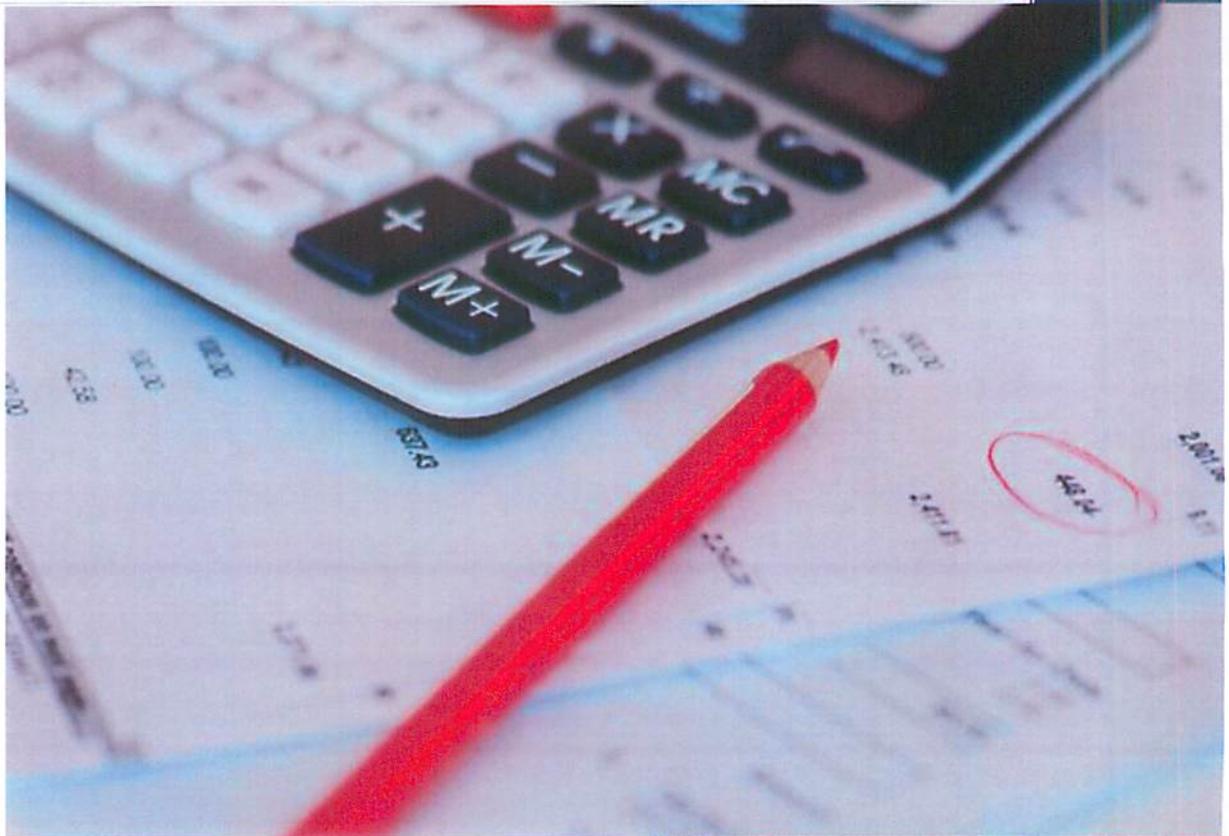


# 2012

## BUDGET PROCESS WORKSHOP # 1



August 2, 2011

Department of Budget &  
Management

*"Commitment to Excellence"*



# HIDALGO COUNTY

Department Of Budget & Management

## 2012 BUDGET PROCESS

General Fund - Budget Issues/Challenges

*As of August 2, 2011*

2012 Base Line Budget	\$ 161,900,000
Projected Increases	<u>17,490,462</u>
Projected 2012 Budget	\$ 179,390,462
Estimated Revenues	154,744,104
Other Financing Sources	<u>\$ 4,547,412</u>
Projected Short Fall	<u><u>\$ (20,098,946)</u></u>

# HIDALGO COUNTY

## Department Of Budget & Management

### 2012 BUDGET PROCESS

#### General Fund - Budget Issues/Challenges

As of August 2, 2011

2012 BASE LINE BUDGET

\$ 161,900,000

PROJECTED INCREASES:

