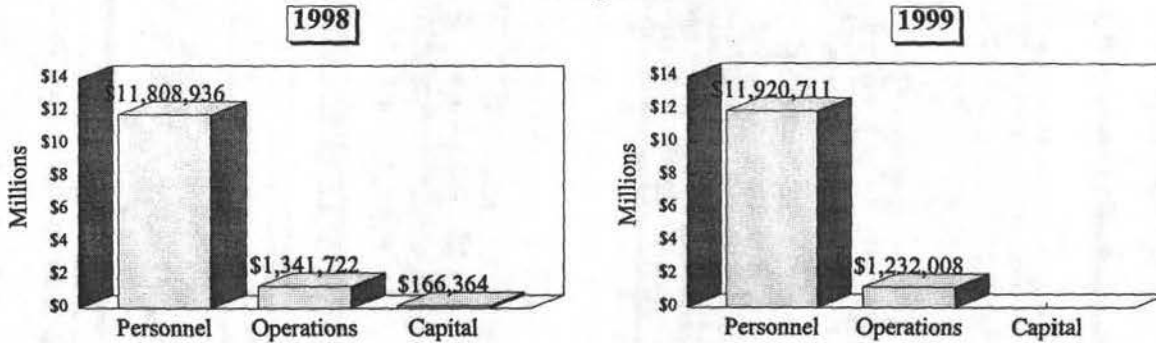
Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$11,048,166	\$10,807,718	\$11,808,936	\$11,920,711	0.95%
Operations	914,514	1,157,685	1,341,722	1,232,008	-8.18%
Capital	51,604	164,234	166,364		-100.00%
Totals	\$12,014,284	\$12,129,637	\$13,317,022	\$13,152,719	-1.23%

COUNTY OF EL PASO, TEXAS

Department: County Sheriff-Law **Fund** GF **Index** SHERIFFLAW
 Enforcement - continued

Budgets



Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
Executions			
Writ of Execution	791	511	600
Writ of Possession	191	159	175
Tax Warrant	7	5	6
Other	123	80	100
Citations Unit (District & County)			
Citations (Tax also)	335	246	251
Summons	265	282	288
Subpoenas	15	8	10
Notices	62	68	70
Orders	27	12	15
Temp. restraint orders	17	10	15
Writs	7	8	10
Postings	1		1
Subpoenas/Summons			
County Criminal	11,300	11,771	12,000
District Criminal	9,964	11,671	13,275
County Civil	28	16	20
District Civil	311	958	750
Juvenile	3,951	2,282	3,500
Other	8	2	5
Local Citations			
County & District	6,036	4,539	5,000
Attorney General	9,104	8,966	9,000
By Publication	661	536	575
County Probate	414	171	300
Probation Posting	1,380	1,629	1,700
Other	40	12	20



HEALTH AND WELFARE

COUNTY OF EL PASO, TEXAS

Department: Animal Control **Fund** **GF** **Index** ANIMALCONTRL

Department Description and Responsibilities

The Animal Regulation and Disease Control Department is responsible for the regulation of animals and zoonotic disease in the city and county through inspections, investigations, and enforcement of state, city, and county laws. Activities include impoundment and quarantine of animals suspected of being rabid, exposed to rabies or involved in bites; investigation of owned and stray animals posing a threat to public health and welfare; and operation of a kennel facility with two stables, 244 isolation cages and 36 kennel runs. Other responsibilities involve the testing of rabid animals, investigation of cruelty complaints and animal nuisances, regulation of pet stores, authorizing permits for privately owned exotic and wild animals, and the presentation of education programs to social, civic and school groups.

Goals and Objectives

- Goal 1:** To enforce state, county, and city laws and to regulate and protect domestic, exotic, and wild animals.
- Goal 2:** To reduce the incidents and minimize the impact of diseases transmitted from animals to humans.
- Goal 3:** To reduce human injury and property damage caused by animals; reduce the incidents of cases of animal neglect or abuse; and prevent the reintroduction of domestic animal rabies.
- Objective 1:** To increase awareness of state, county and city laws or ordinances that regulate and protect domestic, exotic and wild animals by providing more education programs to social, civic, and school groups.
- Objective 2:** To respond to complaints of animal bites within 24 hours.
- Objective 3:** To impound 75% of stray animals reported to the center.
- Objective 4:** To investigate reported cases of neglect or abuse within 24 hours.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$67,139	\$84,269	\$101,572	\$180,840	78.04%
Capital					
Totals	\$67,139	\$84,269	\$101,572	\$180,840	78.04%

Work Program Trends

Department Activity	1997 Estimated	1998 Projected	1999 Projected
Response within 24 hours			
Animal bite reports	80%	82%	83%
Abuse/neglect cases	90%	91%	94%
Stray animals impounded	45%	51%	55%

COUNTY OF EL PASO, TEXAS

Department: City-County Health Unit Fund GF Index CCHEALTH

Department Description and Responsibilities

The Health Unit provides general public services to the residents of El Paso City and County. The unit administers 7 city-county, 2 city, 1 county and over 30 grant programs and manages 10 state employees assigned to Tuberculosis and Sexually Transmitted Disease Control. The unit is responsible for preventive medicine and regulatory community health for over 690,000 residents and interaction with adjacent New Mexico and the large metropolitan population of Ciudad Juarez, Mexico. The employees of the Health Unit effectively provide comprehensive public health services with minimal resources at an extremely efficient cost/benefit ratio. The Health Unit is responsible for directing, implementing, and coordinating departmental policies to ensure the promotion and preservation of public health, the administration and management of the City/County Health Unit, and to serve as public liaison between the community and other governmental entities. The division provides consolidated purchasing, supply, personnel, budgeting, inventory, maintenance, distribution, serves as an intra/interagency liaison, and provides grant writing and administrative support for all Health Unit programs. The City/County Health Unit works especially close with the Texas Department of Health, Center for Disease Control and other federal agencies.

This index is used for the payment of billings received from the City of El Paso for health services rendered to low-income families and other indigent-related expenses incurred by the City. As shown in the percentage change in budget between fiscal year 1998 and 1999, funding for City-County Health has been significantly decreased. This is in response to an agreement formed between the City of El Paso and Thomason Hospital whereby the City of El Paso will bill the hospital for indigent-related expenditures, rather than have the County share the burden of providing those services. The hospital will have the ability to aid in providing the indigent services offered by the City because the hospital was designated by the State of Texas in 1998 as the hospital for indigent care, and as such, will receive State funding for the purpose of indigent care.

Goals and Objectives

- Goal 1:** To extend administrative responsibilities to provide more useful information and increased quality of services.
- Goal 2:** To respond expeditiously to complaints in the environmental industry and milk/dairy industry and conduct inspections more frequently.
- Goal 3:** To further educate the public on issues concerning community health.

- Objective 1:** Administrative responsibilities will include establishing a local database regarding epidemiologic, mortality and morbidity information, improving reimbursement from third party payors by 10%, and initiating development of a Health District Strategic Plan.
- Objective 2:** Investigate 100% of complaints within 5 days of receipt in the environmental sector; investigate 100% of food borne complaints within 24 hours and others within 72 hours in the milk/dairy industry, and conduct inspections of priority 1 to 3 establishments every 120 days.
- Objective 3:** Increase public presentations on issues concerning air quality by 30% and increase residential information surveys and relay results to the community.

COUNTY OF EL PASO, TEXAS

Department: Center For The Deaf **Fund** GF **Index** CENTERDEAF

Department Description and Responsibilities

The Center for the Deaf was not funded by the County for fiscal year 1999. It is shown here because there is historic data included in the Budget Summary statements and is necessary to coincide with those figures.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$24,999	\$18,335	\$20,000		-100.00%
Capital					
Totals	\$24,999	\$18,335	\$20,000		-100.00%

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
	Not Applicable		

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Charities **Fund** GF **Index** CHARITIES

Department Description and Responsibilities

Funding is provided by the County for this program for indigent services such as pauper burials, and emergency financial assistance for individuals needing clothing and transportation.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$61,700	\$77,325	\$82,100	\$80,000	-2.56%
Capital					
Totals	\$61,700	\$77,325	\$82,100	\$80,000	-2.56%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Pauper Burials	110	110	110

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: County Child Welfare **Fund** GF **Index** CHILDWBRD

Department Description and Responsibilities

The County of El Paso is under contract with the State of Texas Department of Protective and Regulatory Services and has the responsibility of providing a Child Welfare Board. This board is financially responsible for meeting the needs of children who are abused or neglected. Beginning in the 1999 fiscal year, the County is required to provide staff support to the Child Welfare Board, which was previously provided by the State.

Goals and Objectives

- Goal 1:** To meet the needs of children who require protective services and care. This includes providing clothing, medical attention, travel, educational assistance, and placement.
- Objective 1:** Provide a coordinator to support the Board by handling requests, payments, and perform other related functions of the department.
- Objective 2:** Cover medical bills not covered by Medicaid to ensure that children receive adequate, necessary medical attention.
- Objective 3:** Seek reimbursement from the State for clothing, personal needs of the children, and other allowances, while reimbursing the State for transportation and placement costs.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$8,043	\$7,452	\$11,124	\$44,081	296.27%
Operations	295,830	447,942	473,831	\$402,355	-15.08%
Capital					
Totals	\$303,873	\$455,394	\$484,955	\$446,436	-7.94%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
No. of children in conservatorship	461	493	503
No. of foster homes	216	222	226

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees			1
Part-time employees			

Authorized Position Detail

Operations Coordinator (CWB) 1

See personnel changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Child Welfare **Fund** GF **Index** CHILDFEES

Department Description and Responsibilities

Child Welfare with the assistance of the Texas Department of Human Services provides protection to abused and neglected children. The services provided include temporary foster care placement, counseling and permanent placement in a foster home. This represents the portion of funding provided by the County of El Paso for the Child Welfare program in regards to ad-litem fees.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$179,289	\$244,226	\$522,500	\$522,500	
Capital					
Totals	\$179,289	\$244,226	\$522,500	\$522,500	

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
		Not Available	

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Foster Grandparent Program Fund No. GF Index FOSTERGPP

Department Description and Responsibilities

The Foster Grandparent Program is one of the Corporation for National and Community Services National Senior Volunteer Corps Programs. It is an intergenerational program that pairs low income senior volunteers with special-needs children and adolescents in the community. The senior volunteers provide intensive one-on-one attention to the children for 20 hours each week. In return for their time and attention, they receive a stipend of \$2.55 per hour plus mileage reimbursement. The children they serve have special needs ranging from emotional disturbances, mental retardation or physical disabilities to problems arising from abuse and neglect. They also serve juvenile offenders or those otherwise at-risk of drug abuse or gang membership. The program's responsibilities are to recruit, select, and train eligible seniors and match them with volunteer stations and types of children. Other responsibilities include managing federal funds, as well as local funds in order to operate within the program's budget; maintain required records, reports, and statistics; and finally, to generate support for the program by making the community aware of its presence and goals. Foster Grandparents have served the County since 1984 in the facilities of the Juvenile Detention Center and Project Crossroads, Head Start Programs in Anthony, Canutillo, and Socorro, as well as in elementary and high schools in Socorro, Texas.

Goals and Objectives

- Goals:** To provide 16,704 hours of service by having 16 Foster Grandparent volunteers, each serving two children or youth with special or exceptional needs at six different volunteer sites in El Paso County.
- Objective 1:** To provide 16 low income senior adults the opportunity to serve as Foster Grandparents and receive a tax exempt stipend of \$2.55 per hour. The Foster Grandparents will provide 16,704 hours of service and each will serve twenty hours a week as they volunteer to help children with special needs.
- Objective 2:** To provide annual income review on each active Foster Grandparent volunteer, prepare medical histories of the new volunteers, arrange for annual physical exams for each volunteer, maintain up-to-date Memorandums of Understanding (MOU) between City and Volunteer Stations, maintain current child assignment forms, and ensure compliance with the Corporation for National and Community Service guidelines.
- Objective 3:** To recruit new volunteers, provide forty hours of pre-orientation training, ensure volunteers receive a meal each day at the volunteer stations, provide site supervision, and provide a minimum of four hours per month of training (48 hours per year).
- Objective 4:** To maintain an active twenty member advisory council, ensure recognition of the Foster Grandparents at least once during the year by an event organized and planned by the Advisory Council, maintain an active on-going public relations campaign, manage and monitor program finances, prepare quarterly program reports, and prepare an annual report for national and community service grant proposal.
- Objective 5:** To develop new volunteer sites to serve awareness of the program by creating partnerships with local organizations.

COUNTY OF EL PASO, TEXAS

Department: Foster Grandparent Program Fund **Fund** GF **Index** FOSTERGPP
 continued

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations		14,088	\$14,900	\$4,900	-67.11%
Capital					
Totals		\$14,088	\$14,900	\$4,900	-67.11%

Work Program Trends

Department Activity	1997 Projected	1998 Projected	1999 Projected
Volunteer service hours provided	12,528	12,528	20,880
Number of Foster Grandparents	12	12	20
Number of Volunteer sites	4	4	8

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: General Assistance **Fund** GF **Index** GASSISTANCE

Department Description and Responsibilities

In 1960, Commissioners Court created the El Paso General Assistance Agency. Its mission was described to be to provide assistance to the economically eligible individuals of El Paso County. General Assistance would be an active partner in providing leadership in collaborative efforts with other social service agencies in reclaiming human potential through the creation of opportunities leading to economic self-sufficiency, self worth, and a better quality of life for residents of El Paso County.

Goals and Objectives

- Goal 1:** To provide assistance and emergency aid to all legal resident families who are in financial need, and help these individuals become self-sufficient.
- Goal 2:** To establish a network with other social and community agencies that serves as a link in the support and rehabilitation of these individuals.
- Objective 1:** To provide support in the form of utility deposits, rent, rent deposits, medication, furniture clothing, and other basic necessities that are not available in El Paso County.
- Objective 2:** To solicit the resources of general assistance and other service providers such as Project Bravo, Lulac Amistad, the Peyton Foundation, the Housing Authority, and the Department of Human Services.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel	\$248,328	\$254,750	\$256,314	\$258,043	0.67%
Operations	545,096	511,137	514,810	514,396	-0.08%
Capital					
Totals	\$793,424	\$765,888	\$771,124	\$772,439	0.17%

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
Applications for assistance	10,776	5,332	11,000
Participants assisted	6,618	3,146	7,000

COUNTY OF EL PASO, TEXAS

Department: General Assistance continued **Fund** GF **Index** GASSISTANCE

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	10	10	10
Part-time employees			
Totals	10	10	10

Authorized Position Detail

Accounting Clerk I	1	General Assistance Director	1
Caseworker	4	Secretary	1
Community Svc. Aide	2	Senior Caseworker	1

See Personnel changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Keep El Paso Beautiful **Fund** GF **Index** KEEPELPASOBE

Department Description and Responsibilities

Keep El Paso Beautiful, Inc. was not funded in the adopted budget for fiscal year 1999. It is shown here only because there are 1997 actual expenditures that are included in the Budget Summary statements and are necessary to coincide with those figures.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$10,000				
Capital					
Totals	\$10,000				

Work Program Trends

<u>Department Activity</u>	<u>1997 Projected</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
	Not Applicable		

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees			Not Applicable
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Life Management **Fund** GF **Index** LIFEMGMT

Department Description and Responsibilities

The mission of Life Management Center for Mental Health and Mental Retardation is to promote each consumer's ability to lead a personally satisfying life of dignity and increased independence. The LMC system strives to provide not only specialized treatment and services, but also to facilitate the greatest possible integration of the consumer into community work, housing, learning, and leisure time activities. It recognizes the difficulty faced by many people with health and mental retardation problems in gaining employment and strives to set an example to the community by actively seeking out such persons for employment, providing reasonable accommodation, and promoting an atmosphere of acceptance. The Life Management Center is funded by the Texas Department of MH/MR and local governments who are required by state law to match the amount provided by the state.

Goals and Objectives

- Goal 1:** To provide civil commitment screenings; child development services; outpatient medical services; and crisis screening and assessment.
- Goal 2:** To work with Detention Center staff and train them on how to deal with this unique population while in jail and upon release.
- Objective 1:** Attend all civil commitment hearings in order to provide information to the court regarding the suitability of specific mental health services as alternatives to hospitalization.
- Objective 2:** Continue child development services which maintain or increase the potential of developmentally impaired children ages birth to three.
- Objective 3:** Provide a nurse that provides services such as pre-psychiatric appointment screenings and medication education for clients receiving chemotherapy services.
- Objective 4:** Crisis screening and assessment supports efforts to respond to crisis situations involving citizens of El Paso County with mental illness. It also provides a mobile crisis team to respond to emergency mental health situations throughout the county.
- Objective 5:** Train detention center staff on characteristics of mental illness, mental retardation, and suicidal tendencies to assist in understanding the MH/MR population in the facility.
- Objective 6:** Serve as a jail liaison support that assists detention facility staff in working with this population while they are in jail as well as assist in discharge planning to better ensure continuity of care for these persons.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$183,333	\$176,166	\$190,666	\$34,000	-82.17%
Capital					
Total	\$183,333	\$176,166	\$190,666	\$34,000	-82.17%

COUNTY OF EL PASO, TEXAS

Department: Life Management continued Fund GF Index LIFEMGMT

Work Program Trends

Department Activity	1997 Projected	1998 Projected	1999 Projected
Clients Assisted	5,396	6,745	6,500

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Medical Examiner **Fund** GF **Index** MEDICALEXAM

Department Description and Responsibilities

The Office of the Medical Examiner and Forensic Laboratory is primarily concerned with the proper investigation of violent, sudden, unexpected and suspicious deaths throughout El Paso County. Investigations include an examination of the scene by a staff of investigators and a review of the circumstances surrounding the death through post-mortem examination, including autopsy when indicated, and certification of the cause and manner of death. The complexity and sophistication of these procedures will vary in different situations.

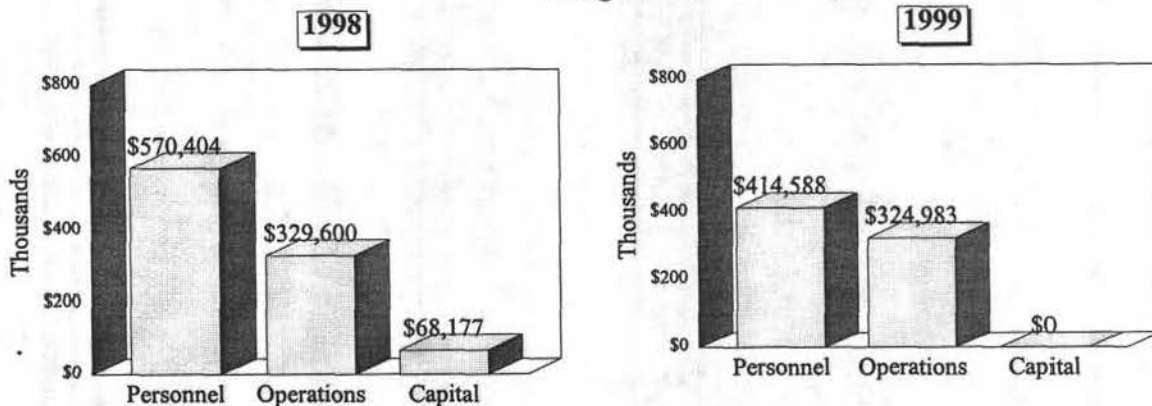
Goals and Objectives

- Goal 1:** Improve efficiency and effectiveness in performing autopsies and investigations.
- Goal 2:** Convert the present part-time Toxicologist position into a full-time regular position, and the temporary part-time investigator position into a part-time regular position.
- Goal 3:** Improve the office in terms of responsiveness, security, appearance, and general management and operation.
- Objective 1:** Schedule practices of the investigations section to provide 24-hour in-house coverage for forensic investigation calls.
- Objective 2:** Continue to coordinate with the Adult Probation Department to use the services of probationers to assist in building and grounds maintenance.
- Objective 3:** Implement a manual of General Office Policies including personnel guidelines, information, security, quality management, health and safety, and disaster preparedness.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$403,004	\$490,097	\$570,404	\$414,588	-27.32%
Operations	134,767	237,729	329,600	324,983	-1.40%
Capital	68,728	35,765	68,177		-100.00%
Totals	\$606,499	\$763,591	\$968,182	\$739,571	-23.61%

Budgets



COUNTY OF EL PASO, TEXAS

Department: Medical Examiner continued **Fund** GF **Index** MEDICALEXAM

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Number of Cases			
Investigated	1,973	2,100	2,300
Autopsies	404	450	500
Death Certificates Processed	1,963	2,000	2,200

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	10	12	10
Part-time employees	3	1	1
Totals	13	13	11

Authorized Position Detail

Chief Investigator	1	Investigator	5
Chief Medical Examiner	1	Medical Transcriber	1
Deputy Medical Examiner	1	Secretary	1
Diener	1		

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Mental Health **Fund** GF **Index** MENTALHLTH

Department Description and Responsibilities

The County provides funds for the indigent and mentally ill in order to cover legal fees and transportation costs associated with transferring indigent persons to a state mental hospital.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$281,387	\$296,830	\$425,632	\$415,000	-2.50%
Capital					
Totals	\$281,387	\$296,830	\$425,632	\$415,000	-2.50%

Work Program Trends

Department Activity	1997 Projected	1998 Projected	1999 Projected
Number of Individuals Services Provided for:			
Professional Services	13	13	13
Legal Services	308	323	323

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Project Amistad **Fund** GF **Index** PROJAMISTAD

Department Description and Responsibilities

Project Amistad is a social service program for aged and disabled adults. This program is administered by the LULAC (League of United Latin American Citizens). Project Amistad provides adult protective services, representative payee services, escort/transportation, emergency food and shelter and emergency medication assistance for elderly or disabled adults. The county provides nominal funding for this project as reflected below.

Goals and Objectives

- Goals:** To advocate for the aged and disabled adults who are unable to protect themselves in an effort to help them achieve or maintain self sufficiency and to reduce or prevent dependency and inappropriate institutionalization.
- Objectives:** Increase the availability of transportation, the area covered, and the fleet size of the transportation services in order to provide the most accessible, reliable, and cost effective service to the citizens of El Paso.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel					
Operations	\$25,000	\$24,500	\$24,500	\$24,500	
Capital					
Totals	\$25,000	\$24,500	\$24,500	\$24,500	

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
Clients Served	10,500	11,000	10,000
One Way Trips (Unit)	45,000	47,000	40,000

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Retired Senior Volunteer Program **Fund** GF **Index** RETIREDSVP

Department Description and Responsibilities

The Retired and Senior Volunteer Program (RSVP) provides meaningful volunteer opportunities to El Pasoans 55 years of age and over. The primary purpose of the program is to enable retired people to continue in the mainstream of community life. A secondary purpose is to recruit people who might not otherwise volunteer, such as handicapped people, retired professionals, and men who have no volunteer experience before retirement. A third purpose is to identify compelling community need and target recruitment for services that have a quantitative impact on the community. Both retired people and those still in the work force, 55 and older, are now eligible to become RSVP members. RSVP has been part of the county for 14 years and provides volunteer opportunities throughout the county, from Fabens to Canutillo. Volunteers have served in county departments and agencies, including the Sheriff's Department, El Paso Immunization Action Coalition, El Paso City-County Nutrition Program, R.E. Thomason General Hospital, the El Paso County Commissioners Court, El Paso County Dispute Resolution Center, El Paso County Historical Society, the Juvenile Court Conference Committee, and El Paso City-County Health and Environmental District.

Goals and Objectives

- Goals:** To provide meaningful volunteer opportunities and experiences to people 55 years of age and over. RSVP recruits and assigns senior volunteers to serve as valuable resources to improve the quality of life in the county.
- Objective 1:** Increase volunteer strength by at least 25 people in the county in order to expand services for public health, inter-generational projects, law enforcement, and criminal justice.
- Objective 2:** Provide 160,000 volunteer hours worth \$2,118,400.
- Objective 3:** Develop at least one new volunteer station.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations		\$46,316	\$51,405	\$16,905	-67.11%
Capital					
Totals		\$46,316	\$51,405	\$16,905	-67.11%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Volunteers	755	760	800
Volunteer Sites	25	26	27
Volunteer Services Hours	173,973	175,000	200,000

COUNTY OF EL PASO, TEXAS

Department: Retired Senior Volunteer Program - continued Fund GF Index RETIREDSVP

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: On-site Sewage-Inspectors **Fund** GF **Index** SEWAGEINSPEC

Department Description and Responsibilities

This department provides public services to the residents of El Paso County by performing on-site sewage inspections. The main responsibility is to eliminate and prevent health hazards and to reduce potential surface and groundwater pollution through the regulation and proper planning of the location, design, construction, installation, alteration, extension, repair, operation, and maintenance of on-site sewage facilities with a waste water flow of less than or equal to 5,000 gallons per day.

Goals and Objectives

- Goal 1:** To ensure on-site sewage facilities are designed, constructed and operated in accordance with current State regulations and the El Paso County Sewage Facility Order.
- Goal 2:** To continue to enforce City, County and State ordinances, rules and regulations for unauthorized waste water discharges.
- Goal 3:** To continue to develop and implement policies and procedures for the On-site Sewage Facilities Program.
- Goal 4:** To attain continuing education units as mandated by State regulations prior to August 31, 1999.
- Objective 1:** Conduct 100% of all final inspections requested for on-site sewage facilities within five working days.
- Objective 2:** Conduct 100% of follow up inspections whenever on-site sewage facilities do not meet minimum State standards.
- Objective 3:** Investigate 100% of all complaints received within twenty-one days as required in the El Paso Sewage Facility Order.
- Objective 4:** Review 100% of all permit applications received within ten working days.
- Objective 5:** Review 100% of all subdivision Sewage Disposal Plans within forty-five days as required by State rules.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$171,538	\$250,246	\$304,039	\$269,881	-11.23%
Capital					
Totals	\$171,538	\$250,246	\$304,039	\$269,881	-11.23%

COUNTY OF EL PASO, TEXAS

Department: Shelter For Battered Women **Fund** GF **Index** SHELTERFBW

Department Description and Responsibilities

The El Paso Shelter for Battered Women, a United Way Agency, provides counseling to battered women and abusers. Battering, also known as domestic violence, is the use or threat of physical, psychological, or sexual violence toward a spouse or partner. The shelter provides 24-hour emergency shelter and services, including a 24-hour crisis line. Basic necessities such as food and clothing are supplemented. The shelter will also assist in locating housing, financial aid, and applying for food stamps. Referrals are made to other social services and agencies as needed. Individual and group counseling is also provided in sessions available in English and Spanish. The primary focus of the counseling sessions is learning about the cycle of violent behavior and abuse, and gaining the personal skills necessary for clients to effectively control their own behavior. When other problems such as drug and alcohol abuse coexist with family violence, referrals are made to other appropriate agencies. The El Paso Shelter for Battered Women is the only comprehensive, emergency shelter for domestic violence in the County.

Goals and Objectives:

- Goals:** To eliminate domestic violence in El Paso and surrounding counties by providing services to batterers, promoting safety for victims of domestic violence, and affecting social change leading to cultural values that prohibit rather than promote abuse within intimate relationships.
- Objective 1:** Provide the Batterers Intervention and Prevention Program (BIPP) which provides counseling in Spanish and English in a twenty session course that is offered to batterers referred by the courts, Probation department, and the County Attorney's Office.
- Objective 2:** Provide individual or group counseling in addition to other services, so the victim may become a more self-sufficient, independent survivor.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$45,341	\$44,433	\$44,434	\$35,000	-21.23%
Capital					
Totals	\$45,341	\$44,433	\$44,434	\$35,000	-21.23%

Work Program Trends

Department Activity	1997 Actuals	1998 Projected	1999 Projected
Batterers program clients	1,244	1,368	1,300
Shelter days provided	18,619	18,500	18,500
Women counseled	785	790	800
Men counseled	1,062	1,100	1,150
Responses to hotline calls	5,890	6,000	6,100

COUNTY OF EL PASO, TEXAS

Department: Shelter For Battered Women-continued Fund GF Index SHELTERFBW

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Veterans Assistance **Fund** GF **Index** VETERANS

Department Description and Responsibilities

The Veterans Assistance office, as mandated by Texas Civil Statutes, provides assistance to veterans residing in the County. This office interviews and advises clients on entitlements, assists in filing claims, follows up on status of claims, answers and researches inquiries regarding medical, educational and other benefits, assists clients in completing Veterans Assistance forms and in filing appeals with the Veterans Administration. The Veterans Assistance Office also serves as liaison with veterans organizations and ensures compliance with all department of veterans affairs and related laws, procedures and policies.

Goals and Objectives

Goals: To aid all residents of the county who served in the U.S. Armed Forces during any war or peace-time enlistment in preparing, submitting and presenting any claim against the U.S. or any state, for compensation, hospitalization, insurance, pension, education or other benefits to which they may be entitled.

Objective 1: To attend conferences and seminars to be abreast of all current legislation and mandates of the Veterans Assistance and Texas Veterans Commission.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$54,410	\$58,669	\$58,988	\$59,391	0.68%
Operations	1,783	2,337	3,416	2,750	-19.50%
Capital					
Totals	\$56,193	\$61,007	\$62,404	\$62,141	-0.42%

Work Program Trends

Department Activity	1997	1998	1999
	Projected	Projected	Projected
Clients served monthly	2,956	2,980	3,000
Monetary benefits paid to veterans, their dependents and survivors	\$111,813,560	\$112,000,000	\$115,000,000

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	2	2	2
Part-time employees			
Totals	2	2	2

Authorized Position Detail

Administrative Assistant I	1
Veterans Service Officer	1

See Personnel Changes for the department in Appendix A



RESOURCE DEVELOPMENT

COUNTY OF EL PASO, TEXAS

Department: Agricultural Co-op Extension **Fund** GF **Index** AGRICULTURAL

Department Description and Responsibilities

The Agricultural Co-op Extension department is a cooperative program between the County Agricultural Extension Service, Texas A & M University and the United States Department of Agriculture. The Texas Agricultural Extension Service (TAEX) educates Texans in the areas of agriculture, environmental stewardship, youth and adult life skills, human capital and leadership, and community economic development. The Extension offers the knowledge resources of the land-grant university system to educate Texans for self-improvement, individual action and community problem-solving. TAEX is a state-wide educational agency and a member of the Texas A & M University System (TAMUS) linked in a unique partnership with the nation-wide Co-operative Extension System and Texas county governments.

The Agricultural Co-op Extension department values and promotes principles of citizen and community involvement, scientifically-based education, lifelong learning, and volunteerism. It provides access to citizens in all 254 Texas counties and works co-operatively with other TAMUS parts and external agencies and organizations to achieve its goals.

Goals and Objectives

- Goal 1:** Through education programs, the TAEX will enhance the productivity, sustainability, global competitiveness and job-generating capacity of El Paso County.
- Goal 2:** To help Texans take more responsibility for improving their health, safety, productivity and well-being. To promote, organize and educate citizen leadership and groups to resolve society issues and concerns, and to promote self-motivation in the youths of Texas.
- Goal 3:** To improve the stewardship of the environment and Texas' natural resources.
- Objective 1:** To help El Paso County residents increase their knowledge and skills through participation in programs related to increasing agricultural competitiveness, international marketing, rural economic revitalization, water quality management, and conservation of natural resources.
- Objective 2:** To provide programs, workshops, and seminars to increase Texan's knowledge in public policy education, agricultural safety and health, food safety, nutrition and wellness, parenting, elderly and dependent care, family economics, strengthening of family relationships, literacy, life skills, youth at risk and career development.
- Objective 3:** To provide programs, workshops and seminars on leadership skills, solid and hazardous waste management, efficient and economic water use in agriculture, industry, homes, and landscapes and on the proper use of chemicals in the environment.

Financial Trends

Category	1997	1998	1998	1999	Percentage Change in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$247,784	\$223,115	\$225,056	\$239,474	6.41%
Operations	126,411	118,281	127,476	107,095	-15.99%
Capital	4,737		2,700		-100.00%
Totals	<u>\$378,932</u>	<u>\$341,396</u>	<u>\$355,232</u>	<u>\$346,569</u>	-2.44%

COUNTY OF EL PASO, TEXAS

Department: Economic Development Division **Fund** GF **Index** ECONDEVELOP

Department Description and Responsibilities

The Economic Development Division (EDD) is an operating division of the Greater El Paso Chamber of Commerce. Its mission is to create jobs in the El Paso/Juarez region by recruiting industry from outside the region and assisting in the expansion of local industry.

