

GOALS 5+6

FY 2022 BUDGET PRESENTATION



HIGH PERFORMING GOVERNMENT

GOAL 5

*PROMOTE TRANSPARENT
AND CONSISTENT
COMMUNICATION
AMONGST ALL MEMBERS
OF THE **COMMUNITY***

GOAL 6

*SET THE STANDARD FOR
SOUND GOVERNMENT
FISCAL MANAGEMENT*

GOAL 5 + 6

- ❖ Information Technology Services
- ❖ City Attorney's Office
- ❖ City Clerk's Office
- ❖ City Manager's Office
- ❖ Human Resources
- ❖ Mayor and Council
- ❖ Non- Departmental
- ❖ Office of the Comptroller
- ❖ Purchasing & Strategic Sourcing
- ❖ Tax Office

STRATEGIC ALIGNMENT

GOAL 5

- 5.1 Set a climate of respect, collaboration and team spirit among Council, city staff and the community
- 5.2 Leverage and expand the use of current and new technology to reduce inefficiencies and improve communications
- 5.3 Promote a well-balanced customer service philosophy throughout the organization
- 5.4 Enhance internal communication and employee engagement
- 5.5 Advance two-way communication of key messages to external customers
- 5.6 Strengthen messaging opportunities through media outlets and proactive community outreach

GOAL 6

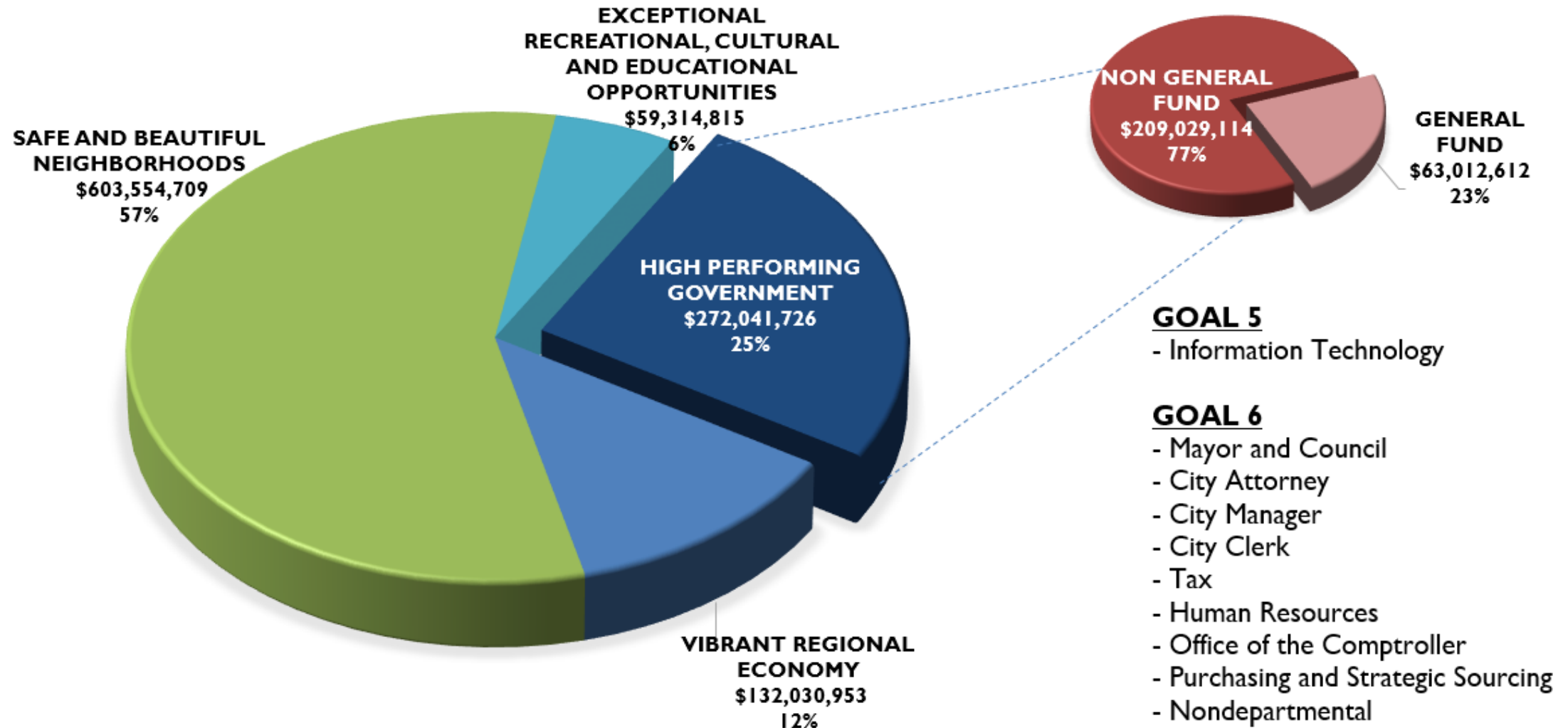
- 6.1 Recruit and retain a skilled and diverse workforce
- 6.2 Implement employee benefits and services that promote financial security
- 6.3 Implement programs to reduce organizational risks
- 6.4 Implement leading-edge practices for achieving quality and performance excellence
- 6.5 Deliver services timely and efficiently with focus on continual improvement
- 6.6 Ensure continued financial stability and accountability through sound financial management, budgeting and reporting
- 6.7 Deliver effective and efficient processes to maximize value in obtaining goods and services
- 6.8 Support transparent and inclusive government
- 6.9 Maximize City Clerk's efficiency and enhance customer experience through technology
- 6.10 Enhance the quality of decision making with legal representation and support
- 6.11 Provide efficient and effective services to taxpayers
- 6.12 Maintain city fleet to ensure safe and reliable vehicles and equipment
- 6.13 Maintain systems integrity, compliance, and business continuity

