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**County of El Paso
Agenda Item Details**

Item Title:	County Administration - ARPA Update
Submitted By:	Jose M. Landeros, Director
Department:	Strategic Capital Development
Department Phone Number:	915-546-2159
Subject:	Discuss and take appropriate action regarding the implementation of the El Paso County American Rescue Plan Act Coronavirus State & Local Fiscal Recovery Funds Portfolio.
Background:	On October 25, 2021, the Commissioners Court adopted the County American Rescue Plan Act Portfolio, "Portfolio," to strategically appropriate the anticipated \$163M in federal revenue. The portfolio established operating budgets for various initiatives with individual project identification numbers for tracking purposes. As implementation of the Portfolio continues, and as other operational needs may arise as the pandemic evolves, the Court may need to take additional action and amend the Portfolio.
Estimated Time Needed For This Item:	20 minutes



American Rescue Plan Act Portfolio Update

*County Administration
Commissioners Court Regular Session
August 26, 2024*

Nonprofit Assistance

ARP-1371



Organization	Requesting Extension
Big Brothers Big Sisters of El Paso	No
Boys & Girls Clubs of El Paso	No
Cancer and Chronic Disease Consortium	Yes
Candlelighters of West Texas	Yes
CASA of El Paso	No
Desert Spoon Food Hub	Yes
El Paso Child Guidance Center, Inc.	No
El Pasoans Fighting Hunger Food Bank	Yes
La Posada Home Inc.	Yes
Medical Center of the Americas Foundation	Yes
Paso Del Norte Center of Hope*	Yes
Paso Del Norte Children's Development Center	Yes
Paso Del Norte Health Information Exchange	Yes
Project Arriba, Inc.	No
Project Vida	No
Project Vida Health Center	No

**Estimated Funds Back to County of \$132,205.73*

Portfolio Financial Overview



- **Total Budget - \$163,012,143**
 - Encumbrances - \$52,388,609.78
 - Actuals - \$70,570,098.24
 - Available Budget - \$40,053,434.98
 - Reserve Balance - \$755,586.69
 - 24.5% Remains Unspent (Updated August 19, 2024)
- **Identified Capital Project Shortfall of \$10.23M (~\$3.17M Remains, Pending Action)**
 - (1011) Water & Wastewater (Lower Valley): \$4,050,004.97 (**Funded**)
 - (1220) Annex Courtroom II Buildout: \$250,000 (**Recommending Funding 8/26/24**)
 - (1330) Downtown First-Floor Jail Remodel: \$2,500,000 (**Recommending via Tax Note 2023B**)
 - (1340) Canutillo Warehouse: \$350,000 (**Recommending Funding 8/26/24**)
 - (1350) Office of Medical Examiner: TBD (**Capital Improvement Bond – Prop B**)
 - (4080) Corbin Sambrano: \$1,050,000 (**Funded**)
 - (1011) Water & Wastewater (Northwest): \$2,178,619.70 (**Funded**)
 - (1440) Downtown Detention Facility Sanitary Sewer Infra: \$79,703.39 (**Recommending Funding 8/26/24**)
- **Staffing Costs Beyond December 31, 2024 – Administrative Oversight Staff**

Existing Shortfalls & New Demands

Total Funding Required: \$5,248,239.88



■ Existing Personnel Costs - \$630,129

- 1460: County Admin Staff
- 1480: County Purchasing Staff
- 1490: County Attorney Staff
- 1510: County Auditor Staff
- 1520: Budget & Finance Staff
- 1230 & 1240: DO Staffing for Courtroom I & II

■ Existing Capital Costs - \$679,703.39

- 1220: Annex Courtroom II Buildout – Remote Hearings
- 1340: Canutillo Warehouse
- 1440: DDF Sanitary Sewer Infrastructure

■ New Project Proposals - \$3,936,745.49

- 4090: Sheriff Office Overtime (DDF/Annex) - \$3,888,407.49 (Increase FY25 General Fund)
- 5000: Alicia Chacon Courtroom Renovation - \$50,000