Goals and Objectives

Goals: To work on 30 relocation/expansion projects, creating 8,000 new jobs, absorbing 2 million square feet of manufacturing space and capital investment of \$200 million in our community.

Objectives: This mission is accomplished by (1) re-organizing the Industrial Development Division, (2) expanding the Division's Executive Committee to include key representatives from the various public and private sector entities to form a partnership, (3) launching a National Industry Sales Campaign which had as its basis an aggressive calling campaign to recruit new industry into El Paso, and (4) beginning an Industrial Retention and Expansion initiative, focused on working with industries already in our community, assisting them in areas that would create jobs and induce capital investment.

Financial Trends

Category					Percentage
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Change in Budget
Personnel					
Operations	\$80,000	\$60,000	\$60,000	\$60,000	
Capital					
Totals	\$80,000	\$60,000	\$60,000	\$60,000	

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Actual*	Projected
Visits hosted	103	11	100
Inquiries	1124	342	1300
Companies located	25	13	30
Projected jobs	4231	3360	5000
Facility size (sq. ft.)	1,263,500	1,643,000	1,700,000
Capital investment	\$95,365,000	\$157,000,000	\$175,000,000

*Actuals as of April 30, 1998

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Downtown Management District **Fund** GF **Index** DOWNTOWNMGMT

Department Description and Responsibilities

The El Paso Downtown Management District (DMD) has been formed in an effort to stimulate business development in Central El Paso. Funding for this program was set upon Commissioners Court agreement with the DMD on June 30, 1998. It was agreed that the El Paso DMD would purchase a full graffiti removal system and trash retrieval systems to be used solely in the downtown area with labor and supervision to be provided by County Community Service (Adult Probation). DMD will provide reimbursement to the County for salaries and benefits for each supervisor needed to lead DMD crews in the sanitation efforts. After the reimbursement is paid in full, the County agrees to pay DMD the budgeted amount as contribution to DMD's sanitation efforts.

Goals and Objectives

Goals: To utilize County funds to purchase cleaning equipment which will be used to renovate the downtown area.

Objectives: Start a downtown cleaning project, whereby a concentrated effort will be made to clean and maintain the appearance of the area and ultimately attract businesses and shoppers.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations				\$31,500	100.00%
Capital					
Totals				<u>\$31,500</u>	<u>100.00%</u>

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
			Not Available

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees			Not Applicable
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Small Business Development **Fund** GF **Index** SMALLBUSDEV

Department Description and Responsibilities

Small Business Development was established upon the adoption of the 1999 fiscal year budget. It is part of a collaboration between the County of El Paso and the Hispanic Chamber of Commerce to focus on the needs of small business and industry at the local level and compliment existing initiatives. The purpose of this commitment is to establish a better understanding of the difficulties facing small, minority and women-owned business in El Paso and to offer new resources through pro-active approaches for local business growth and development.

Goals and Objectives

- Goal 1:** To provide business planning for local small and medium businesses.
- Goal 2:** To encourage business growth for existing business enterprises.
- Goal 3:** To support business training development through assistance and guidance.
- Objective 1:** Implement Business Assistance Teams to visit 250-500 local small to medium businesses to determine their needs; provide city, state, and federal certification support; and develop a comprehensive local Hispanic Business Fact Book and Research Database complimenting current initiatives.
- Objective 2:** Provide direct business assistance for the creation of at least 1,000 new jobs and retention of 250 jobs as a result of up to \$6 million government contracts, subcontracts, and purchase orders; develop a Revitalization Loan Fund to assist for-profit small companies with loans of \$10,000 to \$100,000.
- Objective 3:** Conduct coalition meetings to express views and concerns on legislative, regulatory, and similar issues, information sharing sessions with the World Trade Center on export/import procedures and assistance outreach educational programs in needed neighborhoods; assist in providing training in TQM (Total Quality Management) with academics of higher learning from area universities and colleges.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations				\$40,000	100.00%
Capital					
Totals				\$40,000	100.00%



CULTURE AND RECREATION

COUNTY OF EL PASO, TEXAS

Department: Ascarate Regional County Fund GF Index ASCARATE
 Park

Department Description and Responsibilities

The Ascarate Park department is responsible for the maintenance and operations of the park which spans approximately 1,000 acres, including a 50 acre surface layer lake which is open to the public all year round. The park provides a clean and safe environment for the recreational needs of the residents of El Paso. Ascarate Park also actively participates in the formation of public policy and programs at the local, state, and federal level pertaining to park and recreational planning and methods of financing affected by the leisure opportunities of the residents of the County.

Goals and Objectives

- Goal 1:** To strive for improvements that will continue to meet and exceed the challenges conducive to the development and maintenance of a clean, safe and friendly park atmosphere.
- Goal 2:** Develop and maintain a continuous program of education with the public and private sectors, emphasizing the social and economic values of a comprehensive park and recreational area in El Paso, Texas.
- Goal 3:** Provide more park facilities, family picnic shelters, vegetation, grills, benches, jogging/walking trails, playground equipment, improved sewer/restroom facilities, new street and baseball field lighting, remodeled boat docks and concession stands, and new handball, basketball, and tennis courts.
- Objective 1:** Maintain high standards of personnel efficiency and expertise to guarantee performance consistent with specialized obligations.
- Objective 2:** Implement the "Park Master Plan" as a guide for park improvements that will direct the department on how to best meet the needs of the community.
- Objective 3:** Begin new projects such as the Ascarate Park Tree Farm, the semi-private picnic area, the the Paralyzed Veterans fishing area, and a general up-lift on all park restrooms.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel	\$254,600	\$261,328	\$271,925	\$276,572	1.71%
Operations	215,592	307,958	507,446	450,775	-11.17%
Capital	8,729	70,806	85,508		-100.00%
Totals	\$478,921	\$640,094	\$864,879	\$727,347	-15.90%

COUNTY OF EL PASO, TEXAS

Department: Coliseum **Fund** GF **Index** COLISEUMGF

Department Description and Responsibilities

This general fund account was used solely for the purpose of repairing the roof at the County Coliseum. That project has been completed and no funds are budgeted for the 1999 fiscal year. It is shown here only because there are actual and budget figures that are included in the budget summary statements and are necessary to coincide with those figures.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$4,324	\$65,096	\$66,621		-100.00%
Capital					
Totals	\$4,324	\$65,096	\$66,621		-100.00%

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
			Not Applicable

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees			Not Applicable
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Fabens Community Center **Fund** GF **Index** FABENSCC

Department Description and Responsibilities

The Fabens Community Center is a multi-use community resource center that is used by the El Paso County Nutrition department to serve meals on a year-round basis. This program is aimed at improving the health and well-being of the residents in the Fabens area.

Goals and Objectives

- Goal :** To enhance the quality of life in the Fabens community.
- Objective 1:** Provide nutritious meals and facilitate the delivery of health education to area residents.
- Objective 2:** Facilitate the interactions between Fabens residents and program providers.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations				\$43,800	100.00%
Capital					
Totals				\$43,800	100.00%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
			Not Applicable

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees			Not Applicable
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Ascarate Golf Course **Fund** GF **Index** GOLFCOURSE

Department Description and Responsibilities

The Ascarate Park Golf Course is the only municipally owned and operated 27-hole golf course that plays host to the largest yearly play figures in the County. The facility offers a clubhouse with restaurant, two auxiliary clubhouses, both men's and women's locker rooms, and a lighted putting green and chipping area for practice. A fleet of fifty-four golf carts are currently available for daily and tournament play, but up to eighty carts can be accommodated. The course is open every day of the year, weather permitting, from sun up to sundown, with the exception of Christmas Day. It is the only golf course to offer a senior citizen monthly or quarterly green fee membership card for citizens 62 years of age or older. There are currently 400 monthly cardholders and 300 quarterly cardholders. The Ascarate Park Golf Course is a self-sustained division of the park administration that provides the citizens of El Paso County an affordable recreational outlet.

Goals and Objectives

- Goal 1:** To continue providing friendly, courteous service in an atmosphere that encourages the game of golf for individuals of all ages.
- Goal 2:** To expand the range of services provided, and continue to grow and maintain the best possible playing conditions in order to meet and overcome the challenges of increased competition and remain an important, recreational part of our player's lives.
- Objective 1:** Upgrade equipment that is old and rusty as well as purchase grounds maintenance supplies to ensure that the trees and shrubbery and ornamental plants are properly cared for and that all other aspects of the grounds are properly and safely maintained.
- Objective 2:** Maintain the current fleet of golf carts so that every patron will be comfortable with the knowledge that they are renting well cared for public equipment.
- Objective 3:** Keep the locker rooms and restroom facilities supplied to ensure their cleanliness and satisfactory use by the public.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$355,995	\$324,181	\$381,338	\$381,338	
Operations	185,304	206,503	244,796	226,662	18.54%
Capital	18,019				
Totals	\$559,318	\$530,684	\$626,134	\$608,000	-2.90%

COUNTY OF EL PASO, TEXAS

Department: Ascarate Golf Course continued **Fund** GF **Index** GOLFCOURSE

Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected*
Green fees revenues	\$457,038	\$397,604	\$409,500
Golf cart revenues	\$178,382	\$155,919	\$160,500
Driving range revenues	\$7,169	\$13,563	\$14,000

*Pending privatization

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	18	18	16
Part-time employees			
Totals	18	18	16

Authorized Position Detail

Assist Golf Manager	1	Golf Course Superintendent	1
Cashier/Clk. Golf Course	2	Utility Worker I	9
Golf Course Foreman	1	Utility Worker II	2

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Library-continued **Fund** GF **Index** LIBRARY

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
Library materials available to the public	35,000	35,500	36,000
Items catalogued and processed	495	500	500
Reference transactions	2,943	3,000	3,200
Registered borrowers	3,215	3,300	3,500
Library tours for children	106	110	112
Patrons using library	35,225	36,960	38,800
Story Hour Programs	1,556	1,590	1,669
Summer Reading Program	296	350	400
Interlibrary Loan	128	152	160
Income Tax Forms	906	1,260	1,350
Voter registrations	108	200	300

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	5	5
Part-time employees	2	2	2
Totals	6	7	7

Authorized Position Detail

Assistant Librarian	1	Clerk-Part Time	2
Clerk	3	County Library Director	1

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Los Portales **Fund** **GF** **Index** **LOSPORTALES**

Department Description and Responsibilities

Los Portales is a historical building in front of the San Elizario Plaza that provides a variety of services to the community in area. It houses a Family Research Center with the purpose of promoting community development, education, and public health. The center is staffed with volunteers who not only assist in the self-help center, but also provide tourist information services.

Goals and Objectives

- Goals:** To act as a resource to the community and promote the local area and its Mission.
- Objective 1:** Provide information to local community members and visitors about the San Elizario Mission.
- Objective 2:** Facilitate the interaction between local San Elizario residents and community development programs.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations		\$544	\$2,500	\$2,500	
Capital					
Totals		\$544	\$2,500	\$2,500	

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
		Not Applicable	

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			
Totals			

COUNTY OF EL PASO, TEXAS

Department: Sparks Community Center **Fund** GF **Index** SPARKSCC

Department Description and Responsibilities

This is a multi-use community resource center built on County land with funds appropriated to Texas A&M University by the State Legislature. This facility provides a variety of services to help improve the self-sufficiency and health and well-being of those residents in the Colonia known as the Sparks Community Center.

Goals and Objectives

- Goal :** To enhance the quality of life in the Colonias.
- Objective 1:** To facilitate the delivery of education, health and human services programs.
- Objective 2:** To facilitate the interaction between Colonia residents and program providers.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$30,530	\$37,325	\$46,667	\$43,800	-6.14%
Capital		917	1,500		-100.00%
Totals	\$30,530	\$38,243	\$48,167	\$43,800	-9.07%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
			Not Applicable

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees			Not Applicable
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

COUNTY OF EL PASO, TEXAS

Department: Swimming Pools **Fund** GF **Index** SWIMMING

Department Description and Responsibilities

The County operates four public swimming pools with locations at Fabens, Gallegos Park, and two at Ascarate Park. The pools in Fabens and Canutillo are over twenty years old and each contains 175,000 gallons of water. One pool at Ascarate park is Olympic size and features handicap accommodations. It measures 50 meters long, 25 yard wide, and holds 650,000 gallons of water. The second pool is a children's wading/handicap pool that runs only from 2 to 4 feet in depth. The main responsibility of the department is to maintain outstanding facilities that meet the needs of the citizens and are consistent with functional criteria in order to benefit the park patrons and increase County revenues.

Goals and Objectives

- Goal 1:** To maintain the County pools in a safe and sanitary manner as required by the Federal, State and County rules, codes and regulations for swimming pools.
- Goal 2:** To provide the rental of the pool for tournaments and other social events to schools, companies, summer programs, and non-profit organizations.
- Objective 1:** Implement a semi-private picnic area located around and behind the Ascarate swimming pool.
- Objective 2:** Add a slide to enhance the existing facility, and add a pool cover to protect the pool from dirt and to lower maintenance costs.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$97,002	\$102,258	\$110,072	\$103,648	-5.84%
Operations	113,183	99,798	114,792	131,352	14.43%
Capital					
Totals	\$210,185	\$202,056	\$224,864	\$235,000	4.51%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Swim team & tournaments	\$8,549	\$10,000	\$12,000
Single event pool rental	\$252	\$700	\$1,000
Daily deposit:			
Ascarate	\$210,185	\$25,000	\$45,000
Gallegos	\$7,743	\$8,000	\$8,000
Fabens	\$10,556	\$10,600	\$10,600

COUNTY OF EL PASO, TEXAS

Department: Swimming Pools continued Fund GF Index SWIMMING

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		1	1
Part-time employees	17		
Totals	17	1	1

Authorized Position Detail

Facility Pool Manager 1



SPECIAL REVENUE FUNDS

County of El Paso, Texas

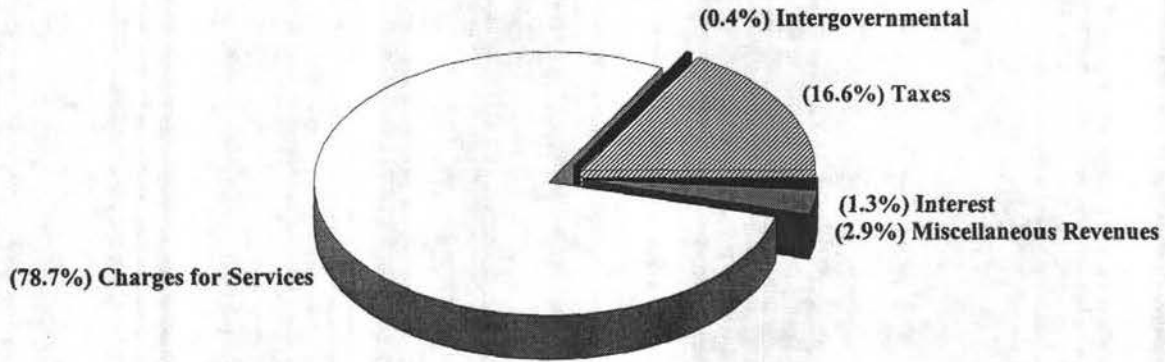
Fiscal Year 1999 Operating Budget Summary - Special Revenue Fund With comparative actuals and budget

Special revenue funds are used to account for the proceeds of specific revenue sources (other than capital projects) that are legally restricted to expenditures for specific purposes.

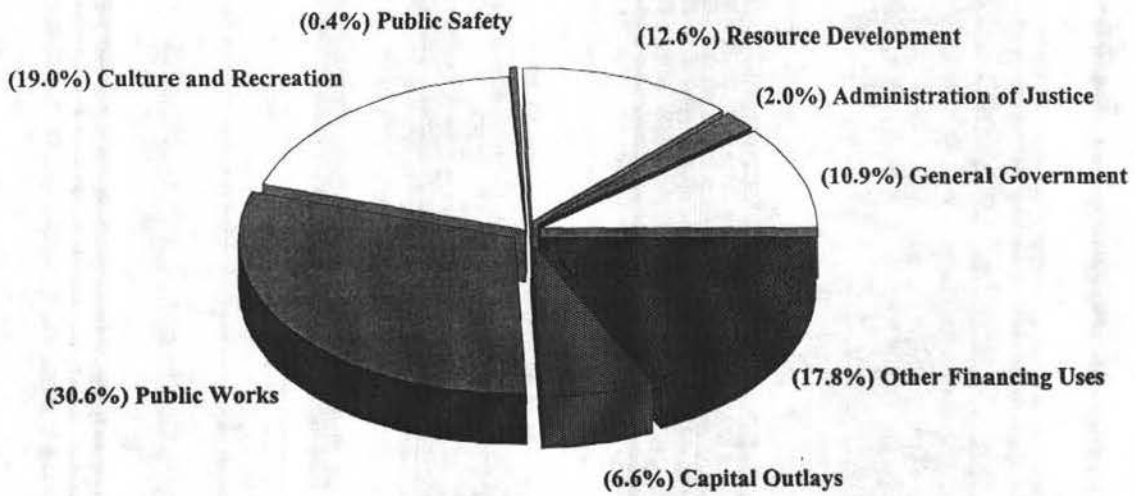
	Actual Sources and Uses		Changes		Operating Budgets		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Revenues (Sources):								
Taxes	\$1,779,015	\$1,816,965	\$37,950	2.13%	\$1,562,500	\$1,687,500	\$125,000	8.00%
Intergovernmental	102,244	85,151	(17,093)	-16.72%	39,000	39,000		
Charges for Services	7,174,698	7,680,814	506,116	7.05%	6,485,000	7,980,000	1,495,000	23.05%
Interest	294,148	244,019	(50,129)	-17.04%	79,000	134,000	55,000	69.62%
Miscellaneous Revenues	84,841	146,608	61,767	72.80%	76,100	295,840	219,740	288.75%
Other Financing Sources	185,089		(185,089)	-100.00%				
Total Revenues and Other Financing Sources	9,620,035	9,973,557	353,522	3.67%	8,241,600	10,136,340	1,894,740	22.99%
Residual Equity Transfers-In								
Beginning Fund Balances	4,454,037	3,288,070	(1,165,967)	-26.18%	3,288,070	4,231,503	943,433	28.69%
Total Available Resources	\$14,074,072	\$13,261,627	(\$812,445)	-5.77%	\$11,529,670	\$14,367,843	\$2,838,173	24.62%
Expenditures (Uses):								
General Government	\$837,470	\$805,522	(\$31,948)	-3.81%	\$1,030,974	\$1,292,240	\$261,266	25.34%
Administration of Justice	110,402	142,574	32,172	29.14%	178,658	231,167	52,509	29.39%
Resource Development	1,400,058	1,292,544	(107,514)	-7.68%	1,453,645	1,491,250	37,605	2.59%
Culture and Recreation	1,207,917	1,174,283	(33,634)	-2.78%	1,385,504	2,249,690	864,186	62.37%
Public Safety	9,178	37,073	27,895	75.24%	48,618	49,000	382	0.79%
Public Works	3,182,064	2,769,386	(412,678)	-12.97%	3,655,271	3,615,090	(40,181)	-1.10%
Capital Outlays	1,082,840	568,849	(513,991)	-47.47%	780,258	777,833	(2,425)	-0.31%
Other Financing Uses	2,956,073	2,239,858	(716,215)	-24.23%	2,341,128	2,106,370	(234,758)	-10.03%
Total Expenditures and Other Financing Uses	10,786,002	9,030,089	(1,755,913)	-16.28%	10,874,056	11,812,640	938,584	8.63%
Residual Equity Transfers-Out		35	35	100.00%				
Encumbrances						609,321	609,321	100.00%
Ending Fund Balances	3,288,070	4,231,503	943,433	28.69%	655,614	1,945,882	1,290,268	196.80%
Total Expenditures, Appropriations and Fund Balances	\$14,074,072	\$13,261,627	(\$812,445)	-5.77%	\$11,529,670	\$14,367,843	\$2,838,173	24.62%

County of El Paso, Texas

Fiscal Year 1999 Budget
Revenues (Sources) - Special Revenue Fund



Fiscal Year 1999 Budget
Appropriations (Uses) - Special Revenue Fund

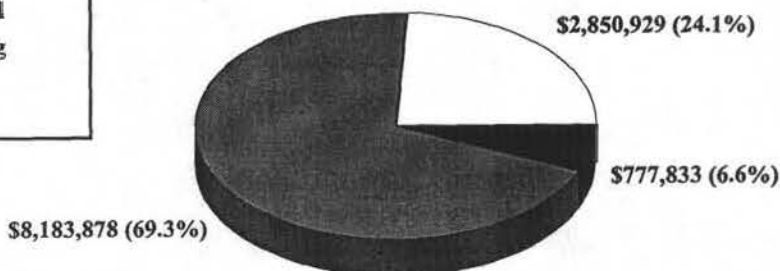
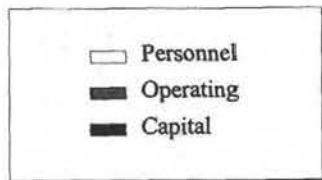


County of El Paso, Texas

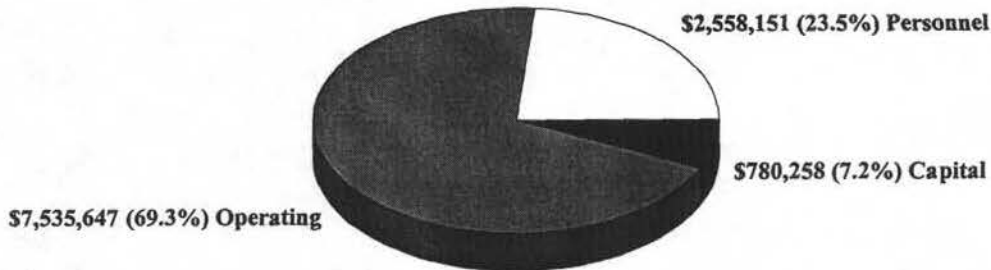
Budget Summary for Fiscal Year 1999 by Category - Special Revenue Fund With Prior Year Expenditure Actuals

Category	Actuals		Changes		Budget		Changes	
	FY 97	FY 98	Amounts	Percentages	Actual FY 98	Adopted FY 99	Amounts	Percentages
	Personnel	\$2,522,001	\$2,338,807	(\$183,194)	-7.26%	\$2,558,151	\$2,850,929	\$292,778
Operating	7,181,161	6,122,433	(1,058,728)	-14.74%	7,535,647	8,183,878	648,231	8.60%
Capital	1,082,840	568,849	(513,991)	-47.47%	780,258	777,833	(2,425)	-0.31%
Totals	\$10,786,002	\$9,030,089	(\$1,755,913)	-16.28%	\$10,874,056	\$11,812,640	\$938,584	8.63%

Operating Budgets FY 99



FY 98



County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Fabens Airport Fund With comparative actuals and budget

This fund is used to account for the operational costs related to the Fabens Airport. The expenditures from this fund consist of utility costs associated with the runway lights.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance		\$93,663	\$93,663	\$99,373	6.10%
Revenue:					
Other	\$4,442	\$6,140	\$5,100	3,400	-33.33%
Total revenue	4,442	6,140	5,100	3,400	-33.33%
Other financing sources:					
Transfers in	91,000				
Total revenue and transfers	95,442	6,140	5,100	3,400	-33.33%
Expenditures:	1,779	430	91,100	89,400	-1.87%
Other financing uses:					
Transfers out					
Total expenditures and transfers	1,779	430	91,100	89,400	-1.87%
Ending fund balance	\$93,663	\$99,373	\$7,663	\$13,373	74.51%

COUNTY OF EL PASO, TEXAS

Department: Fabens Airport **Fund** **SR** **Index** **AIRPORT**

Department Description and Responsibilities

The County owns and subcontracts the operation of a County public airport. The area of the Fabens Airport covers 270 acres. This budget consists of the operational costs to operate runway lights.

Goals and Objectives

- Goal 1:** To provide public access to the County Airport and continue providing support to the agricultural community in the immediate area.
- Goal 2:** To resurface the runway and maintain the facility to continue accomodating the aviation needs of the surrounding community.
- Objective 1:** Work closely with the Texas Department of Transportation in order to implement an Aviation Capital Improvement Program.
- Objective 2:** Provide a portion of the finances required to resurface the runway.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$1,779	\$430	\$91,100	\$89,400	-1.87%
Capital					
Totals	\$1,779	\$430	\$91,100	\$89,400	-1.87%

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1999 Projected</u>
			Not Applicable

Staffing Trends

<u>Authorized Positions</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees		Not Applicable	
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Alternative Dispute Resolution Center With comparative actuals and budget

This fund is utilized to account for those revenues and expenditures generated by the Rio Grande Council of Governments, a private organization employed by the County to resolve civil matters out of the court system.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance				\$8,165	100.00%
Revenue:					
Alternative dispute resolution fees	\$102,155	\$104,905	\$130,000	\$130,000	
Total revenue	102,155	104,905	130,000	130,000	
Expenditures:	102,155	96,740	130,000	130,000	
Other financing uses:					
Transfers out					
Total expenditures and transfers	\$102,155	\$96,740	\$130,000	\$130,000	
Ending fund balance		\$8,165		\$8,165	

COUNTY OF EL PASO, TEXAS

Department: Alternative Dispute Resolution Center **Fund** SR **Index** ALTERNATIVE

Department Description and Responsibilities

The El Paso County Dispute Resolution Center was established in May of 1988 when El Paso County entered into an agreement with the Rio Grande Council of Governments to provide referral, consultation and mediation services. The center is supported through a \$10.00 filing fee for each civil case filed in the County or District Court. The Mediation process is accomplished with the use of volunteer mediators. Volunteer mediators receive 40 hours of required training in mediation skills. The voluntary process facilitates an agreement designed by the parties. Funding for the two full-time employees and one part-time employee is provided by the Rio Grande Council of Governments.

Goals and Objectives

- Goals:** To reduce the civil caseload on County and District Courts by offering an alternative method of dispute settlement through mediation.
- Objective 1:** To support and train volunteers for El Paso County Settlement Weeks.
- Objective 2:** To assist in the development of other mediation programs for the school districts and other governmental entities.

Financial Trends

Category	Financial Trends				Percentage Change in Budget
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	
Personnel					
Operations	\$102,155	\$96,740	\$130,000	\$130,000	
Capital					
Totals	\$102,155	\$96,740	\$130,000	\$130,000	

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Actual	Projected
Mediation Cases	1,048	1,068	1,145
Citizens assisted	2,096	2,136	2,290
Moderated Settlement Cases	264	150	125

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Volunteer mediators			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Ascarate Park Improvements With comparative actuals and budget

This fund was established to account for fees received for the use of County park land on which to place a cellular phone tower. The expenditure of the fund is intended solely for the improvement of Ascarate Park and its facilities.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance		\$6,000	\$6,000	\$15,290	154.83%
Revenue:					
Other	\$6,000	9,290	9,000	949,000	10444.44%
Total revenue	6,000	9,290	9,000	949,000	10444.44%
Expenditures:			14,250	959,000	6629.82%
Other financing uses:					
Transfers out					
Total expenditures and transfers			14,250	959,000	6629.82%
Ending fund balance	\$6,000	\$15,290	\$750	\$5,290	605.33%

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue County Attorney Commissions Fund With comparative actuals and budget

This fund accounts for commissions produced by the County Attorney's office with regards to settlements of cases handled by the County Attorney and allowed by law. Expenditures from this fund are controlled by the commissioners court.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$20,488	\$83,352	\$83,352	\$98,164	17.77%
Revenue:					
Commissions	75,782	115,113	40,000	75,000	87.50%
Other		3,027			
Total revenue	<u>75,782</u>	<u>118,140</u>	<u>40,000</u>	<u>75,000</u>	87.50%
Expenditures:	<u>12,918</u>	<u>103,328</u>	<u>100,000</u>	<u>140,000</u>	40.00%
Other financing uses:					
Transfers out					
Total expenditures and transfers	<u>12,918</u>	<u>103,328</u>	<u>100,000</u>	<u>140,000</u>	40.00%
Encumbrances			11,968	6,314	
Ending fund balance	<u>\$83,352</u>	<u>\$98,164</u>	<u>\$11,384</u>	<u>\$26,850</u>	135.86%

COUNTY OF EL PASO, TEXAS

Department: County Attorney Commissions **Fund** SR **Index** CACOMM

Department Description and Responsibilities

This index is used to account for fees identified as being generated from the settlement of pending litigation, as provided by law by the County Attorney's Department.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$6,718	\$45,118	\$47,917	\$101,167	111.13%
Capital	6,200	58,210	64,051	38,833	-39.37%
Totals	\$12,918	\$103,328	\$111,968	\$140,000	25.04%

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
		Not Applicable	

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue County Attorney Labor Disputes With comparative actuals and budget

This fund is utilized to segregate funds received in settlement of labor law cases on behalf of the county and may be spent only for labor law dispute related activities.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$1,623	\$741	\$741	\$24	-96.76%
Revenue:					
State agency revenue					
Other	\$648				
Total revenue	648				
Expenditures:	1,530	717	741		-100.00%
Other financing uses:					
Transfers out					
Total expenditures and transfers	1,530	717	741		-100.00%
Ending fund balance	\$741	\$24		\$24	100.00%

COUNTY OF EL PASO, TEXAS

Department: County Attorney Labor Disputes **Fund** SR **Index** CALABOR

Department Description and Responsibilities

This fund is utilized to segregate funds received in settlement of labor law cases on behalf of the County and may be spent only for labor law dispute related activities.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$1,530	\$717	\$741		-100.00%
Capital					
Totals	\$1,530	\$717	\$741		-100.00%

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
		Not Applicable	

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue County Clerk Records Management and Preservation Fund With comparative actuals and budget

This fund is used to account for the receipts and disbursements relating to the County Clerk's records management and preservation program.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$250,942	\$155,835	\$155,835	\$156,547	0.46%
Revenue:					
Records management and preservation fee	493,417	520,851	465,000	495,000	6.45%
Other	9,484	5,009			
Total revenue	502,901	525,860	465,000	495,000	6.45%
Expenditures:	598,008	525,148	550,000	560,000	1.82%
Other financing uses:					
Transfers out					
Total expenditures and transfers	598,008	525,148	550,000	560,000	1.82%
Encumbrances			21,311	30,723	
Ending fund balance	\$155,835	\$156,547	\$49,524	\$60,824	22.82%

COUNTY OF EL PASO, TEXAS

Department: County Clerk Records Management and Preservation **Fund** **SR** **Index** **CNTYCLKRMP**

Department Description and Responsibilities

The County Clerk Records Management Department is responsible for the records management program for all records that the County Clerk produces and maintains. The responsibilities of the County Clerk Records Management Officer are to:

- administer an efficient and effective records management program and provide assistance to departments in its implementation;
- identify, catalog and preserve records of permanent and essential value;
- ensure that all records management activities are done in accordance with the Local Government Code and the Texas Administrative Code.
- microfilm and store on electronic media source documents filed in the County Clerk's Office.

Goals and Objectives

- Goal:** To ensure the safe and efficient handling of documents for both the general public and other county departments.
- Objective 1:** Use available technology to automate the processing and control of documents, reduce storage space, improve efficiency, reduce long-term costs, and streamline records management operations.
- Objective 2:** Develop and implement a disaster recovery plan for the records center.
- Objective 3:** Monitor retention schedules and administrative rules issued by the Texas State Library to determine if the records management program is in compliance with state regulations.
- Objective 4:** Plan, formulate, and prescribe records disposition policies, systems, standards and procedures.

