



COUNTY OF EL PASO
OFFICE OF THE COUNTY AUDITOR

EDWARD A. DION, CPA, CIO
COUNTY AUDITOR
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County Administrative Offices
800 East Overland Street, Rm. 406
El Paso, Texas 79901-2407
(915) 546-2040
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06-02

June 2, 2009

The Honorable Delia Briones
County Clerk
Room 105, County Courthouse Building
500 East San Antonio
El Paso, Texas 79901

Dear Mrs. Briones:

It would be appreciated if you would place the following item on the consent agenda for the Commissioners Court meeting to be conducted on Monday, June 8, 2009:

Approve amendment No. 29 to the 2008-2009 County of El Paso Operating Budget.

This amendment will increase Special Revenue by \$200 thus increasing the overall operating budget of \$284,643,186 to \$284,643,386.

Your assistance with this agenda item will be appreciated.

Very truly yours,

A handwritten signature in black ink, appearing to read "Edward A. Dion", is written over a horizontal line.

Edward A. Dion
County Auditor

EAD:JBL:rao

cc: The Honorable Anthony Cobos, County Judge
The Honorable Anna Perez, County Commissioner
The Honorable Veronica Escobar, County Commissioner
The Honorable Willie Gandara, Jr, County Commissioner
The Honorable Daniel R. Haggerty, County Commissioner
Mrs. Lee Shapleigh, Assistant County Attorney
Mr. Jaime O. Perez, Chief of Staff

2008-2009 Operating Budget
Budget Amendment BA 29
Prepared on June 2, 2009

To post Budget Amendment No. BA 29

	Account Title	Fund	T/C	Index	Sub-object	Amount	Departmental Authorization (If appropriate)	Reasons
Revenue Changes:								
Special Revenue								
Juvenile Probation Donations	Contributions/donations-general	SR	013	JUVPROBDONAT	R9105	\$200.00		To increase the budget for the Juvenile Probation Donations account for donation received from the Texas Youth Commission.
Total Revenue Changes						\$ 200.00		
Appropriation Changes:								
General Fund								
County Attorney	Office expense	GF	025	CA	6001	(\$93.00)	<u>Email attached:</u> Sue Collins	To transfer appropriations within County Attorney account to clear negative balance for month of May, pending CCO approval.
	Travel/professional education	GF	026	CA	6705	93.00		
General and Administrative Account	Contingencies-maint./oper.	GF	025	GADMINGF	6872	(500.00)		
County Attorney Teen Court Coordinator	Mileage reimbursement	GF	026	CATEENCRT	6604	500.00		
Special Revenue								
Juvenile Probation Donations	Operating expenses-general	SR	018	JUVPROBDONAT	6201	200.00	<u>Email attached</u>	To increase the budget for the Juvenile Probation Donations account for donation received from the Texas Youth Commission.
Tax Office Discretionary Fund	Operating expenses-general	SR	026	TAXDISCRET	6201	3,000.00		
	Maint/repair-general	SR	026	TAXDISCRET	6301	500.00		
	Travel/professional education	SR	025	TAXDISCRET	6705	(3,500.00)		
Total Appropriation Changes						\$ 200.00		

Pursuant to the Texas Local Government Code § 111.0415, the allocations listed in parentheses above are hereby cancelled by Commissioners Court for the above reasons.

This budgetary amendment will increase Special Revenue by \$200 thus increasing the overall budget of \$284,643,186 to \$284,643,386.

CA

BA-29

John B. Luttrell

From: Jessica Fisher
Sent: Thursday, May 21, 2009 10:38 AM
To: John B. Luttrell
Subject: FW: CA-6705

Jessica Fisher

Budget Accountant

El Paso County Auditor's Office
800 East Overland, Rm. 406
El Paso, Texas 79901
(915) 546-2040, Ext. 3346

From: Sue Collins
Sent: Thursday, May 21, 2009 9:51 AM
To: Gracie Fierro; Jessica Fisher
Subject: RE: CA-6705

From CA 6001 is fine. Thanks.

From: Gracie Fierro
Sent: Tuesday, May 19, 2009 3:41 PM
To: Jessica Fisher
Cc: Sue Collins
Subject: RE: CA-6705

Thanks we will let you know on Thursday.

