



AGENDA FOR THE SPECIAL MASS TRANSIT DEPARTMENT BOARD MEETING

**August 14, 2023
COUNCIL CHAMBERS, CITY HALL, 300 N. CAMPBELL AND VIRTUALLY
9:00 AM**

**Teleconference phone number: 1-915-213-4096
Toll free number: 1-833-664-9267
Conference ID: 284-374-531#**

Members of the public may view the meeting via the following means:

Via the City's website. <http://www.elpasotexas.gov/videos>
Via television on City15,
YouTube: <https://www.youtube.com/user/cityofelpasotx/videos>

In compliance with the requirement that the City provide two-way communication for members of the public, members of the public may communicate with Council during public comment, and regarding agenda items by calling either of the numbers listed above and entering the corresponding conference ID.

The public is strongly encouraged to sign up to speak on items on this agenda before the start of this meeting on the following links:

<https://www.elpasotexas.gov/city-clerk/forms/>

<https://app.smartsheet.com/b/form/cc20aad8258146ab8f63761079bd1091>

A quorum of the Mass Transit Department Board must participate in the meeting.

ROLL CALL

CALL TO THE PUBLIC – PUBLIC COMMENT:

This time is reserved for members of the public who would like to address the Mass Transit Department Board on items that are not on the Mass Transit Department Board Agenda.

Members of the public may communicate with Board Members during public comment, and

regarding agenda items by calling 1-915-213-4096 or toll free number 1-833-664-9267 at the prompt please enter the following Conference ID: 284-374-531#

A sign-up form is available on line at:

<https://app.smartsheet.com/b/form/dc001f113c14440db558b9da4e973ce2>

for those who wish to sign up in advance of the meeting date. Requests to speak must be received by 9:00 a.m. on the date of the meeting. 30 Minutes total is allotted for speakers. Three to five minutes may be allowed for each speaker.

NOTICE TO THE PUBLIC:

All matters listed under the CONSENT AGENDA, including those on the Addition to the Agenda, will be considered by Mass Transit Department Board to be routine and will be enacted by one motion unless separate discussion is requested by Board Members. Prior to the vote, members of the audience may ask questions regarding items on the consent agenda. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. The Mass Transit Department Board may, however, reconsider any item at any time during the meeting.

CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS

1. Request to excuse Mass Transit Department Board Members. [23-1097](#)

All Districts

Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3306

REGULAR AGENDA - PUBLIC HEARINGS AND OTHER BUSINESS RELATED TO THE FY 2024 MASS TRANSIT BUDGET:

Goal 6: Set the Standard for Sound Governance and Fiscal Management

2. Public Hearing on the Proposed Budget for the Mass Transit Department of the City of El Paso (Sun Metro), filed by the City Manager with the City Clerk on July 14, 2023, which begins on September 1, 2023 and ends on August 31, 2024. [23-1091](#)

All Districts

City Manager's Office, K. Nicole Cote, (915) 212-1092
Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3333

3. Presentation, discussion and action on the Proposed FY 2023 - 2024 Budget. [23-1117](#)

All Districts

City Manager's Office, K. Nicole Cote, (915) 212-1092
Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3333

EXECUTIVE SESSION

The Mass Transit Department Board of the City of El Paso may retire into EXECUTIVE SESSION pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Mass Transit Department Board of the City of El Paso may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.) The Mass Transit Department Board will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.

Section 551.071 CONSULTATION WITH ATTORNEY
Section 551.072 DELIBERATION REGARDING REAL PROPERTY
Section 551.073 DELIBERATION REGARDING PROSPECTIVE GIFTS
Section 551.074 PERSONNEL MATTERS
Section 551.076 DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS
Section 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS
Section 551.089 DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING

ADJOURN

NOTICE TO THE PUBLIC:

Sign Language interpreters are provided for this meeting. If you need Spanish Interpreter Services, you must email CityClerk@elpasotexas.gov at least 72 hours in advance of the meeting.

MASS TRANSIT BOARD AGENDAS ARE PLACED ON THE INTERNET THE THURSDAY PRIOR TO EACH MEETING AT THE FOLLOWING ADDRESS:

<https://elpasotexas.legistar.com/Calendar.aspx>

<http://www.elpasotexas.gov/>



Legislation Text

File #: 23-1097, **Version:** 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

All Districts

Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3306

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Request to excuse Mass Transit Department Board Members.