	2011 Original Budget	2012 Projected Expenditures	Net Change Inc/Dec
Health Insurance	7,451,363	8,784,999	1,333,636
Workers Compensation	-	1,120,578	1,120,578
Salaries & Fringes	78,373,884	78,973,419	725,437
Retirement	7,714,047	8,076,593	362,546
Projected COLA Increases	-	1,900,000	1,900,000
Law Enforcement - Step Increase	-	1,400,000	1,400,000
Child Welfare Public Defense	1,247,445	1,847,920	600,475
Civil Public Defense	313,408	421,000	107,592
Criminal Public Defense	5,539,147	5,615,356	76,209
Room and Board (Jail - Out of County)	1,000,000	2,000,000	1,000,000
Room and Board (Juvenile - C.O.P.)	1,500,000	2,000,000	500,000
Communication System (1/4 Cost)	-	2,700,000	2,700,000
Sheriff Sub-Station Furniture/Equipment	-	726,834	726,834
Sheriff Sub-Station Non-Detention Staff	-	465,000	465,000
Sheriff Sub-Station Detention Staff	-	286,000	286,000
Elections - Poll wrks / Temp.	-	800,000	800,000
New County Court at Law No. 8	-	300,000	300,000
County Court At Law No. 7	300,000	500,000	200,000
Legal	1,000,000	2,183,790	1,183,790
Countywide Fuel/Gasoline	1,952,125	2,963,000	1,010,875
Countywide Electricity	1,928,850	2,174,341	245,491
Bank Fees	-	171,000	171,000
Jury Fees	800,000	950,000	150,000
Appraisal Fees	1,475,000	1,600,000	125,000
<b>Total:</b>	<b>\$ 17,055,975</b>	<b>\$ 31,004,240</b>	<b>\$ 17,490,462</b>

PROJECTED BUDGET NEED FOR 2012:

\$ 179,390,462

# HIDALGO COUNTY

## Department Of Budget & Management

### 2012 BUDGET PROCESS General Fund - Financing Options *As of August 2, 2011*

2012 Projected Budget	\$ 179,390,462
Less Proposed Increase Adjustments	<u>(8,847,412)</u>
2012 Proposed Budget	\$ 170,543,050
Estimated Revenues	\$ 154,744,104
2012 Budget Shortfall	\$ (15,798,946)

**FINANCING OPTIONS:**

	Option 1		Option 2		Option 3
Employee Furlough (1 day/Month) <sup>(1)</sup>	2,972,290		-		-
Employee Insurance Participation 15% <sup>(2)</sup>	1,317,452		1,317,452		-
Mediplex Purchase (Rent and NNN)	360,000		360,000		360,000
Other Object Code Reduction- 50% <sup>(3)</sup>	709,000		709,000		709,000
90 Day Rolling Freeze	850,000		850,000		850,000
Aid To Other Govt. Agencies	355,000	50%	177,500	25%	-
<b>Total Budget Adjustments:</b>	6,563,742		3,413,952		1,919,000
Fund Balance Appropriation	(9,235,204.07)		(12,384,994.07)		(13,879,946.22)
Estimated Fund Balance as of Dec. 31, 2012	22,264,795.93		19,115,005.93		17,620,053.78
	13.06%		11.21%		10.33%
Non-Fund Balance Drawdown <sup>(4)</sup>	8,900,000		8,900,000		8,900,000
Actual Fund Balance Reduction	(335,204.07)		(3,484,994.07)		(4,979,946.22)
Projected Fund Balance as of Dec. 31, 2012	31,164,796		28,015,006		26,520,054
	18.27%		16.43%		15.55%

(1) 12 days Furlough = 4.6% Salary Reduction

(2) 15% Health Insurance Employee Participation = 3.4% Salary Reduction G1-S1

(3) Travel, Office Supplies, Furniture, Equipment

(4) Noncertified anticipated revenues/Lapse expenditures

**HIDALGO COUNTY**  
Department Of Budget & Management

2012 BUDGET PROCESS  
General Fund - Options  
*As of August 2, 2011*

Across The Board Budget Cuts - 5% Reduction	\$8.0M
Salary Reductions - 5% Reduction	\$3.9M
Employee Furlough - 1 day per month 4.6% salary reduction	\$2.9M
Employee Health Insurance Premium Participation - 15%	\$1.3M
Deletion of Vacant Positions - 107 GF vacant positions as of 8.02.11	\$3.2M
90 Day Rolling Hiring Freeze	\$850K
Sanitation Privatization	\$1.9M - \$6.0M
Centralized Purchasing - 50% Reduction (supplies, furniture, equipment)	\$500K
Court Approved Travel - 50% Reduction (trave	\$200K
Aid to Other Agencies - 50% Reduction	\$355M
UPL Contribution - 11.74% Reduction	\$1.0M
Fund Balance	\$31.4M
Tax Increase	\$0.01 = \$2.5M
Sale of Unused Assets (Land)	
County Wide Motor pool	

