

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: OMB

AGENDA DATE: February 10, 2009

CONTACT PERSON/PHONE: David R. Almonte, 541-4530

DISTRICT(S) AFFECTED: All Districts

SUBJECT:

Approve required budget transfer to reduce general fund appropriations to reflect the projected revenue deficit while minimizing impact to city services.

BACKGROUND / DISCUSSION:

As reported in First quarter budget presentation to Council on Feb. 3, 2009, city general fund revenue projected at a \$9.3 million deficit. In order to comply with the City's budget policy requirement of a balance of revenue and appropriations and the need to make mid-year adjustments to ensure this occurs, OMB is requesting approval of a budget transfer reducing general fund appropriations accordingly. This will result in an overall reduction of the City's general fund appropriations by approximately \$7M.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

City Council approved the current Budget Policy on 6 April 2006 which requires a balanced budget. A mid-year adjustment is a proactive action to ensure we work towards a balanced budget at the end of the fiscal year.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

General Fund appropriations will be reduced across the board by 3% with the exception on Police and Fire which will be reduced by 2%, reduced amounts will be transferred to non-departmental as a transfer to fund balance.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: David R. Almonte
(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: W. J. [Signature] **DATE:** _____

Transfers

Department	DeptID	Account		BUDGET TRANSFER
Special Items	99010273	507002		(7,065,688)
TOTAL				(7,065,688)

GF REDUCTIONS FY2009

Department	DeptID	Account	Description	FINAL RECOMMENDED
CD	71010277	501000	Non-Uniform Wages & Salaries	(14,891)
CD	71010277	501124	City Pension Plan Contribution	(1,735)
CD	71010277	501129	FICA City Match - Civilian	(923)
CD	71010277	501130	FICA Med City Match - Civilian	(216)
City Attorney	03010021	501000	Non-Uniform Wages & Salaries	(17,210)
City Attorney	03010022	501000	Non-Uniform Wages & Salaries	(12,860)
City Attorney	03010021	501124	City Pension Plan Contribution	(2,005)
City Attorney	03010022	501124	City Pension Plan Contribution	(1,497)
City Attorney	03010021	501129	FICA City Match - Civilian	(1,067)
City Attorney	03010022	501129	FICA City Match - Civilian	(797)
City Attorney	03010021	501130	FICA Med City Match - Civilian	(250)
City Attorney	03010022	501130	FICA Med City Match - Civilian	(186)
City Attorney	03010026	502106	Collective Bargaining Services	(33,737)
City Attorney	03010025	502113	Court Reporters	(23,500)
City Attorney	03010026	502123	Telephone Franchise Review Svcs.	(4,000)
City Attorney	03010025	502151	Arbitration/Mediation Services	(41,000)
City Attorney	03010024	504201	Travel Expenses - Employees	(2,400)
City Manager	15010705	502209	Printing Services Contracts	(3,000)
City Manager	15010704	502215	Outside Contracts - NOC	(12,000)
City Manager	15010705	502215	Outside Contracts - NOC	(7,000)
City Manager	15010716	502215	Outside Contracts - NOC	(10,500)
City Manager	15010716	503101	Minor Office Equipment Supp & Main	(3,000)
City Manager	15010704	503103	Publications & Subscriptions	(500)
City Manager	15010704	503115	Food and Beverage Supplies	(1,000)
City Manager	15010704	504201	Travel Expenses - Employees	(11,500)
City Manager	15010716	504201	Travel Expenses - Employees	(2,000)
City Manager	15010716	504203	Mileage Allowances	(500)
City Manager	15010716	504412	Seminars Continuing Education	(2,000)
City Manager	15010704	504414	Professional License & Membership	(5,000)
Development Svcs	33010034	502215	Outside Contracts - NOC	(25,000)
Development Svcs	33010034	503101	Minor Office Equipment Supp & Main	(4,000)
Development Svcs	08010037	503107	Photography/Film/Video Supply	(250)
Development Svcs	33010034	503107	Photography/Film/Video Supply	(1,100)
Development Svcs	36010116	503107	Photography/Film/Video Supply	(2,880)
Development Svcs	36010118	503107	Photography/Film/Video Supply	(600)
Development Svcs	36010318	503107	Photography/Film/Video Supply	(2,170)
Development Svcs	36010118	503120	Uniforms & Apparels Supplies	(6,660)
Development Svcs	33010034	503302	Data Process Equip \$1,000-\$4,999	(48,000)
ED	72010268	502209	Printing Services Contracts	(9,000)
ED	72010268	502215	Outside Contracts - NOC	(47,294)
ED	72010268	504203	Mileage Allowances	(1,000)
Engineering	35010045	501000	Non-Uniform Wages & Salaries	(94,768)
Engineering	35010045	501124	City Pension Plan Contribution	(11,040)
Engineering	35010045	501129	FICA City Match - Civilian	(5,876)
Engineering	35010045	501130	FICA Med City Match - Civilian	(1,374)
Financial Services	10010705	501000	Non-Uniform Wages & Salaries	(69,573)
Financial Services	10010020	501124	City Pension Plan Contribution	(1,797)
Financial Services	10010705	501124	City Pension Plan Contribution	(8,105)
Financial Services	10010020	501129	FICA City Match - Civilian	(956)
Financial Services	10010705	501129	FICA City Match - Civilian	(4,314)