Legislation Text

File #: 23-1091, **Version:** 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

All Districts

City Manager's Office, K. Nicole Cote, (915) 212-1092
Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3333

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Public Hearing on the Proposed Budget for the Mass Transit Department of the City of El Paso (Sun Metro), filed by the City Manager with the City Clerk on July 14, 2023, which begins on September 1, 2023 and ends on August 31, 2024.

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

AGENDA DATE: August 14, 2023

PUBLIC HEARING DATE: August 14, 2023

CONTACT PERSON(S) NAME AND PHONE NUMBER: K. Nicole Cote, Managing Director, (915) 212-1092

DISTRICT(S) AFFECTED: All

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

SUBGOAL: N/A

SUBJECT:

Public Hearing on the Proposed Budget for the Mass Transit Department of the City of El Paso (Sun Metro), filed by the City Manager with the City Clerk on July 14, 2023, which begins on September 1, 2023 and ends on August 31, 2024

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:

Yes, the FY 2022 - 2023 Annual Budget for the City of El Paso was adopted by Resolution on August 23, 2022

AMOUNT AND SOURCE OF FUNDING:

N/A

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? YES NO

PRIMARY DEPARTMENT:

SECONDARY DEPARTMENT:

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



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

**Sun Metro
Mission Statement**

Provide a first-class public transportation service to all El Pasoans and visitors so they can experience safe, reliable, professional, courteous customer service and economic opportunity.

<i>Expenditures by Group</i>	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2024 Proposed Over/(Under) FY 2023 Adopted	
	Actual	Actual	Actual	Adopted	Proposed	Amount	Percent
SALARIES AND WAGES	30,234,131	23,004,174	20,986,728	16,382,620	26,698,984	10,316,364	63%
EMPLOYEE BENEFITS	6,371,355	5,274,134	4,891,132	8,295,941	10,261,912	1,965,971	24%
PROFESSIONAL SERVICES	182,538	104,638	463,637	867,000	789,879	(77,121)	-9%
OUTSIDE CONTRACTS	15,286,506	12,056,403	13,197,736	14,514,226	17,553,768	3,039,540	21%
INTERFUND SERVICES	539	-	-	-	-	-	-
OPERATING LEASES	754,632	795,076	722,331	390,800	746,000	355,200	91%
FUEL AND LUBRICANTS	1,326,508	1,298,590	2,493,241	2,047,900	4,712,900	2,665,000	130%
MATERIALS AND SUPPLIES	2,940,525	4,694,764	4,369,469	2,008,395	6,009,360	4,000,966	199%
MAINTENANCE AND REPAIRS	536,500	273,537	601,388	260,000	1,289,489	1,029,489	396%
MINOR EQUIPMENT AND FURNITURE	139,625	181,399	559,854	591,000	617,000	26,000	4%
COMMUNICATIONS	168,305	145,902	124,488	129,000	207,500	78,500	61%
UTILITIES	1,372,914	1,513,186	1,538,701	1,726,000	1,883,000	157,000	9%
TRAVEL	31,039	2,877	32,877	117,500	170,500	53,000	45%
OTHER OPERATING EXPENDITURES	25,279,192	22,924,011	21,595,554	5,328,795	5,641,695	312,900	6%
COMMUNITY SERVICE PROJECTS	-	-	10,910	30,000	30,000	-	-
INTEREST EXPENSE	1,852,213	1,514,286	1,418,980	1,591,700	1,530,118	(61,588)	-4%
PRINCIPAL	-	-	-	1,840,000	2,010,000	170,000	9%
OTHER NON-OPERATING EXPENDITURES	160,840	274,630	417,094	390,000	405,000	15,000	4%
GRANT MATCH	-	-	-	7,194,900	8,516,056	1,321,156	18%
OPERATING TRANSFERS OUT	20,000	-	149,840	27,194,666	8,477,000	(18,717,666)	-69%
CAPITAL OUTLAY	11,080,973	6,677,949	16,498,004	2,265,000	13,477,000	11,212,000	495%
Total Expenditures	97,738,336	80,735,554	90,071,966	93,165,450	111,027,161	17,861,711	19%

<i>Source of Funds</i>	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2024 Proposed Over/(Under) FY 2023 Adopted	
	Actual	Actual	Actual	Adopted	Proposed	Amount	Percent
ENTERPRISE	97,738,336	80,735,554	90,071,966	93,165,450	111,027,161	17,861,711	19%
Total Funds	97,738,336	80,735,554	90,071,966	93,165,450	111,027,161	17,861,711	19%