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- ❖ What We Will Accomplish

HIGH PERFORMING GOVERNMENT

FY 2022 ALL FUNDS BUDGET \$1,066,942,204

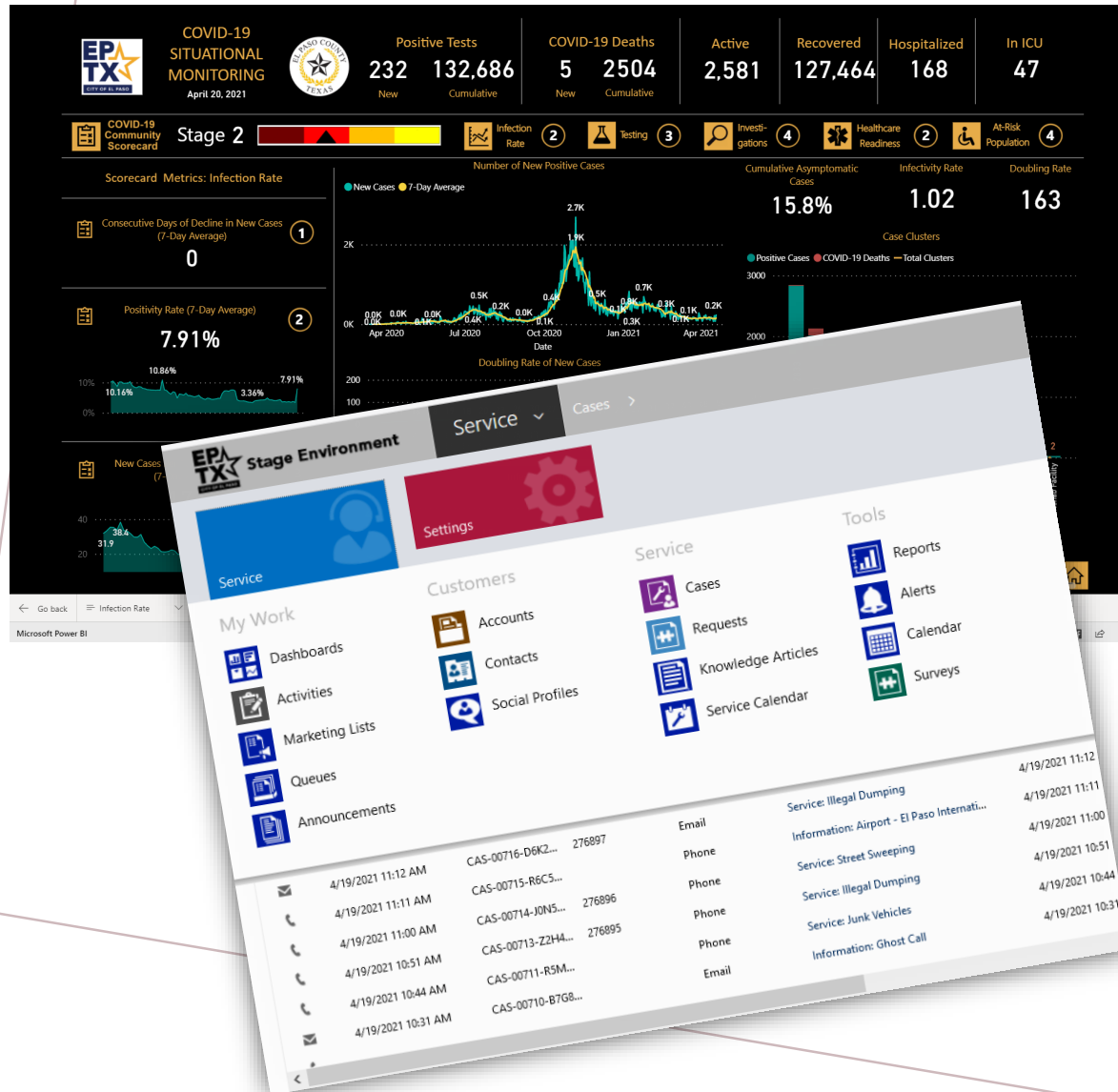


SOURCE OF FUNDING

		GF	NGF						
DEPARTMENT		GENERAL GOVERNMENT	COMMUNITY DEVELOPMENT BLOCK GRANTS	DEBT SERVICE	CAPITAL PROJECTS	SPECIAL REVENUE	ENTERPRISE	INTERNAL SERVICE	ALL FUNDS
GOAL 5	INFORMATION TECHNOLOGY	21,442,986	-	-	-	-	-	-	21,442,986
COMMUNICATION TOTAL		21,442,986	-	-	-	-	-	-	21,442,986
GOAL 6	CITY ATTORNEY	4,593,071	60,280	-	-	20,000	-	-	4,673,351
	CITY CLERK	778,110	-	-	-	-	-	-	778,110
	CITY MANAGER/AUDIT/BUDGET/PIO/PERF. OFFICE	3,785,324	-	-	-	-	-	-	3,785,324
	HUMAN RESOURCES	2,577,080	-	-	-	-	-	67,939,133	70,516,214
	MAYOR AND COUNCIL	1,669,697	-	-	-	80,000	-	-	1,749,697
	NONDEPARTMENTAL	23,452,826	-	116,230,091	-	22,297,280	-	-	161,980,198
	OFFICE OF THE COMPTROLLER	2,969,707	-	-	71,789	-	-	-	3,041,496
	PURCHASING AND STRATEGIC SOURCING	1,743,811	-	-	-	-	-	-	1,743,811
	TAX	-	-	-	-	-	2,330,540	-	2,330,540
SOUND GOVERNANCE TOTAL		41,569,626	60,280	116,230,091	71,789	22,397,280	2,330,540	67,939,133	250,598,740
VISION BLOCK TOTAL		63,012,612	60,280	116,230,091	71,789	22,397,280	2,330,540	67,939,133	272,041,726

GOAL 5

FY 2022 PRIORITIES



- Cybersecurity
- IT Equipment Updates
- Digital forms expansion
- Cross Functional Team Support
- Customer Relationship Management System development

GOAL 6

FY 2022 PRIORITIES

- Expand virtual customer service delivery
- Online Bidding System
- Expand Procurement Forecast to include other entities
- Launch Diversity Action Plan
- Deploy eplearners.com---on-demand, dynamic learning content
- Digitization of historical City Clerk records
- Virtual Wellness Fair



MAJOR VARIANCES

GOAL 5

- **Information Technology** – Increase due to software licenses and maintenances and restoration of unfunded vacancies

GOAL 6

- **City Attorney** – Increase due to compensation increases and restoration of unfunded positions
- **City Clerk** – Decrease is due to removal of election funding
- **Tax Office** – Increase due to compensation increases and the restoration of unfunded vacancies
- **Human Resources** – Increase due to consolidation of the organizational learning/training staff transferred from Environmental Service Dept. and Performance Office
- **Office of the Comptroller** – Increase for compensation and equity increases and incentive for centralized services
- **Purchasing and Strategic Sourcing** – Increase due to compensation and equity increases and restoration of unfunded positions
- **Non-departmental** – Reduction of \$2.8M for the budget stabilization fund and one-time credit in outside legal counsel