From: Jessica Fisher [mailto:JFisher@epcounty.com]
Sent: Tuesday, May 19, 2009 3:41 PM
To: Gracie Fierro
Subject: RE: CA-6705

Hi Gracie,

The balance in CA-6001 is \$2,024. In looking at CA-6503, it appears that the money could be transferred from there. Let me know what you decide.

Thanks,

Jessica Fisher

Budget Accountant

El Paso County Auditor's Office
800 East Overland, Rm. 406
El Paso, Texas 79901

6/2/2009

CA

BA-29

(915) 546-2040, Ext. 3346

From: Gracie Fierro
Sent: Tuesday, May 19, 2009 3:02 PM
To: Jessica Fisher
Subject: RE: CA-6705

Hi Jessica, Sue is out of town and will be back on Thursday let me ask her where she wants to move money from.

Do we have any monies in CA-6001?

From: Jessica Fisher [mailto:JFisher@epcounty.com]
Sent: Tuesday, May 19, 2009 2:40 PM
To: Gracie Fierro
Subject: CA-6705

Gracie,

I currently show the following negative balance:

SUB OBJ	SUBJECT TITLE	ADOPTED BUDGET	AMEND	BUDGET AS AMENDED	CURR YR EXPEND	CURR YEAR ENCUMB	REMAINING BALANCE
3001	SALARIES-FULL TIME REGUL	\$4,311,962	\$62,327	\$4,374,289	\$2,634,515		\$1,739,774
3005	SALARIES-LONGEVITY	\$63,012		\$63,012	\$37,349		\$25,663
3050	SOCIAL SECURITY	\$313,857	\$4,798	\$318,655	\$187,228		\$131,427
3052	RETIREMENT	\$482,804	\$6,406	\$489,210	\$298,449		\$190,761
3054	INSURANCE-LIFE	\$873	\$10	\$883	\$532		\$351
3056	INSURANCE-HEALTH/DENTAL	\$191,373	\$1,512	\$192,885	\$108,499		\$84,386
3058	INSURANCE-WORKERS COMPEN	\$14,740	\$229	\$14,969	\$8,257		\$6,712
3060	INSURANCE-UNEMPLOYMENT	\$10,741	\$91	\$10,832	\$4,467		\$6,365
6001	OFFICE EXPENSE	\$28,355	(\$4,044)	\$24,311	\$17,995	\$4,292	\$2,024
6011	BOOKS, PUBLICATIONS, SUB	\$33,199	\$321	\$33,520	\$24,757	\$8,763	
6019	PUBLIC OFFICIAL BOND	\$178		\$178	\$178		
6204	OPER EXP-EQUIP	\$5,800	(\$1,059)	\$4,741	\$4,741		
6207	INSURANCE-LIABILITY	\$450	\$95	\$545	\$484		\$61
6301	MAINT/REPAIR-GENERAL	\$300		\$300	\$300		
6350	RENTALS/LEASES	\$25,084	(\$16,304)	\$8,780	\$6,680		\$2,100
6503	COMMUNICATIONS-TELEPHONE	\$7,660	(\$95)	\$7,565	\$3,665		\$3,900
6664	PROF SVCS-GENERAL	\$1,139		\$1,139			\$1,139
6666	JUVENILE COURT EXPENSES	\$65,500		\$65,500	\$46,095		\$19,405
6705	TRAVEL/PROFESSIONAL EDUC	\$8,000	(\$321)	\$7,679	\$7,772		(\$93)
6761	CONTRACTED SERVICES		\$2,300	\$2,300	\$1,209	\$1,091	
6850	CONDUCT OF CRIMINAL AFFA	\$2,866		\$2,866	\$1,096		\$1,770

It appears this negative balance was created because deposit warrant # 09199585 (travel reimbursement Austin, TX TDCAA, 01/14-16/08) was incorrectly posted to CA. When this was correctly posted to CACOMM funds had already been transferred to cover the negative balance under 6011-Books, publications, sub. Please let me know from where you would like to transfer funds to cover this negative balance.