<i>Positions</i>	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2024 Proposed Over/(Under) FY 2023 Adopted	
	Adopted	Adopted	Adopted	Adopted	Proposed	Amount	
GENERAL FUND							
NON GENERAL FUND	712	678	640	621	620	(1.25)	
Total Authorized	712	678	640	621	620	(1.25)	

SUN METRO - NON GENERAL FUND

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	FY 2024 Proposed Percent
REVENUE BY SOURCE							
SALES TAXES	47,833,634	55,001,788	62,500,962	54,720,000	66,100,000	11,380,000	21%
FRANCHISE FEES	63,556	74,641	64,811	69,000	60,000	(9,000)	-13%
CHARGES FOR SERVICES	3,031,170	1,648,969	1,791,145	610,000	2,015,000	1,405,000	230%
INTERGOVERNMENTAL REVENUES	43,580,094	39,929,489	50,260,629	29,949,450	23,638,071	(6,311,379)	-21%
INTEREST	-	27,420	287,603	-	550,000	550,000	-
RENTS AND OTHER	56,838	60,788	274,111	55,000	440,000	385,000	700%
OTHER SOURCES (USES)	2,450,881	2,616	(4,010,569)	17,000	5,000	(12,000)	-71%
OPERATING TRANSFERS IN	-	-	149,840	2,265,000	12,639,050	10,374,050	458%
ENTERPRISE REVENUES	4,653,859	3,622,212	4,870,886	5,480,000	5,580,040	100,040	2%
TOTAL REVENUES	101,670,031	100,367,923	116,189,418	93,165,450	111,027,161	17,861,711	19%
EXPENDITURES BY CATEGORY							
SALARIES AND WAGES	30,234,131	23,004,174	20,986,728	16,382,620	26,698,984	10,316,364	63%
EMPLOYEE BENEFITS	6,371,355	5,274,134	4,891,132	8,295,941	10,261,911	1,965,971	24%
PROFESSIONAL SERVICES	182,538	104,638	463,637	867,000	789,879	(77,121)	-9%
OUTSIDE CONTRACTS	15,286,506	12,056,403	13,197,736	14,514,228	17,553,768	3,039,540	21%
INTERFUND SERVICES	539	-	-	-	-	-	-
OPERATING LEASES	754,632	795,076	722,331	390,800	746,000	355,200	91%
FUEL AND LUBRICANTS	1,326,508	1,298,590	2,493,241	2,047,900	4,712,900	2,665,000	130%
MATERIALS AND SUPPLIES	2,940,525	4,694,764	4,369,469	2,008,395	6,009,360	4,000,966	199%
MAINTENANCE AND REPAIRS	536,500	273,537	601,388	260,000	1,289,489	1,029,489	396%
MINOR EQUIPMENT AND FURNITURE	139,625	181,399	559,854	591,000	617,000	26,000	4%
COMMUNICATIONS	168,305	145,902	124,488	129,000	207,500	78,500	61%
UTILITIES	1,372,914	1,513,186	1,538,701	1,726,000	1,883,000	157,000	9%
TRAVEL	31,039	2,877	32,877	117,500	170,500	53,000	45%
OTHER OPERATING EXPENDITURES	25,279,192	22,924,011	21,595,554	5,328,795	5,641,695	312,900	6%
COMMUNITY SERVICE PROJECTS	-	-	10,910	30,000	30,000	-	-
INTEREST EXPENSE	1,852,213	1,514,286	1,418,980	1,591,706	1,530,118	(61,588)	-4%
PRINCIPAL	-	-	-	1,840,000	2,010,000	170,000	9%
OTHER NON-OPERATING EXPENDITURES	160,840	274,630	417,094	390,000	405,000	15,000	4%
GRANT MATCH	-	-	-	7,194,900	8,516,056	1,321,156	18%
OPERATING TRANSFERS OUT	20,000	-	149,840	27,194,666	8,477,000	(18,717,666)	-69%
CAPITAL OUTLAY	11,080,973	6,677,949	16,498,004	2,265,000	13,477,000	11,212,000	495%
TOTAL EXPENDITURES	97,738,336	80,735,554	90,071,966	93,165,450	111,027,161	17,861,711	19%