Funding the Shortfall & New Demands

Identified Funding: \$5,248,239.88



■ **Active Projects - \$5,016,937.73**

- 1000: CIT - \$175,667 (ARPA Funded through FY25)
- 1020: Transfers to Other Units of Govt (UMC, ESD1, ESD2) - \$3,271.07
- 1050: Constables - \$408,363.58
- 1165: Universal Income Project (Up Together) - \$500,000
- 1330: Downtown First-Floor Jail Remodel – \$2,825,595.5 (Funded via TN23B)
- 1360: Juvenile Justice Center Improvements - \$19,540.58
- 1440: Economic Development – Phase I (Loan Forgiveness) - \$1.0M
- 4020: Rescue Mission-Services for Unhoused Persons) - \$84,500

■ **Operating Reserves - \$231,302.15**

- 1530: Unappropriated Reserve - \$155,586.69
- 1540: Reserve – Technology Equipment Deployment - \$75,715.46

Proposed Staffing Transition

ARPA to General Fund (Fiscal Year 2025)



■ Projects

- (1050) Constables (13 FTE's)
- (1460) County Admin Staff (5 FTE's)
- (1480) County Purchasing Staff (1 FTE)
- (1490) County Attorney Staff (1 FTE)
- (1510) County Auditor Staff (2 FTE's)
- (1520) Budget & Finance Staff (1 FTE)
- (1230 & 1240) DO Staff (11 FTE's)

■ FY25 Staffing Cost

- All Staffing Positions Funded by GF Beginning FY25-Q2
- Estimated Staffing Costs Need of \$3.5M
- ARP-4090 (SO OT) Will Offset Increased Expenditures
 - Increase GF Fund Balance by Estimated **\$388K**
 - Project Budget May Increase Upon ARPA Portfolio Closeout in December 2024

Recommended Action



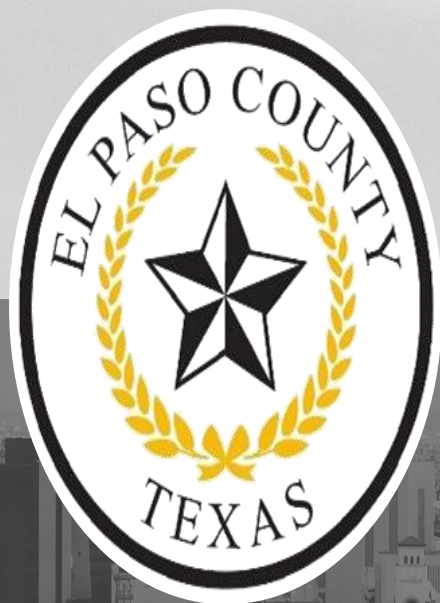
■ **Portfolio Management**

- Approve and authorize the establishment of the following two (2) new projects:
 - ARP-4090 Sheriff Office Overtime (DDF/Annex)
 - ARP-5000 Alicia Chacon Courtroom Renovation
- Approve and authorize the Chief Administrator, or her designee(s), to transfer funds between the various projects within the ARPA Portfolio, as presented by staff, upon final coordination and reconciliation with the Budget & Finance Department and County Auditor's Office. This action will fund pending capital and personnel shortfalls and maintain ARP-1530 (Reserve) at \$600K.

■ **Development of FY2025 Budget**

- Direct staff to account for transfer of all ARPA positions, as presented herein, to the General Fund in Fiscal Year 2025.
- Direct staff to account for the estimated revenue gained by covering Sheriff Office Overtime, as presented herein, in the amount of \$3.88M in fiscal year 2025.

Questions?