**HIDALGO COUNTY**  
 Department Of Budget & Management

2012 BUDGET PROCESS  
 Aid to Non- Governmental and Governmental Agencies Analysis  
 As of August 2, 2011

Agency Name	2011 Adopted Budget	-25%	-50%	-75%
VIDA	250,000	(62,500.00)	(125,000.00)	(187,500.00)
HISTORICAL MUSEUM	360,000	(90,000.00)	(180,000.00)	(270,000.00)
DONNA MUSEUM	50,000	(12,500.00)	(25,000.00)	(37,500.00)
IMAS	50,000	(12,500.00)	(25,000.00)	(37,500.00)
TOTAL:	\$ 710,000	\$ (177,500)	\$ (355,000)	\$ (532,500)

# HIDALGO COUNTY

## Department Of Budget & Management

### 2012 BUDGET PROCESS Total General Fund Employees Furlough Analysis

Type of Positions	No. of Positions	2011 Budgeted Salary	12 days Per Year
Deputy Constables	52	2,202,731	101,664.51
Deputy Sheriffs	233	9,872,330	455,646.00
Detention Officers	336	11,495,226	530,548.89
	<u>621</u>	<u>\$ 23,570,287</u>	<u>1,087,859.40</u>
		Fringe Benefits - Est. 17.5%:	190,375.40
		Total Est. Savings:	<b>\$ 1,278,234.80</b>
<hr/>			
Regular Employees	1,455	\$ 54,808,187	2,529,608.63
		Fringe Benefits - Est. 17.5%:	442,681.51
		Total Est. Savings:	<b>\$ 2,972,290.14</b>
Total Employees	2,076	\$ 78,378,474.00	\$ 4,250,524.94

# HIDALGO COUNTY

Department Of Budget & Management

## 2012 BUDGET PROCESS

GENERAL FUND

PROJECTED FUND BALANCE VS. ACTUAL FUND BALANCE

*Ten Year History*

Year	Estimated Fund Balance	Actual Fund Balance
2002	-	702,648
2003	5,360,318	9,834,100
2004	11,984,729	13,452,401
2005	10,252,412	12,541,571
2006	11,526,657	12,320,991
2007	14,837,994	21,627,835
2008	25,666,375	11,036,241
2009	11,865,335	21,594,909
2010	24,460,157	31,456,770
2011	22,496,058	31,456,770

**HIDALGO COUNTY**  
Department Of Budget & Management

2012 BUDGET PROCESS  
GENERAL FUND  
Salary Sweep History

<b>Year</b>	<b>Amount</b>
2008	3,217,961
2009	1,715,471
2010	2,968,707
2011	1,504,726*

\* As of July 26, 2011

**HIDALGO COUNTY**  
Department Of Budget & Management

**2012 BUDGET PROCESS**  
General Fund  
Potential Salary Adjustments

**2012 COLA**

	<u>2.50%</u>	<u>2.80%</u>	<u>3.00%</u>	<u>Total Employees</u>
Current Salaries	54,675,925	54,675,925	54,675,925	1,458
Increase Amount	1,366,898	1,530,926	1,640,278	Excluding Law Enforcement Step & Grade Positions
Increase Fringes 18%	246,042	275,567	295,250	
Estimated Cost:	<u>\$1,612,940</u>	<u><b>\$1,806,493</b></u>	<u>\$1,935,528</u>	

**Law Enforcement Step & Grade**

	<u>2011 Current Salaries</u>	<u>Next Step Increase</u>	<u>Fringe Benefits 18%</u>	<u>Total Employees</u>
Sheriff	9,876,375.00	605,209.00	108,937.62	233
Jail	11,538,168.00	423,977.00	76,315.86	336
Constables	2,055,629.00	111,240.00	20,023.20	50
Other	109,440.00	8,550.00	1,539.00	3
Total	<u>\$23,579,612</u>	<u>\$1,148,976</u>	<u>\$206,816</u>	<u>622</u>

Estimated Next Step Increase Cost:     **\$ 1,355,791.68**

Average % Inc.:                     **5.75%**

**Law Enforcement Step & Grade Vs. CPI Index**

<u>CPI Index</u>	
2010 CPI-W	213.967
2005 CPI-W	<u>190.975</u>
Index Point Change	22.992
Index Point Diff	22.992
% Change	12.0393