SUN METRO - NON GENERAL FUND

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	FY 2024 Proposed Over/(Under) FY 2023 Adopted Percent
REVENUE BY ACCOUNT							
SALES TAXES							
411000 SALES TAX	47,833,634	55,001,788	62,500,962	54,720,000	66,100,000	11,380,000	21%
TOTAL SALES TAXES	47,833,634	55,001,788	62,500,962	54,720,000	66,100,000	11,380,000	21%
FRANCHISE FEES							
420000 OTHER FRANCHISE FEES	63,556	74,641	64,811	69,000	60,000	(9,000)	-13%
TOTAL FRANCHISE FEES	63,556	74,641	64,811	69,000	60,000	(9,000)	-13%
CHARGES FOR SERVICES							
405067 REIMBURSED EXPENDITURES	2,620,862	1,510,013	1,515,516	450,000	1,615,000	1,165,000	259%
430620 REIMBURSED DAMAGES	12,421	5,257	26,140	5,000	5,000	-	-
440050 PARKING FEE REVENUE	345,685	99,165	208,401	120,000	360,000	240,000	200%
450690 VENDING MACHINE PROCEEDS	52,202	34,533	41,089	35,000	35,000	-	-
TOTAL CHARGES FOR SERVICES	3,031,170	1,648,969	1,791,145	610,000	2,015,000	1,405,000	230%
INTERGOVERNMENTAL REVENUES							
460000 FEDERAL GRANT PROCEEDS	43,580,094	39,929,489	50,260,629	29,949,450	23,638,071	(6,311,379)	-21%
TOTAL INTERGOVERNMENTAL REVENUES	43,580,094	39,929,489	50,260,629	29,949,450	23,638,071	(6,311,379)	-21%
INTEREST							
450000 INVESTMENT INTEREST REVENUE	-	27,420	287,603	-	550,000	550,000	-
TOTAL INTEREST	-	27,420	287,603	-	550,000	550,000	-
RENTS AND OTHER							
424998 GASB 87- Lease Revenue	-	-	208,791	-	-	-	-
450200 FACILITY RENTALS REVENUE	56,838	56,590	65,320	55,000	-	(55,000)	-100%
450210 PROPERTY LEASE REVENUE	-	-	-	-	440,000	440,000	-
450660 PENALTIES AND INTEREST	-	4,198	-	-	-	-	-
TOTAL RENTS AND OTHER	56,838	60,788	274,111	55,000	440,000	385,000	700%
OTHER SOURCES (USES)							
451000 UNREALIZED GAINS LOSSES	-	-	(1,985,882)	-	-	-	-
470240 BAB TAX CREDIT	61,169	-	-	-	-	-	-
470290 PROCEEDS-SALE OF USED EQUIP	4,173	2,616	8,511	17,000	5,000	(12,000)	-71%
470700 CAPITAL CONTRIBUTIONS	2,385,539	-	(2,033,198)	-	-	-	-
TOTAL OTHER SOURCES (USES)	2,450,881	2,616	(4,010,569)	17,000	5,000	(12,000)	-71%
OPERATING TRANSFERS IN							
470000 INTERFUND TRANSFERS (SOURCES)	-	-	149,840	2,265,000	8,477,000	6,212,000	274%
470020 FUND BALANCE TRANSFERS (SOURCE)	-	-	-	-	4,162,050	4,162,050	-
TOTAL OPERATING TRANSFERS IN	-	-	149,840	2,265,000	12,639,050	10,374,050	458%

SUN METRO - NON GENERAL FUND

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted	
						Amount	Percent
ENTERPRISE REVENUES							
430500 FARE BOX REVENUE	2,800,792	1,964,607	2,799,800	3,350,000	3,656,880	306,880	9%
430510 TICKET SALES	874,338	727,152	1,105,289	1,155,000	1,380,240	225,240	20%
430520 TOKEN SALES	25,317	17,626	21,624	20,000	25,000	5,000	25%
430525 STREET CAR FARE BOX	3,534	-	-	-	-	-	-
430530 LIFT BUS REVENUE - TICKETS	207,876	177,783	178,332	200,000	208,440	8,440	4%
430540 SENIOR CITIZEN BUS PASS	89,866	76,804	72,250	145,000	-	(145,000)	-100%
430570 LIFT BUS REVENUE - FARE BOX	237,844	227,350	270,945	235,000	276,480	41,480	18%
430590 NON-TRANSPORTATION REVENUE	14,953	16,043	9,635	15,000	10,000	(5,000)	-33%
430600 UNION DEPOT OFFICE LEASE REVEN	333,193	339,217	338,328	340,000	-	(340,000)	-100%
430670 FARE BOX COUNTY SERVICE	29,910	12,966	22,436	20,000	23,000	3,000	15%
430680 FARE BOX CITY OF SUNLAND PARK	31,346	2,046	-	-	-	-	-
450620 GAINS ON DISP-PROP FIXED ASSET	4,891	60,618	52,247	-	-	-	-
TOTAL ENTERPRISE REVENUES	4,653,859	3,622,212	4,870,886	5,480,000	5,580,040	100,040	2%
TOTAL REVENUES	101,670,031	100,367,923	116,189,418	93,165,450	111,027,161	17,861,711	19%