Appendix

Project Transfer Amounts



Existing Shortfalls & New Demands

Require Transfer From ARP-1530: Reserve



Project	Funding Need	Shortfall Type
ARP-1460 (County Admin Staff)	\$355,988.00	Personnel
ARP-1480 (County Purchasing Staff)	\$1,967.00	Personnel
ARP-1490 (County Attorney Staff)	\$104,243.00	Personnel
ARP-1510 (County Auditor Staff)	\$67,420.00	Personnel
ARP-1520 (Budget & Finance Staff)	\$27,335.00	Personnel
ARP-1230 & 1240 (DO Staffing for Courtroom I & II)	\$73,176.00	Personnel
ARP-1220 (Annex Courtroom II Buildout – Remote Hearings)	\$250,000.00	Capital
ARP-1340 (Canutillo Warehouse)	\$350,000.00	Capital
ARP-1440 (DDF Sanitary Sewer Infrastructure)	\$79,703.39	Capital
ARP-4090 (Sheriff Office Overtime (DDF/Annex)	\$3,888,407.49	Personnel (New)
ARP-5000 (Alicia Chacon Courtroom Renovation)	\$50,000.00	Capital (New)
Total	\$5,248,239.88	

Note: Amounts for Planning, Requires Analysis by Budget/Auditor, Subject to Change

Proposed Budget Reductions & Closeouts

Funds Transferred to ARP-1530: Reserve



Project	Closeout /Decrease
ARP-1165 (Universal Income Project (Up Together))	\$500,000.00
ARP-1330 (Downtown First-Floor Jail Remodel)	\$2,825,595.50
ARP-1360 (Juvenile Justice Center Improvements)	\$19,540.58
ARP-1440 (Economic Development – Phase I (Loan Forgiveness))	\$1,000,000.00
ARP-1050 (Constables)	\$408,363.58
ARP-1000 (CIT)	\$175,667.00
ARP-4020 (Rescue Mission-Services for Unhoused Persons)	\$84,500.00
ARP-1020/1080/1081 (Transfers to Other Units of Govt (UMC, ESD1, ESD2))	\$3,271.07
ARP-1540 (Reserve – Technology Equipment Deployment)	\$75,715.46
Total	\$5,092,653.19

Note: Amounts for Planning, Requires Analysis by Budget/Auditor, Subject to Change

Funds Transferred into Reserve

ARP-1530



Project	Amount Moving to Reserve
(1530) Reserve Starting Balance	\$755,586.69
(1165) Universal Income Project	\$500,000.00
(1330) Downtown First-Floor Jail Remodel	\$2,825,595.50
(1360) Juvenile Justice Center Improvements	\$19,540.58
(1440) Economic Development – Phase I Loan Forgiveness	\$1,000,000.00
(1050) Constables	\$408,363.58
(1000) CIT	\$175,667.00
(4020) Rescue Mission-Services for Unhoused Persons	\$84,500.00
(1020/1080/1081) Transfers to Other Units of Govt (UMC, ESD1, ESD2)	\$3,271.07
(1540) Reserve – Technology Equipment Deployment	\$75,715.46
(1530) Reserve Revised Balance	\$5,848,239.88

Note: Amounts for Planning, Requires Analysis by Budget/Auditor, Subject to Change

Funds Transferred from Reserve

ARP-1530



Project	Reserve Deductions
(1530) Reserve Revised Balance (Previous Slide)	\$5,848,239.88
(1460) County Admin Staff	\$355,988.00
(1480) County Purchasing Staff	\$1,967.00
(1490) County Attorney Staff	\$104,243.00
(1510) County Auditors Staff	\$67,420.00
(1520) Budget & Finance Staff	\$27,335.00
(1230 & 1240) DO Staff Courtroom	\$73,176.00
(1220) Annex Courtroom II Buildout	\$250,000.00
(1340) Canutillo Warehouse	\$350,000.00
(1440) Downtown Detention Facility Sanitary Sewer Infrastructure	\$79,703.39
(4090) Sheriff Office Overtime (DDF/Annex)	\$3,888,407.49
(5000) Alicia Chacon Courtroom Renovations	\$50,000
(1530) Reserve Final Balance	\$600,000.00

Note: Amounts for Planning, Requires Analysis by Budget/Auditor, Subject to Change