

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

DEPARTMENT: Convention and Performing Arts Centers

AGENDA DATE: May 8, 2012

CONTACT PERSON NAME AND PHONE NUMBER: William Blaziek, 915-534-0600

DISTRICT(S) AFFECTED: All

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Approval of the Convention and Performing Arts Center's (CPAC) two-year capital improvement plan (FY 2012 though FY 2013) in the estimated amount of \$2,500,000

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

CPAC has established a two-year capital improvement program totaling an estimated \$2,500,000 to be funded with various funding sources as denoted below. The program includes various projects, each under \$1,000,000, including building improvements, equipment replacement/updates, vehicles, furnishings, and information technology improvements. A schedule of anticipated projects and related costs is attached.

CPAC has a dedicated capital improvement and debt service fund that was created by City Council Ordinance pursuant to State Law on the use of Hotel Occupancy Tax (HOT) Funds. These funds are used to maintain the Convention and Performing Arts Center facilities. Additionally, positive net variance in annual operating funds generates a fund balance (retained earnings) which is used for reinvestment in the facilities.

PRIOR COUNCIL ACTION:

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

N/A

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?

Various - Convention and Performing Arts Centers Capital Fund
Convention and Performing Arts Centers Capital Fund Balance
Convention and Performing Arts Centers Net Operating Revenue
Hotel Occupancy Tax Revenue – Capital / Debt Service Fund
Hotel Occupancy Tax Revenue – CPAC Operating Fund

Necessary budget transfers are authorized by FY2012 Budget Resolution

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

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

DEPARTMENT HEAD:

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. THAT the El Paso City Council affirms that the Convention and Visitor's Bureau ("CVB") capital plan totaling approximately \$2,500,000, referenced as the "El Paso Convention and Performing Arts Centers Two-Year Capital Improvement Plan" and attached hereto as Exhibit "A", shall be the established list of CVB capital projects for Fiscal Years 2012-2013; and
2. THAT the City Manager be authorized, subject to annual budgeting requirements, to establish the funding sources for the CVB capital plan enumerated in the "El Paso Convention and Performing Arts Centers Two-Year Capital Improvement Plan" for Fiscal Years 2012-2013 and make all necessary budget transfers at the appropriate times for execution of the CVB capital projects.

PASSED AND APPROVED this _____ day of _____, 2012.

CITY OF EL PASO

John F. Cook
Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Marie A. Taylor
Assistant City Attorney

William Blaziek
Convention & Performing Arts Center

El Paso Convention and Performing Arts Centers Two-Year Capital Improvement Plan				
Project Type and Name	Funding Source	FY 2012 Budget Estimated	FY 2013 Budget Estimated	2 Year Grand Total
Building improvements		\$ 1,200,000.00	\$ 725,000.00	\$ 1,925,000.00
A/V Improvements		\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Equipment		\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Office Furnishings		\$ 115,000.00	\$ -	\$ 115,000.00
Vehicles			\$ 60,000.00	\$ 60,000.00
IT and Communication		\$ 130,000.00	\$ 70,000.00	\$ 200,000.00
Total CPAC Improvements		\$ 1,545,000.00	\$ 955,000.00	\$ 2,500,000.00
Funding By Source	Funding Source	FY 2012 Budget Estimated	FY 2013 Budget Estimated	2 Year Grand Total
	Retained Earnings	\$ 1,000,000.00	\$ 500,000.00	\$ 1,500,000.00
	HOT Funds	\$ 575,000.00	\$ 425,000.00	\$ 1,000,000.00

EXHIBIT A