EXPENSES- GENERAL FUND

PRE COVID-19

DEPARTMENT		FY 2020 ADOPTED	FY 2021 ADOPTED	FY 2022 PRELIMINARY	Amount	Percent
GOAL 5	INFORMATION TECHNOLOGY	19,858,231	18,953,219	21,442,986	2,489,767	13.1%
	COMMUNICATION TOTAL	19,858,231	18,953,219	21,442,986	2,489,767	13.1%
GOAL 6	CITY ATTORNEY	4,325,277	3,845,153	4,593,071	747,918	19.5%
	CITY CLERK	947,838	1,293,756	778,110	(515,646)	-39.9%
	CITY MANAGER/AUDIT/BUDGET/PIO/PERF. OFFICE	3,691,939	3,684,302	3,785,324	101,022	2.7%
	HUMAN RESOURCES	2,404,678	2,184,186	2,577,080	392,895	18.0%
	MAYOR AND COUNCIL	1,340,551	1,592,657	1,669,697	77,039	4.8%
	NONDEPARTMENTAL	26,907,642	27,922,585	23,452,826	(4,469,759)	-16.0%
	OFFICE OF THE COMPTROLLER	2,881,384	2,711,287	2,969,707	258,419	9.5%
	PURCHASING AND STRATEGIC SOURCING	1,713,819	1,534,502	1,743,811	209,309	13.6%
SOUND GOVERNANCE TOTAL		44,213,129	44,768,429	41,569,626	(3,198,803)	-7.1%
VISION BLOCK TOTAL		64,071,360	63,721,648	63,012,612	(709,036)	-1.1%

¹ Increase due to software licenses and maintenances and restoration of unfunded vacancies

² Increase due to compensation increases and restoration of unfunded positions

³ Decrease is due to removal of election funding

⁴ Increase due to consolidation of organizational learning/training staff

⁵ Increase due to compensation increases

⁶ Reduction of \$2.8M for the budget stabilization fund and on-time credit in outside legal counsel

⁷ Increase for compensation and equity adjustments, and incentive for centralized services

⁸ Increase due to compensation increases and restoration of all unfunded vacancies

EXPENSES- GENERAL FUND

PRE COVID-19

CATEGORY	FY 2020 ADOPTED	FY 2021 ADOPTED	FY 2022 PRELIMINARY	Amount	Percent	
Personal Services	21,588,077	26,196,731	25,032,700	(1,164,031)	-4.4%	1
Contractual Services	14,166,653	13,197,823	17,066,282	3,868,459	29.3%	2
Materials and Supplies	626,888	621,880	641,986	20,106	3.2%	
Operating Expenditures	5,007,403	4,852,925	5,369,823	516,898	10.7%	3
Non-Operating Expenditures	1,845,000	1,542,688	1,449,688	(93,000)	-6.0%	
Other Uses	20,837,339	17,309,601	13,452,133	(3,857,469)	-22.3%	4
TOTAL EXPENDITURES	64,071,360	63,721,648	63,012,612	(709,036)	-1.1%	

¹ City-wide benefit adjustment

² Increase in CAD appraisal services and one-time GF credit for external legal counsel from FY 2021, and increase due to software licenses and maintenance

³ General liability and property insurance increase

⁴ Decrease of \$2.8M for the budget stabilization fund and Property Maintenance & Zoning (Code Enforcement) funded by Environmental Fee

EXPENSES- NON-GENERAL FUND

PRE COVID-19

DEPARTMENT		FY 2020 ADOPTED	FY 2021 ADOPTED	FY 2022 PRELIMINARY	Amount	Percent	
GOAL 6	CITY ATTORNEY	74,752	72,425	80,280	7,855	10.8%	1
	HUMAN RESOURCES	66,635,047	67,912,919	67,939,133	26,215	0.0%	2
	MAYOR AND COUNCIL	80,000	80,000	80,000	-	0.0%	
	NONDEPARTMENTAL	133,902,827	131,079,228	138,527,372	7,448,144	5.7%	3
	OFFICE OF THE COMPTROLLER	115,000	70,000	71,789	1,789	2.6%	
	TAX	2,225,267	2,176,237	2,330,540	154,303	7.1%	4
SOUND GOVERNANCE TOTAL		203,032,893	201,390,809	209,029,114	7,638,305	3.8%	
VISION BLOCK TOTAL		203,032,893	201,390,809	209,029,114	7,638,305	3.8%	

¹ Increase due to compensation and equity adjustments

² Increase due to consolidation of organizational learning/training staff and workers compensation process improvement

³ increase of debt service payments (includes planned 2022 issuance) and TRZ

⁴ Increase due to compensation and equity increases and restoration of unfunded vacancies

EXPENSES- NON-GENERAL FUND

PRE COVID-19

CATEGORY	FY 2020 ADOPTED	FY 2021 ADOPTED	FY 2022 PRELIMINARY	Amount	Percent	
Personal Services	7,304,546	7,302,095	7,181,592	(120,502)	-1.7%	
Contractual Services	67,101,664	67,102,152	69,787,790	2,685,638	4.0%	1
Materials and Supplies	705,282	699,524	686,524	(13,000)	-1.9%	
Operating Expenditures	2,016,389	2,011,389	2,026,774	15,385	0.8%	
Non-Operating Expenditures	116,771,190	114,331,345	118,899,571	4,568,226	4.0%	2
Other Uses	9,013,822	9,824,304	10,326,862	502,558	5.1%	3
Capital Outlay	120,000	120,000	120,000	0	0.0%	
TOTAL EXPENDITURES	203,032,893	201,390,809	209,029,114	7,638,305	3.8%	