Jessica Fisher
 Budget Accountant

6/2/2009

FISCAL YEAR:	2009
NUMBER:	BA - 29
INDEX:	GADMINGF & CATEENCRT

COUNTY OF EL PASO, TEXAS
BUDGETARY AMENDMENT REQUEST

DATE: June 1, 2009

REQUESTED BY: S Aguilar

SA

INDEX	INDEX TITLE	SUB- OBJECT	SUB-OBJECT TITLE	AMOUNT
GADMINGF	General and Administrative Account	6872	Contingencies-maint/oper	(500.00)
CATEENCRT	County Attorney Teen Court Coordinator	6604	Mileage reimbursement	500.00

JUSTIFICATION:

To transfer appropriations to the County Attorney Teen Court Coordinator account to allow for mileage reimbursement as per inter-local agreement with the Socorro Independent School District.

Cateencnt

BA-29

Sarah Aguilar

From: Sue Collins
Sent: Monday, June 01, 2009 4:19 PM
To: Sarah Aguilar
Cc: Victor Perez; Gracie Fierro
Subject: CA Teen Court - for SISD
Importance: High

Hi Sarah:

Can you please set up a line item for 6604 Mileage in the account? I would put the annual amount at \$500.00.(not to exceed).

Thank you.

Sue

Rec'd May 2, 2009

Cateencrj

BA-29

STATE OF TEXAS)

COUNTY OF EL PASO)

**INTERLOCAL AGREEMENT
FOR TEEN COURT PROGRAM**

This agreement is entered into on the 17 day of March, 2009, by and between Socorro Independent School District, hereinafter called "SISD", and the County of El Paso, Texas, hereinafter called "County".

WITNESSETH:

WHEREAS, Texas Government Code, Chapter 791, authorizes Local Government of the state to enter into contracts for governmental functions and services to increase their efficiency and effectiveness; and

WHEREAS, such a consolidated effort to establish a Teen Court Program in partnership between the County and SISD, are in the best interest of the public and each party, and that this agreement will increase the effective and efficient functioning of each party, and

WHEREAS, the County and SISD are local governments as defined in Texas Government Code, Section 791.003(4), have the authority to enter into Agreement, and have each entered into this Agreement by the action of its governing body in the appropriate manner prescribed by law; and

WHEREAS, the County and SISD specify that each party paying for the performance of said functions of government shall make those payments from current revenue available to paying party;

NOW THEREFORE, in consideration of premises, and of the terms, provisions, and mutual promises herein contained which fairly compensate the performing party, it is mutually agreed as follows:

I. Duties of SISD - SISD will:

- A. At its sole expense, provide funding for the Teen court Program Administrator's salary. The salary will be based upon the County's adopted pay scale and the employee's years of service and will adjust annually in accordance with the County's Salary Plan. The reimbursed salary will automatically adjust to reflect a Cost of Living Adjustment, if such an adjustment is adopted county wide by El Paso County Commissioners' Court.
- B. At its sole expense, reimburse the County for the Teen Court Program Administrator's salary and benefits. The initial amount due for the year 2008-2009 is \$55,876 per annum. The annual salary for the Teen Court

KK-09-070

Cateencnt

BA-29

Program Administrator will be based upon the adopted County's Salary Plan and the employee's years of service. SISD will remit to the County the Program Administrator's salary and benefits on a monthly basis without demand.

- C. At its sole expense, provide funding for the Teen Court Program Administrator's reasonably necessary mileage reimbursements and travel expenses, which shall be remitted to the County monthly.
- D. Provide the Teen Court Program and the County Attorney's Office access to school equipment, such as VCR, television, and computer, when such equipment is needed for the operation of the Teen Court Program: Training and Teen Court Trials
- E. Allow the SISD High School campus (es) to be used as the location for Teen Court Trials.


II. Duties of County - The County through the County Attorney's Office, will:

- A. Operate the Teen Court Program in compliance with Article 45.052 of the Texas Code of Criminal Procedure, Article 54.032 of the Texas Family Code, and Articles 37.006 and 37.007 of the Texas Education Code.
- B. Maintain a Teen Court Board which shall meet on a quarterly basis and monitor the progress of the Teen Court program and its budget. Members of the board shall include, but not be limited to, members/employees of the SISD and the County Attorney's Office.
- C. Establish a hiring committee that shall include representatives of SISD, and the County Attorney's Office to select person to serve as Teen Court Program Administrator.
- D. Employ and directly supervise the Teen Court Program Administrator.
- E. Provide an office and furniture to be used by the Teen Court Program Administrator. Such office will be located at the County Attorney's Office.
- F. Maintain, verify and monitor statistical information as it pertains to the Teen Court Program and its participants, and provide such information to SISD.