Financial Trends

Category	1997	1998	1998	1999	Percentage in Budget
	Actual	Actual	Budget	Budget	
Personnel	\$360,999	\$364,784	\$377,528	\$432,769	14.63%
Operations	142,808	146,510	164,603	127,231	-22.70%
Capital	94,201	13,854	29,180		-100.00%
Totals	\$598,008	\$525,148	\$571,311	\$560,000	-1.98%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Documents Scanned			
Deeds, Assumed Names, UCCs, and Financing Statements	79,505	100,000	100,000
Vital Statistics	28,183	30,000	30,500
Filings			
Probate	1,446	1,500	1,500
Mental Health	611	700	700
Criminal	18,001	18,500	19,000
Civil	1,723	2,000	2,050
Criminal dispositions	19,711	20,000	20,500

COUNTY OF EL PASO, TEXAS

Department: County Clerk Records Fund SR Index CNTYCLKRMP
Management and Preservation - continued

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	21	21	19
Part-time employees	2	2	
Totals	23	23	19

Authorized Position Detail

Deputy Clerk	14	Senior Clerk	3
Records Management Administrator	1	Supervisor	1

See Personnel Changes for this department in Appendix A

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue County Tourist Promotion With comparative actuals and budget

This fund is used solely for the purpose of accounting for receipts and expenditures related to the promotion of tourism to the County of El Paso.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$57,985	\$26,491	\$26,491	\$113,741	329.36%
Revenue:					
Taxes:					
Hotel occupancy taxes	172,040	181,696	156,250	168,750	8.00%
Other	5,555	4,941			
Total revenue	177,595	186,637	156,250	168,750	8.00%
Expenditures:	115,000	99,387	166,250	198,750	19.55%
Other financing uses:					
Transfers out	94,089				
Total expenditures and transfers	209,089	99,387	166,250	198,750	19.55%
Encumbrances				25,890	
Ending fund balance	\$26,491	\$113,741	\$16,491	\$57,851	250.80%

COUNTY OF EL PASO, TEXAS

Department: County Tourist Promotion **Fund** SR **Index** CNTYPROM

Department Description and Responsibilities

The County Tourist Promotion fund is used to account for receipts and expenditures related to the promotion of tourism in the County of El Paso. The principal source of revenues is the Hotel/Motel Occupancy Tax.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations	\$209,089	\$99,387	\$166,250	\$198,750	19.55%
Capital					
Totals	\$209,089	\$99,387	\$166,250	\$198,750	19.55%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
		Not Available	

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Coliseum Tourist Promotion With comparative actuals and budget

This fund is used to account for the receipts and disbursements relating to tourist promotion at the County Coliseum. The principal source of revenue is the hotel/motel occupancy tax.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$333,968	\$314,406	\$314,406	\$234,624	-25.38%
Revenue:					
Hotel occupancy taxes	746,772	726,786	625,000	843,750	35.00%
Other	18,665	15,856			
Total revenue	<u>765,437</u>	<u>742,642</u>	<u>625,000</u>	<u>843,750</u>	35.00%
Other financing sources:					
Transfers in	56,000				
Total revenue and transfers	<u>821,437</u>	<u>742,642</u>	<u>625,000</u>	<u>843,750</u>	35.00%
Expenditures:					
	<u>840,999</u>	<u>822,424</u>	<u>900,000</u>	<u>918,750</u>	2.08%
Other financing uses:					
Transfers out					
Total expenditures and transfers	<u>840,999</u>	<u>822,424</u>	<u>900,000</u>	<u>918,750</u>	2.08%
Encumbrances			32,632	60,361	
Ending fund balance	<u>\$314,406</u>	<u>\$234,624</u>	<u>\$6,774</u>	<u>\$99,263</u>	1365.35%

COUNTY OF EL PASO, TEXAS

Department: Coliseum Tourist Promotion **Fund** SR **Index** COLISEUMSR

Department Description and Responsibilities

The El Paso County Coliseum consists of a 7,500 seat multi-purpose arena, a modern equestrian center and various barns and corrals on 12 acres of land. It is the responsibility of the Coliseum to provide a wide variety of entertainment to area residents. Some of the entertainment provided includes Rodeos, Monster truck shows, indoor Motor-Cross, the Circus, and minor-league Hockey.

Goals and Objectives

- Goal 1:** To provide the citizens of El Paso a wide variety of wholesome entertainment and pleasurable activities.
- Goal 2:** To develop and attract new multiple-day family shows which will increase out-of-town attendees.
- Goal 3:** Increase 1998-99 revenue by 10% while still providing the client with the best possible customer service.
- Goal 4:** Promote through the various forms of media and networks a new image - a safe, clean environment for family entertainment.
- Goal 5:** Reduce cost of utilities by 10% by implementing cost effective methods in daily and event operations.
- Objective 1:** Maintain Hotel/Motel Association membership and attend out of town trade shows in order to network with promoters of family shows and schedule more family events.
- Objective 2:** Review past event records and use them to negotiate a higher percentage on contracts, as well as creating new events that target high attendance and major concert presenters.
- Objective 3:** Develop a new logo and include it on stationery, business cards, and promotional items to use in marketing efforts; work with the news media to highlight the positive changes at the Coliseum.
- Objective 4:** Implement efficient cleaning materials to stop bacteria and aid in having a cleaner Coliseum; schedule additional clean up crews; and place a bathroom matron to maintain bathroom cleanliness.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$357,608	\$330,005	\$356,939	\$389,521	9.13%
Operations	455,917	471,842	551,706	529,229	-4.07%
Capital	27,474	20,577	23,987		-100.00%
Totals	\$840,999	\$822,424	\$932,632	\$918,750	-1.49%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Event Attendance	422,445	430,000	450,000
Number of events	156	160	175
Parking fees (+10%)	\$66,322	\$72,900	\$80,190
Ticket Revenue (+10%)	\$76,950	\$84,645	\$93,100

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Commissary Inmate Profit Fund With comparative actuals and budget

This fund is used to account for the receipts and disbursements relating to the inmates of the County Detention Facility. This fund is restricted to purchases of items for the benefit of the inmates.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$178,646	\$199,079	\$199,079	\$134,786	-32.30%
Revenue:					
Detention facility-commissary	60,000	65,000	60,000	250,000	316.67%
Other	6,482	4,513			
Total revenue	<u>66,482</u>	<u>69,513</u>	<u>60,000</u>	<u>250,000</u>	316.67%
Expenditures:	<u>46,049</u>	<u>133,806</u>	<u>160,000</u>	<u>280,000</u>	75.00%
Other financing uses:					
Transfers out					
Total expenditures and transfers	<u>46,049</u>	<u>133,806</u>	<u>160,000</u>	<u>280,000</u>	75.00%
Encumbrances			48,836	61,798	
Ending fund balance	<u>\$199,079</u>	<u>\$134,786</u>	<u>\$50,243</u>	<u>\$42,988</u>	-14.44%

COUNTY OF EL PASO, TEXAS

Department: Commissary Inmate Profit **Fund** SR **Index** COMMISSARY

Department Description and Responsibilities

The Commissary Inmate Profit index is used to account for receipts and disbursements relating to the inmate commissary at the El Paso County Sheriff's Detention Facility. The principal source of revenues is a monthly fee paid by the vendor that is contracted to manage the operations of the commissary.

Financial Trends

Category	Financial Trends				Percentage Change in Budget
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	
Personnel					
Operations	\$40,090	\$48,758	\$63,764	\$280,000	339.12%
Capital	5,959	85,048	145,072		-100.00%
Totals	\$46,049	\$133,806	\$208,836	\$280,000	34.08%

Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
Commissary Sales			\$899,355
			\$1,000,000

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Continuing Legal Education Fund With comparative actuals and budget

This fund has had no activity since fiscal year 1997. It is included here only to tie to the Budget Summary statement for all Special Revenue funds.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$9,412	\$35	\$35		-100.00%
Revenue:					
Continuing legal education fee					
Other	35				
Total revenue	35				
Expenditures:					
	9,412				
Other financing uses:					
Transfers out					
Total expenditures and transfers	9,412				
Residual equity transfer out		\$35			
Ending fund balance	\$35		\$35		-100.00%

COUNTY OF EL PASO, TEXAS

Department: Continuing Legal Education Fund **Fund** SR **Index No.** CONEDUCATION

Department Description and Responsibilities

This fund has had no activity since fiscal year 1997. In fiscal year 1998 it was closed and any remaining fund balance was transferred to the General Fund. It is shown here only because there are 1997 actual figures that are included in the Budget Summary statement for all Special Revenue funds and are necessary to coincide with those figures.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$9,412				
Capital					
Totals	\$9,412				

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
		Not Applicable	

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Court Reporter Service Fund With comparative actuals and budget

This fund is utilized to account for court reporter fees which must be deposited into a separate fund to be utilized to defray the cost of providing court reporting services for the County of El Paso.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$9,180	\$2,910	\$2,910	\$4,398	51.13%
Revenue:					
Court Reporter Fees	120,714	121,488	120,000	120,000	
Total revenue	<u>120,714</u>	<u>121,488</u>	<u>120,000</u>	<u>120,000</u>	
Expenditures:					
Other financing uses:					
Transfers out	126,984	120,000	120,000	120,000	
Total expenditures and transfers	<u>126,984</u>	<u>120,000</u>	<u>120,000</u>	<u>120,000</u>	
Ending fund balance	<u>\$2,910</u>	<u>\$4,398</u>	<u>\$2,910</u>	<u>\$4,398</u>	51.13%

COUNTY OF EL PASO, TEXAS

Department: Court Reporter Service Fund **Fund** SR **Index** COURTREPORT

Department Description and Responsibilities

This fund is utilized to account for court reporter fees which must be deposited into a separate fund to be utilized to defray the cost of providing court reporting services for the County of El Paso.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$126,984	\$120,000	\$120,000	\$120,000	
Capital					
Totals	\$126,984	\$120,000	\$120,000	\$120,000	

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
		Not Applicable	

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue District Attorney 10% Drug Forfeiture Fund With comparative actuals and budget

This fund accounts for funds obtained through criminal asset forfeitures as stated in the Texas Legislative House Bill Number 1185. Of the gross amount received by the District Attorney, up to ten percent is to be deposited into this special account for drug abuse treatment and prevention programs as well as certain law enforcement purposes. The percentage is based on an agreement between the District Attorney and Commissioners Court.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$1,233	\$1,276	\$1,276	\$1,312	2.82%
Revenue:					
State drug forfeiture	43				
Other		36			
Total revenue	43	36			
Expenditures:					
Other financing uses:					
Transfers out			1,270	1,300	2.36%
Total expenditures and transfers			1,270	1,300	2.36%
Ending fund balance	\$1,276	\$1,312	\$6	\$12	100.00%

COUNTY OF EL PASO, TEXAS

Department: District Attorney 10% Drug Forfeitures **Fund** SR **Index** DA10PERCNTDF

Department Description and Responsibilities

Funds deposited in this account are obtained through criminal asset forfeitures as stated in the Texas Legislative House Bill number 1185. An amount up to ten percent of the gross amount received by the District Attorney's Office is to be deposited into this special account for drug abuse treatment and prevention programs as well as certain law enforcement purposes.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations			\$1,270	\$1,300	2.36%
Capital					
Totals			<u>\$1,270</u>	<u>\$1,300</u>	2.36%

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
		Not Applicable	

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Road and Bridge

With comparative actuals and budget

The Road and Bridge Fund is utilized for the purpose of accounting for activities relating to the construction and maintenance of county roads and bridges.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning Fund Balance	\$3,139,964	\$1,949,045	\$1,949,045	\$2,684,220	37.72%
Revenue:					
Auto sales tax	1,773,212	1,912,826	1,700,000	1,800,000	5.88%
Auto registration fees	388,547	433,894	360,000	360,000	
Extra auto license fees	3,785,284	3,914,041	3,250,000	3,600,000	10.77%
Other	292,867	284,525	112,000	167,000	49.11%
Total revenue	6,239,910	6,545,286	5,422,000	5,927,000	9.31%
Expenditures:	4,830,829	3,870,253	4,632,142	5,206,930	12.41%
Other financing uses:					
Transfers out	2,600,000	1,939,858	1,939,858	1,620,070	-16.49%
Total expenditures and transfers	7,430,829	5,810,111	6,572,000	6,827,000	3.88%
Encumbrances			304,342	364,432	
Ending fund balance	\$1,949,045	\$2,684,220	\$494,703	\$1,419,788	187.00%

COUNTY OF EL PASO, TEXAS

Department: Roads and Bridges Administration **Fund** SR **Index** GADMINRB

Department Description and Responsibilities

The Roads and Bridges Administration is responsible for the day-to-day administrative activities of the department. These include providing public information, maintaining maps, assigning addresses, designing road construction projects, and coordinating all public works projects with architects, contractors and Commissioners Court.

Goals and Objectives

- Goals:** To provide a safe and well maintained County Road System by paving roads where at least 60% of a subdivision has dwellings. Also, to upgrade the collector roads system by providing a pavement to support higher volumes and heavier traffic.
- Objective 1:** To reassign specialized jobs to particular warehouses, such as equipment maintenance, street painting and installing signs, and road paving based on the needs of the surrounding area.
- Objective 2:** To reassign personnel and assign new work responsibilities to the personnel based on their qualifications and changing demands of the Roads and Bridges department.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in
					Budget
Personnel	\$305,675	\$271,755	\$307,240	\$330,424	7.55%
Operations	491,705	485,008	659,969	681,816	3.31%
Capital					
Totals	\$797,380	\$756,763	\$967,209	\$1,012,240	4.66%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
New Road Dedications (miles)	2.8		
Road Surfacing			
New paving (miles)	15	15	25
Resurfacing (miles)	25	25	40
Road Resurfacing Fabens Project	2.5	2.5	4.5
Collector Roads Overlaid with 1 & 1/2 " HMAc	12	12	12

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	6	7	7
Part-time employees			
Totals	6	7	7

COUNTY OF EL PASO, TEXAS

Department: Roads and Bridges Administration Fund SR Index GADMINRB

Authorized Position Detail

Administrative Assistant II	1	Public Works Director/Road Engineer	1
Assistant Roads And Bridges Administrator	1	Subdivision Coordinator	1
Civil Engineer	1	Zoning Inspector	1
Drafter II	1		

See Personnel Changes for this department in Appendix A

COUNTY OF EL PASO, TEXAS

Department: Roads and Bridges **Fund** **SR** **Index** ROADBRIDGES

Department Description and Responsibilities

The Roads and Bridges department is responsible for the maintenance of over 650 miles of roadways. Of this, approximately 400 miles are paved and 250 miles are not paved. Furthermore, the department provides service and the use of Roads and Bridges equipment to the Coliseum, Ascarate Park, Sheriff's and other departments. This department also provides equipment and man-power to maintain the rural parks, solid waste collection stations, Fabens Airport, and McGill Cemetery.

Goals and Objectives

- Goal:** The main goal of the Roads and Bridges department is to provide a safe and well maintained County Road System.
- Objective 1:** To have paved roads where 60 percent of a subdivision has dwellings.
- Objective 2:** To have paved access roads into those areas containing less developed subdivisions.
- Objective 3:** To improve the roadway standards and provide better drainage in the completely developed subdivisions.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage
					Change in Budget
Personnel	\$1,410,239	\$1,300,543	\$1,438,579	\$1,594,485	10.84%
Operations	4,370,046	3,408,271	4,065,450	3,551,275	-12.65%
Capital	853,164	344,534	405,104	669,000	65.14%
Totals	\$6,633,449	\$5,053,348	\$5,909,133	\$5,814,760	-1.60%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
Work program trends are shown under Road and Bridge Administration			

Staffing Trends

Authorized Positions	1997	1998	1999
Full-time employees	54	57	57
Part-time employees			
Totals	54	57	57

Authorized Position Detail

Auto Mechanic I	1	Maintenance Foreman	3
Auto Mechanic II	3	Maintenance Welder	2
Auto Mechanic III	2	Office Manager	1
Construction Foreman	1	Road Superintendent	1
Equipment Maintenance Foreman	1	Traffic. Sign/Tech Mark	1
Heavy Equipment Operator I	3	Truck Driver I	13
Heavy Equipment Operator II	2	Truck Driver II	8
Heavy Equipment Operator III	10	Truck Driver III	5

See Personnel Changes for this department in Appendix A

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue County Graffiti Eradication With comparative actuals and budget

The County Graffiti Eradication fund is used to account for the receipts and disbursements related to the removal of graffiti from neighborhood homes and businesses.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance				\$47	100.00%
Revenue:					
State agency revenues					
Other		47			
Total revenue		47			
Expenditures:					
Other financing uses:					
Transfers out					
Total expenditures and transfers					
Ending fund balance		\$47		\$47	100.00%

COUNTY OF EL PASO, TEXAS

Department: County Graffiti Eradication **Fund** SR **Index** GRAFFITIERAD

Department Description and Responsibilities

The County Graffiti Eradication fund is used to account for the receipts and disbursements related to the removal of graffiti from neighborhood homes and businesses. Revenues in this account come from locally assessed court costs for graffiti-related convictions. Because this program is part of the Special Revenue funds, it will generate its own revenue from which to operate. With fiscal year 1999 being its first full year of operations, revenue trends were not available to make accurate estimations of fund balance, and no budgeted expenditures were set up. As can be seen on the Budget Summary for this account, there were minimal revenues received in fiscal year 1998, and this program is shown in order to coincide with the figures on the Budget Summary for all Special Revenue funds.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations					
Capital					
Totals					

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
		Not Applicable	

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue County Law Library With comparative actuals and budget

This fund is utilized to account for receipts of law library fees and the disbursement relating to the maintenance and operation of the County Law Library.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$192,477	\$129,807	\$129,807	\$84,089	-35.22%
Revenue:					
Law library filing fees	204,315	209,796	200,000	200,000	
Other	22,773	21,826	8,000	20,240	153.00%
Total revenue	<u>227,088</u>	<u>231,622</u>	<u>208,000</u>	<u>220,240</u>	5.88%
Expenditures:	<u>289,758</u>	<u>277,340</u>	<u>278,000</u>	<u>260,240</u>	-6.39%
Other financing uses:					
Transfers out					
Total expenditures and transfers	<u>289,758</u>	<u>277,340</u>	<u>278,000</u>	<u>260,240</u>	-6.39%
Residual equity transfer in					
Encumbrances			28,189	9,799	
Ending fund balance	<u>\$129,807</u>	<u>\$84,089</u>	<u>\$31,618</u>	<u>\$34,290</u>	8.45%

COUNTY OF EL PASO, TEXAS

Department: County Law Library **Fund** SR **Index** **LAWLIBRARY**

Department Description and Responsibilities

The El Paso County Law Library is the only legal research facility accessible to the public in the entire southwest region that provides a comprehensive legal research collection encompassing federal, regional, state and local jurisdictions. The Law Library serves as the main judicial library for the County. It is available to all judges, attorney's and the general public. The operations are currently overseen by the 28-member Law Library Board composed of attorneys and judges. The number of board members is determined by the president who is elected yearly.

Goals and Objectives

- Goal 1:** To refine the library collection and services to best meet the needs of the entire community.
- Goal 2:** To upgrade the computer network to meet the increasing demand for dependable computer-assisted legal research.
- Goal 3:** To increase revenue.
- Objective 1:** Continue the implementation of the self-help section to aid the pro se litigant, provide library tours, and make available computer stations for CDROM research.
- Objective 2:** Continue the project of the system upgrade over the next few years, while maintaining a functional network and managing costs; continue providing internet access to supplement the library collection and retrieve current information not yet available on CDROM or hard copy.
- Objective 3:** Resume the Continuing Legal Education seminars; investigate the institution of user fees for certain services but carefully assess if those fees would unfairly deny access to legal information because of the inability to pay.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel	\$87,487	\$71,720	\$77,865	\$103,730	33.22%
Operations	191,905	201,329	218,496	156,510	-28.37%
Capital	10,366	4,291	9,828		-100.00%
Totals	\$289,758	\$277,340	\$306,189	\$260,240	-15.01%

Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
Average daily registered users	50	45	45
Library tours	5	6	6
Fax service requests processed	42	50	60

COUNTY OF EL PASO, TEXAS

Department: County Law Library Fund SR Index LAWLBRARY

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees	4	3	3
Part-time employees			
Totals	4	3	3

Authorized Position Detail

Assistant Librarian 2 Law Librarian 1

See Personnel Changes for this department in Appendix A

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Records Management and Preservation Fund With comparative actuals and budget

This fund is used to account for the receipts and disbursements relating to the County's records management and preservation program other than those of the County Clerk.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$93,977	\$78,279	\$78,279	\$148,802	90.09%
Revenue:					
Records management and preservation fee	66,685	109,971	60,000	70,000	16.67%
Other	3,092	2,887			
Total revenue	<u>69,777</u>	<u>112,858</u>	<u>60,000</u>	<u>70,000</u>	16.67%
Expenditures:	<u>85,475</u>	<u>42,335</u>	<u>95,000</u>	<u>120,000</u>	26.32%
Other financing uses:					
Transfers out					
Total expenditures and transfers	<u>85,475</u>	<u>42,335</u>	<u>95,000</u>	<u>120,000</u>	26.32%
Reserved for Encumbrances			38,299	50,004	
Ending fund balance	<u>\$78,279</u>	<u>\$148,802</u>	<u>\$4,980</u>	<u>\$48,798</u>	879.88%

COUNTY OF EL PASO, TEXAS

Department: Records Management and Preservation **Fund** SR **Index** RECORDSMGMT

Department Description and Responsibilities

This department is responsible for managing long-range plans and necessary resource projections to organize, promote, implement, and maintain a county-wide records and information management program. This is accomplished by utilizing micrographics systems and other electronic technology systems to preserve and maintain county records.

Goals and Objectives

- Goals:** To provide for efficient, economical, and effective controls over the creation, distribution, use, maintenance, retention, preservation, protection and disposition of all county records.
- Objective 1:** To administer the county information and records management program and to provide assistance to departments in its implementation.
- Objective 2:** To plan, formulate, and prescribe records disposition policies, systems, standards and procedures.
- Objective 3:** To provide information and records management advice and assistance to all departments by preparation of procedures and on-site consultation.
- Objective 4:** To monitor retention schedules and administrative rules issued by the Texas State Library and Archives Commission to determine if the records management program is in compliance with state regulations.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations			\$30,265	\$50,000	65.2%
Capital	\$85,475	\$42,335	103,034	70,000	-32.06%
Totals	\$85,475	\$42,335	\$133,299	\$120,000	-9.98%

Work Program Trends

Department Activity	1997 Actual	1998 Actual	1999 Projected
Microfilm:			
Processed	2,400	2450	2475
Duplicated	5,100	5,125	5,150
Records Center Retrievals:			
Files	10,350	10,350	10,380
Boxes	330	350	400
Storage:			
Boxes	17,840	18,000	18,000
Shucks	21,790	21,780	22,000
Books	5,760	5,750	5,881
Microfilm Rolls (Silver)	16,750	16,750	16,755
Refiles:	24,250	24,250	25,000

COUNTY OF EL PASO, TEXAS

Department: Records Management and Preservation - continued Fund SR Index RECORDSMGMT

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue San Elizario Placita Fund With comparative actuals and budget

The San Elizario Placita Fund was set up to account for donations and expenditures to enhance the San Elizario area and its Mission.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance					
Revenue:					
State agency revenues				\$19,200	100.00%
Other					
Total revenue				19,200	100.00%
Expenditures:				\$19,200	100.00%
Other financing uses:					
Transfers out					
Total expenditures and transfers				19,200	100.00%
Ending fund balance					

COUNTY OF EL PASO, TEXAS

Department: San Elizario Placita Fund **Fund** SR **Index** SANELIPLAC

Department Description and Responsibilities

The San Elizario Placita Fund was set up to account for donations and expenditures to enhance the San Elizario area and its Mission. The Placita is a community plaza located near the San Elizario Mission. It has undergone many improvements over the past year in an effort to embellish the area and encourage continuing pride and enthusiasm among area residents and interested tourists. Revenues for this program arise from donations by local businesses and other community members. Expenditures will consist of purchases for lighting and seating.

Goals and Objectives

Goals: To contribute to efforts and help renovate the area for local residents to enjoy.

Objectives: Further upgrade and enhance the Placita by soliciting local businesses and community members for the donation of funds to continue upgrading the lighting and seating in the Placita.

Financial Trends

Category	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Percentage Change in Budget
Personnel					
Operations				\$19,200	
Capital					
Totals				\$19,200	

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
			Not Applicable

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees			Not Applicable
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Courthouse Security Fund With comparative actuals and budget

This fund is utilized to account for fees allowed by State law charged for filing certain documents in the County. These fees are restricted to expenditures that provide security of county facilities, primarily in the County Courthouse.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$32,575	\$63,549	\$63,549	\$124,081	95.25%
Revenue:					
Courthouse security fees	163,517	180,369	120,000	150,000	25.00%
Other	2,457	60,163	40,000	40,000	
Total revenue	<u>165,974</u>	<u>240,532</u>	<u>160,000</u>	<u>190,000</u>	18.75%
Expenditures:					
Other financing uses:					
Transfers out	135,000	180,000	180,000	265,000	47.22%
Total expenditures and transfers	<u>135,000</u>	<u>180,000</u>	<u>180,000</u>	<u>265,000</u>	47.22%
Ending fund balance	<u>\$63,549</u>	<u>\$124,081</u>	<u>\$43,549</u>	<u>\$49,081</u>	12.70%

COUNTY OF EL PASO, TEXAS

Department: Courthouse Security Fund **Fund** SR **Index** SECURITY

Department Description and Responsibilities

The courthouse security index is utilized to account for fees provided for by legislature and adopted by Commissioners Court. These fees are appropriated for the sole purpose of providing adequate security of various criminal justice facilities within the County.

Financial Trends

Category	Financial Trends				Percentage Change in Budget
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	
Personnel					
Operations	\$135,000	\$180,000	\$180,000	\$265,000	47.22%
Capital					
Totals	\$135,000	\$180,000	\$180,000	\$265,000	47.22%

Work Program Trends

Department Activity	1997 Actual	1998 Projected	1999 Projected
			Not Applicable

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Sheriff's Auction Proceeds Fund With comparative actuals and budget

This fund is utilized to account for the receipt and disbursement of funds obtained from proceeds of auctions of abandoned and confiscated property within the County.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$11,041	\$11,426	\$11,426	\$11,752	2.85%
Revenue:					
Program income					
Other	385	326			
Total revenue	385	326			
Expenditures:					
Other financing uses:					
Transfers out					
Total expenditures and transfers					
Ending fund balance	\$11,426	\$11,752	\$11,426	\$11,752	2.85%

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Sheriff's Lease Fund With comparative actuals and budget

This fund is utilized to account for receipt of funds from the Commission of Law Enforcement Standards and Education. It is also used to account for the disbursement of funds for training and education expenditures.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$10,782	\$50,979	\$50,979	\$63,658	24.87%
Revenue:					
State agency revenues	\$48,234	47,961			
Other	1,141	1,791			
Total revenue	<u>49,375</u>	<u>49,752</u>			
Expenditures:	<u>9,178</u>	<u>37,073</u>	<u>\$48,618</u>	<u>\$49,000</u>	0.79%
Other financing uses:					
Transfers out					
Total expenditures and transfers	<u>9,178</u>	<u>37,073</u>	<u>48,618</u>	<u>49,000</u>	0.79%
Ending fund balance	<u>\$50,979</u>	<u>\$63,658</u>	<u>\$2,361</u>	<u>\$14,658</u>	520.84%

COUNTY OF EL PASO, TEXAS

Department: Sheriff's Leose Fund **Fund** SR **Index** SHERIFFLEOS

Department Description and Responsibilities

This department was established in accordance with provisions provided by the Commission on Law Enforcement Officers Standards and Education. The expenditures in this department are restricted to be used for the Sheriff's department employee training.

Goals and Objectives

Goal: To enhance the training and law enforcement knowledge of the Sheriff's department employees.

Objective: To provide additional funding for training of the Sheriff's department employees.

Financial Trends

<u>Category</u>	<u>1997 Actual</u>	<u>1998 Actual</u>	<u>1998 Budget</u>	<u>1999 Budget</u>	<u>Percentage Change in Budget</u>
Personnel					
Operations	\$9,178	\$37,073	\$48,618	\$49,000	0.79%
Capital					
Totals	\$9,178	\$37,073	\$48,618	\$49,000	0.79%

Work Program Trends

<u>Department Activity</u>	<u>1997 Actual</u>	<u>1998 Projected</u>	<u>1999 Projected</u>
		Not Applicable	

Staffing Trends

<u>Authorized Positions</u>	<u>Fiscal Year</u>		
	<u>1997</u>	<u>1998</u>	<u>1999</u>
Full-time employees		Not Applicable	
Part-time employees			
Totals			

Authorized Position Detail

Not Applicable

County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Special Revenue Tourist Convention Fund With comparative actuals and budget

This fund is used to account for the receipt and disbursement of hotel occupancy tax funds relating to tourism and conventions in El Paso County.

	Actual Sources and Uses		Operating Budgets		Change in Budget
	FY 97	FY 98	FY 98	FY 99	
Beginning balance	\$109,744	\$121,197	\$121,197	\$248,430	104.98%
Revenue:					
Hotel occupancy taxes	860,203	908,483	781,250	675,000	-13.60%
Other					
Total revenue	<u>860,203</u>	<u>908,483</u>	<u>781,250</u>	<u>675,000</u>	-13.60%
Other financing sources:					
Transfers in	38,089				
Total revenue and transfers	<u>898,292</u>	<u>908,483</u>	<u>781,250</u>	<u>675,000</u>	-13.60%
Expenditures:					
	<u>806,839</u>	<u>781,250</u>	<u>781,250</u>	<u>675,000</u>	-13.60%
Other financing uses:					
Transfers out	80,000		100,000	200,000	100.00%
Total expenditures and transfers	<u>886,839</u>	<u>781,250</u>	<u>881,250</u>	<u>875,000</u>	-0.71%
Ending fund balance	<u>\$121,197</u>	<u>\$248,430</u>	<u>\$21,197</u>	<u>\$48,430</u>	128.48%





DEBT SERVICE FUNDS

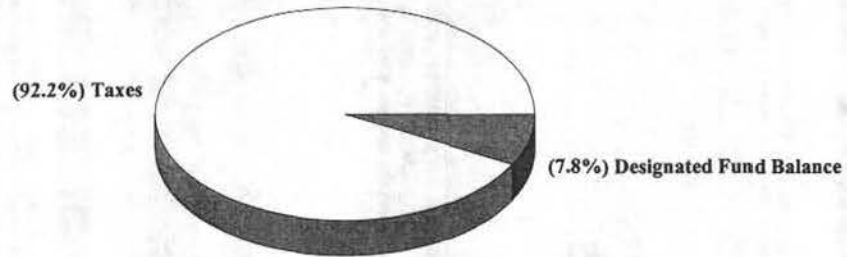
County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Debt Service Fund With comparative actuals and budget

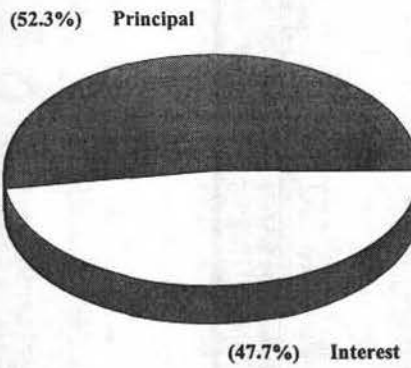
Debt Service funds are used to account for the accumulation of resources for, and the payment of general long-term debt Principal and interest. The fund balance of debt service is budgeted, each year for payment of principal and interest of the ensuing fiscal year. Normally, the County's budgeted estimated ad valorem property tax revenue, less any known fund balance amounts are used to cover future planned payments. Normally the debt service fund balance should be close to or equal to zero. The County budget debt payments on a year-to-year basis depending on debt repayments schedules in force for each year. As can be seen actual costs increased in fiscal year 1998 due to the increase in debt to finance various Capital Projects in the county.

	Actual Sources and Uses		Changes		Operating Budgets		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Revenues (Sources):								
Taxes	\$13,229,100	\$13,459,659	\$230,559	1.74%	\$13,459,665	\$16,371,147	\$2,911,482	21.63%
Interest	166,321	186,198	19,877	11.95%				
Other Financing Sources	283,893	26,279,230	25,995,337	9156.74%	25,488,525		(25,488,525)	-100.00%
Total Revenues and Other Financing Sources	13,679,314	39,925,087	26,245,773	191.86%	38,948,190	16,371,147	(22,577,043)	-57.97%
Residual Equity Transfers-In								
Beginning Fund Balances	1,093,785	1,132,287	38,502	3.52%	1,132,287	1,392,240	259,953	22.96%
Total Available Resources	\$14,773,099	\$41,057,374	\$26,284,275	177.92%	\$40,080,477	\$17,763,387	(\$22,317,090)	-55.68%
Expenditures (Uses):								
Principal	\$6,383,073	\$6,723,901	\$340,828	5.34%	\$6,723,902	\$8,930,440	\$2,206,538	32.82%
Interest	7,257,739	7,105,409	(152,330)	-2.10%	7,128,834	8,137,800	1,008,966	14.15%
Other Debt Related Costs		25,705,937	25,705,937	100.00%	25,705,942		(25,705,942)	-100.00%
Other Financing Uses		129,887	129,887	100.00%	129,889		(129,889)	-100.00%
Total Expenditures and Other Financing Uses	13,640,812	39,665,134	26,024,322	190.78%	39,688,567	17,068,240	(22,620,327)	-56.99%
Residual Equity Transfers-Out								
Ending Fund Balances	1,132,287	1,392,240	259,953	22.96%	391,910	695,147	303,237	77.37%
Total Expenditures, Appropriations and Fund Balances	\$14,773,099	\$41,057,374	\$26,284,275	177.92%	\$40,080,477	\$17,763,387	(\$22,317,090)	-55.68%

**Fiscal Year 1999 Budget
Revenues (Sources) - Debt Service**



Appropriations (Uses) - Debt Service Fund



COUNTY OF EL PASO, TEXAS

Department: Debt Service **Fund** DS **Index** Various

Department Description and Responsibilities

The Debt Service Fund is used for payment of principal and interest on General Obligation Bonds, Certificate of Obligation Bonds, and other County bonded indebtedness.