^{1 & 3} Reclassification of expenses within Self Insurance Fund; reclassification of TRZ2 and TRZ3 debt payments

² Increase of debt service payments (includes planned 2022 issuance)

STAFFING- ALL FUNDS

PRE COVID-19

DEPARTMENT		FY 2020 ADOPTED	FY 2021 ADOPTED	FY 2022 PRELIMINARY	Variance	
GOAL 5	INFORMATION TECHNOLOGY	91.00	80.00	82.00	2.00	1
	COMMUNICATION TOTAL	91.00	80.00	82.00	2.00	
GOAL 6	CITY ATTORNEY	42.00	41.33	43.50	2.17	2
	CITY CLERK	7.00	7.00	8.00	1.00	3
	CITY MANAGER/AUDIT/BUDGET/PIO/PERF. OFFICE	40.50	40.00	39.00	(1.00)	4
	HUMAN RESOURCES	50.10	50.00	55.00	5.00	5
	MAYOR AND COUNCIL	24.00	24.00	24.00	-	
	NONDEPARTMENTAL	7.00	9.00	7.00	(2.00)	6
	OFFICE OF THE COMPTROLLER	38.00	38.00	38.00	-	
	PURCHASING AND STRATEGIC SOURCING	27.00	28.00	29.00	1.00	7
	TAX	24.50	24.50	24.50	-	
SOUND GOVERNANCE TOTAL		260.10	261.83	268.00	6.17	
VISION BLOCK TOTAL		351.10	341.83	350.00	8.17	

¹ Addition of one User Experience Researcher and one Chief Information Security Officer (Cyber Security)

² Addition of Assist. City Attorney-Senior II, Paralegal, 0.17 added to Legislative Attorney

³ Addition of Research Assistant

⁴ Transfer of the Learning Officer to HR as part of the organizational learning/training consolidation

⁵ Consolidation of organizational learning/training staff and workers compensation process improvement

⁶ Realigned the Administrative Assistant to City Manager Office and Legislative Liaison to Economic Development

⁷ Addition of one Business System Analyst

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- **What We Will Accomplish**

VISION BLOCK

STRATEGIC GOALS

DEPARTMENTS (organizational alignment)

High Performing Government

GOAL 5 Promote Transparent and Consistent Communication Amongst All Members of the Community

GOAL 6 Set the Standard for Sound Governance and Fiscal Management

**CITY ATTORNEY'S OFFICE + CITY CLERK'S OFFICE
+ CITY MANAGER'S OFFICE + HUMAN RESOURCES
+ INFORMATION TECHNOLOGY + OFFICE OF THE
COMPTROLLER + PURCHASING & STRATEGIC
SOURCING + TAX OFFICE**



GOAL 5

***PROMOTE TRANSPARENT AND
CONSISTENT COMMUNICATION AMONGST
ALL MEMBERS OF THE COMMUNITY***

KEY ACCOMPLISHMENTS – IT

SECURITY AWARENESS & PHISH TRAINING

99%

Employees Completed Training

8.8%

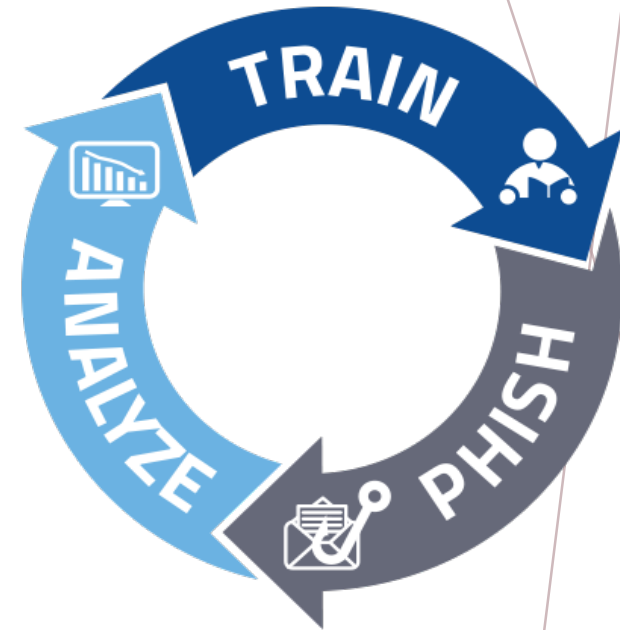
Reduction in employees falling for phish email
through employee training