Department	DeptID	Account	Description	FINAL RECOMMENDED
Financial Services	10010020	501130	FICA Med City Match - Civilian	(224)
Financial Services	10010705	501130	FICA Med City Match - Civilian	(1,009)
Financial Services	10010017	504201	Travel Expenses - Employees	(1,143)
Financial Services	10010020	501000	Non-Uniform Wages & Salaries	(15,421)
Financial Services	10010705	502104	Audit Services	(19,512)
Financial Services	10010705	502205	Legal Notices Contracts	(5,000)
Financial Services	10010021	504201	Travel Expenses - Employees	(857)
Fire	22010100	501012	Uniform Wages & Salaries	(818,053)
Fire	22010100	501125	Fire Pension Plan Contribution	(138,653)
Fire	22010100	501132	FICA Med City Match - Uniform	(11,169)
Fire	22010096	502111	Health Care Provider Services	(150,000)
Fire	22010090	502201	Billing/Collect Agen Contracts	(100,000)
Fire	22010090	502209	Printing Services Contracts	(6,202)
Fire	22010096	502209	Printing Services Contracts	(1,798)
Fire	22010100	502410	Fire Hydrant - Leases	(25,000)
Fire	22010320	503001	Gasoline - Unleaded	(200,000)
General Services	31010326	501000	Non-Uniform Wages & Salaries	(81,762)
General Services	31010326	501002	Overtime - Civilian	(5,000)
General Services	31010326	501124	City Pension Plan Contribution	(10,236)
General Services	31010326	501129	FICA City Match - Civilian	(5,069)
General Services	31010326	501130	FICA Med City Match - Civilian	(1,186)
General Services	31010325	502221	Ground keeping Horti Contracts	(8,900)
General Services	31010325	502229	Office Equipment Maint Contract	(900)
General Services	31010325	503120	Uniforms & Apparels Supplies	(2,700)
General Services	31010325	503122	Maintenance Supplies/Parts NOC	(2,000)
General Services	31010325	503123	Safety Equipment	(400)
Health	41010127	501000	Non-Uniform Wages & Salaries	(25,071)
Health	41010135	501000	Non-Uniform Wages & Salaries	(17,225)
Health	41010146	501000	Non-Uniform Wages & Salaries	(16,661)
Health	41010150	501000	Non-Uniform Wages & Salaries	(46,611)
Health	41010140	501011	Part-Time Temporary Civilian	(141,963)
Health	41010127	501124	City Pension Plan Contribution	(2,505)
Health	41010135	501124	City Pension Plan Contribution	(2,015)
Health	41010140	501124	City Pension Plan Contribution	(3,677)
Health	41010146	501124	City Pension Plan Contribution	(1,896)
Health	41010150	501124	City Pension Plan Contribution	(4,469)
Health	41010127	501129	FICA City Match - Civilian	(1,333)
Health	41010135	501129	FICA City Match - Civilian	(1,072)
Health	41010140	501129	FICA City Match - Civilian	(5,477)
Health	41010146	501129	FICA City Match - Civilian	(1,009)
Health	41010150	501129	FICA City Match - Civilian	(2,378)
Health	41010127	501130	FICA Med City Match - Civilian	(312)
Health	41010135	501130	FICA Med City Match - Civilian	(251)
Health	41010140	501130	FICA Med City Match - Civilian	(1,865)
Health	41010146	501130	FICA Med City Match - Civilian	(236)
Health	41010150	501130	FICA Med City Match - Civilian	(556)
Human Resources	09010027	501000	Non-Uniform Wages & Salaries	(25,276)
Human Resources	09010030	501000	Non-Uniform Wages & Salaries	(14,532)
Human Resources	09010027	501124	City Pension Plan Contribution	(2,945)
Human Resources	09010030	501124	City Pension Plan Contribution	(1,693)
Human Resources	09010027	501129	FICA City Match - Civilian	(1,567)
Human Resources	09010030	501129	FICA City Match - Civilian	(901)
Human Resources	09010027	501130	FICA Med City Match - Civilian	(367)
Human Resources	09010030	501130	FICA Med City Match - Civilian	(211)
Human Resources	09010029	502103	Assessment Center Services	(746)
Human Resources	09010027	502215	Outside Contracts - NOC	(2,000)
Human Resources	09010029	502302	Print Shop Alloc - Interfund	(3,000)
IT	39010349	501011	Part-Time Temporary Civilian	(50,583)
IT	39010351	501011	Part-Time Temporary Civilian	(37,111)
IT	39010349	501124	City Pension Plan Contribution	(5,893)
IT	39010351	501124	City Pension Plan Contribution	(4,323)