<u>Law Enforcement S&amp;G</u>	
2010 Salary	38,000.00
2005 Salary	<u>34,060.00</u>
Increase Amount	3,940.00
Salary Diff	3,940.000
% Change	11.5678

**HIDALGO COUNTY**  
 Department Of Budget & Management

GENERAL FUND  
 3 Year Adopted Budget Summary

	<u>2009</u>	<u>2010</u>	<u>2011</u>
SALARIES	74,058,590	75,948,988	78,055,570
ALLOWANCES	1,988,296	2,010,240	2,283,034
FRINGE BENEFITS	22,199,216	19,184,027	21,753,163
<b>TOTAL SALARIES:</b>	<b>\$ 98,246,101</b>	<b>\$ 97,143,254</b>	<b>\$ 102,091,767</b>
PROGRAMS & PRG ADM	41,774,708	44,020,092	41,849,156
DEPTS OPERATING EXP.	21,929,510	18,181,924	17,959,077
<b>TOTAL OPERATING EXP.:</b>	<b>\$ 63,704,218</b>	<b>\$ 62,202,016</b>	<b>\$ 59,808,233</b>

**HIDALGO COUNTY**  
 Department Of Budget & Management

GENERAL FUND  
 3 Year Adopted Budget Summary

	<u>2009</u>	<u>2010</u>	<u>2011</u>
SALARIES	74,058,590	75,948,988	78,055,570
ALLOWANCES	1,988,296	2,010,240	2,283,034
FRINGE BENEFITS	22,199,216	19,184,027	21,753,163
<b>TOTAL SALARIES:</b>	<b>\$ 98,246,101</b>	<b>\$ 97,143,254</b>	<b>\$ 102,091,767</b>
PROGRAMS & PRG ADM	41,774,708	44,020,092	41,849,156
DEPTS OPERATING EXP.	21,929,510	18,181,924	17,959,077
<b>TOTAL OPERATING EXP.:</b>	<b>\$ 63,704,218</b>	<b>\$ 62,202,016</b>	<b>\$ 59,808,233</b>
	<b>\$ 161,950,319</b>	<b>\$ 159,345,270</b>	<b>\$ 161,900,000</b>

Hidalgo County  
Department of Budget & Management

GENERAL FUND VACANCY REPORT  
As of August 01, 2011

Department Name	Position Title	Grade	Step	Budgeted Salary	Comp %
<b>ELECTED OFFICIALS DEPARTMENTS</b>					
CO AUDITOR	FINANCIAL ACCOUNTING SUPERVISOR	15	3	\$58,342.00	100.00%
CO CLERK	COLLECTIONS ENFORCEMENT OFFICER II	7	1	\$29,458.00	100.00%
CO JUDGE	ADMINISTRATIVE ASSISTANT III	0	0	\$35,000.00	100.00%
CO JUDGE	ADMINISTRATIVE AIDE II	0	0	\$35,000.00	100.00%
CO JUDGE	ECONOMIC DEVELOPMENT PLANNER I	0	0	\$50,487.00	100.00%
CO TREASURER	FINANCIAL DATA SPECIALIST II	11	0	\$38,074.00	100.00%
CONSTABLE PCT.5	CONSTABLE			\$68,190.00	100.00%
CONSTABLE PCT.5	SENIOR DEPUTY CONSTABLE STEP III			\$44,777.00	100.00%
CONSTABLE PCT.5	DEPUTY CONSTABLE STEP I			\$38,000.00	100.00%
CRIM DA	CRIMINAL INVESTIGATOR I	12	4	\$43,319.00	90.57%
CRIM DA	ASSISTANT DISTRICT ATTORNEY III	16	4	\$65,071.00	100.00%
CRIM DA	ASSISTANT DISTRICT ATTORNEY II	14	3	\$52,374.00	96.95%
JAIL	SENIOR DETENTION OFFICER STEP IV			\$37,136.00	100.00%
JAIL	DETENTION OFFICER STEP I			\$30,450.00	100.00%
JAIL	DETENTION OFFICER STEP I			\$30,450.00	100.00%
JAIL	DETENTION OFFICER			\$29,232.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			\$35,880.00	100.00%
JAIL	DETENTION OFFICER STEP I			\$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER STEP I			\$33,495.00	100.00%
JAIL	DETENTION OFFICER STEP I			\$30,450.00	100.00%
JAIL	REGISTERED NURSE IV	17	1	\$63,599.00	100.00%
JAIL	DETENTION OFFICER STEP I			\$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			\$35,880.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			\$35,880.00	100.00%
JAIL	DETENTION OFFICER STEP II			\$31,516.00	100.00%
JAIL	CUSTODIAN II	3	2	\$22,411.00	100.00%
JAIL	SR. DETENTION OFFICER STEP II			\$34,667.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			\$35,880.00	100.00%
JP PCT 4/PL 2	ASST CRT COOR			\$29,674.00	100.00%
JP PCT 4/PL 2	CASE MANAGER			\$43,194.00	100.00%
PARKS PCT.1	MAINTENANCE II			\$26,607.00	100.00%
PARKS PCT.2	MAINTENANCE I			\$21,760.00	100.00%
PARKS PCT.2	CRC COORDINATOR			\$31,771.00	100.00%
PARKS PCT.2	MAINTENANCE I			\$26,059.00	100.00%
PARKS PCT.2	MAINTENANCE I			\$22,345.00	100.00%
PARKS PCT.2	MAINTENANCE I			\$22,345.00	100.00%
PARKS PCT.2	EXECUTIVE ASSISTANT			\$10,500.00	15.38%
PARKS PCT.2	FOREMAN			\$32,568.00	100.00%
PARKS PCT.4	PARK MAINTENANCE III			\$23,800.00	100.00%
PCT 1 CRC	OUTREACH MANAGER	0	0	\$39,707.00	100.00%
PCT 2 CRC	COMMUNITY OUTREACH WORKER PROMOTORA PT			\$10,258.00	100.00%
PCT 2 CRC	COMMUNITY OUTREACH WORKER PROMOTORA PT			\$10,258.00	100.00%
SANITATION PCT.1	ACCOUNTS PAYABLE SPECIALIST I	0	0	\$28,231.00	100.00%

