

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

**AGENDA DATE:** November 19, 2024

**PUBLIC HEARING DATE:**

**CONTACT PERSON NAME AND PHONE NUMBER:**

K. Nicole Cote, Managing Director, City Manager's Office (915) 212-1092

Yvette Hernandez, Capital Improvement (915) 212-0065

**DISTRICT(S) AFFECTED:** All Districts

**STRATEGIC GOAL:** 6. Set the Standard for Sound Governance and Fiscal Management

**SUBGOAL:** N/A

**SUBJECT:**

Discussion and action that the City Manager, or designee, be authorized to effectuate the listed budget transfer, attached to this Resolution as Exhibit A, for the Capital Improvement Department in support of allocating investment interest proceeds to set up budget for Art Museum expenditures associated for the HVAC system and the closure of project PCP20PRK01I - Mckelligon Canyon Party Hall.

**BACKGROUND / DISCUSSION:**

Section 7.3D of the City Charter requires a budget to be adopted by resolution no later than August 31st of each year.

**PRIOR COUNCIL ACTION:**

The FY 2024 - 2025 Annual Budget for the City of El Paso was adopted by Resolution on August 20, 2024.

**AMOUNT AND SOURCE OF FUNDING:**

**HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?**  YES  NO

**PRIMARY DEPARTMENT:**

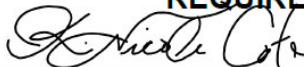
City Manager's Office - Office of Management and Budget,  
Capital Improvement Department,

**SECONDARY DEPARTMENT:** Mayor and Council

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**



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

**RESOLUTION**

**WHEREAS**, on August 20, 2024, pursuant to Section 7.3D of the City of El Paso municipal code, the City Council approved the FY2025 City budget by resolution (“Budget Resolution”); and

**WHEREAS**, Section 6 of the FY2025 Budget Resolution authorizes the City Manager or designee to make budget transfers between departments and/or non-enterprise funds or reprogram funds within an enterprise department, not to exceed \$100,000, to the extent permitted by law and budget transfers between departments and/or non-enterprise department funds exceeding \$100,000 requiring City Council approval; and

**WHEREAS**, the Capital Improvement Department requires a budget transfer in excess of \$100,000, which in accordance with Section 6 of the FY2025 Budget Resolution, requires City Council approval.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

**THAT**, the City Manager, or designee, be authorized to effectuate the listed budget transfer, attached to this Resolution as Exhibit A, for the Capital Improvement Department in support of allocating investment interest proceeds to set up budget for Art Museum expenditures associated for the HVAC system and the closure of project PCP20PRK01I - Mckelligon Canyon Party Hall.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2024.


**CITY OF EL PASO:**

\_\_\_\_\_  
Oscar Leeser  
Mayor

**ATTEST:**

\_\_\_\_\_  
Laura D. Prine  
City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Oscar Gomez  
Assistant City Attorney

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
K. Nicole Cote, Director  
Office of Management & Budget

**Exhibit A**

Capital Improvement Program (CIP)  
Budget Transfer Request  
FY 2025

# CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET TRANSFER REQUEST FY 2025

BT Number	Justification	Fund	Project	Increase	Funding Source
2025-0155	Closure of PCP20PRK01I McKelligon Canyon Party Hall project	4800	PCP20PRK01I	\$ (30,000.00)	Mckelligon Canyon Party Hall
2025-0173	Set up budget for Art Museum from Investment Interest for HVAC System	4800	PCP23EPMAHVACI	\$ 750,870.00	MCAD Art Museum HVAC Inv