

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

**AGENDA DATE:** July 30, 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

Ben Fyffe, Museums and Cultural Affairs (915) 212 - 1766

Peter Pacillas, Police (915) 212 - 4305

**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 transfers, attached to this Resolution as Exhibit A, for the Capital Improvement Department and Animal Services Department in support of El Paso Animal Service's relocation to 5625 Confetti Drive (Morehead); for the Museum and Cultural Affairs Division in support of project needs associated with the Mexican American Cultural Center; and for the El Paso Police Department's purchase of minor capital equipment.

**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 2023 - 2024 Annual Budget for the City of El Paso was adopted by Resolution on August 15, 2023

**AMOUNT AND SOURCE OF FUNDING:**

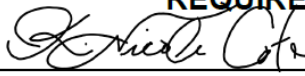
**HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?**  YES  NO

**PRIMARY DEPARTMENT:** City Manager's Office - Office of Management and Budget  
Capital Improvement Department, Animal Services Department, Museums and Cultural Affairs and Police Department

**SECONDARY DEPARTMENT:** Mayor and Council

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

**DEPARTMENT HEAD:** 

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

**RESOLUTION**

**WHEREAS**, on August 15, 2023, pursuant to Section 7.3D of the City of El Paso municipal code, the City Council approved the FY2024 City budget by resolution (“Budget Resolution”); and

**WHEREAS**, Section 6 of the FY2024 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 FY2024 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 transfers, attached to this Resolution as Exhibit A, for the Capital Improvement Department and Animal Services Department in support of El Paso Animal Service’s relocation to 5625 Confetti Drive (Morehead); for the Museum and Cultural Affairs Division in support of project needs associated with the Mexican American Cultural Center; and for the El Paso Police Department’s purchase of minor capital equipment.

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

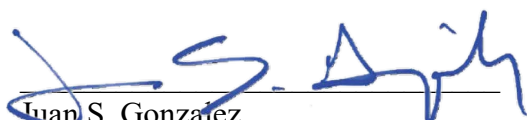
**CITY OF EL PASO:**

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Juan S. Gonzalez  
Senior 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 2024

**CAPITAL IMPROVEMENT PROGRAM (CIP)  
BUDGET TRANSFER REQUEST  
FY 2024**

BT Number	Justification	Fund	Project	Amount	Project	Amount	Funding Source
2024-0809	Transfer for the Capital Improvement Department and Animal Services Department in support of El Paso Animal Service's relocation to 5625 Confetti Drive (Morehead)	4740, 4741, 4743, 4745	Decrease: PCPBALANCE	\$ 521,925.35	Increase: PCP20ANMLHOUSIN	\$ 521,925.35	2013 Street Infrastructure, CO 2017 Issue, CO Issue FY18, 2019 Capital Plan
2024-0863	Transfer funds to project PMACC2400 for updated MACC needs	1000, 4930	Decrease: \$ 295,722.21		Increase: PMACC2400	\$ 295,722.21	General Fund
2024-0874	Transfer funds to project PIF24PDCAPRO for Police Department minor capital equipment	1000, 4930	Decrease: \$ 1,001,000		Increase: PIF24PDCAPRO	\$ 1,001,000	General Fund