FISCAL YEAR:	2009
NUMBER:	BA - 29
INDEX:	JUVPROBDONAT

COUNTY OF EL PASO, TEXAS
BUDGETARY AMENDMENT REQUEST

DATE: June 2, 2009

REQUESTED BY: S Aguilar 

INDEX	INDEX TITLE	SUB-OBJECT	SUB-OBJECT TITLE	AMOUNT
JUVPROBDONAT	Juvenile Probation Donations	R9105	Contributions/donations-general	200.00
JUVPROBDONAT	Juvenile Probation Donations	6201	Operating expenses-general	200.00

JUSTIFICATION:

To increase budget for the Juvenile Probation Donations account to account for donation received from the Texas Youth Commission.

FAML6450 V4.2
LINK TO:

COUNTY OF EL PASO CNY
ORGANIZATION SUMMARY INQUIRY

06/02/2009
9:14 AM
BA-29

BALANCE (Y,M,Q,A) : Y FUNDING PERIOD : CURRENCY CODE :
FISCAL MO/YEAR : 08 2009 MAY 2009
INDEX : JUVPROBDONAT JUVENILE PROBATION DONATIONS
ORGANIZATION :
CHAR / OBJECT :
FDTP FUND SFND :
PROJECT PROJ DTL :
GRANT GRANT DTL :
USER CODE :

S	SUBOBJ	DESCRIPTION	BUDGET	ACTUAL	ENCUMBERED	BALANCE
	R9002	INTEREST EARNINGS-		18		18
	R9105	CONTRIBUTIONS/DONA		200		200
	R9800	DESIGNATED FOR SUB	1,000			-1,000
		REVENUE TOTAL	1,000	218		-782
	6201	OPERATING EXPENSES	1,000	497		503
		EXPENDITURE TOTAL	1,000	497		503
		REVENUE LESS EXPE		-279		-279

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F7-PRIOR PG F8-NEXT PG F9-LINK
G014 - RECORD FOUND

TAXDISCRET

BA-29

John B. Luttrell

From: Sarah Aguilar
Sent: Friday, May 29, 2009 9:35 AM
To: John B. Luttrell
Subject: FW: Transfer of Funds

From: Norma L. Favela
Sent: Thursday, May 28, 2009 5:25 PM
To: Letty Ramos; Sarah Aguilar
Cc: Victor Flores; David Marquez; Monica Miranda
Subject: RE: Transfer of Funds

Thanks for keeping me in the loop, Letty.

I know that Mr. Flores was in support of this.

Have a nice evening.

Norma L. Favela, R.T.A.
Chief Deputy Tax Assessor-Collector
Office of the County Tax Assessor-Collector
El Paso County, Texas
Office: (915)546-2096 or (915)546-2097
Fax: (915)543-3838

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From: Letty Ramos
Sent: Wednesday, May 27, 2009 4:09 PM
To: Sarah Aguilar
Cc: Victor Flores; Norma L. Favela; David Marquez; Monica Miranda
Subject: Transfer of Funds

Hello Sarah,

Sorry to trouble you again, but I am in need of your assistance. We are requesting the following transfers:

From **TAXDISCRET sub-object 6705-Travel** in the amount of **\$3,500.00** to the following sub-objects:

- **6201-Operating Expense-General - \$3000.00** for a Dutch door to be installed in the hallway for security purposes at the Ysleta Annex Tax Office (VIT), approved by

TAX DISCRET

BA-29

Commissioner's Court on March 18, 2009.

- **6301-Maint/Repair-General -\$500.00** for maintenance contract for copy machines.

If you have any questions please contact me, thank you.

Leticia Ramos
Programs Coordinator
El Paso County Tax
Enforcement Division
(915) 755-3535 ext. 229
FAX: (915) 755-6287
4641 Cohen Ave. Ste. B
El Paso, TX 79924