Department	DeptID	Account	Description	FINAL RECOMMENDED
IT	39010349	501129	FICA City Match - Civilian	(3,136)
IT	39010351	501129	FICA City Match - Civilian	(2,301)
IT	39010349	501130	FICA Med City Match - Civilian	(733)
IT	39010351	501130	FICA Med City Match - Civilian	(538)
IT	39010351	502202	Data Process Services Contracts	(124,000)
IT	39010351	502215	Outside Contracts - NOC	(28,000)
IT	39010351	502229	Office Equipment Maint Contract	(45,000)
IT	39010352	502229	Office Equipment Maint Contract	(10,000)
IT	39010351	503104	Minor Computer Equipment Supplies	(20,000)
Library	53010201	501000	Non-Uniform Wages & Salaries	(96,097)
Library	53010201	501124	City Pension Plan Contribution	(11,224)
Library	53010201	501129	FICA City Match - Civilian	(1,311)
Library	53010201	501130	FICA Med City Match - Civilian	(153)
Library	53010201	502212	Security Contracts	(14,000)
Library	53010201	502217	Interlocal Agreements	(5,000)
Library	53010329	502229	Office Equipment Maint Contract	(9,750)
Library	53010202	503101	Minor Office Equipment Supp & Main	(105,315)
Library	53010202	503103	Publications & Subscriptions	(2,750)
Library	53010201	504000	Phone	(5,900)
Library	53010201	504414	Professional License & Membership	(2,500)
Mayor & Council	01010003	501000	Non-Uniform Wages & Salaries	(3,766)
Mayor & Council	01010005	501000	Non-Uniform Wages & Salaries	(3,766)
Mayor & Council	01010001	501011	Part-Time Temporary Civilian	(3,766)
Mayor & Council	01010002	501011	Part-Time Temporary Civilian	(3,766)
Mayor & Council	01010004	501011	Part-Time Temporary Civilian	(3,766)
Mayor & Council	01010007	501011	Part-Time Temporary Civilian	(3,766)
Mayor & Council	01010008	501011	Part-Time Temporary Civilian	(3,766)
Mayor & Council	01010014	503115	Food and Beverage Supplies	(2,200)
Mayor & Council	01010014	504200	Travel Expenses Elected Officials	(2,000)
Mayor & Council	01010014	504406	Other Services/Charges Expense	(5,179)
Mayor & Council	01010006	504420	Council Special Projects	(3,766)
MCAD	54010249	501000	Non-Uniform Wages & Salaries	(11,370)
MCAD	54010252	501000	Non-Uniform Wages & Salaries	(22,161)
MCAD	55010299	501000	Non-Uniform Wages & Salaries	(10,052)
MCAD	54010249	501124	City Pension Plan Contribution	(1,325)
MCAD	54010252	501124	City Pension Plan Contribution	(2,581)
MCAD	55010299	501124	City Pension Plan Contribution	(1,171)
MCAD	54010249	501129	FICA City Match - Civilian	(705)
MCAD	54010252	501129	FICA City Match - Civilian	(1,374)
MCAD	55010299	501129	FICA City Match - Civilian	(623)
MCAD	54010249	501130	FICA Med City Match - Civilian	(165)
MCAD	54010252	501130	FICA Med City Match - Civilian	(321)
MCAD	55010299	501130	FICA Med City Match - Civilian	(146)
MCAD	55010299	502211	Rec and Cultural Contracts	(7,689)
MCAD	55010299	503100	Office Supplies	(1,748)
MCAD	54010252	504201	Travel Expenses - Employees	(725)
MCAD	54010252	504203	Mileage Allowances	(275)
MCAD	54010249	504409	Property Insurance Expense	(500)
MCAD	54010252	505200	Community Service Projects - 390	(7,500)
Municipal Court	11010009	501000	Non-Uniform Wages & Salaries	(10,837)
Municipal Court	11010011	501000	Non-Uniform Wages & Salaries	(47,561)
Municipal Court	11010011	501124	City Pension Plan Contribution	(6,205)
Municipal Court	11010009	501129	FICA City Match - Civilian	(671)
Municipal Court	11010011	501129	FICA City Match - Civilian	(3,235)
Municipal Court	11010009	501130	FICA Med City Match - Civilian	(157)
Municipal Court	11010011	501130	FICA Med City Match - Civilian	(757)
Municipal Court	11010011	502112	Interpreter Services	(20,000)
Municipal Court	11010011	502113	Court Reporters	(2,000)
Municipal Court	11010011	502229	Office Equipment Maint Contract	(2,000)
Municipal Court	11010011	502301	Motor Pool Usage Fee - Interfund	(1,000)
Municipal Court	11010009	502404	Office Equipment - Leases	(500)