SUN METRO - NON GENERAL FUND

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	FY 2024 Proposed Percent
EXPENDITURES BY ACCOUNT							
SALARIES AND WAGES							
501000 NON-UNIFORM WAGES AND SALARIES	19,783,100	17,253,086	18,100,414	13,441,433	21,273,779	7,832,346	58%
501001 COMP ABS NPO AND OPEB	6,676,813	3,560,120	116,851	-	-	-	-
501002 OVERTIME - CIVILIAN	2,652,945	1,435,329	2,570,471	2,570,000	3,765,000	1,195,000	46%
501004 SICK VAC LEAVE PAYOFF-CIVILIAN	203,179	177,813	210,967	-	-	-	-
501008 INCENTIVE PAY	136,456	117,303	91,791	108,450	719,560	611,110	563%
501010 SHIFT DIFFERENTIAL - CIVILIAN	105,087	94,906	86,938	-	675,000	675,000	-
501011 PART-TIME TEMPORARY - CIVILIAN	-	-	-	262,737	265,645	2,908	1%
501015 LONGEVITY - UNIFORM	-	-	61	-	-	-	-
501200 Compensated Absences Expense	5,086	(159,406)	56,696	-	-	-	-
501202 OPEB Expense	671,464	525,023	(247,461)	-	-	-	-
TOTAL SALARIES AND WAGES	30,234,131	23,004,174	20,986,728	16,382,620	26,698,984	10,316,364	63%
EMPLOYEE BENEFITS							
501100 WORKERS COMPENSATION- CIVILIAN	2,431,803	1,789,543	1,159,087	1,296,274	1,367,133	70,859	5%
501101 UNEMPLOYMENT COMPEN - CIVILIAN	23,054	22,047	21,583	16,224	25,229	9,005	56%
501104 LIFE INSURANCE	-	-	42	-	-	-	-
501108 POS CITY - EMPLOYER CONTRIB	2,780,873	2,821,527	2,665,555	2,941,920	2,941,920	-	-
501114 LIFE INSURANCE - CIVILIAN	49,559	50,096	46,679	57,219	56,729	(490)	-1%
501117 ALLOW(EXC MIL& UNIF)-CIVILIA	33,079	31,099	28,253	32,372	26,572	(5,800)	-18%
501120 OTHER EMPLOYEE BENEFITS	4,049	-	-	-	-	-	-
501124 CITY PENSION PLAN CONTRIBUTION	(608,096)	(868,740)	(619,009)	2,286,521	3,557,387	1,270,867	56%
501129 FICA CITY MATCH - CIVILIAN	1,342,507	1,119,298	1,247,540	1,008,999	1,569,808	560,809	56%
501130 FICA MED- CITY MATCH-CIVILIAN	314,279	261,776	292,003	235,975	367,132	131,157	56%
501140 RETIREES HEALTH PLAN	247	46,988	49,399	420,438	350,000	(70,438)	-17%
501150 HSA CONTRIBUTIONS	-	500	-	-	-	-	-
TOTAL EMPLOYEE BENEFITS	6,371,355	5,274,134	4,891,132	8,295,941	10,261,911	1,965,971	24%
PROFESSIONAL SERVICES							
521000 PROFESSIONAL SERVICES	-	-	48,827	-	-	-	-
521010 ACCOUNTING/AUDIT SERVICES	46,312	46,630	46,949	65,000	70,000	5,000	8%
521020 APPRAISAL SERVICES	-	7,300	24,750	15,000	50,000	35,000	233%
521090 ENGINEERING SERVICES	4,187	-	-	-	-	-	-
521110 TITLE SEARCH SERVICES	-	-	-	-	2,000	2,000	-
521120 HEALTH CARE PROVIDERS SERVICES	43,197	18,753	42,045	55,000	60,000	5,000	9%
521130 INTERPRETER SERVICES	130	-	-	2,000	2,000	-	-
521150 EXPERT WITNESSES	1,482	13,898	-	-	-	-	-
521160 MANAGEMENT CONSULTING SERVICES	-	-	245,588	500,000	365,879	(134,121)	-27%
521170 PROMOTIONAL SERVICES	87,230	18,057	55,478	230,000	240,000	10,000	4%
TOTAL PROFESSIONAL SERVICES	182,538	104,638	463,637	867,000	789,879	(77,121)	-9%
OUTSIDE CONTRACTS							
522020 DATA PROCESS SERVICES CONTRACT	638,316	589,778	938,112	870,000	1,042,760	172,760	20%
522040 ENVIRONMENTAL CONTRACTS	6,192	24,895	9,510	1,000	25,000	24,000	2,400%
522060 MAINT SVCS CONTRACT-JANITORIAL	513,890	392,194	359,793	315,000	520,000	205,000	65%