As can be seen in the financial trends below, there was a significant decrease in the 1999 budget for debt service expenditures. As noted in the Capital Projects section, Certificate of Obligation bonds were issued in 1998 to support the Court's decision to fund capital expenditures under a single County-wide plan. This issue resulted in an increase in the County's debt. Another large issuance is not planned for fiscal year 1999, and therefore, the budget is supportive of that assumption.

Financial Trends

Category					Percentage
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	Change in Budget
Personnel					
Operations	\$13,640,812	\$39,665,150	\$39,688,567	\$17,068,240	-56.99%
Capital					
Totals	<u>\$13,640,812</u>	<u>\$39,665,150</u>	<u>\$39,688,567</u>	<u>\$17,068,240</u>	-56.99%

Work Program Trends

Department Activity	1997	1998	1999
	Actual	Projected	Projected
Bonds Issued	1	2	1

Staffing Trends

Authorized Positions	Fiscal Year		
	1996	1997	1998
Full-time employees	Not Applicable		
Part-time employees	Not Applicable		
Totals	Not Applicable		

Authorized Position Detail

Not Applicable

County of El Paso, Texas
Schedule of Outstanding Bonded Indebtedness
As of October 1, 1998

Limited Tax Bonds

General Obligation Bonds:	
General Obligation Refunding Series 1985	\$1,058,724
General Obligation Series 1988	1,665,000
General Obligation Refunding Series 1992	2,645,000
General Obligation Refunding Series 1992B	26,855,000
General Obligation Series 1993A	10,915,000
General Obligation Refunding Series 1993B	12,885,000
General Obligation Refunding Series 1993C	5,005,000
General Obligation Refunding Series 1998	26,395,000
	<u>87,423,724</u>
Certificates of Obligation:	
Certificate of Obligation Series 1990	650,000
Certificate of Obligation Series 1992A	1,105,000
Certificate of Obligation Series 1993	1,810,000
Certificate of Obligation Series 1994A	2,440,000
Certificate of Obligation Series 1997	8,750,000
Certificate of Obligation Series 1998	22,645,000
	<u>37,400,000</u>
Total Limited Tax Bonds	\$124,823,724

Limited Tax Maintenance Bonds

Public Property Finance Contractual Obligations:	
P.P.F. Contractual Obligation 1990A	1,150,000
Total Limited Tax Maintenance Bonds	<u>1,150,000</u>
Total Limited Tax and Limited Tax Maintenance Bonds	<u><u>\$125,973,724</u></u>

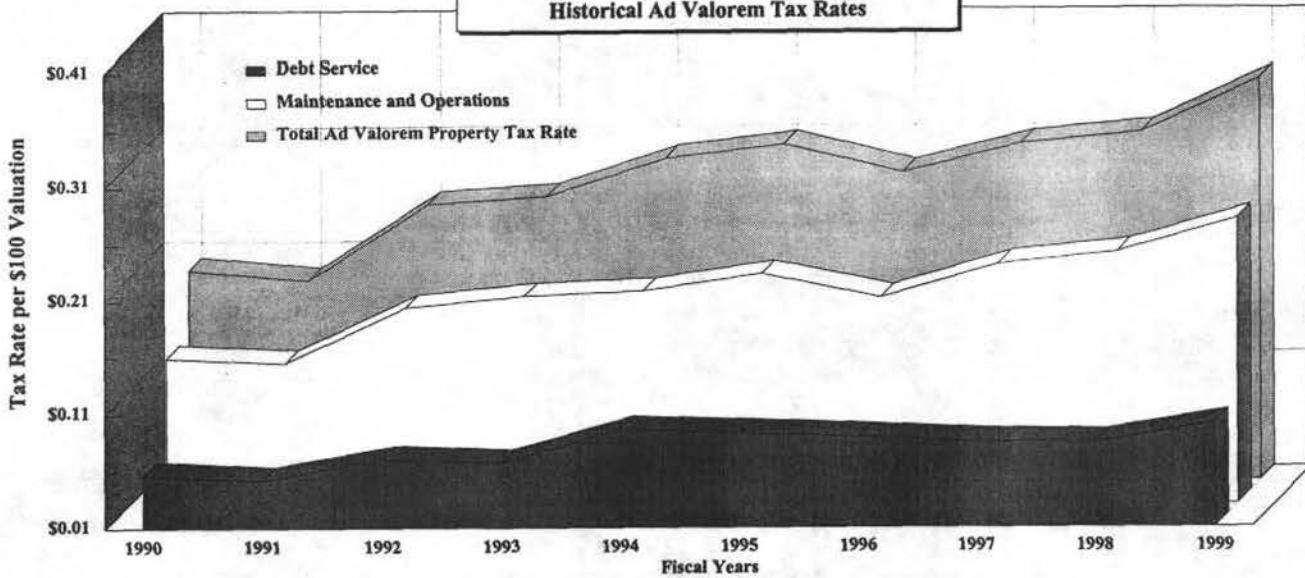
During fiscal year 1998 the County made payments of \$6,723,901 on principal and \$7,105,409 for interest totaling \$13,829,310 on existing debt. Two new issues were made during fiscal year 1998. The first issue was for \$22,645,000, proceeds of which are to be used for a data processing upgrade, capital outlays for equipment, to build out vacant floors in the courthouse building, renovations to the county coliseum, and for the purchase and/or construction of a building for the agricultural extension service. The second bond issue in the amount of \$26,395,000 was made to advance refund of a portion of Certificates of Obligation, Series 1990, 1992-A, 1994 and Limited Tax General Obligation Jail Bonds, Series 1993-A. The County refunded these bonds in order to reduce total debt service payments over the next 15 years by \$1,196,654 and obtain an economic gain of \$847,296. At September 30, 1998, the County had \$125,973,724 in principal outstanding debt issues, as shown above.

As of September 30, 1998, the County had net bonded debt amounting to \$124,581,484, an assessed value ratio of .77 percent and a debt per capita ratio of \$179.77. Under current State statute, the County general bond obligation issuances are subject to a limitation of five percent of the total assessed value of real and personal property. As of September 30, 1998, the County's net general obligation bonded debt of \$124,581,484 was well below the legal limit of \$808,667,350.

With regards to the County's bond ratings, Moody's Investors Service has upgraded the County to a rating of A1. Ratings may be changed, suspended or withdrawn as a result of changes in, or unavailability of information. The County's latest rating from the Standards and Poor's Corporation is AA-. The Standard and Poor's Corporation defines AA as a very strong capacity to pay interest and repay principal and differs from the highest rated issues only in a small degree. Ratings from AA to CCC may be modified by the addition of a plus or minus to show relative standing within the major rating categories.

County of El Paso, Texas

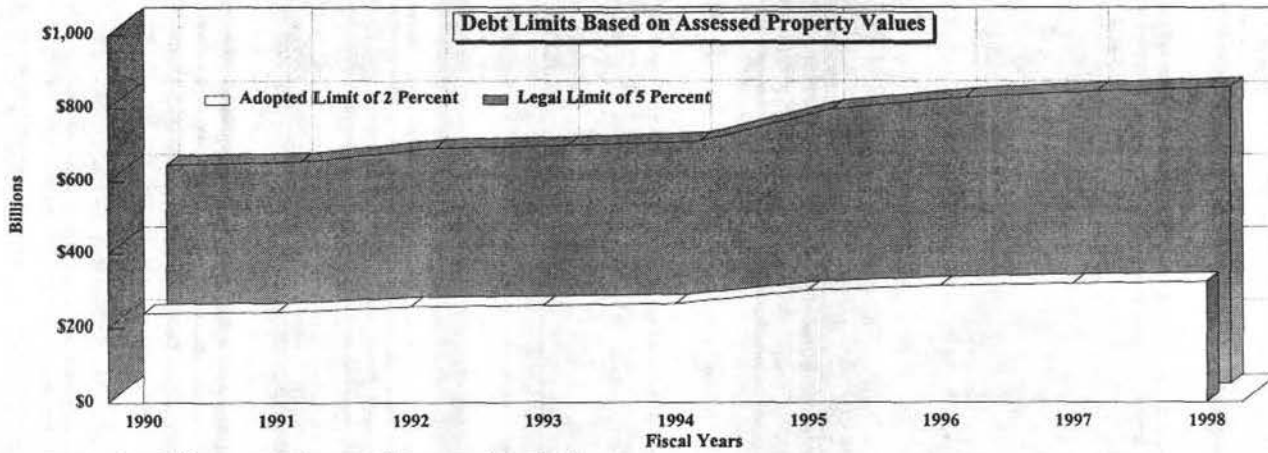
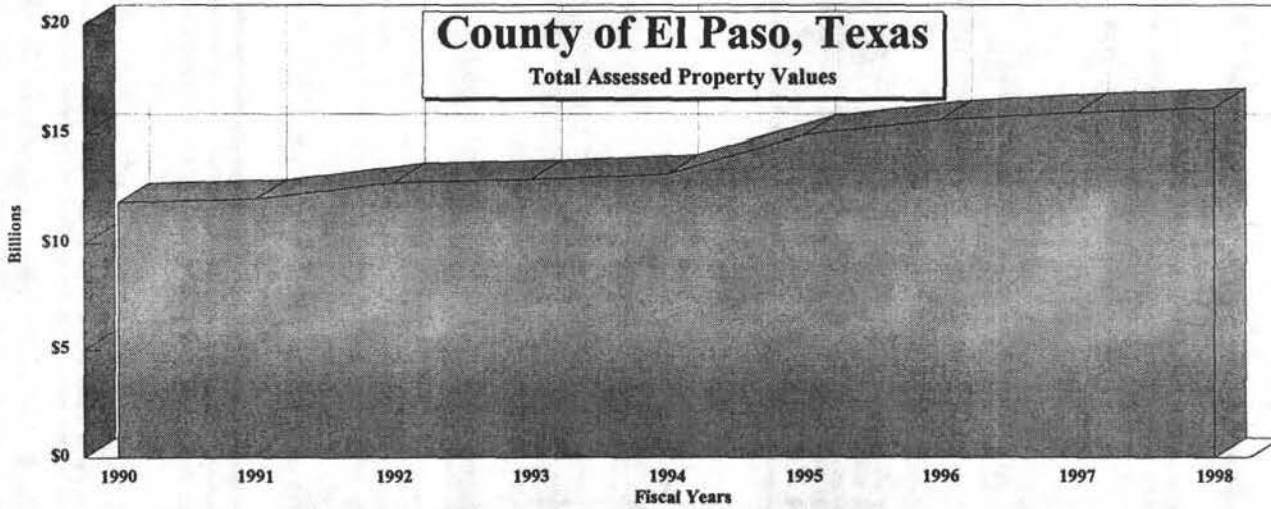
Historical Ad Valorem Tax Rates



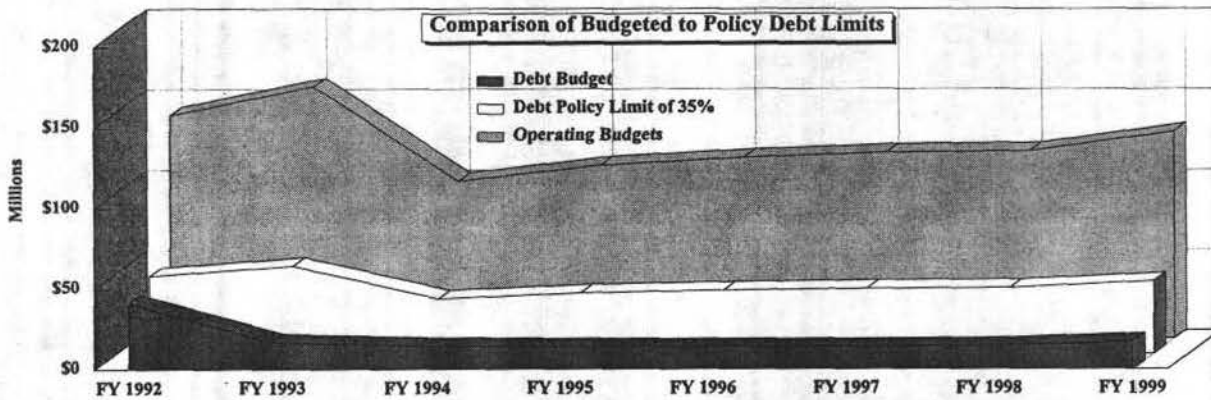
Schedule of Total Assessed Property Values and Property Tax Rates

(Amounts expressed in thousands)

Fiscal Year	Total Assessed Property Values	Tax Rates per \$100/Valuation			Debt Limits Based on Net Property Values	
		Maintenance and Operations	Debt Service	Total Rate	Legal 5%	Adopted 2%
1990	\$11,909,219	\$0.138900	\$0.057200	\$0.196100	\$595,461	\$238,184
1991	12,047,176	0.134400	0.052290	0.186690	602,359	240,944
1992	12,805,513	0.182890	0.070670	0.253560	640,276	256,110
1993	12,948,937	0.193027	0.067355	0.260382	647,447	258,979
1994	13,183,848	0.197275	0.096021	0.293296	659,192	263,677
1995	14,939,562	0.212150	0.093250	0.305400	746,978	298,791
1996	15,611,797	0.190764	0.089582	0.280346	780,590	312,236
1997	15,948,016	0.220215	0.085185	0.305400	797,401	318,960
1998	16,173,347	0.230603	0.084397	0.315000	808,667	323,467
1999	Not Available	0.260211	0.101223	0.361434		



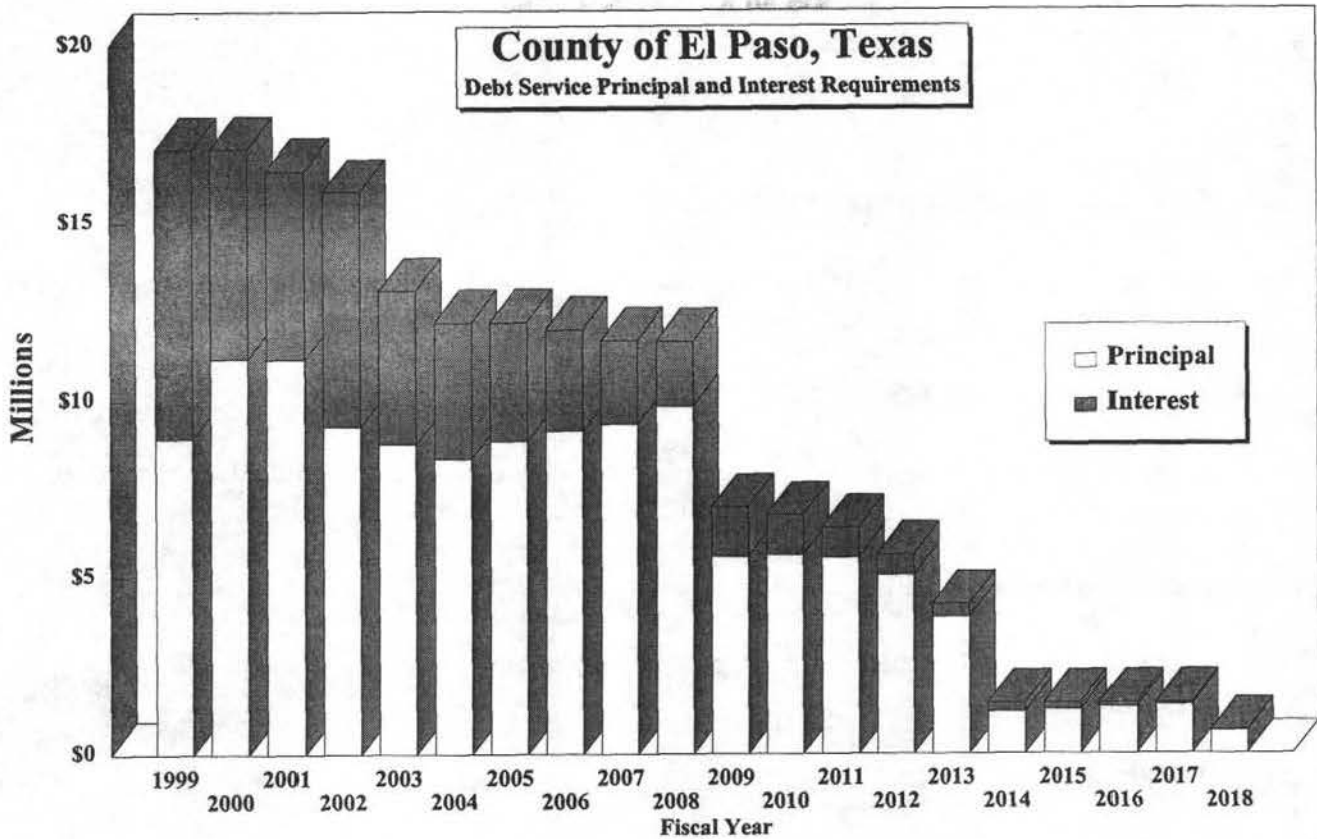
The County's total debt may not exceed 5 percent of its net assessed property values.



During fiscal years 1992 and 1993 various debt was refunded in whole or in part which caused the increase to debt payments in those years.
The County has set a limit that it may budget for repayment of debt at a maximum of 35 percent of the annual operating budget.

(Amounts expressed in thousands)

Debt Limits	FY 1992	FY 1993	FY 1994	FY 1995	FY 1996	FY 1997	FY 1998	FY 1999
Operating Budgets	\$139,222	\$156,897	\$98,468	\$108,330	\$112,991	\$116,085	\$116,874	\$128,868
Debt Policy Limit of 35% of the Budget	48,728	54,914	34,464	37,916	39,547	40,630	40,906	45,104
Debt Service Budgeted	41,269	16,837	14,349	13,759	13,738	13,738	14,200	17,068
Debt Service as a Percentage of the Budget	29.64%	10.73%	14.57%	12.70%	12.16%	11.83%	12.15%	13.24%



Debt Service Principal and Interest Requirements
For Fiscal Years 1999 - 2018

Fiscal Year	Principal	Interest	Total
1999	\$8,930,440	\$8,137,800	\$17,068,240
2000	11,185,000	5,895,667	17,080,667
2001	11,165,000	5,298,426	16,463,426
2002	9,268,284	6,612,599	15,880,883
2003	8,765,000	4,300,470	13,065,470
2004	8,345,000	3,820,724	12,165,724
2005	8,845,000	3,332,397	12,177,397
2006	9,130,000	2,835,108	11,965,108
2007	9,315,000	2,341,815	11,656,815
2008	9,815,000	1,818,155	11,633,155
2009	5,555,000	1,406,953	6,961,953
2010	5,595,000	1,133,984	6,728,984
2011	5,510,000	858,867	6,368,867
2012	5,015,000	594,406	5,609,406
2013	3,830,000	373,163	4,203,163
2014	1,170,000	249,738	1,419,738
2015	1,230,000	191,406	1,421,406
2016	1,300,000	129,919	1,429,919
2017	1,370,000	65,038	1,435,038
2018	635,000	15,875	650,875
Total	\$125,973,724	\$49,412,510	\$175,386,234

County of El Paso, Texas
Description of Indebtedness
October 1, 1998

General Obligation Refunding, Series 1985

This fund is used for payment of principal and interest on bonds issued to pay for expenditures incurred by capital project for the construction of the jail.

General Obligation, Series 1988

This fund is used for payment of principal and interest on bonds issued to pay for expenditures incurred by capital project for the construction of a new courthouse.

Contractual Obligation, Series 1990A

This fund is used for payment of principal and interest for the new furniture purchased for the new courthouse.

Certificate of Obligation, Series 1990

This fund is used for payment of principal and interest on bonds issued to pay for the construction of a morgue, an Ascarate Park substation, the renovation of the old juvenile justice center and construction of the new courthouse.

General Obligation Refunding, Series 1992

This fund is used for the payment of principal and interest on bonds issued to pay a settlement on the Sports Facility and Refunding Variable Rate Demand General Obligation Certificate of Obligation, Series 1988.

Certificate of Obligations, Series 1992A

This fund is used for the payment of principal and interest on bonds issued to pay expenditures incurred for the improvement of the jail and construction of Ascarate Park Swimming Pool.

General Obligation Refunding, Series 1992B

This fund is used for the payment of principal and interest on bonds issued to advance refund portions of the General Obligation Refunding Bonds, Series 1985, 1986B, 1986 and General Obligation Bonds, Series 1986A.

County of El Paso, Texas
Description of Indebtedness
October 1, 1998

General Obligation, Series 1993A

This fund is used for the payment of principal and interest on bonds issued to construct a Jail Annex Facility to house prisoners and to alleviate overcrowding of the main County Sheriff Detention Facility in Downtown El Paso.

General Obligation Refunding Bonds, Series 1993B

This fund is used for the payment of principal and interest on bonds issued to advance refund portions of the General Obligation Bonds, Series 1986A, 1986B, 1988, and Certificates of Obligation, Series 1990. The Parking Facilities Revenue Certificates of Obligation, Series 1989 were fully refunded.

Certificates of Obligation, Series 1993

This fund is used for the payment of principal and interest on bonds issued to pay contractual obligations incurred for the purchase of equipment for various county departments and for improvements to certain county owned land.

General Obligation Refunding Bonds, Series 1993C

This fund is used for the payment of principal and interest on bonds issued to advance refund portions of the General Obligation Bonds, Series 1986-A and Certificates of Obligation, Series 1990.

Certificates of Obligation, Series 1994A

This fund is used for the payment of principal and interest on bonds issued to pay contractual obligations incurred for the construction of public works, the purchase of materials, supplies, equipment, machinery, buildings, land, rights of way for authorized needs and purposes, constructing, renovating and improving county owned buildings.

Certificate of Obligation, Series 1997

This fund is used for the payment of principal and interest on bonds issued to pay contractual obligations incurred for the construction and equipping of the addition to the County's Jail Annex, juvenile administration building, public works, an automatic sprinkler system for Ascarate Park, improvements to the County's parks and the purchase of materials, supplies, equipment and machinery relating to the park system.

County of El Paso, Texas
Description of Indebtedness
October 1, 1998

Certificate of Obligation, Series 1998

This fund is used for the payment of principal and interest on bonds issued to pay contractual obligations to be incurred for additions, renovations and equipment for the County Courthouse and other County facilities, for additions and improvements to the County's computer and data processing system, for improvements and furnishings for the County's computer center.

General Obligation Refunding Bonds, Series 1998

This fund is used for the payment of principal and interest on bonds issued to advance refund portions of Certificates of Obligation, Series 1990, Series 1992-A, Series 1994 and General Obligation Jail Bonds, Series 1993-A.



CAPITAL PROJECTS FUNDS

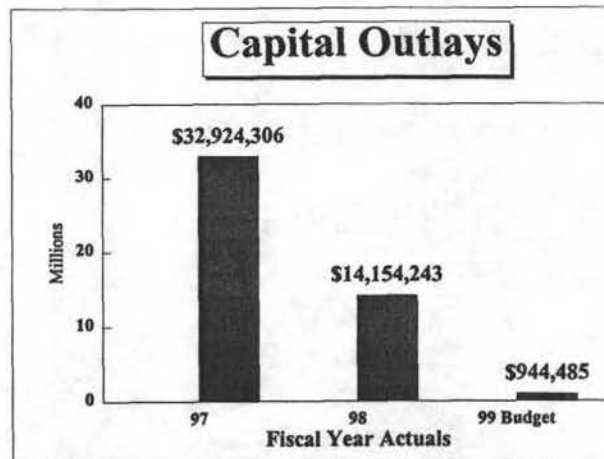
County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Capital Projects Funds With comparative actuals and budget

Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital projects (other than those financed with trust and proprietary funds).

	Actual Sources and Uses		Changes		Operating Budgets		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Revenues (Sources):								
Interest	\$1,095,610	\$852,046	(\$243,564)	-22.23%	\$562,706	\$369,625	(\$193,081)	-34.31%
Intergovernmental	2,500,000	3,600,000	1,100,000	100.00%				
Miscellaneous Revenues		225,000	225,000	100.00%				
Other Financing Sources	8,750,000	22,723,464	13,973,464	159.70%	22,726,572		(22,726,572)	-100.00%
Total Revenues and Other Financing Sources	12,345,610	27,400,510	15,054,900	121.95%	23,289,278	369,625	(22,919,653)	-98.41%
Residual Equity Transfers-In								
Beginning Fund Balances	33,543,315	12,964,619	(20,578,696)	-61.35%	12,964,619	26,210,886	13,246,267	102.17%
Total Available Resources	\$45,888,925	\$40,365,129	(\$5,523,796)	-12.04%	\$36,253,897	\$26,580,511	(\$9,673,386)	-26.68%
Expenditures (Uses):								
Capital Outlays	\$32,924,306	\$14,154,243	(\$18,770,063)	-57.01%	\$39,111,007	\$944,485	(\$38,166,522)	-97.59%
Total Expenditures and Other Financing Uses	32,924,306	14,154,243	(18,770,063)	-57.01%	39,111,007	944,485	(38,166,522)	-97.59%
Residual Equity Transfers-Out								
Encumbrances						8,976,503	8,976,503	100.00%
Ending Fund Balances	12,964,619	26,210,886	13,246,267	102.17%	(2,857,110)	16,659,523	19,516,633	-683.09%
Total Expenditures, Appropriations and Fund Balances	\$45,888,925	\$40,365,129	(\$5,523,796)	-12.04%	\$36,253,897	\$26,580,511	(\$9,673,386)	-26.68%

Due to the nature of the Capital Project Fund, fund balance relates to the unspent funds of the various capital projects in progress which carry forward until completion. Residual fund balances, if any, representing bond proceeds are transferred to the respective debt service fund for repayment of debt. As can be seen above, the Capital Project Fund has a large fund balance for the fiscal year 1998 which is related to the purchase of capital equipment for the county.

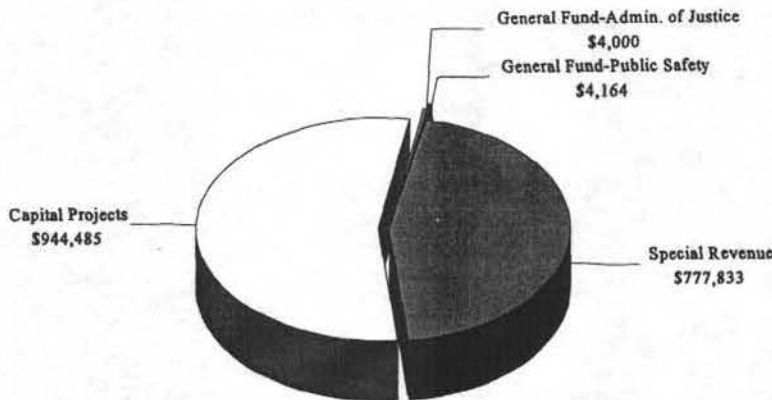


Capital Project Planning

The County of El Paso adopted its fiscal year 1998-99 operating budget which includes only minimal capital outlay appropriations at the departmental level. Five fiscal years prior, the Commissioners Court issued Certificates of Obligation in the amount of \$3,210,000 for capital equipment and

improvements for various county departments and projects to be repaid from ad valorem property taxes. In past years, all departmental capital outlay requests were budgeted and paid for with cash appropriations in each respective departmental budget. In fiscal year 1998 the County worked on establishing a capital improvement plan which would be maintained on a yearly basis enabling the County to more adequately maintain its major equipment and vehicle fleet. Consequently, Commissioners Court issued Certificates of Obligation in the amount of \$22,644,998 for various projects, \$5,049,277 of which will cover county-

1999 Capital Budgeting(Excluding Carryover)



wide equipment and vehicle requests. Additional projects resulting from this issue include \$9,244,217 for a county-wide data processing upgrade, \$6,564,060 for the build out of the 5th and 7th floors of the County Courthouse and improvements to the 2nd floor, \$1,383,502 for County Coliseum renovations, and \$403,942 for the construction or purchase of a new building for the Agricultural Co-op Extension Service. Currently, capital projects are budgeted on a project basis in the year of funding or when bond proceeds are received. On October 1, 1998 approximately \$23,295,928 of appropriations carried forward with regards to capital projects in progress. A major portion of this is for the projects which began in fiscal year 1998. Of the County's total fiscal year 1999 budget, \$1,730,482 represents new capital project budgets by the County as reflected in the above pie chart. Capital expenditures projected for fiscal year 1998-99 are categorized as shown below by fund, function and department including carryover capital project appropriations.

<u>Fund</u>	<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	<u>Administration of Justice</u>		
	Justice of the Peace No. 6	\$1,500	Furniture
	County Attorney(RETGH Legal)	2,500	Computer Equipment
	<u>Public Safety</u>		
	Community Supervision and Corrections	4,164	Computer Equipment
	Total General Fund	<u>\$8,164</u>	
Special Revenue	<u>Administration of Justice</u>		
	County Attorney Commissions	\$38,833	Equipment

Special Revenue-cont.**Resource Development**Records Management and
Preservation

70,000 Equipment

Public Works

Roads and Bridges

669,000 Heavy Equipment**Total Special Revenue**\$777,833**Capital Projects**New appropriations-Jail
Improvements

\$5,139 Misc. Jail Improvements

New appropriations-Jail Annex

107,622 Supplemental Funding

New appropriations-Jail Annex
Module

148,050 Supplemental Funding

New appropriations-Capital Outlays

12,048 Supplemental Funding

New appropriations-County
Courthouse 1995

45,312 Supplemental Funding

New appropriations-Eastlake and
Old Hueco Tanks

45,453 Supplemental Funding

New appropriations-Landmark
Building

12,112 Supplemental Funding

New appropriations-Road and
Bridge Warehouse

8,042 Supplemental Funding

New appropriations-Ascarate
Sprinkler

37,468 Supplemental Funding

New appropriations-Park
Improvements

28,017 Supplemental Funding

New appropriations-Juvenile
Administration Building

150,676 Supplemental Funding

New appropriations-Data
Processing Upgrade

128,391 Supplemental Funding

New appropriations-Capital
Outlays 98

85,507 Supplemental Funding

New appropriations-Courthouse 98

100,159 Supplemental Funding

New appropriations-Coliseum
Renovations

24,249 Supplemental Funding

New appropriations-Agricultural
Co-op Building6,240 Supplemental Funding**Total Budgeted Capital Projects**\$944,485**Carryover appropriation projects:**

Courthouse Furnishings

\$9,099 Miscellaneous Furnishings

Jail Improvements

75,477 Meeting jail standards on existing jail

Jail Annex

848,821 New jail detention facility in East El Paso

Jail Annex-New Module

10,000 New pod for jail facility in East El Paso

Capital Outlays

259,106 Equipment and vehicles for various departments

Courthouse 95

601,580 Renovation of 11th floor of County
Courthouse for new courts

Landmark Building

60,420 Renovation of Landmark Building

Road and Bridge Central Warehouse

38,707 Renovation of Multi-purpose warehouse

Ascarate Sprinkler System	500,000	New sprinkler system at Ascarate Golf Course
Eastlake and Old Hueco Tanks Roads	687,000	Developing and paving new roads
Park Improvements	340,504	Improvements to various County parks
Juvenile Administration Building	1,958,414	Construction of an administration building
Data Processing Upgrade	5,258,039	Upgrading hardware and software county-wide
Capital Outlays 98	4,378,761	Equipment and vehicles for various departments
Coliseum Renovations	1,370,000	Improvements to the County Coliseum
Agricultural Co-op Building	400,000	Purchase/construction of a building for the Agricultural Co-Op Extension Service
Courthouse 98	<u>6,500,000</u>	Building out 2nd, 5th and 7th floors of County Courthouse for various departments
Total Carryover appropriations	<u>\$23,295,928</u>	
Total County Capital		
Expenditures Budgeted	<u>\$25,026,410</u>	

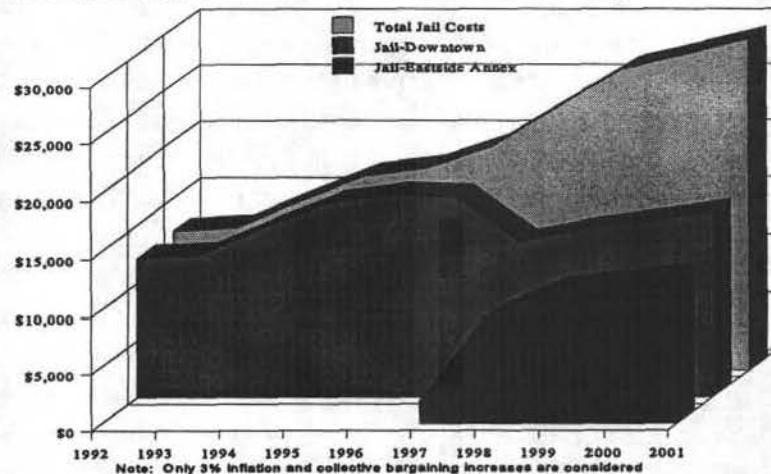
Impact of Capital Projects on the Operating Budget

- Jail Improvements:** This project relates to improvements to the existing County Sheriff's Detention Facility located downtown to bring the facility into compliance with jail standards of the State of Texas, approximating \$3,384,879. Some of the major deficiencies included backup power sources and adequate emergency air ventilation on each floor of the eleven story facility with a housing capacity of 1,024 inmates. Currently, renovations are complete and the Sheriff is assessing further additional improvements.