(60% remote workforce)

9.4%

Users prone to fall for phishing emails

(Avg for Qtrs. 1&2; Industry Avg: 14.3%)



KEY ACCOMPLISHMENTS



Overall City
Government
Experience
Winner
2nd Place



Top 10 Third Year in a Row
2020 – 7th Place



- Customer Relationship Management (CRM) System

- E-forms and automation expansion (Reform)

- Expand Wireless Internet

- o 7 of 9 FY21 locations completed



FY 2022 KEY DELIVERABLES

Strategy: Enhance internal communication and employee engagement

- Video Programming for Employees
- Develop Media Training for Employees
- Host Employee Town Hall Meetings
- Employee Broadcast Messages

Strategy: Strengthen messaging opportunities through media outlets and proactive community outreach

- Media Roundtable Discussions
- One-on-One Discussions
- Increased Media Availability
- Public Outreach for Significant Programs/Services (e.g., COVID-19 Vaccines and Redistricting)



GOAL 6

***SET THE STANDARD FOR SOUND
GOVERNANCE AND FISCAL MANAGEMENT***

KEY ACCOMPLISHMENTS

LEARNING + DEVELOPMENT

25
BY 2025
VisionNEXT

Expand workforce development and organizational focus on continuous improvement through targeted training

LAUNCHED eLEARNING

17 new courses
delivered

22,394 attendees

More courses, more



LAUNCHED NEW LEADERSHIP DEVELOPMENT SERIES

24 courses designed
328 attendees

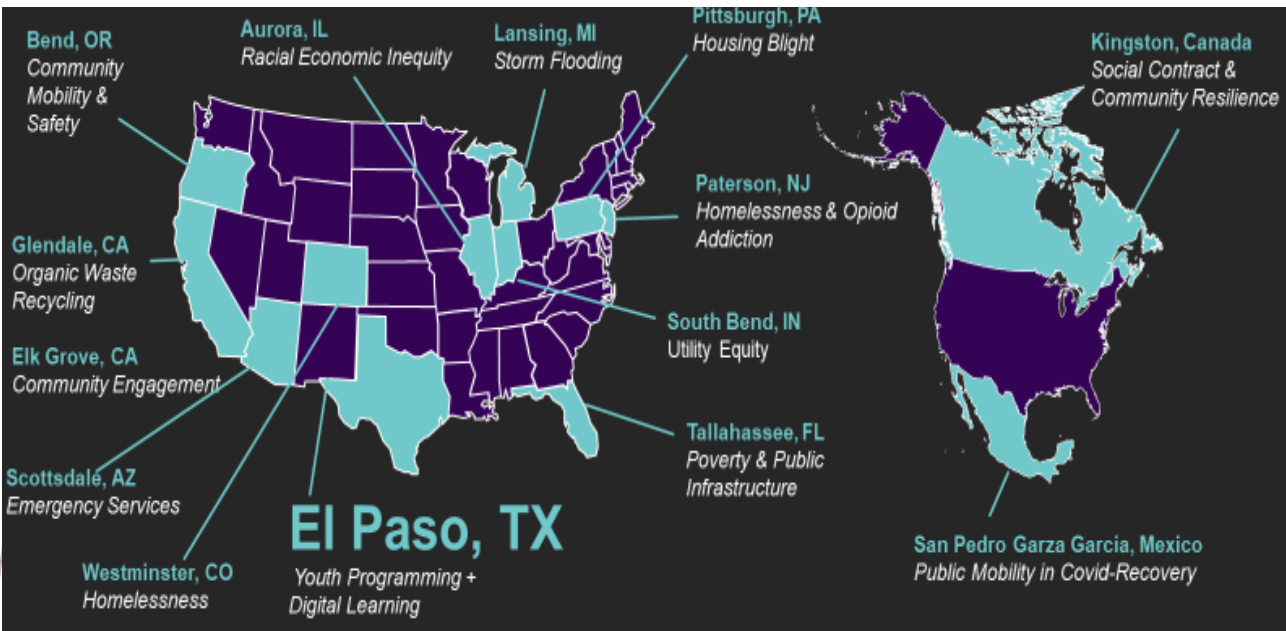
Designed by senior
leaders for “the 500”

KEY ACCOMPLISHMENTS

INNOVATION

CO-DESIGNING WITH OUR COMMUNITY

One of 14 cities in North America selected to participate by Bloomberg Philanthropies



Focus on our Youth

Only Local Government selected to participate in d.Leadership program

Stanford University d.School –
(Stanford Design + Business School (MBA))