# Hidalgo County

## Department of Budget & Management

### GENERAL FUND VACANCY REPORT

As of August 01, 2011

Department Name	Position Title	Grade	Step	Budgeted Salary	Comp %
SANITATION PCT.2	ATTENDANT			\$27,020.00	100.00%
SANITATION PCT.2	TRCK DRIVER II			\$26,644.00	100.00%
SANITATION PCT.2	TRUCK DRIVER II			\$26,644.00	100.00%
SANITATION PCT.2	MAINTENANCE I			\$22,345.00	100.00%
SANITATION PCT.2	MAINTENANCE WORKER I			\$22,345.00	100.00%
SANITATION PCT.2	SOLID WASTE ENFORCEMENT OFFICER			\$36,480.00	100.00%
SANITATION PCT.2	HEAVY EQUIPMENT OPERATOR I			\$28,356.00	100.00%
SANITATION PCT.2	EXECUTIVE ASSISTANT			\$12,165.00	17.82%
SANITATION PCT.3	TRCK DRVER III			\$28,000.00	100.00%
SANITATION PCT.3	MAINTENANCE I			\$24,880.00	100.00%
SANITATION PCT.3	MAINTENANCE I			\$28,000.00	100.00%
SHERIFF	MECHANIC IV	10	3	\$39,707.00	100.00%
SHERIFF	ACCOUNTANT III	12	4	\$47,829.00	100.00%
SHERIFF	DEPUTY SHERIFF	0	0	\$0.00	0.00%
SHERIFF	COMMUNICATIONS OFFICER	7	0	\$27,985.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			\$43,263.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			\$43,263.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP III			\$44,777.00	100.00%
SHERIFF	ADMINISTRATIVE ASSISTANT I	4	4	\$25,839.00	100.00%
TAX OFF	DEPUTY CLERK I	5	0	\$23,993.00	100.00%
TOTAL				\$2,064,530.00	