Department	DeptID	Account	Description	FINAL RECOMMENDED
Municipal Court	11010011	502404	Office Equipment - Leases	(1,000)
Municipal Court	11010011	503001	Gasoline - Unleaded	(500)
Municipal Court	11010332	504200	Travel Expenses Elected Officials	(10,000)
Municipal Court	11010009	504201	Travel Expenses - Employees	(2,625)
Municipal Court	11010011	504201	Travel Expenses - Employees	(1,500)
Municipal Court	11010011	504404	Juror Expense	(2,000)
Municipal Court	11010011	505402	Bank Svc Charges & Credit Card Fees	(6,000)
Non-Departmental	99010273	504402	General Liability Insurance	(60,000)
Non-Departmental	99010273	504405	Operating Contingency/Reserve	(150,000)
Non-Departmental	99010273	504411	Salary Adjustment Reserve Expense	(115,840)
OMB	04010020	501000	Non-Uniform Wages & Salaries	(32,928)
OMB	04010020	501124	City Pension Plan Contribution	(3,836)
OMB	04010020	501129	FICA City Match - Civilian	(2,042)
OMB	04010020	501130	FICA Med City Match - Civilian	(477)
Parks	51010366	501011	Part-Time Temporary Civilian	(107,638)
Parks	51010366	501129	FICA City Match - Civilian	(6,674)
Parks	51010366	501130	FICA Med City Match - Civilian	(1,561)
Parks	51010362	502115	Management Consulting Services	(4,175)
Parks	51010366	502221	Ground keeping Horti Contracts	(350,000)
Parks	51010365	503005	Diesel	(7,000)
Parks	51010366	503005	Diesel	(47,565)
Parks	51010366	503113	Land Maintenance Supplies	(50,000)
Parks	51010366	503126	Chemical Supplies	(10,000)
Parks	51010366	503202	Land/Landscaping - Maint & Rep	(20,000)
Parks	51010365	503212	Building - Inside	(20,000)
Parks	51010363	504422	Field Trips	(20,000)
PD	21010050	501013	Overtime - Uniform	(590,641)
PD	21010050	501126	Police Pension Plan Contribution	(92,578)
PD	21010050	501132	FICA Med City Match - Uniform	(31,526)
PD	21010052	502111	Health Care Provider Services	(10,000)
PD	21010053	502111	Health Care Provider Services	(10,000)
PD	21010050	502116	Promotional Services	(20,000)
PD	21010053	502116	Promotional Services	(10,000)
PD	21010055	503001	Gasoline - Unleaded	(300,000)
PD	21010060	503120	Uniforms & Apparels Supplies	(114,157)
PD	21010061	504408	Prisoner Custody Expense	(1,000,000)
Street	32010155	502221	Ground keeping Horti Contracts	(125,000)
Street	32010200	502227	Public Accesses Maint Contract	(200,000)
Street	32010200	503203	Public Accesses Maint & Rep	(125,000)
Tax	06010022	501011	Part-Time Temporary Civilian	(18,476)
Tax	06010022	501100	Workers Compensation Civilian	(92)
Tax	06010022	501101	Unemployment Comp - Civilian	(18)
Tax	06010022	501129	FICA City Match - Civilian	(1,146)
Tax	06010022	501130	FICA Med City Match - Civilian	(268)
Tax	06010022	502304	Mail Room Charges	(20,000)
Tax	06010022	504201	Travel Expenses - Employees	(4,962)
Zoo	52010245	501000	Non-Uniform Wages & Salaries	(59,069)
Zoo	52010245	501100	Workers Compensation Civilian	(295)
Zoo	52010245	501101	Unemployment Comp - Civilian	(59)
Zoo	52010245	501129	FICA City Match - Civilian	(3,663)
Zoo	52010245	501130	FICA Med City Match - Civilian	(857)