Focus on our Seniors

KEY ACCOMPLISHMENTS



May 2021

65 total events

Sun	Mon	Tue	Wed	Thu	Fri
2	3	4	5	6	7
	2p - 3p SBA EIDL, P	9a - 10:30a SBA: Fe 12p - 1p SBA: 7(j) C 2p - 3p SBA: Restai	10a - 11a Hire El Pa 10:30a - 11:30a SBI 12p - 1p SBA: 7(j) C	- EPPL: Texas Cottage F 9a - 10:30a SBA: 8(a 11:30a - 12:30p SBI 12p - 1p SBA: 7(j) C 2p - 3p SBA: Restai	2p - 3p SBA EIDL, P
9	10	11	12	13	14
	2p - 3p SBA EIDL, P	- EPPL: Finding Busines 10a - 12p COC: Woi 12p - 1p SBA: 7(j) C 2p - 3p SBA: Restai	10:30a - 11:30a SBI 12p - 1p SBA: 7(j) C	9a - 10a SBDC: Soci 11:30a - 12:30p SBI 12p - 1p SBA: 7(j) C 2p - 3p SBA: Restai	- WorkPLACE Presents: 9a - 1p COC: Estim 2p - 3p SBA EIDL, P
16	17	18	19	20	21
	2p - 3p SBA EIDL, P	9a - 10a SBA: Suret 10a - 11:30a COC: I 12p - 1p SBA: 7(j) C 2p - 3p SBA: Restai 6:30p - 8:30p SBDC	10:30a - 11:30a SBI 12p - 1p SBA: 7(j) C 2p - 3p Hispanic Cl	- EPPL: Design Thinking 9a - 10:30a SBA: HU 9a - 10a SBDC: Soci 11:30a - 12:30p SBI 12p - 1p SBA: 7(j) C 2p - 3:30p SMSDC F 2p - 3p SBA: Restai 6:30p - 8:30p SBDC	- WorkPLACE Presents: 2p - 3p SBA EIDL, P
23	24	25	26	27	28
	2p - 3p SBA EIDL, P	- EPPL: Exploring E-Cor 10a - 12p COC: DCA 12p - 1p SBA: 7(j) C 2p - 3p SBA: Restai 6:30p - 8:30p SBDC	10:30a - 11:30a SBI 12p - 1p SBA: 7(j) C	- WorkPLACE Presents: 9a - 10a SBDC: Soci 10a - 11:30a COC: I 11:30a - 12:30p SBI 12p - 1p SBA: 7(j) C 2p - 3p SBA: Restai 6:30p - 8:30p SBDC	2p - 3p SBA EIDL, P

3 events hosted by Purchasing & Strategic Sourcing
Over **150** registrants and over **75** participants!

KEY ACCOMPLISHMENTS



**Received 27th
GFOA
Distinguished
Budget Award**

- 3rd year of Strategic Budget Advisory
- Youth Strategic Advisory Board
- Implementation of the New Budget Module
- Continued participation in cross-functional teams and management studies
- Over **1000+ hours** of financial training for OMB Staff
- **Chime In!** survey sets a new record of **+8K participants** or a **458% increase**

*... "The budget document was **also** outstanding in identifying the short-term organization-wide factors that influence the decisions in the making of this budget."* GFOA Reviewer

KEY ACCOMPLISHMENTS

- 2020 General Election & Run-off Election
- Agenda Software Conversion
- First Electronic Pension Fund Trustee Election
- 1st in the Nation: Animal Grooming Ordinance
- Brad D. Bailey Assistant City / County Attorney Award | IMLA – 2020 Josette Flores
- Speaker - El Paso's top medical and legal experts give advice on planning events in 2021 | February 26, 2021
- IMLA - Women in Law: Where Equality and Equity Exist in Local Government | March 31



KEY ACCOMPLISHMENTS

SUCCESSFUL TAX SEASON – TAX OFFICE PARTNERSHIPS



**Social Distant Mobile
Bank and
Drop Box at CAD**
January 25 - 29, 2021



**Social Distant County Tax
Offices**
October – February 1, 2021



**Payment Drop Box -
Delinquent Law Firm**
January 25 - February 1, 2021
28

KEY ACCOMPLISHMENTS

- Early implementation of GASB 84
- Capital Assets Software Implementation
- Received 20th year GFOA Award in Financial Reporting

5th Year No Financial Audit Findings



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of El Paso
Texas**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

August 31, 2019

Christopher P. Morill

Executive Director/CEO

FY 2022 KEY DELIVERABLES

Strategy: Recruit and retain a skilled and diverse workforce

- HR Website Redesign
- Deploy Digital Performance Evaluation
- Deploy EPLearners.com
- Tuition Assistance Program Process Improvement – LSS Project