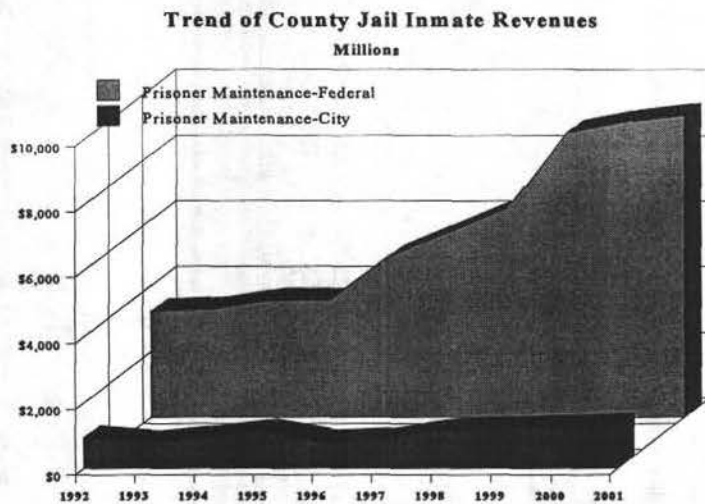
Cost to Date: \$3,311,436
Fund: General Fund
Operating Budget Impact:
 Personnel: None
 Operating: None
 Capital: None
Department: County Sheriff

- Jail Annex:** This facility was approved by the voters of El Paso County on November 3, 1992 for the construction of a new County Sheriff's Detention Facility on the east side of town. This project was funded by contractual obligations in the amount of \$35,000,000,

Actual/Projected Trend of Costs of Jail Operations



\$2,500,000 from the United States Marshal service and interest accrued. This facility, referred to as the Leo Samaniego Law Enforcement Complex, houses a capacity of 864 inmates to alleviate overcrowding conditions being experienced for the past few years at the downtown detention facility. Since completion the downtown jail has not exceeded the originally intended capacity. Construction on this jail annex started in fiscal year 1996 and was completed in December of 1997. It was first occupied by prisoners in December 22, 1997. Early on, the project experienced difficulties getting off to a start due to differences regarding location of the jail site, jail design, jail consultants, and the development of a county wage scale for construction projects. The full financial impact of this project on the County's budget approximates 11.8 million dollars annually based on current budgeted costs. The graphic depiction to the right reflects projected revenues based on capacity and current agency utilization.



When the taxpayers of El Paso County approved the new jail annex project, the issue of staffing and operations was not addressed. Pressure mounted from the press, the public and the Texas Commission on Jail Standards. State officials put pressure on the County of El Paso to be in compliance with the State's jail standards. Since the original approval of this project, the County experienced seemingly endless delays which were translated basically as noncompliance by the County. The substantial portion of the operational costs will be passed on to the taxpayers of El Paso County and the County will be able to partially fund operations from board billings to other agencies utilizing the new facility. One factor to consider is that even though the new jail annex provides 864 new beds, the County Sheriff had to immediately transfer his overflow of approximately 300 inmates to the new facility just to comply with State jail standards. Therefore, the County of El Paso needed to increase its jail inmate capacity by only 564 beds and that is the possible basis for additional revenue to the County. The County has made a very serious assessment of what alternatives are available in order to fund the operations of this facility in the most efficient and cost effective way possible with the least burden on the taxpayers of the County. In the event that the County does not find significant alternative revenue sources, it may be faced with the alternative of proposing a tax increase. The taxpayers of El Paso are becoming aware that the full financial impact will be upon the County of El Paso this fiscal year since the construction of the new jail annex module was completed in the 1998 fiscal year as discussed on the next page.

Cost to Date:	\$43,116,490
Fund:	General Fund
Operating Budget Impact:	
Personnel:	\$8,500,000
Operating:	\$3,300,000
Capital:	None
Department:	County Sheriff

3. **Jail Annex Module:** This relates to capital expenditures for the addition of a new module on the new jail annex. The decision was made to issue additional debt to construct an additional pod onto the new jail. Projections indicated that these additional 576 beds would be needed in the near future and the costs to upgrade this facility made this a prudent decision at the time. This project was completed in June 1998, therefore, fiscal year 1999 will include the full financial effect. Bond proceeds in the amount of \$5,670,000 along with \$3,600,000 from the United States Marshal service were used to construct these additions to the jail annex.

Cost to Date:	\$9,220,674
Fund:	Capital Projects Fund
Operating Budget Impact:	
Personnel:	Refer to Jail Annex
Operating:	Refer to Jail Annex
Capital:	Refer to Jail Annex
Department:	County Sheriff

4. **Capital Outlays:** This relates to a variety of capital expenditures for various departments and projects of the County such as computer software, office machines, other equipment and vehicle funding by contractual obligations in fiscal year 1994 rather than within each departmental budget approximating \$3,250,000.

Cost to Date:	\$3,213,016
Fund:	Capital Projects Fund
Operating Budget Impact:	
Personnel:	None
Operating:	None
Capital:	None
Department:	Various

5. **County Courthouse 95:** This relates to renovations to the existing county courthouse for an estimated \$3,000,000. When the existing courthouse was constructed, the 5th, 7th and 11th floors were left unfinished for future expansion. This particular bond issue will cover renovations on the 11th floor of the courthouse to house courts that were approved by the State legislature. Additionally, some of these funds were utilized to make an elevator addition and open the 5th and 7th floors to provide elevator access.

Cost to Date:	\$2,884,584
Fund:	Capital Projects Fund
Operating Budget Impact:	
Personnel:	\$489,810
Operating:	\$29,307
Capital:	None
Department:	383rd and 384th District Courts, and Criminal Law Magistrate

6. **Eastlake and Old Hueco Tanks Roads:** This project relates to development and paving of new roads within the County for an estimated \$600,000. Upon completion, these new roads would be the County's responsibility for road maintenance. These funds have since been pledged to change the scope of the project to construct a new Interstate 10 interchange near Fabens.

Cost to Date:	None
Fund:	Capital Projects Fund
Operating Budget Impact:	
Personnel:	None
Operating:	None
Capital:	None
Department:	Roads and Bridges

7. **Landmark Building:** This project involves the purchase of a six story building spanning approximately 260,000 square feet, spanning one complete city block. This building was purchased with the intent of being renovated for an approximate cost of \$1,000,000. It is anticipated that this building will be utilized to house many County departments and other agencies are expected to lease space from the County.

Cost to Date:	\$980,490
Fund:	Capital Projects Fund
Operating Budget Impact:	
Personnel:	None
Operating:	\$80,050
Capital:	None
Department:	Facilities Management

8. **Road and Bridge Central Warehouse:** This relates to a variety of capital expenditures for various departments and projects such as purchase and renovation of a warehouse approximating \$1,000,000 and renovations of a nutrition center and the Fabens library for approximately \$200,000 and \$75,000 respectively, not including earned interest in the amount of \$34,526.

Cost to Date: \$1,418,459
Fund: Capital Projects Fund
Operating Budget Impact:
 Personnel: None
 Operating: None
 Capital: None
Department: Various

9. **Ascarate Sprinkler System:** This relates to capital expenditures for the addition of a new sprinkler system at the Ascarate Golf Course located inside Ascarate Regional Park. This sprinkler system is proposed to better develop the golf course greens and fairways thereby enhancing the quality of the Course. Bond proceeds in the amount of \$500,000 will be used to construct this system.

Cost to Date: \$3,146
Fund: Capital Projects Fund
Operating Budget Impact:
 Personnel: None
 Operating: None
 Capital: None
Department: Ascarate Golf Course

10. **Park Improvements:** This relates to capital expenditures for improvements at various County parks. These improvements will include structural improvements and equipment. Bond proceeds in the amount of \$430,000 will be used to make these improvements.

Cost to Date: \$92,201
Fund: Capital Projects Fund
Operating Budget Impact:
 Personnel: None
 Operating: None
 Capital: None
Department: Various

11. **Juvenile Administration Building:** This relates to capital expenditures for the addition of a new Juvenile Administration Building to be located beside the current Juvenile Detention Facility. This building will provide much needed and mandated administrative office space for the Juvenile Probation Officers and support staff. Bond proceeds in the amount of \$2,150,000 will be used to construct this building.

Cost to Date: \$205,113
Fund: Capital Projects Fund
Operating Budget Impact:
 Personnel: \$1,000,000 - \$1,500,000
 Operating: 400,000-800,000
 Capital: None
Department: Juvenile Probation

12. **Data Processing Upgrade.** This project relates to capital expenditures for the purchase of data processing hardware and software to upgrade computer systems county-wide. These upgrades will provide or enhance essential automation to County departments. They will also coincide with the upgrades done to existing computer programs to solve the Year 2000 problem. Bond proceeds in the amount of \$9,244,217 will be used to make these purchases.

Cost to Date: \$2,393,669
Fund: Capital Projects Fund
Operating Budget Impact:
 Personnel: None
 Operating: None
 Capital: None
Department: County-wide

13. **Capital Outlays 98.** This relates to a variety of capital expenditures for most, if not all County departments in the form of office machines (excluding computers), furniture, other equipment, and vehicles. Funding for this project is provided by contractual obligations issued in 1998 in the amount of \$5,049,277 rather than within each departmental budget.

Cost to Date: \$683,026
Fund: Capital Projects Fund
Operating Budget Impact:
 Personnel: None
 Operating: None
 Capital: None
Department: County-wide

14. **Coliseum Renovations.** This project involves the renovation of the existing County Coliseum to attract more events for the public. This facility will undergo improvements to its roof, restrooms and air conditioning. Bond proceeds in the amount of \$1,383,502 will be used for these improvements.

Cost to Date: \$16,930
Fund: Capital Projects Fund
Operating Budget Impact:
 Personnel: None
 Operating: None
 Capital: None
Department: Coliseum

15. **Agricultural Co-op Building.** This project involves capital expenditures for the construction or purchase of a building to house the Agricultural Co-op Extension Service. Commissioners Court concluded that it would be more cost efficient to either construct or purchase a building rather than leasing year after year. Bond proceeds in the amount of \$403,942 will be used to finance this project, which possibly will be supplemented with \$500,000 from Texas A&M University.

Cost to Date: \$4,943
 Fund: Capital Projects Fund
 Operating Budget Impact:
 Personnel: Currently budgeted
 Operating: Currently budgeted
 Capital: None
 Department: Agricultural Co-op Extension Service

16. **Courthouse 98.** This relates to capital expenditures for renovations to the existing county courthouse approximating \$6,564,060. When the courthouse was constructed, the 5th, 7th, and 11th floors were left unfinished for future expansion. In 1995, contractual obligations were issued to cover renovations on the 11th floor to house several new courts. Proceeds from contractual obligations issued in 1998 will fund the build out of the 5th and 7th floors and renovations to the 2nd floor which will benefit several departments.

Cost to Date: \$80,326
 Fund: Capital Projects Fund
 Operating Budget Impact:
 Personnel: None
 Operating: None
 Capital: None
 Department: Various

Over the past several years the County has issued bonds to meet its major capital outlay needs and had not initiated any extensive capital planning initiatives other than that of fiscal year 1994 mentioned previously until fiscal year 1998. Capital expenditures at the departmental level within the County had been funded on an as need basis from year to year as determined by the commissioners court. This fiscal year, only a minimal amount was funded at the departmental level for capital expenditures. As the graph to the right shows, the County's capital projects mainly relate to major capital expenditures.

County Capital Expenditures For the Last Ten Fiscal Years



The commissioners court is seriously addressing future capital needs in order to systematically prevent its equipment and vehicles from all becoming obsolete and outdated all at once. A capital plan is in progress for the next five years which will continually be updated in order to maintain public service at acceptable levels and to best utilize taxpayer dollars over the capital plan rather than funding on a crisis management basis where capital needs are budgeted when emergency needs arise. The main peak reflected for major capital projects relates to the phases of expenditures for major projects in progress such as the Capital Outlays-departmental projects, County Courthouse,

Jail Annex, Jail Improvements, Road and Bridge Warehouse, Landmark Building and other capital project expenditures during construction periods. As those projects were being completed, the graph above shows that the County continued to focus on remaining project completion such as modifications of the existing County Sheriff's Detention Facility for compliance with the Texas Jail Standards Commission, finalizing of the Jail Annex project, capital outlays for major software projects and the County Courthouse 95 construction project expanding out the 11th floor. Another project which began during fiscal year 1995 and will continue is the Eastlake and Old Hueco Tanks Roads Project. Projects such as the Juvenile Administration Building, Ascarate Sprinkler System and the Parks Improvements which began in fiscal year 1997 will continue through fiscal year 1999. Projects which initiated in fiscal year 1998 include the Data Processing Upgrade, Capital Outlays 98, Courthouse 98, Agricultural Co-op Building and Coliseum Renovations.

One notable improvement the Commissioners Court made towards forecasting future capital needs was by appointing an equipment committee. This committee will be preparing a formalized capital plan which will be submitted to the Commissioners Court for review and approval. This plan will contain policies and equipment replacement procedures that will attempt to project future capital needs of the County on a multi-year basis. The ultimate goal is to fund and replace equipment annually without having to go out on capital bonds issues every four to five years, which are funded by levying taxes.

Permanent Improvements

Major capital improvements are usually funded through bonded indebtedness against ad valorem property taxes generated by the County's annual assessment of a property tax rate set by the Commissioners Court. Typically, capital outlays in the past have been funded through individual funds with the exception of major facility construction or renovation projects. Currently, major ongoing projects involve the construction of the new Juvenile Administration Building located in central El Paso next to the Juvenile Detention Facility, building out the 2nd, 5th and 7th floors of the County Courthouse, improvements to the County Coliseum and purchase or construction of an Agricultural Co-op Building.

Major Capital Outlays

Some of the major outlays are being incurred by the Road and Bridge Department in the form of new paving and resurfacing of existing roads and the purchase of equipment. Current year paving is estimated at \$1,200,000, which is down \$29,619 from the prior fiscal year budget. Much of the heavy duty road work equipment of this department was in need of replacement and is being replaced gradually since fiscal year 1996. For fiscal year 1999, the Road and Bridges department reflects \$519,000 for equipment purchases.

The District Attorney, in coordination with the Data Processing department has implemented an enhancement of the Criminal Justice Information System (CJIS) currently in use called the DIMS project. This enhancement has and is expected to continue increased communication with the El Paso Police Department via computer and the CJIS program which has resulted in processing criminal cases more expeditiously.

The data processing upgrade will benefit all County departments by utilizing the most updated hardware and software. County-wide equipment requests will also be covered in a separate project.

County of El Paso, Texas
Description of Capital Projects
October 1, 1998

Courthouse Furnishings Capital Projects Fund

This fund is used to account for the acquisition of equipment and furnishings for the new county courthouse. Proceeds from public property finance contractual obligations, series 1990A are used to finance this project.

Jail Improvement Capital Projects Fund

This fund is used to account for the construction and renovation to the County Detention Facility. Proceeds from certificates of obligation, series 1992A are used to finance this project.

Capital Outlays Fund

This fund is used to account for the purchase of equipment for various county departments and for improvements to certain county owned land.

Jail Annex Fund

This fund is used to account for the construction of a Jail Annex Facility in east El Paso.

Eastlake and Old Hueco Tanks Road Capital Projects Fund

This fund is used to account for the purchase of the right of way for Eastlake Road extension from Interstate 10 to North Loop. Proceeds from Certificates of Obligation 1994A are used to finance this project.

Landmark Building Capital Projects Fund

This fund is used to account for the purchase and renovation of the Landmark Building. Proceeds from Certificates of Obligation 1994A are used to finance this project.

Road and Bridge Warehouse Capital Projects Fund

This fund is used to account for the purchase and renovation of a warehouse in Fabens. Proceeds from Certificates of Obligation 1994A are used to finance this project.

County of El Paso, Texas
Description of Capital Projects
October 1, 1998

County Courthouse 1995 Capital Projects Fund

This fund is used to account for renovations at the El Paso County Courthouse building. Proceeds from Certificates of Obligation 1994A are used to finance this project.

Jail Annex Module Capital Projects Funds

This fund is used to account for the construction of additional prisoner housing modules at the County Jail Annex. Proceeds from Certificates of Obligation 1997 are used to finance this project.

Ascarate Park Sprinkler System Capital Projects Fund

This fund is used to account for the construction of an automatic sprinkler system at the Ascarate Park Golf Course. Proceeds from Certificates of Obligation 1997 are used to finance this project.

Juvenile Justice Administration Capital Project Fund

This fund is used to account for the construction of an Administrative building for the Juvenile Justice Department. Proceeds from Certificates of Obligation 1997 are used to finance this project.

Ascarate Park Improvement Capital Projects Fund

This fund is used to account for the improvements to all County Parks. Proceeds from Certificates of Obligation 1997 are used to finance this project.

Data Processing Upgrade Capital Projects Funds

This fund is used to account for the purchase of hardware and software to upgrade the County's computer systems. Proceeds from Certificates of Obligation 1998 are used to finance this project.

Capital Outlays 98 Capital Projects Fund

This fund is used to account for purchase of equipment and software for various County departments. Proceeds from Certificates of Obligation 1998 are used to finance this project.

County of El Paso, Texas
Description of Capital Projects
October 1, 1998

Courthouse 98 Capital Projects Fund

This fund is used to account for renovations and build out of vacant floors in the County Courthouse Building. Proceeds from Certificates of Obligation 1998 are used to finance this project.

Coliseum Renovations Capital Projects Fund

This fund is used to account for renovations and repairs to the County Coliseum. Proceeds from Certificates of Obligation 1998 are used to finance this project.

Agriculture Co-Op Building Capital Projects Fund

This fund is used to account for the purchase and/or construction of a building for the County Agricultural Extension Service. Proceeds from Certificates of Obligation 1998 are used to finance this project.





OTHER FUNDS

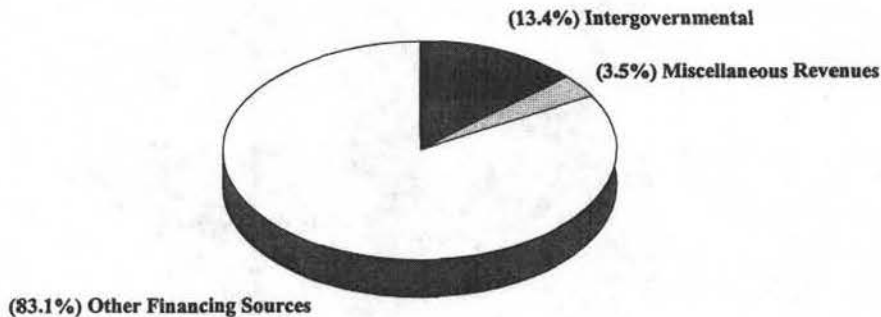
County of El Paso, Texas

Fiscal Year 1999 Operating Budget Summary - Grant Funds With comparative actuals and budget

Grant funds are used to account for specific grant revenue sources (other than general fund or special revenue funds) that are legally restricted to expenditure for specific purposes by federal, state, or local contracts requiring strict compliance with applicable laws and regulations. Grants for the most part are on a reimbursement basis whereby the general fund provides the resources which are reimbursed by the respective agencies. The reason for the big difference between the fiscal year 1999 budget and fiscal year 1998 budget is due to budgets for 1999 grants being set for a fiscal year that runs different from the county fiscal year, and because contracts for new grants still need to be received before a budget is set up.

	Actual Sources and Uses		Changes		Operating Budgets		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Revenues (Sources):								
Intergovernmental	\$9,748,679	\$7,775,587	(\$1,973,092)	-20.24%	\$10,483,102	\$163,366	(\$10,319,736)	-98.44%
Interest	10,213	103,192	92,979	910.40%	95,427		(95,427)	-100.00%
Miscellaneous Revenues	713,455	884,435	170,980	23.97%	864,981	43,100	(821,881)	-95.02%
Other Financing Sources	2,338,594	1,991,353	(347,241)	-14.85%	2,283,637	1,016,030	(1,267,607)	-55.51%
Total Revenues and Other Financing Sources	<u>12,810,941</u>	<u>10,754,567</u>	<u>(2,056,374)</u>	<u>-16.05%</u>	<u>13,727,147</u>	<u>1,222,496</u>	<u>(12,504,651)</u>	<u>-91.09%</u>
Beginning Fund Balances	623,219	2,663,638	2,040,419	327.40%	2,663,638	2,728,389	64,751	2.43%
Total Available Resources	<u>\$13,434,160</u>	<u>\$13,418,205</u>	<u>(\$15,955)</u>	<u>-0.12%</u>	<u>\$16,390,785</u>	<u>\$3,950,885</u>	<u>(\$12,439,900)</u>	<u>-75.90%</u>
Expenditures (Uses):								
Administration of Justice	\$3,074,590	\$2,842,511	(\$232,079)	-7.55%	\$5,972,116		(\$5,972,116)	-100.00%
Health and Welfare	2,856,117	3,153,419	297,302	10.41%	3,240,981	\$1,222,496	(2,018,485)	-62.28%
Community Services	807,061	551,692	(255,369)	-31.64%	1,909,246		(1,909,246)	-100.00%
Public Safety	2,214,404	2,473,784	259,380	11.71%	4,456,482		(4,456,482)	-100.00%
Public Works	89,552	99,593	10,041	11.21%	223,679		(223,679)	-100.00%
Capital Outlays	1,418,062	1,316,968	(101,094)	-7.13%	4,443,919		(4,443,919)	-100.00%
Other Financing Uses	310,736	251,849	(58,887)	-18.95%	44,582		(44,582)	-100.00%
Total Expenditures and Other Financing Uses	<u>10,770,522</u>	<u>10,689,816</u>	<u>(80,706)</u>	<u>-0.75%</u>	<u>20,291,005</u>	<u>1,222,496</u>	<u>(19,068,509)</u>	<u>-93.98%</u>
Residual Equity Transfers-Out								
Ending Fund Balances	2,663,638	2,728,389	64,751	2.43%	(3,900,220)	2,728,389	6,628,609	169.95%
Total Expenditures, Appropriations and Fund Balances	<u>\$13,434,160</u>	<u>\$13,418,205</u>	<u>(\$15,955)</u>	<u>-0.12%</u>	<u>\$16,390,785</u>	<u>\$3,950,885</u>	<u>(\$12,439,900)</u>	<u>-75.90%</u>

Fiscal Year 1999 Budget Revenues (Sources) - Grant Funds



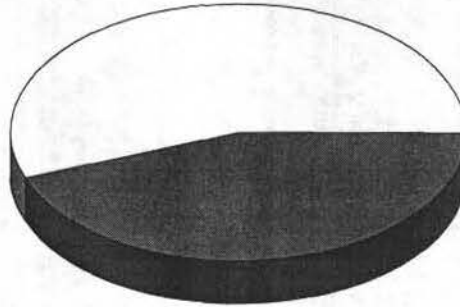
County of El Paso, Texas

Budget Summary for Fiscal Year 1999 by Category - Grant Funds With Prior Year Expenditure Actuals

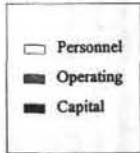
Category	Actuals		Changes		Budget		Changes	
	FY 97	FY 98	Amounts	Percentages	Actual FY 98	Adopted FY 99	Amounts	Percentages
	Personnel	\$4,656,891	\$4,955,009	\$298,118	6.40%	\$8,600,704	\$681,601	(\$7,919,103)
Operating	4,695,569	4,417,839	(277,730)	-5.91%	7,246,382	540,895	(6,705,487)	-92.54%
Capital	1,418,062	1,316,968	(101,094)	-7.13%	4,443,919		(4,443,919)	-100.00%
Totals	\$10,770,522	\$10,689,816	(\$80,706)	-0.75%	\$20,291,005	\$1,222,496	(\$19,068,509)	-93.98%

Operating Budgets FY 99

\$681,601 (55.8%)

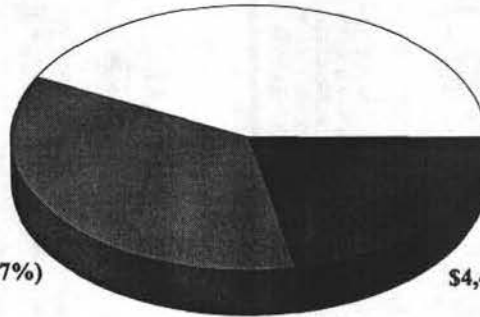


\$540,895 (44.2%)



FY 98

\$8,600,704 (42.4%)



\$7,246,382 (35.7%)

\$4,443,919 (21.9%)

COUNTY OF EL PASO, TEXAS

Department: Grants-continued **Fund No.** **SG** **Index No.** **Various**

Authorized Position Detail-continued

Intelligence Analyst	1	Program Coordinator	1
Juvenile Service Coordinator	1	Project Clerk (Asset Tracing Inv.)	1
Legal Secretary	3	Secretary	2
Lieutenant	2	Secretary I, Part-time	1
Local Area Network Technician	1	Senior Attorney	1
Mediation Coordinator	1	Sergeant	3
Office Manager	1	Service Coordinator I	1
Oreintation Instructor, Part-time	1	Services Coordinator II	1
Paralegal	1	Special Prosecutor	2
Patrolman	19	Staff Attorney	4
Pre-Emply/Wrk. Mat. Skl. Int.	1	Supervisory Attorney	1
Probation Officer	1	Tactical Secretary	1
Probation Officer II	5	Transit Coordinator	1
Probation Officer ISP	3		

See Personnel Changes for Grants in Appendix A

County of El Paso, Texas

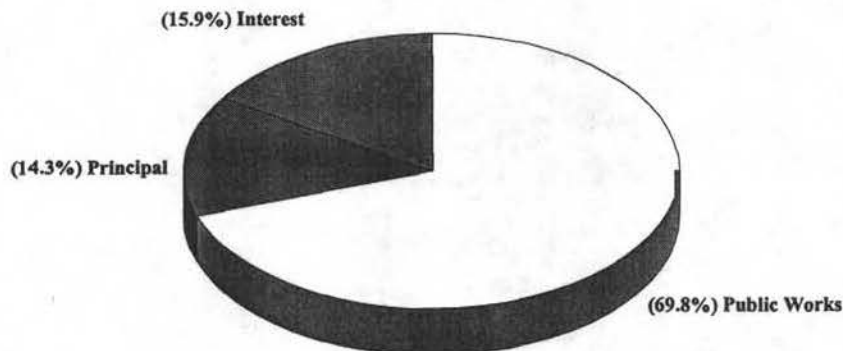
Fiscal Year 1999 Operating Budget Summary - Enterprise Funds With comparative actuals and budget

The Enterprise Fund is used to account for operations that are financed and operated in a manner similar to private business enterprises, where the costs of providing services to the general public will be financed or recovered through user charges on a continuing basis. These funds are used for the purchase and construction of East Montana Water Systems, which will allow the residents in the East Montana area to have good drinking water.

	Actual Sources and Uses		Changes		Operating Budgets		Changes	
	FY 97	FY 98	Amounts	Percentages	FY 98	FY 99	Amounts	Percentages
Revenues (Sources):								
Intergovernmental Revenues		\$2,335,537	\$2,335,537	100.00%	\$13,581,408		(\$13,581,408)	-100.00%
Interest		25,971	25,971	100.00%				
Charges for Services		514,565	514,565	100.00%	48,722	\$419,579	370,857	761.17%
Other Financing Sources		1,200,000	1,200,000	100.00%	1,200,000		(1,200,000)	-100.00%
Total Revenues and Other Financing Sources		4,076,073	4,076,073	100.00%	14,830,130	419,579	(14,410,551)	-97.17%
Beginning Fund Balances and Retained Earnings						483,148	483,148	100.00%
Total Available Resources		\$4,076,073	\$4,076,073	100.00%	\$14,830,130	\$902,727	(\$13,927,403)	-93.91%
Expenditures (Uses):								
Public Works		\$285,509	\$285,509	100.00%	\$442,958	\$292,958	(\$150,000)	-33.86%
Capital Outlays		3,203,772	3,203,772	100.00%	14,631,408		(14,631,408)	-100.00%
Principal		50,000	50,000	100.00%	140,413	60,000	(80,413)	-57.27%
Interest		53,644	53,644	100.00%	48,722	66,621	17,899	36.74%
Total Expenditures and Other Financing Uses		3,592,925	3,592,925	100.00%	15,263,501	419,579	(14,843,922)	-97.25%
Residual Equity Transfers-Out								
Retained Earnings		201,383	201,383	100.00%		201,383	201,383	100.00%
Fund Balance		281,765	281,765	100.00%	(433,371)	281,765	715,136	-165.02%
Total Fund Balance and Retained Earnings		483,148	483,148	100.00%		483,148	483,148	100.00%
Total Expenditures, Appropriations Retained Earnings and Fund Balances		\$4,076,073	\$4,076,073	100.00%	\$14,830,130	\$902,727	(\$13,927,403)	-93.91%

Fiscal Year 1999 Budget

Apropriations(Uses) - Enterprise Funds

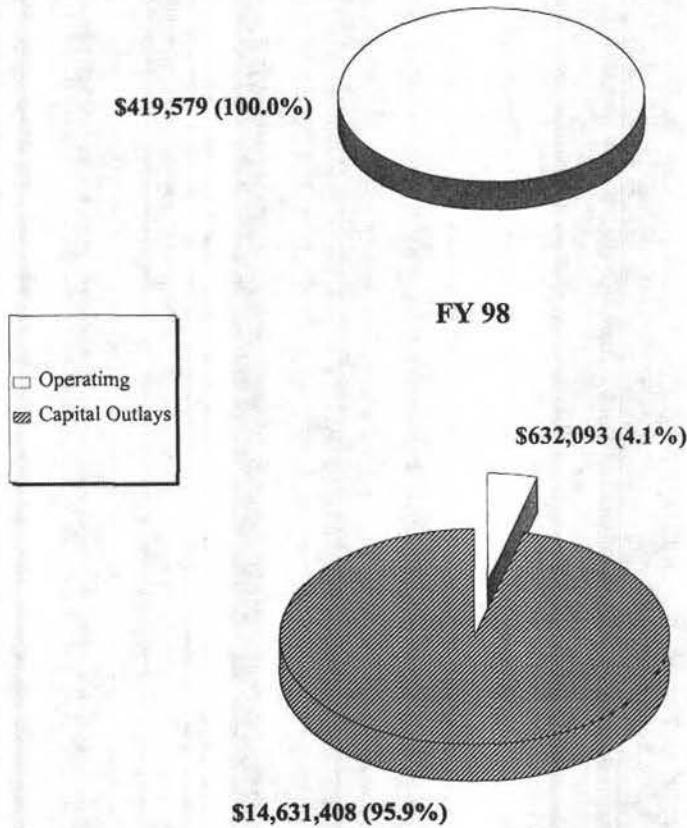


County of El Paso, Texas

Budget Summary for Fiscal Year 1999 by Category - Enterprise Funds With Prior Year Expenditure Actuals

Category	Actuals		Changes		Actual FY 98	Adopted FY 99	Changes	
	FY 97	FY 98	Amounts	Percentages			Amounts	Percentages
Operating		\$389,153	\$389,153	100.00%	\$632,093	\$419,579	(\$212,514)	-33.62%
Capital Outlays		3,203,772	3,203,772	100.00%	14,631,408		(14,631,408)	-100.00%
Totals		\$3,592,925	\$3,592,925	100.00%	\$15,263,501	\$419,579	(\$14,843,922)	-97.25%

Operating Budgets FY 99



COUNTY OF EL PASO, TEXAS

Department: Enterprise **Fund No.** **EP** **Index No.** **Various**

Department Description and Responsibilities

The Enterprise Fund was established when the East Montana Water Project began in fiscal year 1997. Its primary responsibility is to provide the area around East Montana with suitable drinking water. It currently consists of two revenue bond issues and one grant. The first bond issue was for the purchase of seven small water systems, while the second bond issue was for emergency maintenance and repair of these systems. The grant is for the construction of one East Montana Water System. This system will take the existing seven systems, upgrade them, and include them in the main East Montana Water System to form one system connected to a better water source than the one the separate systems were connected to. The revenues collected from all water customers in the East Montana area are being used to run the system and to repay the bond issue and interest.