**General Fund Adopted Appropriations By Department
& Proposed Reductions**

Departments	Adopted FY2009	Final Decrease	Revised Budget
City Attorney	4,873,975	(140,508)	4,733,467
Community Development	595,186	(17,765)	577,421
Department of City Manager	1,933,445	(58,000)	1,875,445
Dept. of Museums & Cultural Affairs	2,347,729	(70,431)	2,277,298
Development Services	6,274,376	(90,660)	6,183,716
Economic Development	1,909,793	(57,294)	1,852,499
Engineering Services	3,768,613	(113,058)	3,655,555
Financial Services	2,964,197	(127,909)	2,836,288
Fire	74,819,409	(1,450,875)	73,368,534
General Services	15,629,942	(118,153)	15,511,789
Health	9,223,638	(276,582)	8,947,056
Human Resources	2,326,992	(53,237)	2,273,755
Information Technology	10,825,615	(331,619)	10,493,996
Library	8,470,606	(254,000)	8,216,606
Mayor & Council	1,316,806	(39,505)	1,277,301
Municipal Clerk	4,993,852	(118,548)	4,875,304
Non-Departmental	8,861,332	(325,340)	8,535,992
Office of Management & Budget	1,309,433	(39,283)	1,270,150
Parks & Recreation	21,486,742	(644,614)	20,842,128
Police	108,944,356	(2,178,902)	106,765,454
Street Department	14,991,460	(450,000)	14,541,460
Tax	4,506,024	(44,962)	4,461,062
Zoo	3,452,772	(63,943)	3,388,829
	<u>315,826,293</u>	<u>(7,065,688)</u>	<u>308,760,605</u>

General Fund Reductions by Character

501 Salaries Wages & Employee Ben	(2,978,321)
502 Contractual Services	(1,558,203)
503 Material and Supplies	(1,101,495)
504 Operating Expenditures	(1,414,170)
505 Non Operating Expenditures	(13,500)
506 Intergovernmental Expenditure	0
508 Capital Outlay	0
Total	<u>(<u>\$7,065,688</u>)</u>