Strategy: Implement leading-edge practices for achieving quality and performance excellence

Process Improvement Program:

- Deliver refreshed Yellow Belt Training **partnership with UMC**

Human Centered Design (**Voice of our Residents**)

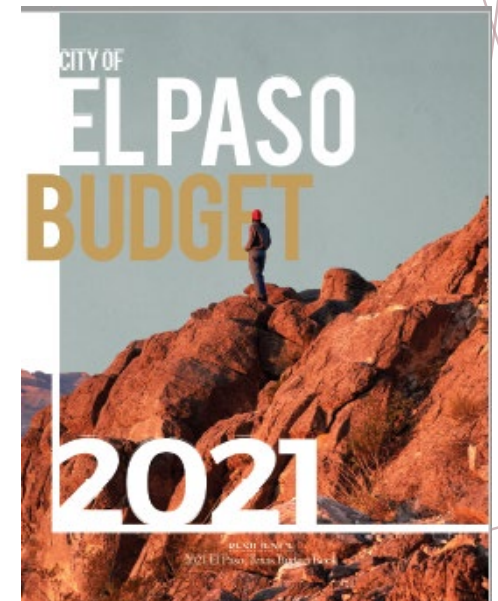
- Deploy 2 pilots focused on youth programming
- Advance work to keep our Senior Population connected **partnership with UTEP**
- Continue developing organizational coaches in design thinking **partnerships with Bloomberg Philanthropies + Stanford University d.School**



FY 2022 KEY DELIVERABLES

Strategy: Ensure continued financial stability and accountability through sound financial management, budgeting and reporting

- Complete the FY21 audit with no financial findings
- Submit the CAFR to GFOA for 21st award
- Complete implementation of GASB Statement No. 87, Leases
- Begin implementation of GASB Statement No. 96, Subscription based IT arrangements
- Provide Trainings to all departments on financial policies and procedures
- Begin developing the Popular Annual Financial Report (PAFR)
- Provide accurate budgets and financial forecasts through monthly budget updates and our Multi-year financial outlook
- Submit the 28th GFOA Distinguished Budget Award



FY 2022 KEY DELIVERABLES

Strategy: Support transparent and inclusive government

- Conduct user training for agenda management software (***In Progress***)
- Implement a new software application for management of boards and commissions (***In progress***)
- Created Ethics/Code of Conduct Training for City Council and Boards and Commissions
- Ensured compliance with TOMA & TPIA – 22% increase in ORR from FY20

38 Active Boards and Commissions
367 Members

FY 2022 KEY DELIVERABLES

Strategy: Deliver effective and efficient processes to maximize value in obtaining goods and services

- **Launch Annual Buying Plan**
- **Diversity & Inclusive Business Action Plan**
 - Work with Business Advisory Committee to execute initiatives
- **Publish Virtual Training Videos**
 - Hire El Paso First Local Bid Preference
 - How to Register to do Business with the City
- **Purchasing Online Bidding System**
 - On-line bidding for goods and services, construction and renovation projects and on-line selection of Architects + Engineers
- **Launch Contract Register Dashboard**

FY 2022 KEY DELIVERABLES

Strategy: Support transparent and inclusive government

- City of El Paso Employee Hotline Program
- HOT Delinquent Payments – **\$341,526.99** collected in FY21.
- Total HOT Audit collected **\$527,424.60** to date
- Franchise Fee Audits



FY 2022 KEY DELIVERABLES

Strategy: Enhance the quality of decision making with legal representation and support

Focus on Workforce Development/Customer Service

- Attracted and Hired Experienced Lawyers
- Developed Onboarding program for new lawyers
- Internship Curriculum (feeder/succession planning)
- Participation in Leadership Training, Baldrige, and LSS (Greenbelt candidate)
- Support for Council's Legislative Priorities

WHAT WE *WILL ACCOMPLISH*

High Performing Government

- Customer Relationship Management (CRM) System
- User Experience Division (designing for LSS, CFT, IT applications)
- IT Infrastructure and software upgrades focused on cybersecurity compliance
- Expand agenda software to include boards and commissions
- Implement digital performance evaluation system
- Deploy a learning system that supports a culture where employees can find in person, virtual and on-demand self-paced learning---all in one place
- Redesign/Automate workforce process (Shape It Up submission process, Shared Leaves, Pension Refund Process, etc.)

GOALS 5+6

FY 2022 BUDGET PRESENTATION



HIGH PERFORMING GOVERNMENT

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