Financial Trends

Category	Financial Trends				Percentage Change in Budget
	1997 Actual	1998 Actual	1998 Budget	1999 Budget	
Personnel					
Operations		\$389,153	\$632,093	\$419,579	-33.62%
Capital		3,203,772	14,631,408		-100.00%
Totals		\$3,592,925	\$15,263,501	\$419,579	-97.25%

Work Program Trends

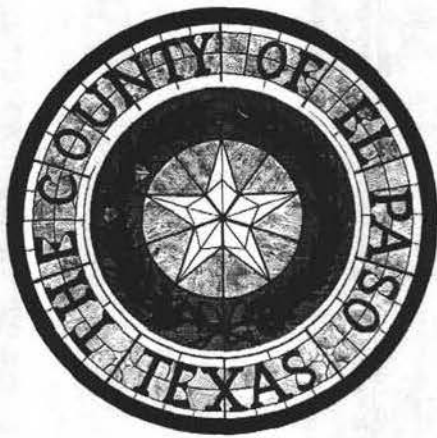
Department Activity	1997	1998	1999
	Actual	Projected	Projected
Number of water hookups	N/A	1,018	1,100

Staffing Trends

Authorized Positions	Fiscal Year		
	1997	1998	1999
Full-time employees		Not Applicable	
Part-time employees		Not Applicable	
Totals		Not Applicable	

Authorized Position Detail

Not Applicable





APPENDICES

County of El Paso, Texas

Appendix A

Authorized Full-time Equivalent Position Listing

This appendix reflects full-time equivalent positions summarized by department. Furthermore, all changes by department from the previous fiscal year are also reflected.

County of El Paso, Texas

Authorized Full-Time Equivalent Position Listing

Index	Department	Fiscal Years		
		1997	1998	1999
General Fund				
General Government:				
COUNTYJUDGE	County Judge	5.00	5.00	4.00
COMMISSNER1	Commissioner Precinct No. 1	2.00	2.00	2.00
COMMISSNER2	Commissioner Precinct No. 2	2.00	2.00	2.00
COMMISSNER3	Commissioner Precinct No. 3	2.00	2.00	2.00
COMMISSNER4	Commissioner Precinct No. 4	2.00	2.00	2.00
AUDITOR	County Auditor	44.00	44.00	44.00
PURCHASING	County Purchasing	15.00	15.00	16.00
PERSONNEL	Personnel	8.00	8.00	8.00
CNTYCLERK	County Clerk	38.50	39.50	38.00
CCCRIMFEECOL	County Clerk Criminal Fee Collections		6.00	6.00
DISTCLERK	District Clerk	63.00	65.00	63.00
CDP	Consolidated Data Processing	46.50	46.50	45.50
ELECTIONS	Elections	10.00	10.00	10.00
FACILITIES	Facilities Management	31.00	31.00	32.00
COMM CENTER	Communications Center	4.00	4.00	4.00
TAXOFFICE	County Tax Office	64.50	63.50	62.50
WASTEDISPOS	County Solid Waste	6.00	6.00	6.00
Total General Government		343.50	351.50	347.00
Administration of Justice:				
034THDC	34th District Court	3.00	3.00	3.00
041STDC	41st District Court	3.00	3.00	3.00
041STDIMC	41st District Impact Court		4.00	4.00
065THDC	65th District Court	3.00	3.00	3.00
120THDC	120th District Court	4.00	4.00	4.00
168THDC	168th District Court	3.00	3.00	3.00
171STDC	171st District Court	3.00	3.00	3.00
205THDC	205th District Court	3.00	3.00	3.00
210THDC	210th District Court	3.00	3.00	3.00
243RDDC	243rd District Court	3.00	3.00	3.00
327THDC	327th District Court	7.00	4.00	4.00
346THDC	346th District Court	3.00	3.00	3.00
383RDDC	383rd District Court	3.00	3.00	3.00
384THDC	384th District Court	3.00	3.00	3.00
CHILDABUSE	Child Abuse Master	4.00	4.00	4.00

County of El Paso, Texas

Authorized Full-Time Equivalent Position Listing

Index	Department	Fiscal Years		
		1997	1998	1999
General Fund - continued				
Administration of Justice - continued:				
JUVCOURTREFE	Juvenile Court Referee	4.00	4.00	5.00
COUNCIL	Council Of Judges Administration	13.00	11.00	12.00
DJUDGESAL	District Judges Salary Supplement	13.00	13.00	13.00
FAMILYCOURT1	Family Court I	4.00	4.00	4.00
FAMILYCOURT2	Family Court II	4.00	4.00	4.00
MAGISTRATEI	Criminal Law Magistrate I	3.00	4.00	4.00
MAGISTRATEII	Criminal Law Magistrate II	4.00	4.00	
COURTADMIN	County Court At Law Administration	10.00	13.50	14.00
CC1	County Court At Law No. 1	3.00	3.00	3.00
CC2	County Court At Law No. 2	3.00	3.00	3.00
CC3	County Court At Law No. 3	3.00	3.00	3.00
CC4	County Court At Law No. 4	3.00	3.00	3.00
CC5	County Court At Law No. 5	3.00	3.00	3.00
CC6	County Court At Law No. 6		3.00	3.00
CC7	County Court At Law No. 7			3.00
PROBATE	County Probate Court	7.00	7.00	7.00
CCJUDGES	County Court at Law Judges	5.00	6.00	7.00
PUBLICDEFEND	Public Defender	24.50	26.50	28.50
JP1	Justice Of The Peace No. 1	3.00	3.00	3.00
JP2	Justice Of The Peace No. 2	3.00	3.00	3.00
JP3	Justice Of The Peace No. 3	5.00	5.00	5.00
JP4	Justice Of The Peace No. 4	4.00	4.00	4.00
JP5	Justice Of The Peace No. 5	3.00	3.00	3.00
JP6	Justice Of The Peace No. 6	8.00	8.00	9.00
JP7	Justice Of The Peace No. 7	4.00	4.00	4.00
008THCOURT	Eighth Court of Appeals	4.00	4.00	4.00
DA	District Attorney	84.00	89.00	96.00
CA	County Attorney	44.00	45.00	47.00
CABOND	County Attorney Bond Forfeitures	3.00	3.00	3.00
CARETGH	County Attorney RETGH Legal	4.00	5.00	5.00
Total Administration of Justice		323.50	340.00	354.50

County of El Paso, Texas

Authorized Full-Time Equivalent Position Listing

Index	Department	Fiscal Years		
		1997	1998	1999
General Fund - continued				
Public Safety:				
SHERIFFDETEN	County Sheriff-Detention Facility	384.00	343.00	328.00
SHERIFFLAW	County Sheriff-Law Enforcement	225.00	253.00	252.00
SHERIFFSEC	County Sheriff-Courthouse Security	13.00	13.00	13.00
SHERIFFJAILA	County Sheriff-Jail Annex		224.00	278.00
JUVENILEPROB	Juvenile Probation	108.50	120.00	118.50
CONSTABLE1	Constable Precinct No. 1	1.00	1.00	1.00
CONSTABLE2	Constable Precinct No. 2	1.00	1.00	1.00
CONSTABLE3	Constable Precinct No. 3	1.00	1.00	1.00
CONSTABLE4	Constable Precinct No. 4	1.00	1.00	1.00
CONSTABLE5	Constable Precinct No. 5	1.00	1.00	1.00
CONSTABLE6	Constable Precinct No. 6	1.00	1.00	1.00
CONSTABLE7	Constable Precinct No. 7	1.00	1.00	1.00
Total Public Safety		737.50	960.00	996.50
Health and Welfare:				
CHILDWBRD	County Child Welfare			1.00
GASSISTANCE	General Assistance	10.00	10.00	10.00
MEDICALEXAM	Medical Examiner	11.50	12.50	10.50
VETERANS	Veterans Assistance	2.00	2.00	2.00
Total Health and Welfare		23.50	24.50	23.50
Resource Development:				
AGRICULTURAL	Agricultural Co-Op Extension	15.00	15.50	15.50
Total Resource Development		15.00	15.50	15.50
Culture and Recreation:				
ASCARATE	Ascarate Regional County Park	10.00	11.00	11.00
GOLFCOURSE	Ascarate Golf Course	18.00	18.00	16.00
SWIMMING	Swimming Pools	8.50	1.00	1.00
RURALPARKS	Rural Parks	4.00	4.00	4.00
LIBRARY	County Library	5.00	6.00	6.00
Total Culture and Recreation		45.50	40.00	38.00
Total General Fund		1,488.50	1,731.50	1,775.00

County of El Paso, Texas

Authorized Full-Time Equivalent Position Listing

Index	Department	Fiscal Years		
		1997	1998	1999
<u>Special Revenue Fund</u>				
General Government:				
CNTYCLKRMP	County Clerk Records Mgmt. and Preservatio	22.00	22.00	19.00
Total General Government		22.00	22.00	19.00
Resource Development:				
COLISEUMSR	Coliseum Tourist Promotion	14.00	14.00	14.00
Total Resource Development		14.00	14.00	14.00
Culture and Recreation:				
LAWLIBRARY	County Law Library	4.00	3.00	3.00
Total Culture and Recreation		4.00	3.00	3.00
Roads and Bridges:				
GADMINRB	General Administration-Roads and Bridges	6.00	7.00	7.00
ROADBRIDGES	Road and Bridges	54.00	57.00	57.00
Total Roads and Bridges		60.00	64.00	64.00
Total Special Revenue		100.00	103.00	100.00
<u>Grant Fund</u>				
Various	Grants	67.00	116.50	112.50
Grand Total-All Funds		1,655.50	1,951.00	1,987.50

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date
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The Commissioners Court's policy during budgetary hearings is generally no new positions with the exception of those new positions listed below. The Court on various occasions approves proposed restructuring or reorganization by various departments as represented below. Please note that every part-time position that is decreased/increased is counted as half of a full-time position.

GENERAL GOVERNMENT

COUNTYJUDGE County Judge

Administrative Secretary	1	October 1, 1998
Chief Administrative Assistant	1	October 1, 1998
County Coordinator	(1)	October 1, 1998
Deputy Chief Administrator	1	October 1, 1998
Executive Assistant	(1)	October 1, 1998
Executive Secretary	(1)	October 1, 1998
Receptionist	(1)	October 1, 1998
Total	<u>(1)</u>	

The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.

COMMISSNER1 Commissioner Precinct No. 1

Administrative Assistant	(1)	October 1, 1998
Commissioners Court Administrative Assistant	<u>1</u>	October 1, 1998
Total		

The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.

COMMISSNER2 Commissioner Precinct No. 2

Administrative Assistant	(1)	October 1, 1998
Commissioners Court Administrative Assistant	<u>1</u>	October 1, 1998
Total		

The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.

COMMISSNER3 Commissioner Precinct No. 3

Administrative Assistant	(1)	October 1, 1998
Commissioners Court Administrative Assistant	<u>1</u>	October 1, 1998
Total		

The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.

COMMISSNER4 Commissioner Precinct No. 4

Administrative Assistant	(1)	October 1, 1998
Commissioners Court Administrative Assistant	<u>1</u>	October 1, 1998
Total		

The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.

AUDITOR County Auditor and Treasury

Accountant II	1	October 1, 1998
Accounting Clerk I	3	October 1, 1998
Accounting Clerk II	2	October 1, 1998
Accounting Clerk III	3	October 1, 1998
Accounts Payable Clerk I	(3)	October 1, 1998
Accounts Payable Clerk II	(2)	October 1, 1998
Accounts Payable Clerk III	(2)	October 1, 1998
Administrative Assistant I	1	October 1, 1998
Administrative Assistant III	1	October 1, 1998
Administrative Secretary I	(1)	October 1, 1998
Data Entry	2	October 1, 1998
Data Entry III	(2)	October 1, 1998
Executive Secretary	(1)	October 1, 1998
Investment Analyst	(1)	October 1, 1998
Payroll Analyst	1	October 1, 1998
Payroll Clerk II	(1)	October 1, 1998
Senior Accounting Clerk	<u>(1)</u>	October 1, 1998
Total		

The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.

PURCHASING Purchasing

Assistant Purchasing Agent	(1)	October 1, 1998
Assistant Purchasing Director	1	October 1, 1998
Bid Clerk	(1)	October 1, 1998
Bid Clerk/Buyer	1	October 1, 1998
Buyer	(2)	October 1, 1998
Buyer II	1	October 1, 1998

(CONTINUED ON NEXT PAGE)

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date
PURCHASING	Purchasing-continued	Central Warehouse Clerk	(1)	October 1, 1998
		County Purchasing Agent	(1)	October 1, 1998
		Inventory Control Analyst	1	October 1, 1998
		Lead Print/Mail Equipment Operator	1	October 1, 1998
		Lead Warehouse Clerk	1	October 1, 1998
		Print/Mail Equipment Operator	(1)	October 1, 1998
		Project Analyst	1	October 1, 1998
		Purchasing Director	1	October 1, 1998
		Total	<u>1</u>	
		The above resulted from approved restructuring by the Purchasing Board.		
PERSONNEL	Personnel	Civil Service Clerk	(1)	October 1, 1998
		Civil Service Support Clerk	1	October 1, 1998
		Director	(1)	October 1, 1998
		Director of Personnel/Risk Management	1	October 1, 1998
		Employment Manager	1	October 1, 1998
		Personnel Analyst	<u>(1)</u>	October 1, 1998
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
CNTYCLERK	County Clerk	Administrative Assistant III	1	October 1, 1998
		Bond Forfeiture Clerk	1	October 1, 1998
		Cashier-Tax Center	(1)	October 1, 1998
		Commissioners Court Reporter	(1)	October 1, 1998
		Court Clerk	6	October 1, 1998
		Deeds/Records Supervisor	(1)	October 1, 1998
		Deputy Clerk	(3)	October 1, 1998
		Deputy Clerk, Part-time	(0.5)	October 1, 1998
		Probate Supervisor	(1)	October 1, 1998
		Receptionist	1	October 1, 1998
		Senior Clerk	(10)	October 1, 1998
		Senior Deputy Clerk	5	October 1, 1998
		Supervisor	4	October 1, 1998
		Supervisor-Cashier	(1)	October 1, 1998
		Vital Statistics Supervisor	<u>(1)</u>	October 1, 1998
		Total	<u>(1.5)</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
DISTCLERK	District Clerk	Accounting Clerk III	1	October 1, 1998
		Appeals Clerk	(1)	October 1, 1998
		Assistant Jury Coordinator	1	October 1, 1998
		Assistant Supervisor	1	October 1, 1998
		Assistant Supervisor Counter Clerks	(1)	October 1, 1998
		Civil Appeals Clerk	1	October 1, 1998
		Clerk	(1)	October 1, 1998
		Computer System Support Analyst	1	October 1, 1998
		Counter Clerk	1	October 1, 1998
		Court Clerk	(1)	October 1, 1998
		Court Clerk Supervisor	(1)	October 1, 1998
		Court Coordinator	(1)	October 1, 1998
		Criminal Appeals Clerk	(1)	October 1, 1998
		Criminal Appeals Clerk/Records Liaison Officer	1	October 1, 1998
		Evidence Control Officer	(1)	October 1, 1998
		Files Supervisor	(1)	October 1, 1998
		Grand Jury Coordinator	1	October 1, 1998
		Secretary	(1)	October 1, 1998
		Senior Accounting Clerk	(2)	October 1, 1998
		Senior Clerk I	2	October 1, 1998
		Senior Clerk II	1	October 1, 1998
		Supervisor	2	October 1, 1998
		Support Supervisor	(1)	October 1, 1998
		System Support Manager	<u>(2)</u>	October 1, 1998
		Total	<u>(2)</u>	
		The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.		

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date
CDP	Consolidated Data Processing	Administrative Office Manager	1	October 1, 1998
		Computer Operator II	(1)	October 1, 1998
		Program Analyst II	(1)	October 1, 1998
		Security Analyst	1	October 1, 1998
		System Engineer I	1	October 1, 1998
		System Engineer II	1	October 1, 1998
		System Engineer III	2	October 1, 1998
		Operations Research Analyst III	1	October 1, 1998
		Data Center Manager	(1)	October 1, 1998
		Deputy Director	1	October 1, 1998
		Document Supervisor	(1)	October 1, 1998
		Program Analyst III	(2)	October 1, 1998
		System Analyst I	(1)	October 1, 1998
		System Programmer II	(1)	October 1, 1998
		System Programmer III	(2)	October 1, 1998
		Training Coordinator	1	October 1, 1998
		Total		<u>(1)</u>
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
ELECTIONS	Elections	Administrative Assistant II	1	October 1, 1998
		Elections Clerk Supervisor	(1)	October 1, 1998
		Senior Accounting Clerk	(1)	October 1, 1998
		Senior Clerk	(1)	October 1, 1998
		Senior Clerk I	1	October 1, 1998
		Senior Clerk II	1	October 1, 1998
		Total		<u>1</u>
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
FACILITIES	Facilities Management	Administrative Assistant I	1	October 1, 1998
		Assistant Facilities Manager	1	October 1, 1998
		Custodian	1	October 1, 1998
		Executive Secretary	(1)	October 1, 1998
		Maintenance Supervisor	(1)	October 1, 1998
		Total		<u>1</u>
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
COMMCENTER	Communications Center	Communications Technician II	1	October 1, 1998
		Communications Technical Assistant	(1)	October 1, 1998
		Communications Technician	(1)	October 1, 1998
		Communications Technician I	1	October 1, 1998
		Switchboard Operator/Billings Coordinator	(1)	October 1, 1998
		Switchboard Operator/Clerical Assistant	1	October 1, 1998
		Total		<u>1</u>
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
TAXOFFICE	Tax Office	Accountant I	1	October 1, 1998
		Accounting Clerk	(4)	October 1, 1998
		Accounting Clerk II	2	October 1, 1998
		Accounting Clerk III	3	October 1, 1998
		Computer System Support Analyst	1	October 1, 1998
		Data Processing Liaison	(1)	October 1, 1998
		License Clerk	1	October 1, 1998
		Senior Accounting Clerk	(3)	October 1, 1998
		Senior Clerk	(1)	October 1, 1998
		Total		<u>(1)</u>
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
WASTEDISPOS	County Solid Waste Disposal	Skilled Laborer	(4)	October 1, 1998
		Utility Worker I	4	October 1, 1998
		Total		<u>0</u>
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
TOTAL GENERAL GOVERNMENT			<u>(4.5)</u>	

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date
JP6	Justice of the Peace No. 6	Secretary	(1)	October 1, 1998
		Senior Clerk	(5)	October 1, 1998
		Senior Clerk I	6	October 1, 1998
		Senior Clerk II	1	October 1, 1998
		Total	<u>1</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court and the addition of one position during budget hearings.				
JP7	Justice of the Peace No. 7	Senior Clerk	(3)	October 1, 1998
		Senior Clerk I	2	October 1, 1998
		Senior Clerk II	1	October 1, 1998
		Total	<u>1</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
COURTADMIN	County Court at Law Administration	Receptionist	1	October 1998
		Receptionist, Part-time	<u>(0.5)</u>	October 1998
		Total	<u>0.5</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
DA	District Attorney	Appellate Attorney	1	October 1, 1998
		Clerk	(13)	October 1, 1998
		Clerk I	3	October 1, 1998
		Clerk II	3	October 1, 1998
		Clerk III	6	October 1, 1998
		Executive Secretary	(3)	October 1, 1998
		Executive Secretary/Administrator	1	October 1, 1998
		Legal Secretary	(10)	October 1, 1998
		Legal Secretary I	6	October 1, 1998
		Legal Secretary II	4	October 1, 1998
		Office Administrator	1	October 1, 1998
		Office Manager	(1)	October 1, 1998
		Receptionist	1	October 1, 1998
		Service Coordinator	1	October 1, 1998
		Service Coordinator (WCM)	1	October 1, 1998
		Staff Attorney	2	October 1, 1998
		Supervisor Clerk	1	October 1, 1998
		Supervisor Intake	1	October 1, 1998
		Team Chief Attorney	11	October 1, 1998
		Trial Team Chief Attorney	(8)	October 1, 1998
Unit Chief Attorney	(1)	October 1, 1998		
Total	<u>7</u>			
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court and the addition of seven positions during budget hearings.				
CA	County Attorney	Administrative Assistant	(1)	October 1, 1998
		Administrative Assistant III	1	October 1, 1998
		Civil Attorney I	(1)	October 1, 1998
		Civil Attorney II	1	October 1, 1998
		Clerk	(4)	October 1, 1998
		Collections Analyst	1	October 1, 1998
		Data Analyst	(1)	October 1, 1998
		Family Violence Attorney	(1)	October 1, 1998
		Gang Violence Prosecutor	1	October 1, 1998
		Investigator	(1)	October 1, 1998
		Juvenile Court Clerk	(1)	October 1, 1998
		Legal Assistant	(3)	October 1, 1998
		Legal Collections Assistant II	3	October 1, 1998
		Legal Collections Assistant III	2	October 1, 1998
		Legal Secretary	(4)	October 1, 1998
		Legal Secretary I	8	October 1, 1998
		Legal Secretary II	5	October 1, 1998
		Network Engineer III	1	October 1, 1998
		Office Manager	(1)	October 1, 1998
		Paralegal	(2)	October 1, 1998
Paralegal I	1	October 1, 1998		

(CONTINUED ON NEXT PAGE)

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date
CA	County Attorney-Continued	Paralegal II	1	October 1, 1998
		Receptionist	1	October 1, 1998
		Secretary	(4)	October 1, 1998
		Supervising Attorney	(1)	October 1, 1998
		Supervisor-Sheriff	1	October 1, 1998
		Total	<u>2</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court and the addition of two positions during budget hearings.				
CABOND	County Attorney Bond Forfeitures	Attorney	(2)	October 1, 1998
		Attorney I	1	October 1, 1998
		Bond Forfeiture Attorney	1	October 1, 1998
		Bond Forfeiture Coordinator/Investigator	1	October 1, 1998
		Collections Coordinator	(1)	October 1, 1998
		Total	<u>5</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
CARETGH	County Attorney-RETGH Legal	Collection Attorney	(1)	October 1, 1998
		First Assistant and Administrator	1	October 1, 1998
		Total	<u>2</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
MAGISTRATEII	Criminal Law Magistrate II	Bailiff	(1)	October 1, 1998
		Certified Court Reporter	(1)	October 1, 1998
		Court Coordinator	(1)	October 1, 1998
		Criminal Law Magistrate	(1)	October 1, 1998
		Total	<u>(4)</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
TOTAL ADMINISTRATION OF JUSTICE			<u><u>14.5</u></u>	
PUBLIC SAFETY				
SHERIFFDETEN	County Sheriff-Detention Facility	Boardbill Secretary	(1)	Restructuring during FY98
		Captain L-1	(1)	Restructuring during FY98
		Captain Sheriff	1	Restructuring during FY98
		Court Coordinator/Data Entry	5	Restructuring during FY98
		Data Entry Clerk (CJIS)	(5)	Restructuring during FY98
		Detention Officer	(13)	Restructuring during FY98
		Jail Maintenance Foreman	(1)	Restructuring during FY98
		Licensed Vocational Nurse	(11)	Restructuring during FY98
		Lieutenant (Deputy)	3	Restructuring during FY98
		Lieutenant (Detention)	2	Restructuring during FY98
		Lieutenant-Jail	(2)	Restructuring during FY98
		Maintenance Foreman	1	Restructuring during FY98
		Medical Clerk-Jail	(1)	Restructuring during FY98
		Registered Nurse-Supervisor	(2)	Restructuring during FY98
		Secretary/Sheriff Dept.	1	Restructuring during FY98
		Sergeant	(2)	Restructuring during FY98
		Sergeant (Deputy)	1	Restructuring during FY98
		Sergeant (Detention)	10	Restructuring during FY98
		Total	<u>(15)</u>	
		The above resulted from approved restructuring throughout the year.		
SHERIFFLAW	County Sheriff-Law Enforcement	Accounts Payable Clerk	(3)	Restructuring during FY98
		Administrative Assistant	1	Restructuring during FY98
		Administrative Secretary	1	Restructuring during FY98
		Cabinet Maker	(1)	Restructuring during FY98
		Clerk	(1)	Restructuring during FY98
		Computer Analyst	(1)	Restructuring during FY98
		Deputy	(2)	Restructuring during FY98
		Executive Secretary	(1)	Restructuring during FY98
		Director-BITS	1	Restructuring during FY98

(CONTINUED ON NEXT PAGE)

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date	
SHERIFFLAW	County Sheriff-Law Enforcement-Continued	Lieutenant	(1)	Restructuring during FY98	
		Paralegal	1	Restructuring during FY98	
		Supply Clerk	(1)	Restructuring during FY98	
		Bail Bond Administrator	(1)	Restructuring during FY98	
		Budget Clerk	2	Restructuring during FY98	
		Budget Clerk Supervisor	1	Restructuring during FY98	
		Civil Communications Specialist	(1)	Restructuring during FY98	
		Civil Communications Specialist Supervisor	1	Restructuring during FY98	
		Computer/Network Technician	1	Restructuring during FY98	
		Detective	(3)	Restructuring during FY98	
		Human Resources Clerk	2	Restructuring during FY98	
		Legal Secretary	(1)	Restructuring during FY98	
		Patrolman	6	Restructuring during FY98	
		Property Inventory/Supply Specialist	(1)	Restructuring during FY98	
		Sergeant	(1)	Restructuring during FY98	
		Supply Supervisor	1	Restructuring during FY98	
		Total		<u>(1)</u>	
		The above resulted from approved restructuring throughout the year.			
SHERIFFJAILA	County Sheriff-Jail Annex	Accounts Payable Clerk	(2)	Restructuring during FY98	
		Budget Clerk	2	Restructuring during FY98	
		Cabinet Maker	1	Restructuring during FY98	
		Certified Medical Assistant	(10)	Restructuring during FY98	
		Clerk	(2)	Restructuring during FY98	
		Court Coordinator/Data Entry	2	Restructuring during FY98	
		Detention Officer	54	Restructuring during FY98	
		Electronic System Specialist	1	Restructuring during FY98	
		Floor Control Officer	7	Restructuring during FY98	
		Forms Reproduction Technician	1	Restructuring during FY98	
		Lieutenant	2	Restructuring during FY98	
		Medical Clerk	(2)	Restructuring during FY98	
		Total		<u>54</u>	
		The above resulted from approved restructuring throughout the year and the addition of 54 positions required for the new jail.			
JUVENILEPROB	Juvenile Probation	Accounting Clerk I	(1)	October 1, 1998	
		Administrative Assistant	1	October 1, 1998	
		Administrative Secretary	(1)	October 1, 1998	
		Court Support Officer	(1)	October 1, 1998	
		Detention Administrative Assistant	1	October 1, 1998	
		Director of Court Services	(2)	October 1, 1998	
		Director-Field Services	1	October 1, 1998	
		Director-Intake	(1)	October 1, 1998	
		Director-Intake and Court Services	1	October 1, 1998	
		Juvenile Corrections Officer	(1)	October 1, 1998	
		Juvenile Court Records Management Officer	0.5	October 1, 1998	
		Legal Advisor	(1)	October 1, 1998	
		Legal Screening Officer	1	October 1, 1998	
		Maintenance Assistant	1	October 1, 1998	
		Maintenance Technician II	(1)	October 1, 1998	
		Probation Officer II	(1)	October 1, 1998	
		Process Server	(1)	October 1, 1998	
		Probation Officer II/Technician	1	October 1, 1998	
		Summons Server	2	October 1, 1998	
Total		<u>(1.5)</u>			
The above resulted from approved restructuring by the Juvenile Board.					
TOTAL PUBLIC SAFETY			<u><u>36.5</u></u>		
HEALTH AND WELFARE					
MEDICALEXAM	Medical Examiner	Administrator	(1)	October 1, 1998	
		Chief Medical Examiner	1	October 1, 1998	
		Deputy Chief Medical Examiner	1	October 1, 1998	
		Investigator	1	October 1, 1998	

(CONTINUED ON NEXT PAGE)

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date
MEDICALEXAM	Medical Examiner-Continued	Maintenance	(1)	October 1, 1998
		Medical Examiner	(1)	October 1, 1998
		Medical Examiner, Part-time	(1)	October 1, 1998
		Morgue/Histology Lab Supervisor	(1)	October 1, 1998
		Total	<u>(2)</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
GASSISTANCE	General Assistance	Accounting Clerk I	1	October 1, 1998
		Senior Accounting Clerk	<u>(1)</u>	October 1, 1998
		Total	<u>1</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
VETERANS	Veterans Assistance	Administrative Assistant I	1	October 1, 1998
		Veterans Assistant Specialist	<u>(1)</u>	October 1, 1998
		Total	<u>1</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
CHILDWBRD	County Child Welfare	Operations Coordinator (CWB)	<u>1</u>	October 1, 1998
		Total	<u>1</u>	
The above resulted from an addition approved during budget hearings.				
TOTAL HEALTH AND WELFARE			<u><u>(1.0)</u></u>	
RESOURCE DEVELOPMENT				
AGRICULTURAL	Agricultural Co-op Extension	County Agricultural Extension Agent	(1)	October 1, 1998
		Executive Secretary	(1)	October 1, 1998
		Horticulturist	(1)	October 1, 1998
		Secretary	(2)	October 1, 1998
		Technician Part-time	(0.5)	October 1, 1998
		4H Program Coordinator	(1)	October 1, 1998
		4H Administration Assistant	(1)	October 1, 1998
		Administrative Agricultural Assistant	(1)	October 1, 1998
		Administrative Secretary	(3)	October 1, 1998
		County Agricultural Extension Administrator	(1)	October 1, 1998
		Agricultural Agent	(1)	October 1, 1998
		Communications	(1)	October 1, 1998
		Administrative Assistant I	1	October 1, 1998
		Agriculture Technician-Part-time	0.5	October 1, 1998
		CEA 4-H Program Coordinator	1	October 1, 1998
		CEA Communications	1	October 1, 1998
		CEA Horticulturist	1	October 1, 1998
		CEA Agriculture Agent	1	October 1, 1998
		Clerk	2	October 1, 1998
		County/State Extension Agent-ENV. & NR	1	October 1, 1998
County Extension Agent-Adm.	1	October 1, 1998		
Secretary I	<u>5</u>	October 1, 1998		
Total	<u>20.5</u>			
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
TOTAL RESOURCE DEVELOPMENT			<u><u>20.5</u></u>	
CULTURE AND RECREATION				
ASCARATE	Ascarate Regional County Park	Administrative Assistant/Secretary	(1)	October 1, 1998
		El Paso County Parks & Recreation Director	1	October 1, 1998
		Parks/Recreation Director	(1)	October 1, 1998
		Secretary	<u>1</u>	October 1, 1998
		Total	<u>1</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date
GOLFCOURSE	Ascarate Golf Course	Assistant Golf Pro	(2)	October 1, 1998
		Cashier	(1)	October 1, 1998
		Golf Car Mechanic	(1)	October 1, 1998
		Golf Pro	(1)	October 1, 1998
		Greens Supervisor	(2)	October 1, 1998
		Maintenance Worker	(11)	October 1, 1998
		Assistant Golf Manager	1	October 1, 1998
		Cashier/Clerk	2	October 1, 1998
		Golf Course Foreman	1	October 1, 1998
		Golf Course Superintendent	1	October 1, 1998
		Utility Worker I	9	October 1, 1998
		Utility Worker II	2	October 1, 1998
		Total	<u>(2)</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
RURALPARKS	Rural Parks	Truck Driver I	(4)	October 1, 1998
		Utility Worker I	4	October 1, 1998
		Total	<u>4</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
TOTAL CULTURE AND RECREATION			<u>(2.0)</u>	
SPECIAL REVENUE				
GADMINRB	General and Administrative Road & Bridge	Administrative Assistant II	1	October 1, 1998
		Executive Secretary	(1)	October 1, 1998
		Total	<u>0</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
ROADSBRIDGE	Roads and Bridges	Auto Mechanic	1	October 1, 1998
		Mechanic Helper	(1)	October 1, 1998
		Skilled Laborer	(1)	October 1, 1998
		Truck Driver I	1	October 1, 1998
		Total	<u>0</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
COLISEUMSR	Coliseum Tourist Promotion	Event Coordinator	(1)	October 1, 1998
		Event Booking Manager	1	October 1, 1998
		Facility/Events Plumber	1	October 1, 1998
		Maintenance Mechanic	(1)	October 1, 1998
		Maintenance Plumber	(1)	October 1, 1998
		Shop Foreman/Mechanic/Maintenance	1	October 1, 1998
		Special Events Manager	1	October 1, 1998
		Truck Driver II	(1)	October 1, 1998
		Total	<u>0</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
CNTYCLKRMP	County Clerk Records Mgmt. & Preservation	Deputy Clerks, Part-time	(3)	October 1, 1998
		Records Management Technician	(1)	October 1, 1998
		Senior Clerk	1	October 1, 1998
		Supervisor	(1)	October 1, 1998
		Supervisor Records Mgmt. and Archives	1	October 1, 1998
		Total	<u>(3)</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
LAWLIBRARY	County Law Library	Assistant Librarian	1	October 1, 1998
		Library Assistant Director	(1)	October 1, 1998
		Total	<u>0</u>	
The above resulted from approved restructuring by the salary committee appointed by Commissioners Court.				
TOTAL SPECIAL REVENUE			<u>(3.0)</u>	