SUN METRO - NON GENERAL FUND

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed	
						Over/(Under) FY 2023 Adopted Amount	Percent
522070 MANAGEMENT SERVICES CONTRACTS	9,086,413	6,683,553	7,352,316	7,308,728	7,875,000	566,272	8%
522090 PRINTING SERVICES CONTRACTS	91,797	40,775	48,749	207,500	202,000	(5,500)	-3%
522120 SECURITY CONTRACTS	1,644,255	1,537,114	1,403,379	2,000,000	2,221,101	221,101	11%
522130 TEMP EMPLOYEE SVCS CONTRACTS	2,280	-	-	-	-	-	-
522140 TRAINING INSTRUCTION CONTRACTS	38,399	-	18,157	206,000	150,000	(56,000)	-27%
522150 OUTSIDE CONTRACTS - NOC	1,614,364	1,388,646	1,607,045	1,740,000	3,057,000	1,317,000	76%
522170 INTERLOCAL AGREEMENTS	-	-	400	1,000	-	(1,000)	-100%
522200 PEST CONTROL CONTRACTS	740	1,080	1,315	2,000	2,000	-	-
522205 MAINTENANCE CONTRACTS	330,323	291,602	389,810	600,000	758,907	158,907	26%
522210 GROUNDKEEPING HORTI CONTRACTS	7,104	-	65,514	130,000	165,000	35,000	27%
522220 LINEN AND INDUSTRIAL CONTRACTS	58,840	67,225	68,818	78,000	90,000	12,000	15%
522250 PUB SAFETY EQUIP MAINT CONTRAC	3,995	-	-	-	-	-	-
522260 BLDGS FACILITIES MAINT CONTRAC	154,391	122,481	409,689	425,000	515,000	90,000	21%
522270 PUBLIC ACCESSES MAINT CONTRACT	523,213	14,206	(231,581)	315,000	330,000	15,000	5%
522280 VEH HEAVY EQUIP OFF RD MAINT C	342,657	534,399	374,585	-	180,000	180,000	-
522310 BUS SHELTER CLEANING	229,338	368,454	382,125	315,000	420,000	105,000	33%
TOTAL OUTSIDE CONTRACTS	15,286,506	12,056,403	13,197,736	14,514,228	17,553,768	3,039,540	21%
INTERFUND SERVICES							
523040 MAIL ROOM CHARGES	539	-	-	-	-	-	-
TOTAL INTERFUND SERVICES	539	-	-	-	-	-	-
OPERATING LEASES							
524060 PARKING LOTS-LEASES	134,099	129,300	129,300	-	-	-	-
524070 TIRES-LEASES	393,431	415,008	360,612	100,000	450,000	350,000	350%
524120 LAND - LEASES	198,590	230,689	213,512	237,800	253,000	15,200	6%
524130 COPIER CONTRACT SERVICES	28,512	20,079	18,907	53,000	43,000	(10,000)	-19%
TOTAL OPERATING LEASES	754,632	795,076	722,331	390,800	746,000	355,200	91%
FUEL AND LUBRICANTS							
530010 GASOLINE - UNLEADED	48,900	33,348	63,852	115,000	405,000	290,000	252%
530020 COMPRESSED NATURAL GAS	-	-	2,232,421	1,535,000	3,655,000	2,120,000	138%
530040 LUBRICANTS ANTIFREEZE	164,285	166,584	174,394	357,900	607,900	250,000	70%
530050 DIESEL	9,578	10,778	22,574	40,000	45,000	5,000	13%
530080 LIQUIFIED NATURAL GAS	1,103,745	1,087,880	-	-	-	-	-
TOTAL FUEL AND LUBRICANTS	1,326,508	1,298,590	2,493,241	2,047,900	4,712,900	2,665,000	130%
MATERIALS AND SUPPLIES							
531000 OFFICE SUPPLIES	31,443	22,679	36,399	57,000	66,000	9,000	16%
531005 OTHER SUPPLIES	429	-	-	-	-	-	-
531010 EQUIPMENT PURCHASE UNDER 500	20,876	12,223	90,306	69,000	61,500	(7,500)	-11%
531020 PROMOTIONAL SUPPLIES	79	-	84,107	80,000	80,000	-	-
531030 PUBLICATIONS & SUBSCRIPTIONS	-	4,032	1,536	2,500	6,500	4,000	160%
531040 SUPPLIES COMPUTER EQUIPMENT	4,294	2,034	2,953	9,500	9,500	-	-
531050 DESKTOP SOFTWARE SUPPLIES	78,200	105,048	112,291	-	-	-	-
531080 TRAINING MATERIALS	6,069	4,550	6,310	15,000	15,000	-	-
531100 ANIMALS & ANIMAL SUPPLIES	-	-	190	-	-	-	-