### OTHER COUNTY DEPARTMENTS

BUDGET & MANAGEMENT	SENIOR BUDGET ANALYST	15	1	\$54,600.00	100.00%
BUDGET & MANAGEMENT	SENIOR PLANNING ANALYST	15	1	\$54,526.00	100.00%
CHILD WELFARE	HUMAN SERVICES TECHNICIAN	5	3	\$27,024.00	100.00%
DOMESTIC RELATIONS OFFICE	DOMESTIC RELATIONS OFFICE DIRECTOR	0	0	\$29,442.00	100.00%
EXECUTIVE OFFICE	ENVIRONMENTAL COMPLIANCE COORDINATOR	0	0	\$76,331.00	100.00%
FACILITIES MANAGEMENT	WELDER II	6	7	\$33,006.00	100.00%
FACILITIES MANAGEMENT	CUSTODIAN II	3	2	\$22,411.00	100.00%
FACILITIES MANAGEMENT	A/C TECHNICIAN I	7	1	\$29,458.00	100.00%
HEALTH ADM	CLERK II	3	5	\$24,685.00	100.00%
HEALTH ADM	SEPTIC TANK INSPECTOR	7	0	\$27,985.00	100.00%
HEALTH ADM	CHIEF HEALTH INSPECTOR	12	1	\$43,284.00	100.00%
HEALTH CLINICS	SOCIAL WORKER	11	1	\$4,681.00	11.68%
HEALTH CLINICS	ELIGIBILITY SPECIALIST I	4	0	\$2,840.00	12.78%
HEALTH CLINICS	REGISTERED NURSE III	14	4	\$7,571.00	13.57%
HEALTH CLINICS	CLERK III	5	3	\$0.00	0.00%
HEALTH CLINICS	ELIGIBILITY SPECIALIST I	4	2	\$4,830.00	19.96%
HEALTH CLINICS	SOCIAL WORKER			\$6,323.00	100.00%
HEALTH CLINICS	COMMUNITY LIAISON II	13	2	\$0.00	0.00%
HEALTH CLINICS	DATA ENTRY CLERK III	5	4	\$0.00	0.00%
HEALTH CLINICS	CLERK I	1	1	\$18,564.00	100.00%
HUMAN RESOURCES	CLERK I	1	0	\$17,636.00	100.00%
INFORMATION TECHNOLOGY	TECHNICIAN III	8	1	\$31,815.00	100.00%

Hidalgo County  
Department of Budget & Management

GENERAL FUND VACANCY REPORT  
As of August 01, 2011

Department Name	Position Title	Grade	Step	Budgeted Salary	Comp %
INFORMATION TECHNOLOGY	TECHNICIAN I	4	2	\$24,203.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			\$32,120.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			\$16,022.00	47.46%
JUV DET HM	SHIFT SUPERVISOR			\$48,943.00	97.76%
JUV DET HM	JSO/ DETENTION OFFICER	0	0	\$32,120.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			\$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			\$34,279.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			\$32,120.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			\$33,244.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			\$33,244.00	100.00%
JUV DET HM	SHIFT SUPERVISOR			\$42,559.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			\$34,279.00	100.00%
JUV PROB	PROBATION OFFI			\$14,750.00	100.00%
JUV PROB	ASSISTANT INTAKE OFFICER			\$3,875.00	9.53%
JUV PROB	PROBATION OFFICER			\$47,949.00	95.43%
JUV PROB	JCCC ASST COOR			\$3,250.00	8.61%
JUV PROB	PROBATION OFFICER			\$9,703.00	21.54%
PURCHASING	ASSISTANT PURCHASING AGENT	17	1	\$63,599.00	100.00%
PURCHASING	BUYER II	9	2	\$35,563.00	100.00%
PURCHASING	BUYER III	11	2	\$41,481.00	100.00%
TX AGRILIFE EXT	C E A - 4-H			\$0.00	100.00%
TX DPS	ADMINISTRATIVE ASSISTANT III	8	1	\$31,815.00	100.00%
		TOTAL		\$1,165,892.00	
		TOTAL SALARIES		\$3,230,422.00	

**TOTAL NO. OF VACANT POSITIONS: 107**

ELECTED OFFICIALS DEPTS 63  
OTHER COUNTY DEPTS 44

Hidalgo County  
Department of Budget & Management

2012 BUDGET PROCESS  
Revenue Analysis  
10 Year History

Year	Original Estimated Revenues	Actual Revenue	Variance
2002	73,110,003	76,218,295	3,108,291
2003	88,616,324	91,758,775	3,142,451
2004	96,489,098	99,190,235	2,701,137
2005	105,357,074	110,920,093	5,563,018
2006	118,384,947	124,952,353	6,567,406
2007	131,000,628	141,312,844	10,312,216
2008	148,152,171	155,580,914	7,428,743
2009	161,950,320	167,766,906	5,816,587
2010	157,479,936	164,224,290	6,744,354 *
2011	156,363,270		

**\* 2010 Actual Revenue Excludes**

FEMA reimbursements in the amount of \$3,426,728.42

Indigent Defense Grant Equalization Disbursement \$863,443.00

Landmark Settlement received for bad construction on Jail in the amount of \$3,901,047.80

Landmark Settlement Attorney Fees \$3,048,952.20