County of El Paso, Texas

Listing of Changes in Authorized Positions

Index	Department	Position Title	Position Changes	Effective Date
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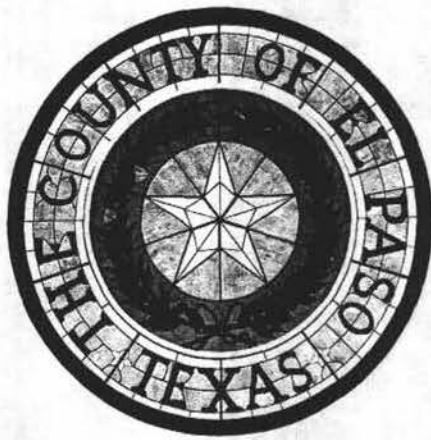
GRANTS

VARIOUS	Grants	Accounting Clerk	(1)	October 1, 1998
		Accounting Supervisor	(1)	October 1, 1998
		Administrative Assistant	2	October 1, 1998
		Administrative Assistant-Financial Officer Task	(1)	October 1, 1998
		Captain	1	October 1, 1998
		Certified Court Reporter	(1)	October 1, 1998
		Chief Prosecutor	(1)	October 1, 1998
		Chief Prosecutor-Task Force	1	October 1, 1998
		Civil Attorney I	(2)	October 1, 1998
		Civil Attorney II	(1)	October 1, 1998
		Civ. Evidence Custodian	1	October 1, 1998
		Clerk	(3)	October 1, 1998
		Clerk/Bailiff	(1)	October 1, 1998
		Computer Analyst	1	October 1, 1998
		Court Coordinator	(1)	October 1, 1998
		CPS Attorney I	1	October 1, 1998
		CPS Attorney II	1	October 1, 1998
		CPS Attorney III	1	October 1, 1998
		Data Entry	(2)	October 1, 1998
		Data Entry Clerk	1	October 1, 1998
		Deputy Assistant Project Director	(1)	October 1, 1998
		Director-RIC	1	October 1, 1998
		Education Coordinator	1	October 1, 1998
		Evidence Custodian	(1)	October 1, 1998
		First Assistant County Attorney	1	October 1, 1998
		Gang Violence Prosecutor	(1)	October 1, 1998
		Grants Compliance/Monitoring Specialist	1	October 1, 1998
		Homebound Supervisor	(1)	October 1, 1998
		Intelligence Analyst	1	October 1, 1998
		Legal Secretary	2	October 1, 1998
		Lieutenant	(1)	October 1, 1998
		Nutrition Center Director	(5)	October 1, 1998
		Orientation Instructor-Part-time	0.5	October 1, 1998
		Patrolman	(1)	October 1, 1998
		Pre-Employment/Wrk. Mat. SKL Int.	1	October 1, 1998
		Probation Officer	(7)	October 1, 1998
		Probation Officer II	5	October 1, 1998
		Probation Officer ISP	3	October 1, 1998
		Program Analyst I	(1)	October 1, 1998
		Program Coordinator	1	October 1, 1998
		Project Clerk	1	October 1, 1998
		Project Manager	(1)	October 1, 1998
		Secretary	(1)	October 1, 1998
		Secretary-Part-time	0.5	October 1, 1998
		Senior Attorney	1	October 1, 1998
Staff Attorney	2	October 1, 1998		
		<u>(4.0)</u>		

The above resulted from various reclassifications due to the addition and deletion of grants.

TOTAL GRANTS

(4.0)



County of El Paso, Texas

Appendix B

Commissioners Court Order Approving the Ad Valorem Property Tax Rate

The tax levy for the County is determined annually by an order of the El Paso County Commissioners Court. For the 1998 tax year, the commissioners court levied an overall rate of \$0.361434 per \$100 assessed valuation. Of this overall levy, a rate of \$0.260211 per \$100 assessed valuation is for the maintenance and operations of the County and a rate of \$0.101223 per \$100 assessed valuation is for the payment of principal, interest and costs on the County's bonded indebtedness.

WEDNESDAY, SEPTEMBER 30, 1998
COMMISSIONERS COURT MET IN REGULAR MEETING
AT 9:30 A.M. O'CLOCK
WITH THE FOLLOWING MEMBERS BEING PRESENT

HON. CHARLES W. MATTOX,
CHARLES C. HOOTEN,
CARLOS AGUILAR III,
MIGUEL A. TERAN,
DANIEL R. HAGGERTY,

COUNTY JUDGE, PRESIDING
COMMISSIONER, PCT. # 1
COMMISSIONER, PCT. # 2
COMMISSIONER, PCT. # 3
COMMISSIONER, PCT. # 4

DENISE M. ALVIDREZ, DEPUTY CLERK
SUE ANNE WARREN, DEPUTY CLERK

APPROVED - ADOPT PROPERTY TAX RATE FOR COUNTY
OF EL PASO OF \$0.361434 PER \$100 ASSESSED VALUATION

SEPTEMBER 30, 1998

MOTION # 13 (Item # 37)

On this day, on motion of County Judge Mattox, seconded by Commissioner Teran, it is the order of the Court, pursuant to *Property Tax Code §26.05(d)*, to adopt a property tax rate for the County of El Paso of \$0.361434 per \$100 assessed valuation for the 1998 tax year, apportioned as follows: \$0.260211 per \$100 assessed valuation for Maintenance & Operations, and \$0.101223 for the payment of principal and interest on the debt of the County.

VOTE: YES - Judge Mattox, Aguilar, Teran

NO - Hooten, Haggerty

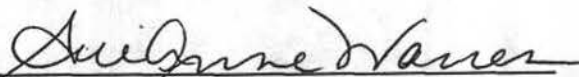
THE STATE OF TEXAS)
)
COUNTY OF EL PASO)

KNOW ALL MEN BY THESE PRESENTS:

October 7, 1998

I hereby certify that the foregoing is a true and correct copy of an extract from the Minutes of El Paso County Commissioners' Court Meeting held September 30, 1998.

HECTOR ENRIQUEZ, JR., COUNTY CLERK
EL PASO COUNTY, TEXAS


SUE ANNE WARREN, DEPUTY

County of El Paso, Texas

Appendix C

**Commissioners Court Order Approving the
Operating Budget for the Fiscal Year
Beginning October 1, 1998**

WEDNESDAY, OCTOBER 7, 1998
COMMISSIONERS COURT MET IN REGULAR MEETING
AT 9:30 A.M. O'CLOCK
WITH THE FOLLOWING MEMBERS BEING PRESENT

HON. CHARLES W. MATTOX,
CHARLES C. HOOTEN,
CARLOS AGUILAR III,
MIGUEL A. TERAN,
DANIEL R. HAGGERTY,

COUNTY JUDGE, PRESIDING
COMMISSIONER, PCT. # 1
COMMISSIONER, PCT. # 2
COMMISSIONER, PCT. # 3
COMMISSIONER, PCT. # 4

SUE ANNE WARREN, DEPUTY CLERK
MONICA HINOJO, DEPUTY CLERK

APPROVED AND ADOPTED - COUNTY OF EL PASO ANNUAL
OPERATING BUDGET FOR FISCAL YEAR 1998-99, AS AMENDED

OCTOBER 7, 1998

MOTION # 21 (Item # 19)

On this day, on motion of Commissioner Teran, seconded by County Judge Mattox, it is the order of the Court, pursuant to *Texas Local Government Code §111.039*, to approve and adopt the County of El Paso annual operating budget, as amended by the motions approved today, and with the additional amendments outlined by the County Auditor and listed in the backup, for the fiscal year beginning October 1, 1998 and ending September 30, 1999.

A copy of the proposed budget has been filed by the County Auditor in the County Clerk's Office.

VOTE: YES - Judge Mattox, Hooten, Aguilar, Teran

NO - Haggerty

THE STATE OF TEXAS)
)
COUNTY OF EL PASO)

KNOW ALL MEN BY THESE PRESENTS:

January 20, 1999

I hereby certify that the foregoing is a true and correct copy of an extract from the Minutes of the El Paso County Commissioners Court meeting held October 7, 1998.

HECTOR ENRIQUEZ, JR., COUNTY CLERK
EL PASO COUNTY, TEXAS


SUE ANNE WARREN, DEPUTY

County of El Paso, Texas

Appendix D

Statistical Information

Table 1

**County of El Paso, Texas
General Governmental Expenditures by Function (1)
Last Ten Fiscal Years
(Unaudited)
(Amounts Expressed in Thousands)**

Fiscal Year	General Government	Administration of Justice	Public Safety	Health and Welfare	Community Services	Culture and Recreation	Resource Development	Public Works	Debt Service	Capital Outlays	Total
1989	\$11,914	\$10,018	\$18,042	\$8,847	\$42	\$1,698	\$3,206	\$1,585	\$7,869	\$12,648	\$75,869
1990	13,166	10,885	21,234	10,112	1,254	2,002	3,299	1,679	7,340	23,171	94,142
1991	15,223	12,885	24,390	12,134	1,575	2,325	3,755	1,611	7,436	25,406	106,740
1992	16,241	12,645	26,328	11,129	2,581	3,698	3,390	1,515	12,677	7,418	97,622
1993	12,529	13,353	27,254	11,865	2,077	2,022	3,114	1,929	9,144	9,520	92,807
1994	15,033	14,044	30,392	8,705	2,131	2,178	1,897	2,307	14,466	8,609	99,762
1995	15,348	14,203	34,078	9,423	2,197	2,379	1,596	2,549	13,613	7,082	102,468
1996	15,972	17,046	34,913	9,552	1,007	2,203	1,810	2,982	13,738	11,180	110,403
1997	17,226	18,529	37,349	7,564	522	2,683	1,855	3,556	13,641	36,028	138,953
1998	18,042	19,441	43,221	8,820	552	2,850	1,694	2,869	13,829	17,242	128,560

(1) Includes general, special revenue, debt service, and capital projects funds.

**General Governmental Expenditures By Function
Fiscal Year 1998**

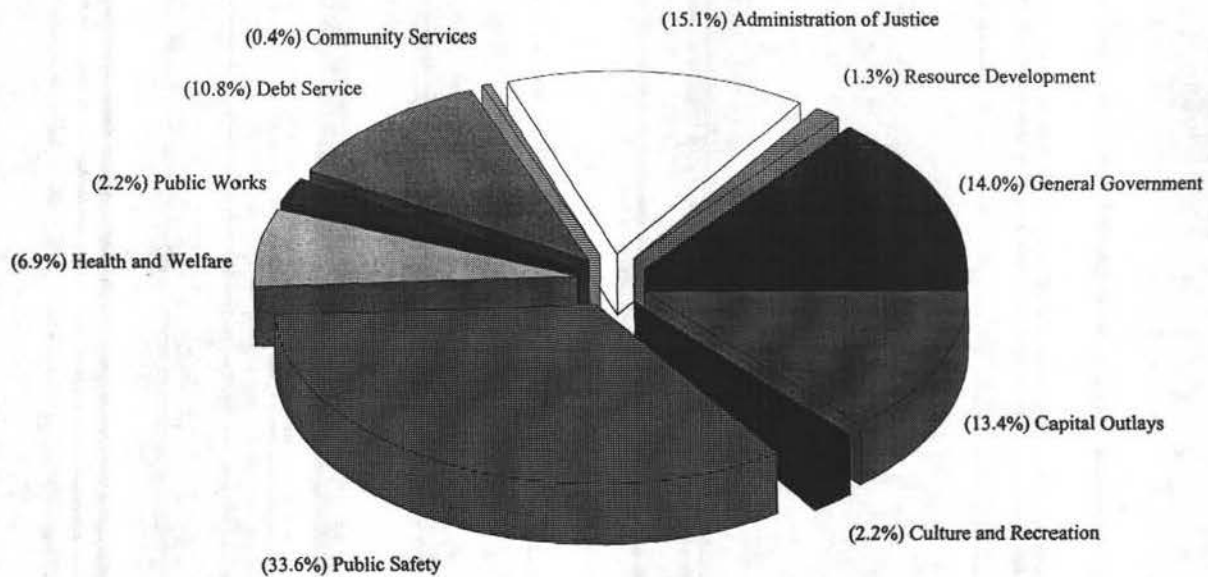


Table 2

**County of El Paso, Texas
General Governmental Revenues by Source (1)
Last Ten Fiscal Years
(Unaudited)
(Amounts Expressed in Thousands)**

Fiscal Year	Taxes	Licenses and Permits	Inter-governmental	Charges for Services	Fines	Interest	Miscellaneous	Total
1989	\$42,081	\$170	\$8,863	\$12,845	\$1,182	\$6,613	\$1,004	\$72,758
1990	40,941	176	11,938	13,210	1,494	4,923	1,746	74,428
1991	40,413	168	10,851	13,778	1,514	3,544	2,122	72,390
1992	49,416	199	11,628	19,270	2,040	1,897	1,900	86,350
1993	54,108	191	12,110	20,880	2,079	2,338	1,491	93,197
1994	60,614	198	10,980	20,390	1,861	2,488	1,506	98,037
1995	63,077	193	10,630	18,827	2,130	4,176	1,875	100,908
1996	64,589	193	11,523	20,714	1,989	3,857	2,579	105,444
1997	70,759	165	14,555	22,002	3,026	3,130	2,677	116,314
1998	74,655	153	13,251	23,942	4,344	3,399	3,295	123,039

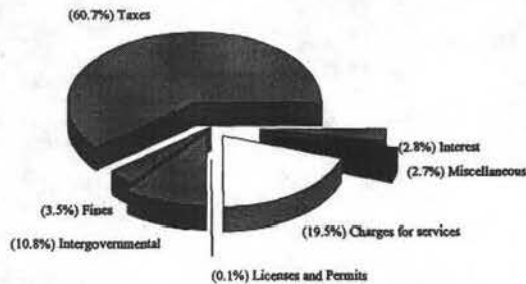
(1) Includes general, special revenue, debt service and capital project funds.

Table 2A

**County of El Paso, Texas
General Governmental Revenues by Source (1)
Last Ten Fiscal Years
(Unaudited)
(Amounts Expressed in Thousands)**

Fiscal Year	Property Tax	Sales Tax	Hotel Occupancy Tax	Bingo Tax	Bank Franchise Tax	Mixed Beverage Tax	Total
1989	\$25,653	\$14,138	\$1,290	\$158	\$112	\$730	\$42,081
1990	23,440	15,145	1,347	153	70	786	40,941
1991	22,015	15,969	1,408	150	49	822	40,413
1992	29,853	17,137	1,442	135	-	849	49,416
1993	33,237	18,452	1,493	73	-	853	54,108
1994	38,160	19,915	1,572	118	-	849	60,614
1995	40,581	20,009	1,543	111	-	833	63,077
1996	42,290	19,727	1,669	97	-	806	64,589
1997	47,604	20,481	1,779	84	-	811	70,759
1998	50,407	21,519	1,817	65	-	848	74,656

**General Governmental Revenues by Source
Fiscal Year 1998**



**General Governmental Tax Revenues by Source
Fiscal Year 1998**

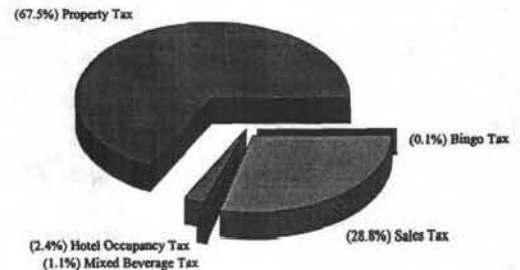


Table 3

**County of El Paso, Texas
Property Tax Levies and Collections
Last Ten Fiscal Years
(Unaudited)
(Amounts Expressed in Thousands)**

Fiscal Year	Total Tax Levy	Current Tax Collections	Percent Current Taxes Collected	Delinquent Tax Collections	Total Tax Collections	Ratio of Total Tax Collections to Total Tax Levy	Outstanding Delinquent Taxes	Ratio of Delinquent Taxes to Total Tax Levy
1989	\$25,851	\$24,361	94.24%	\$1,292	\$25,653	99.23%	\$3,182	12.31%
1990	23,354	21,934	93.92	1,506	23,440	100.37	3,226	13.81
1991	22,169	20,629	93.05	1,386	22,015	99.31	3,389	15.29
1992	30,548	28,623	93.70	1,230	29,853	97.72	4,046	13.24
1993	33,343	31,270	93.78	1,967	33,237	99.68	4,242	12.72
1994	38,052	36,193	95.11	1,967	38,160	100.28	4,299	11.30
1995	40,495	38,676	95.51	1,905	40,581	100.21	4,538	11.21
1996	41,882	40,387	96.43	1,903	42,290	100.97	4,617	11.02
1997	47,678	45,481	95.39	2,123	47,604	99.84	4,822	10.11
1998	50,483	48,379	95.83	2,028	50,407	99.85	4,848	9.60

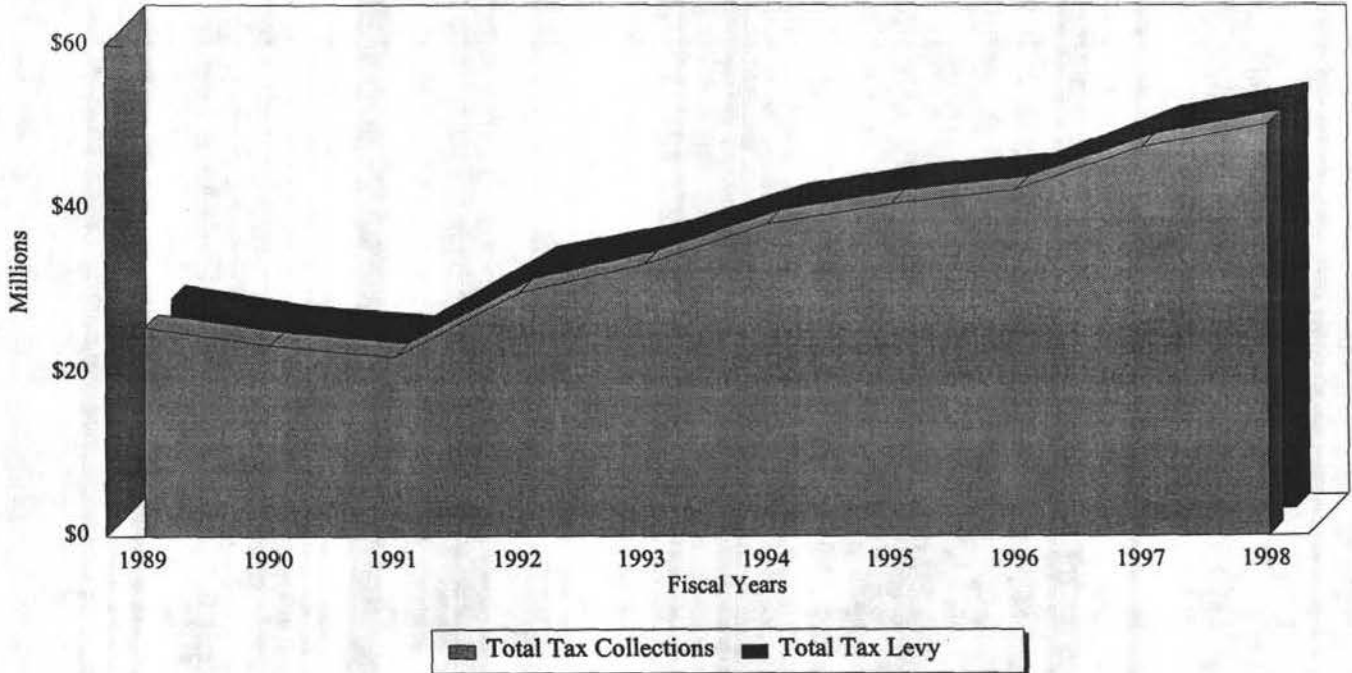


Table 4

County of El Paso, Texas
Assessed and Estimated Actual Value of Property
Last Ten Fiscal Years
(Unaudited)
(Amounts Expressed in Thousands)

Fiscal Year	Real Property		Personal Property		Exemptions	Total		Ratio of Total Assessed Value to Total Estimated Actual Value
	Assessed Value	Estimated Actual Value	Assessed Value	Estimated Actual Value	Real Property	Assessed Value	Estimated Actual Value	
1989	\$10,479,305	\$10,479,305	\$2,073,831	\$2,073,831	\$1,119,699	\$11,433,437	\$12,553,136	91.08%
1990	10,901,834	10,901,834	2,153,095	2,153,095	1,145,710	11,909,219	13,054,929	91.22
1991	11,549,574	11,549,574	2,086,753	2,086,753	1,589,151	12,047,176	13,636,327	88.35
1992	12,321,608	12,321,608	2,085,090	2,085,090	1,601,185	12,805,513	14,406,698	88.89
1993	12,473,812	12,473,812	2,181,312	2,181,312	1,681,031	12,974,093	14,655,124	88.53
1994	12,831,699	12,831,699	2,233,138	2,233,138	1,805,031	13,259,806	15,064,837	88.02
1995	15,162,311	15,162,311	2,449,731	2,449,731	2,672,480	14,939,562	17,612,042	84.83
1996	15,770,933	15,770,933	2,708,464	2,708,464	2,867,600	15,611,797	18,479,397	84.48
1997	15,422,587	15,422,587	2,322,562	2,322,562	1,717,308	16,027,841	17,745,149	90.32
1998	15,637,277	15,637,277	2,433,802	2,433,802	1,796,091	16,274,988	18,071,079	90.06

Total Assessed Value

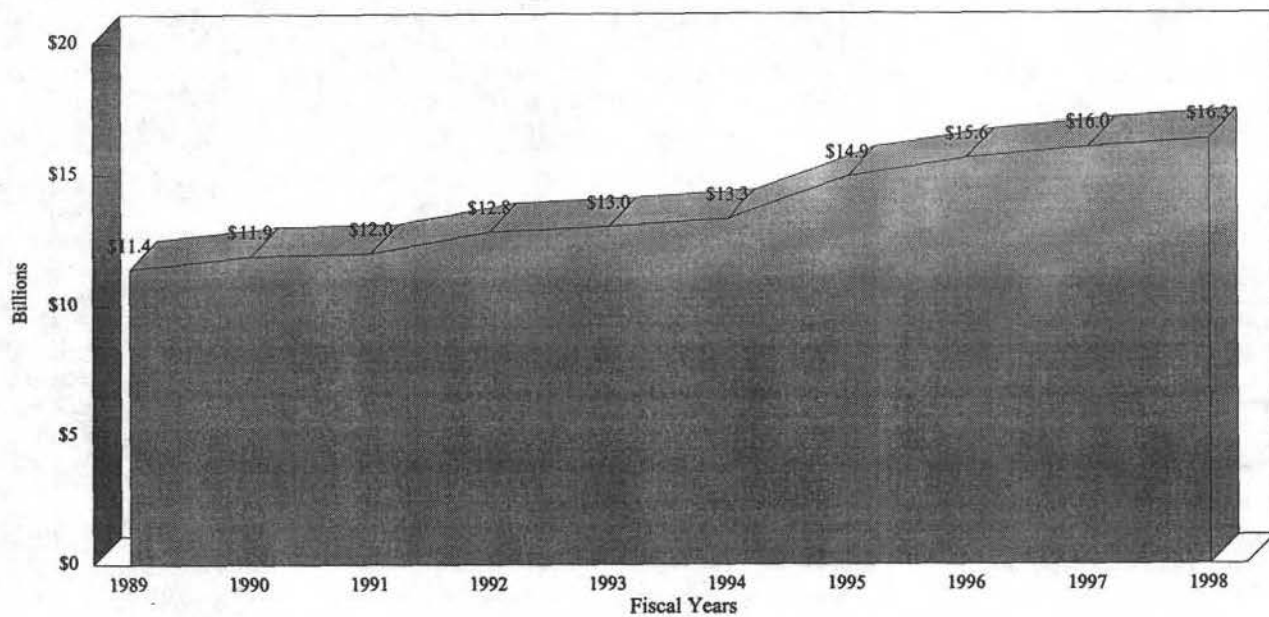


Table 5

County of El Paso, Texas
Property Tax Rates (1)
Direct and Overlapping Governments
Last Ten Calendar Years
(Unaudited)

Name of Government	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998
Anthony Ind. School District	\$.86500	\$1.04000	\$.33000	\$.33000	\$1.28500	\$1.37446	\$1.36500	\$1.38500	\$1.35000	\$1.58000
Canutillo Ind. School District	.83300	1.01250	.41400	.49400	1.47000	1.51103	1.57399	1.67000	1.67000	1.67000
City of Anthony	.21005	.23664	.23590	.24089	.24934	.24062	.23448	.24473	.25074	.25625
City of El Paso	.51616	.56024	.60746	.60746	.62145	.64379	.65322	.63592	.63592	.66023
City of Horizon		.12547	.12547	.14955	.16955	.16955	.16955	.16955	.16955	.19423
City of Socorro	.33000	.28000	.29811	.29811	.36839	.37529	.37529	.38355	.38355	.38005
Clint Ind. School District	1.63000	1.70000	.61200	.52640	1.53000	1.65000	1.53677	1.56042	1.64240	1.64240
County of El Paso	.19610	.18669	.25356	.26038	.29329	.30540	.28034	.30540	.31500	.36143
El Paso Community College	.09375	.09696	.09894	.09961	.09932	.10056	.10028	.10507	.10364	.11075
El Paso County Education District (3)			.83600	.93600						
EPCO Rural Fire Prev. Dist. No. 1	.02967	.03000	.03000	.03000	.02952					
EPCO Rural Fire Prev. Dist. No. 2	.03000	.03000	.03000	.03000	.03000	.03000				
EPCO Emergency Service District No. 1 (4)						.10000	.07992	.08033	.08332	.08286
EPCO Emergency Service District No. 2 (5)							.07000	.07500	.10000	.10000
EPCO Tornillo Water Improvement Dist.	.09720	.08415	.08690	.08785	.08816	.08700	.07576	.07744	.07101	.06507
EPCO Water Authority (Horizon)	.49500	.50000	.45523	.45523	.44856	.44755	.45960	.46195	.47875	.47876
El Paso Ind. School District	1.00390	1.00390	.36451	.36451	1.30051	1.53970	1.52468	1.51498	1.51523	1.65388
Fabens Ind. School District	1.15000	1.15000	.35400	.25400	1.31000	1.31000	1.23000	1.31332	1.37000	1.46000
Hacienda Del Norte Water Imp. Dist.	.14848	.14583	.14437	.14431	.14181	.13966	.13033	.12772	.12484	.49500
Homestead Municipal Util. Dist. (2)		1.32635	1.32635	1.06868	1.21570	1.14000	.91000	.75265	.72000	.67950
Homestead Municipal Util. Dist. No. 1 (2)	1.32635									
Homestead Municipal Util. Dist. No. 2 (2)	1.50000									
Lower Valley Water Authority	.12000	.12000	.12000	.12000	.12000	.12000	.12000	.12000	.12000	.12000
R. E. Thomason General Hospital	.18804	.28230	.21468	.20532	.20532	.21724	.19374	.19374	.19130	.18507
San Elizario Ind. School District	.98263	1.67148	1.00941	.82755	1.68222	1.62199	1.17212	1.50000	1.47516	1.50000
Socorro Ind. School District	1.19960	1.38680	.51736	.55000	1.48000	1.48000	1.47000	1.47000	1.38000	1.55000
Tornillo Ind. School District	1.05936	1.49000	.50456	.52462	1.35000	1.46970	1.33000	1.3608	1.23174	1.48000
Town of Clint	.24430	.23962	.24497	.23731	.24100	.36000	.35000	.35929	.36394	.34255
Westway Water Imp. District	.81748	1.04398	1.01852	.75823	.71183	.56334	.42060	.33464	.27265	.25609
Ysleta Ind. School District	1.00022	.99784	.42000	.46248	1.44000	1.65000	1.60597	1.64952	1.58025	1.63000
Downtown Management District (6)									.12000	.12000

(1) These property tax rates are expressed in dollars per \$100 assessed valuation.

(2) The Homestead Municipal Utility District No. 1 and the Homestead Municipal Utility District No. 2 were consolidated into the Homestead Municipal Utility District in January 1990.

(3) Senate Bill 7 abolished the El Paso County Education District.

(4) The EPCO Rural Fire Prevention District No. 1 was changed to a new taxing entity called the El Paso County Emergency Service District No. 1 in March 1994.

(5) The EPCO Rural Fire Prevention District No. 2 was changed to a new taxing entity called the El Paso County Emergency Service District No. 2 in July 1995.

(6) The downtown management district was created in March 1997 in an effort to revitalize the downtown area.