SUN METRO - NON GENERAL FUND

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2024 Proposed	
	Actual	Actual	Actual	Adopted	Proposed	Over/(Under) FY 2023 Adopted	Percent
						Amount	
531110 CLEANING SUPPLIES	150,261	92,915	152,516	168,700	194,200	25,500	15%
531120 CLINICAL MEDICAL SUPPLIES	86,152	1,670	-	-	-	-	-
531130 LAND MAINTENANCE SUPPLIES	3,313	-	-	5,000	5,000	-	-
531140 BUILDING MAINTENANCE SUPPLIES	9,166	13,636	22,106	15,000	10,000	(5,000)	-33%
531150 FOOD AND BEVERAGES SUPPLIES	1,249	4,102	17,693	29,000	40,500	11,500	40%
531170 EQUIP MAINT SUP-LOW COST ITEM	10,080	8,563	19,367	10,000	10,000	-	-
531180 VEHICLE MAINTENANCE SUPPLIES	2,332,426	4,224,888	3,618,918	843,695	4,678,910	3,835,216	455%
531200 UNIFORMS AND APPAREL SUPPLIES	45,088	57,995	66,640	103,000	137,750	34,750	34%
531220 MAINTENANCE SUPPLIES PARTS NOC	36,086	27,842	25,700	45,000	140,000	95,000	211%
531230 SAFETY GEAR	27,705	38,990	46,253	204,000	118,500	(85,500)	-42%
531260 CHEMICAL SUPPLIES	58,630	73,596	55,250	2,000	61,000	59,000	2,950%
531300 FURNITURE 1000 - 4999 99	-	-	7,967	-	25,000	25,000	-
531310 DATA PROCES EQUIP 1000-4999 99	38,980	-	2,967	350,000	350,000	-	-
TOTAL MATERIALS AND SUPPLIES	2,940,525	4,694,764	4,369,469	2,008,395	6,009,360	4,000,966	199%
MAINTENANCE AND REPAIRS							
532000 BUILDINGS FACILITIES MAINT REP	405,665	210,272	390,809	250,000	1,279,489	1,029,489	412%
532010 FUELING FACILITY - MAINT & REP	110,548	15,577	36,978	-	-	-	-
532080 PUBLIC SAFETY EQUIP-MAINT REP	20,286	47,688	3,901	10,000	10,000	-	-
532150 ELECTRICAL SUPPLIES - REPAIR	-	-	169,700	-	-	-	-
TOTAL MAINTENANCE AND REPAIRS	536,500	273,537	601,388	260,000	1,289,489	1,029,489	396%
MINOR EQUIPMENT AND FURNITURE							
533000 EQUIPMENT MAT 500 - 4 999 99	(13,196)	66,019	308	-	-	-	-
533005 MINOR EQUIPMENT	81,715	38,572	369,113	55,500	66,500	11,000	20%
533010 FURNITURE 500 - 4 999 99	-	-	20,149	54,500	67,500	13,000	24%
533020 DATA PROCESS EQP 500-4 999 99	58,470	74,199	160,612	400,000	410,000	10,000	3%
533030 OTHER EQUIPMENT 500-4 999 99	5,660	2,290	3,511	60,000	50,000	(10,000)	-17%
533040 FURNITURE & EQUIP LESS 500	6,977	319	6,161	21,000	23,000	2,000	10%
TOTAL MINOR EQUIPMENT AND FURNITURE	139,625	181,399	559,854	591,000	617,000	26,000	4%
COMMUNICATIONS							
540000 PHONE & INTERNET	92,390	95,674	80,389	30,000	80,000	50,000	167%
540020 WIRELESS COMMUNICATION SERVICE	71,031	47,262	39,315	87,500	85,000	(2,500)	-3%
540030 POSTAGE	2,232	2,421	-	-	30,000	30,000	-
540040 SHIPPING	2,652	545	4,785	11,500	12,500	1,000	9%
TOTAL COMMUNICATIONS	168,305	145,902	124,488	129,000	207,500	78,500	61%
UTILITIES							
541000 ELECTRICITY	636,758	723,946	758,697	875,000	880,000	5,000	1%
541010 WATER	293,052	285,262	258,360	313,000	313,000	-	-
541020 NATURAL GAS OTHER	443,104	503,978	521,643	538,000	690,000	152,000	28%
TOTAL UTILITIES	1,372,914	1,513,186	1,538,701	1,726,000	1,883,000	157,000	9%
TRAVEL							
542010 TRAVEL EXPENSES - EMPLOYEES	31,039	2,877	32,877	117,500	170,500	53,000	45%
TOTAL TRAVEL	31,039	2,877	32,877	117,500	170,500	53,000	45%