Table 6

County of El Paso, Texas
Principal Taxpayers
September 30, 1998
(Unaudited)
(Amounts Expressed in Thousands)

Taxpayer	Type of Business	1998 Assessed Valuation	Percentage of Total Assessed Valuation
El Paso Electric Company	Electric utility	\$187,689	1.15%
Southwestern Bell Telephone	Telephone communications	185,384	1.14%
Refinery Holding Co. L.P.	Oil refinery	103,358	0.64%
Phelps-Dodge Refining Corp.	Copper refinery	192,638	1.18%
Simon Property Group	Real estate development	89,098	0.55%
Tenet Hospitals Limited	Health care	65,643	0.40%
ASARCO, Inc.	Smelting and refining	94,330	0.58%
El Paso Times, Inc.	News media	49,666	0.31%
V. F. Jeans Wear, Inc.	Apparel	79,994	0.49%
El Paso Natural Gas Company	Natural gas pipeline supplier	43,471	0.27%
Totals		<u>\$1,091,271</u>	<u>6.71%</u>

Table 7

**County of El Paso, Texas
Operating Budgets for Various Funds
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	Debt Service Fund	General Fund	Special Revenue Funds	Capital Projects Funds	Enterprise Funds	Total
1989	\$8,257,697	\$50,634,329	\$10,481,312		\$1,593,204	\$70,966,542
1990	7,307,530	58,927,046	14,728,046	\$35,141,315	5,965,143	122,069,080
1991	7,701,148	68,191,042	15,870,898	30,859,048	15,097,567	137,719,703
1992	41,268,639	60,479,643	15,941,230	15,038,869	2,018,201	134,746,582
1993	25,146,799	61,217,545	20,836,476	44,011,465	1,210,905	152,423,190
1994	19,986,595	66,969,983	21,902,026	3,322,531		112,181,135
1995	13,759,908	74,700,943	21,953,781	8,228,827		118,643,459
1996	13,737,623	78,665,913	23,438,664	395,300		116,237,500
1997	13,640,814	82,575,608	35,831,320	19,317,154	455,752	151,820,648
1998	39,688,567	90,849,656	23,929,626	23,289,278	1,248,722	179,005,849

Annual Operating Budget Totals
Last Ten Fiscal Years (Unaudited)

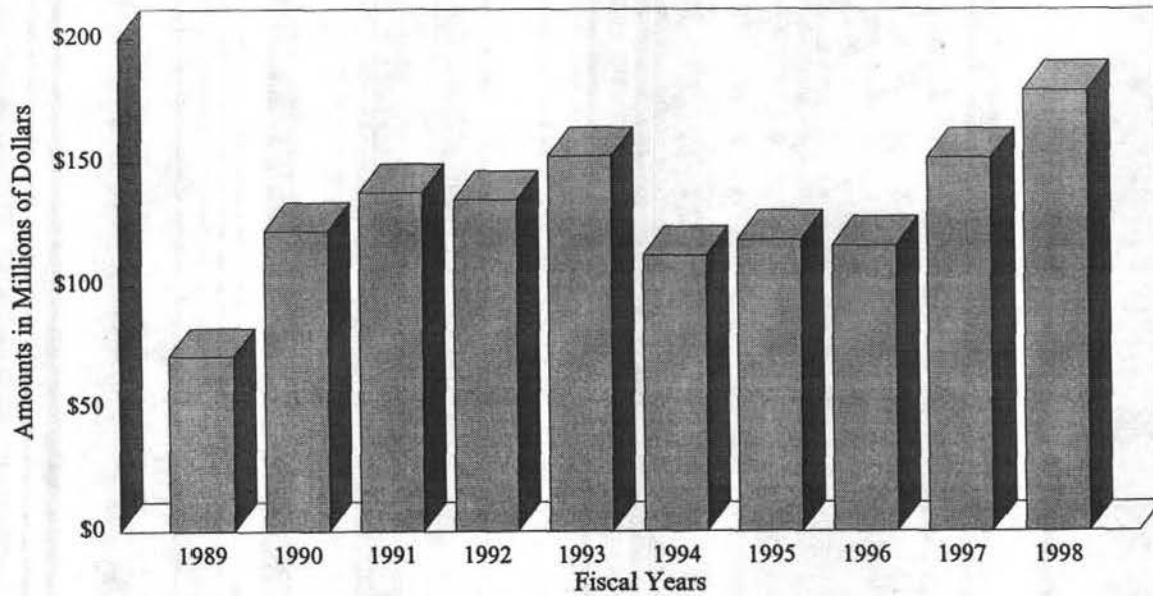


Table 8

County of El Paso, Texas
Computation of Legal Debt Margin
September 30, 1998
(Unaudited)
(Amounts Expressed in Thousands)

<hr/>		
Assessed Valuation:		
Assessed Value of Real Property		\$13,841,186
Assessed Value of Personal Property		<u>2,433,802</u>
Total Assessed Value		<u><u>\$16,274,988</u></u>
Legal debt margin:		
Debt limitation - 5% of Total Assessed Value (1)		\$813,749
Debt Applicable to Limitation:		
Total bonded debt	\$125,974	
Less: Amount available for repayment of general obligation bonds	<u>1,392</u>	
Total debt applicable to limitation		<u>124,582</u>
Legal debt margin		<u><u>\$689,167</u></u>

(1) Vernon's Civil Statutes of the State of Texas Annotated, Article 722

Table 9

County of El Paso, Texas
Ratio of Net General Obligation Bonded Debt
To Assessed Value and Net General Obligations Debt Per Capita
Last Ten Fiscal Years
(Unaudited)

Fiscal Year	Population(1)(2)	Assessed Value(1)	Gross Bonded Debt(1)(3)	Debt		Net Bonded Debt(1)	Ratio of Net Bonded Debt To Assessed Value	Net Bonded Debt Per Capita
				Less Debt Service Fund(1)(4)	Payable from Enterprise Revenues(1)			
1989	595	\$11,433,437	\$77,750	\$2,493	\$8,100	\$67,157	0.59%	\$112.87
1990	607	11,909,219	76,135	1,754	8,100	66,281	0.56	109.19
1991	604	12,047,176	85,280	1,558	7,930	75,792	0.63	125.48
1992	621	12,805,513	83,208	2,021	7,745	73,442	0.57	118.26
1993	619	12,974,093	115,448	3,068		112,380	0.87	181.55
1994	636	13,259,806	113,588	1,195		112,393	0.85	176.72
1995	652	14,939,562	112,223	844		111,379	0.75	170.83
1996	668	15,611,797	106,296	1,094		105,202	0.67	157.48
1997	682	16,027,841	108,663	1,132		107,531	0.67	157.67
1998	693	16,274,987	125,974	1,392	1,150	124,582	0.77	179.77

(1) Amounts expressed in thousands.

(2) Source: City Planning Department, City of El Paso, Texas.

(3) The 1989-1992 amounts include revenue bonds.

(4) Amounts available for repayment of general obligation bonds.

Table 10

County of El Paso, Texas
Ratio of Annual Debt Service Expenditures
For General Obligation Bonded Debt
To Total General Governmental Expenditures
Last Ten Fiscal Years
(Unaudited)
(Amounts Expressed in Thousands)

Fiscal Year	Principal	Interest Plus Agent and Noncommitant Fees	Total Debt Service	Total General Governmental Expenditures (1)	Ratio of Debt Service to General Governmental Expenditures
1989	\$2,080	\$5,789	\$7,869	\$75,869	10.37%
1990	2,520	4,687	7,207	94,142	7.66
1991	2,940	4,496	7,436	106,740	6.97
1992	3,345	6,451	9,796	97,623	10.03
1993	4,000	5,143	9,143	92,807	9.85
1994	6,000	8,466	14,466	99,762	14.50
1995	6,965	6,648	13,613	102,468	13.29
1996	5,928	7,810	13,738	110,403	12.44
1997	6,383	7,258	13,641	138,953	9.82
1998	6,724	7,105	13,829	128,560	10.76

(1) Includes general, special revenue, debt service and capital projects funds.

Table 11

County of El Paso, Texas
Computation of Direct and Overlapping Bonded Debt
General Obligation Bonds
September 30, 1998
(Unaudited)
(Amounts Expressed in Thousands)

Jurisdiction	General Obligation Bonded Debt Outstanding	Percentage Applicable to County of El Paso	Amount Applicable to County of El Paso
Direct:			
County of El Paso	\$125,974	100%	\$125,974
Overlapping:			
Anthony Independent School District	4,630	100	4,630
Canutillo Independent School District	17,159	100	17,159
City of Anthony	437	100	437
City of El Paso	306,859	100	306,859
Clint Independent School District	18,835	100	18,835
El Paso County Water Authority (Horizon)	8,585	100	8,585
El Paso Independent School District	216,665	100	216,665
Fabens Independent School District	10,360	100	10,360
Homestead Municipal Utility District	2,057	100	2,057
R. E. Thomason General Hospital	31,687	100	31,687
San Elizario Independent School District	11,575	100	11,575
Socorro Independent School District	155,143	100	155,143
Tornillo Independent School District	4,195	100	4,195
Westway Water Improvement District	595	100	595
Ysleta Independent School District	59,985	100	59,985
TOTAL	<u>\$974,741</u>	100%	<u>\$974,741</u>

Table 12

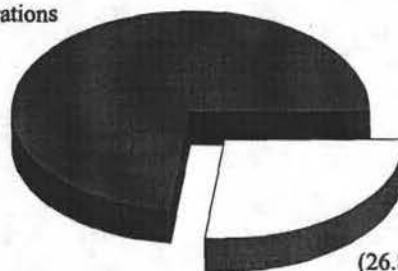
**County of El Paso, Texas
Tax Rates and Fund Allocations (1)
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	Total Tax Rate	Maintenance and Operations Tax Rate	Debt Service Tax Rate
1989	\$0.22610	\$0.15822	\$0.06788
1990	0.19610	0.13890	0.05720
1991	0.18669	0.13440	0.05229
1992	0.25356	0.18289	0.07067
1993	0.26038	0.19302	0.06735
1994	0.29329	0.19727	0.09602
1995	0.30540	0.21215	0.09325
1996	0.28034	0.19076	0.08958
1997	0.30540	0.22021	0.08519
1998	0.31500	0.23060	0.08440

(1) These tax rates and fund allocations are expressed in dollars per \$100 assessed valuation.

**Components of the Tax Rate for
Fiscal Year 1998**

(73.2%) Maintenance and Operations



(26.8%) Debt Service

Table 13

**County of El Paso, Texas
Demographic Statistics
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	Population(1)	Per Capita Income(1)(3)	Median Age(1)(3)	Education Level		Unemployment Rate (2)
				In Years of Formal Schooling(1)	Schools Enrollment(1)	
1989	595,360	\$9,647	26.4	12.1	131,317	9.7%
1990	606,783	10,168	27.5	11.9	141,124	10.7
1991	604,202	10,987	27.0	12.3	160,774	10.8
1992	621,000	11,508	27.0	12.3	163,185	10.7
1993	619,286	11,615	27.9	12.2	184,179	9.4
1994	635,800	12,497	28.0	12.0	185,413	9.0
1995	652,225	12,790	28.7	12.0	199,118	9.9
1996	667,532	12,790	28.7	12.0	199,118	11.7
1997	682,000	12,790	28.7	12.6	188,175	11.1
1998	693,177	13,702	27.6	12.6	190,778	10.5

SOURCES:

- (1) City Planning Department, City of El Paso, Texas.
- (2) Texas Employment Commission.
- (3) Latest figures from the 1990 census.

Table 14

County of El Paso, Texas
Property Value and Construction
Last Ten Fiscal Years
(Unaudited)

Fiscal Year	Property Value (1)				Commercial Construction (2)		Residential Construction (2)	
	Commercial	Residential	Exemptions	Total	Units	Value(1)	Units	Value(1)
1989	\$4,895,723	\$7,657,413	\$1,119,699	\$11,433,437	472	\$67,420	1,351	\$192,980
1990	5,091,422	7,963,507	1,145,710	11,909,219	420	100,768	1,655	91,152
1991	5,318,168	8,318,159	1,589,151	12,047,176	205	85,777	1,341	74,077
1992	5,618,612	8,788,085	1,601,185	12,805,513	435	87,557	2,162	118,675
1993	5,627,607	9,027,517	1,681,031	12,974,093	388	54,146	2,088	117,043
1994	5,778,709	9,286,128	1,805,031	13,259,806	483	70,881	2,053	137,808
1995	6,597,863	11,014,179	2,672,480	14,939,562	560	81,646	2,242	124,295
1996	6,908,089	11,571,308	2,867,600	15,611,797	549	115,772	2,175	134,538
1997	7,427,581	10,317,568	1,717,308	16,027,841	164	122,302	2,484	149,019
1998	7,366,699	10,704,380	1,796,091	16,274,988	420	71,858	3,227	153,575

(1) Amounts expressed in thousands.

(2) Source: Building Services Department, City of El Paso, Texas.

Table 15

**County of El Paso, Texas
Miscellaneous Statistics
September 30, 1998
(Unaudited)**

History El Paso County was created from Bexar District in 1849, organized in 1850, and incorporated in 1871. Parts of El Paso County were taken to form Culberson County in 1911 and Hudspeth County in 1915.

Form of Government The County is a public corporation and a political subdivision of the State of Texas.

Geography The County of El Paso, with about 1,058 square miles of land area, is located in the far west portion of the State of Texas, bordered on the west by the Rio Grande river and on the north by the State of New Mexico.

Climatic Conditions Altitudes in the County range from approximately 3,500 to 7,200 feet. The mean annual rainfall is 8.65 inches. Daytime high temperatures range from the 90's into the low 100's during the summer months. Summer nighttime temperatures average 70 degrees. The average daily high temperature in January is 57 degrees. Winter nighttime lows are generally in the 30's and 20's, dipping occasionally into the teens.

<u>Population</u>	1970	359,291
	1980	479,899
	1990	606,783
	1991	604,202
	1992	621,000
	1993	619,286
	1994	635,800
	1995	652,225
	1996	667,532
	1997	682,000
	1998	693,177

<u>Employment</u>	<u>Year</u>	<u>Work Force</u>	<u>Employed</u>	<u>Unemployment Rate</u>	
	1970	114,300	107,700	5.8%	
	1980	173,450	157,300	9.3%	
	1990	256,700	229,300	10.7%	
	1991	259,900	231,800	10.8%	
	1992	258,000	230,500	10.7%	
	1993	267,100	242,000	9.4%	
	1994	276,439	251,482	9.0%	
	1995	287,100	258,800	9.9%	
	1996	284,892	251,554	11.7%	
	1997	292,000	259,627	11.1%	
		1998	300,835	269,303	10.5%

Table 15

**County of El Paso, Texas
Miscellaneous Statistics
September 30, 1998
(Unaudited)**

<u>Road and Highways</u>	There are about 630 maintained miles of roads in the County.				
<u>Employees</u>	The County has 1,851 full time regular and 61 part-time employees.				
<u>Recreation</u>	The County Coliseum provides space and facilities for shows, concerts, circuses, rodeos and ice hockey. There are 131 parks, 15 swimming pools and 7 golf courses located within the County.				
<u>Educational Facilities</u>	University of Texas at El Paso enrollment - 14,677 students El Paso Community College enrollment - 19,132 students High schools - 29 Middle schools - 33 Intermediate and elementary schools - 111 Private schools - elementary and high schools - 65 Business and vocational schools - 22 Alternative schools - 4				
<u>Medical Facilities</u>	Thirteen hospitals provide 2,122 beds. County ratios: Doctors to population, 1 to 830 Dentists to population, 1 to 3,851 Hospital beds to population, 1 to 327				
<u>Finance</u>	Federal and state chartered banks - 10 with 41 branch locations. Credit Unions - 20 with 14 branch locations.				
<u>Retail Sales</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>
	\$4,630,282,072	\$5,051,961,687	\$4,987,281,378	\$5,508,763,690	\$5,327,154,239
<u>Cultural</u>	Churches 450 Major newspapers 1 Radio stations 18 Local television stations 8 Cable TV is available				

(Concluded)



GLOSSARY

County of El Paso, Texas

Glossary

This glossary contains definitions for many of the most frequently used accounting and budgeting words, acronyms and abbreviations. These definitions are in a special context that is proper for governmental and nonprofit entities.

County of El Paso

Glossary

Account Group	This is a self-balancing set of accounts, but not a fiscal entity, therefore, it is not a fund.
Accounting Period	A period of time at the end of which, and for which, financial statements are prepared.
Accounting Procedure	The arrangement of all processes which discover, record and summarize financial information to produce financial statements and reports and to provide internal control.
Accounting System	The total structure of records and procedures which discover, record, classify and report information on the financial position and operations of a governmental unit or any of its funds, balanced account groups and organizational components.
Accrual Basis	The basis of accounting under which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received notwithstanding that the receipt of cash or the payment of cash may take place, in whole or in part, in another accounting period.
Ad Valorem	In proportion to value. A basis for levying of taxes upon property.
ADPICS	An acronym for Advanced Purchasing Inventory Control System.
Allocation	A part of a lump-sum appropriation which is designated for expenditure by specific organizational units and/or special purposes, activities or objects.
Annualize	Taking changes that occurred for only part of a year and projecting their costs for a full year for budgetary purposes.

Appropriation	An authorization granted by a legislative body to incur liabilities for purposes specified in the appropriation act. An appropriation is usually limited in amount and as to the time when it may be expended.
Appropriation Budget	Appropriations requested by departments or by the central administration of a governmental unit for a budget period. When the appropriation budget has been adopted in accordance with procedures specified by relevant law the budget becomes legally binding upon the administration of the governmental unit for which the budget has been adopted.
Assessed Valuation	A valuation set upon real estate or other property by a government as a basis for levying taxes.
Assets	Financial representations of economic resources owned by an organization or individual.
Attrition	This is a reduction of employees caused by resignations, retirements, deaths and reassignments. Attrition does not result from layoffs.
Authorized Positions	These are authorized employee positions in the adopted budget that may be filled during the year.
Base Budget	Costs associated with continuing the existing level of services in the current budget year.
Bond	A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. <i>Note.</i> The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.
Bonded Debt	That portion of indebtedness represented by outstanding bonds.
Bond Refinancing	This occurs when bonds are redeemed and reissued to obtain more favorable interest rates and/or terms.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Budget Adjustment	A change in the authorized level of funding (appropriations) for a department or line item object code. Budget adjustments are made only with Commissioners Court approval upon departmental recommendations.
Budget Calendar	A schedule of target dates for preparing and adopting the County's budget.
Budget Document	The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second part consists of schedules supporting the summary. These schedules show in detail the information as to past years' actual revenues, expenditures, and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue, and borrowing measures necessary to put the budget into effect.
Budget Message	A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message should contain an explanation of the principal budget items, an outline of the governmental unit's experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.
Budget Policy	A statement or plan which describes how certain aspects of the budget are formulated and the rules to be followed as the budget is put into operations after adoption.
Budgetary Accounts	Those accounts which reflect budgetary operations and condition, such as estimated revenues, appropriations, and encumbrances, as distinguished from proprietary accounts.
Budgetary Control	The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.
CAD	This refers to the El Paso Central Appraisal District.
CAFR	This is an acronym for the Comprehensive Annual Financial Report.

Capital Budget	A plan of proposed capital outlays and the means of financing them for the current fiscal period. It is usually a part of the current budget. If a Capital Program is in operation, it will be the first year thereof. A Capital Program is sometimes referred to as a Capital Budget.
Capital Improvement Program (CIP)	A plan for capital outlays to meet the County's long-term capital needs.
Capital Outlays	Expenditures from general or special revenue funds which result in the acquisition of or addition to fixed assets.
Capital Projects Fund	A fund created for all resources used for the construction or acquisition of designated fixed assets by a governmental unit except those financed by special assessment, proprietary, or fiduciary funds.
CJIS	The computerized Criminal Justice Information System is commonly referred to as "CJIS".
Continuing Appropriations	An appropriation which, once established, is automatically renewed without further legislative action, period after period, until altered or revoked.
Cost-of-Living Adjustments (COLA)	An increase of wages and salaries to offset all or part of inflationary impacts.
Current	A term which, applied to budgetary and accounting, designates the operations of the present fiscal period as opposed to past or future periods.
Current Budget	The annual budget prepared for and effective during the present fiscal year; or, in the case of some state governments, the budget for the present biennium.
Debt	An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governmental units include bonds, time warrants, notes, and floating debt.
Debt Limit	The maximum amount of gross or net debt which is legally permitted.

Debt Service Fund	A fund established to finance and account for the payment of interest and principal on all general obligation debt, serial and term, other than that payable exclusively from special assessments, revenues of proprietary funds, or revenues of fiduciary funds. A debt service fund was formerly called a sinking fund.
Debt Service Fund Requirements	The amounts of revenue which must be provided for a debt service fund so that all principal and interest payments can be made in full on schedule.
Deficiency	A general term indicating the amount by which anything falls short of some requirement or expectation. The term should not be used without qualification.
Deficit	(1) The excess of liabilities and reserved equity of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of Enterprise and Internal Service Funds, the excess of expense over income during an accounting period.
Direct Expenses	Those expenses which can be charged directly as a part of the cost of a product or service, or of a department or operating unit, as distinguished from overhead and other indirect costs which must be prorated among several products or services, departments, or operating units.
Disbursements	Payments in cash.
Encumbrances	Contingent liabilities in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when the actual liability is recorded.
Entry	The record of a financial transaction in its appropriate book of accounts.
EPCAD	The El Paso County Alcohol and Drug Abuse Program is also known as "EPCAD".

Estimated Revenue	For reserve accounts kept on an accrual basis, this term designates the amount of revenue estimated to accrue during a given period regardless of whether or not it is all to be collected during the period. For revenue accounts kept on a cash basis, the term designates the amount of revenue estimated to be collected during a given period. Under the modified accrual basis, estimated revenues include both cash and accrual basis revenues.
Expenditures	Expenditures are recorded when liabilities are incurred pursuant to authority given in an appropriation. If the accounts are kept on the accrual basis or the modified accrual basis, this term designates the cost of goods delivered or services rendered, whether paid or unpaid, including expenses, provision for debt retirement not reported as a liability of the fund from which retired, and capital outlays. Where the accounts are kept on the cash basis, the term designates only actual cash disbursements for these purposes. Encumbrances are not expenditures.
Expenses	Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period.
Face Value	As applied to securities, this term designates the amount of liability stated in the security document.
FAMIS	An acronym for Financial Accounting Management Information System.
Fiscal Period	Any period at the end of which a governmental unit determines its financial position and the results of its operations.
Fiscal Year (FY)	A twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. In El Paso County, each fiscal year begins October 1 and ends September 30. Fiscal year 1995 means the fiscal year ending September 30, 1995.
Fund	A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities, and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Accounts	All accounts necessary to set forth the financial operations and financial position of a fund.
Fund Balance	The excess of the assets of a fund over its liabilities and reserves except in the case of funds subject to budgetary accounting where, prior to the end of a fiscal period, it represents the excess of the fund's assets and estimated revenues for the period over its liabilities, reserves, and available appropriations for the period.
GAAP	This is an acronym for Generally Accepted Accounting Principals.
GASB	This is an acronym for Governmental Accounting Standards Board.
General Fixed Assets	Those fixed assets of a governmental unit which are not accounted for by a proprietary or fiduciary fund.
General Fixed Assets Account Group	A self-balancing group of accounts set up to account for the general fixed assets of a governmental unit.
General Fund	A fund used to account for all transactions of a governmental unit which are not accounted for in another fund. The General Fund is used to account for the ordinary operations of a governmental unit which are financed from taxes and other general revenues.
GFOA	This acronym stands for Government Finance Officers Association of the United States and Canada.
Governmental Accounting	The composite activity of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of governmental units and agencies.
Grant	A contribution by one governmental unit to another unit. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes also for general purposes.
Historical Cost	The amount paid, or liability incurred, by an accounting entity to acquire an asset and make it ready to render the services for which it was acquired.
Interfund Loans	Loans made by one fund to another.
Interfund Transfers	Amounts transferred from one fund to another.

Intergovernmental Revenues	Revenue from other governments. Grants, shared revenues, and entitlements are types of intergovernmental revenues.
Interim Statement	A financial statement prepared before the end of the current fiscal year and covering only financial transactions during the current year to date.
Internal Control	A plan of organization under which employees' duties are so arranged and records and procedures so designed as to make it possible to exercise effective accounting control over assets, liabilities, revenues, and expenditures. Under such a system, the work of employees is subdivided so that no single employee performs a complete cycle of operations. Thus, for example, an employee handling cash would not post the accounts receivable records. Moreover, under such a system, the procedures to be followed are definitely laid down and require proper authorizations by designated officials for all actions to be taken.
Inventory	A detailed list showing quantities, descriptions, and values of property and frequently also units of measure and unit prices.
Investments	Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.
Levy	(Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a governmental unit.
Line Item Budget	A detailed expense or expenditure budget, generally classified by object within each organizational unit, and, often, classified within each object as to authorized number of employees at each salary level within each job classification, etcetera.
Long-Term Debt	Debt with a maturity of more than one year after the date of issuance.
Modified Accrual Basis	A method of accounting which is recommended for use by governmental funds. Revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

Municipal	In its broadest sense, an adjective which denotes the state and all subordinate units of government. In a more restricted sense, an adjective which denotes a city or town as opposed to other units of local government.
Net Bonded Debt	Gross bonded debt less any cash or other assets available and earmarked for its retirement.
Object	As used in expenditure classification, this term applies to the article purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personal services, contractual services, materials, and supplies.
Object Classification	A grouping of expenditures on the basis of goods or services purchased; for example, personal services, materials, supplies, and equipment.
Obligations	Generally amounts which a governmental unit may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances. In Federal usage <i>obligation</i> has essentially the same meaning as <i>encumbrance</i> in state and local government accounting.
Operating Budget	A budget which applies to all outlays other than capital outlays.
Order	A formal legislative enactment by the governing body of certain local governmental units which has the full force and effect of law. For example, county governing bodies in some states pass "orders" rather than laws or ordinances.
Program Budget	A budget wherein inputs of resources and outputs of services are identified by programs without regard to the number of organizational units involved in performing various aspects of the program.
Project	A plan of work, job, assignment, or task. Also used to refer to a job or task.
Receipts	This term, unless otherwise qualified, means cash received.
Refund	(Noun) An amount paid back or credit allowed because of an overcollection or on account of the return of an object sold. (Verb) To pay back or allow credit for an amount because of an overcollection or because of the return of an object sold. (Verb) To provide for the payment of a loan through cash or credit secured by a new loan.

Reimbursement

Cash or other assets received as a repayment of the cost of work or services performed or of other expenditures made for or on behalf of another governmental unit or department or for an individual, firm, or corporation.

Requisition

A written demand or request, usually from one department to the purchasing officer or to another department, for specified articles or services.

Reserve

An account which records a portion of the fund equity which must be segregated for some future use and which is, therefore, not available for further appropriation or expenditure.

Reserve for Encumbrances

A reserve representing the segregation of fund equity in the amount of encumbrances outstanding.

Resolution

A special or temporary order of a legislative body that requires less legal formality than an ordinance or statute.

Revenue

For those revenues which are recorded on the accrual basis (q.v.), this term designates additions to assets which: (a) do not increase any liability; (b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets; and (d) do not represent contributions of fund equity in Enterprise and Internal Service Funds. The same definition applies to those cases where revenues are recorded on the modified accrual or cash basis, except that additions would be partially or entirely to cash.

Securities

Bonds, notes, mortgages, or other forms of negotiable or nonnegotiable instruments.

Short-Term Debt

Debt with a maturity of one year or less after the date of issuance. Short-term debt usually includes floating debt, bond anticipation notes, tax anticipation notes, and interim warrants.

Special Revenue Fund

A fund used to account for revenues from specific taxes or other earmarked revenues sources which by law are designated to finance particular functions or activities of government. After the fund is established, it usually continues year after year until discontinued or revised by proper legislative authority. An example is a motor fuel tax fund used to finance highway and road construction.

Statute	A written law enacted by a duly organized and constituted legislative body.
Tax Rate	The amount of tax stated in terms of a unit of the tax base. For example, 25 mills per dollar of assessed valuation of taxable property.
Tax Roll	The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.
Taxes	Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit. The term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.
TCDRS	This acronym stands for the Texas County and District Retirement System.
User Charge	A charge levied against users of a service or purchasers of a product of an enterprise fund or an internal service fund.
Unit Cost	The cost associated with producing a unit of service or specific product.
Value	As used in governmental accounting, this term designates (1) the act of describing anything in terms of money, or (2) the measure of an item in terms of money. The term should not be used without further qualification.
Vested Benefits	Accrued vacation and sick leave hours which are an employee benefit with rates being determined based on length of time in service. Vacation hours are paid to employees upon leaving employment with the County with sick leave being utilized only for legitimate sickness during regular employment. An exception to this general rule exist for County Sheriff Deputies under collective bargaining which requires that sick leave hours be paid upon terminating or retiring from the County. Over the years, this has resulted in large payments to individuals which retired from the County and received payment via vested benefit payments. No other employees receive vested benefit payments within the County.

Work Program

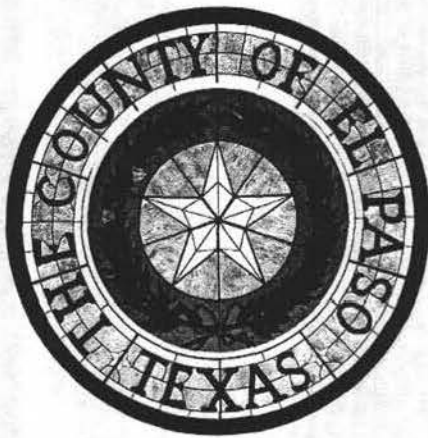
A plan of work proposed to be done during a particular period by an administrative agency in carrying out its assigned activities.

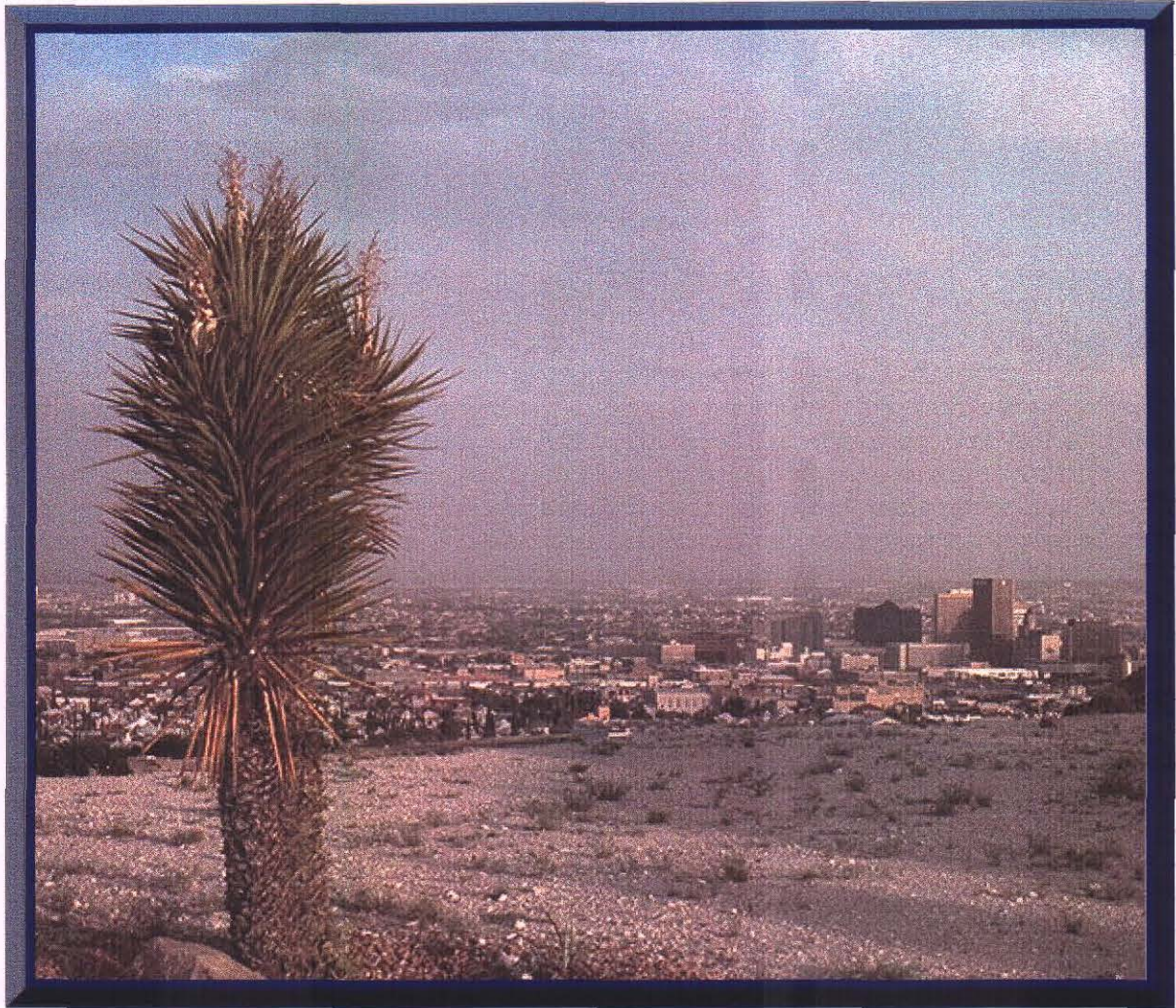
Yield

The rate of interest earned on an investment or paid on a debt.

Zero-Based Budget

A budget based on the concept that the very existence of each activity must be justified each year, as well as the amounts of resources requested to be allocated to each activity.





A view of downtown El Paso as seen from Scenic Drive at dusk.

We hope this document has provided some insight about the County's government and its budget for the fiscal year 1999.