SUN METRO - NON GENERAL FUND

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	FY 2024 Proposed Over/(Under) FY 2023 Adopted Percent
OTHER OPERATING EXPENDITURES							
544020 GENERAL LIABILITY INSURANCE EX	605,924	566,369	690,778	730,000	830,000	100,000	14%
544040 JUROR EXPENSE	-	662	(7)	-	-	-	-
544050 OPERATING CONTINGENCY RESERVE	-	-	-	500,000	500,000	-	-
544060 OTHER SERVICES CHARGES EXPENSE	104,344	8,596	10,346	31,000	24,500	(6,500)	-21%
544090 PROPERTY INSURANCE EXPENSE	411,062	288,821	304,657	210,000	370,000	160,000	76%
544120 SEMINARS CONTINUING EDUCATION	4,768	14,872	12,428	70,500	110,500	40,000	57%
544130 VEHICLE INSPECTIONS LICENSES E	2,601	2,505	446	3,000	3,000	-	-
544140 PROFESSIONAL LICENSES & MEMBER	74,062	135,738	90,075	94,600	104,000	9,400	10%
544150 INDIRECT COST EXPENDITURES	3,679,695	3,679,695	3,679,695	3,679,695	3,679,695	-	-
544190 BOND/OTHER DEBT ISSUE COSTS	40,662	151,214	-	-	-	-	-
544240 TUITION REIMBURSEMENT	5,543	4,966	20,255	10,000	20,000	10,000	100%
545010 DEPRECIATION EXPENSE	20,350,530	18,070,574	16,694,770	-	-	-	-
545020 GASB87-AMORTIZATION EXPENSE	-	-	92,112	-	-	-	-
TOTAL OTHER OPERATING EXPENDITURES	25,279,192	22,924,011	21,595,554	5,328,795	5,641,695	312,900	6%
COMMUNITY SERVICE PROJECTS							
552000 COMMUNITY SERVICE PROJECTS	-	-	10,910	30,000	30,000	-	-
TOTAL COMMUNITY SERVICE PROJECTS	-	-	10,910	30,000	30,000	-	-
INTEREST EXPENSE							
553000 INTEREST EXPENSE	-	69,294	-	-	-	-	-
554120 BOND INTEREST EXPENSE	1,852,213	1,444,992	1,418,980	1,591,706	1,530,118	(61,588)	-4%
TOTAL INTEREST EXPENSE	1,852,213	1,514,286	1,418,980	1,591,706	1,530,118	(61,588)	-4%
PRINCIPAL							
554110 PRINCIPAL PAYMENT EXPENSE	-	-	-	1,840,000	2,010,000	170,000	9%
TOTAL PRINCIPAL	-	-	-	1,840,000	2,010,000	170,000	9%
OTHER NON-OPERATING EXPENDITURES							
554020 BANK SVC CHRGS & CR CARD FEES	30,438	31,192	24,728	30,000	30,000	-	-
554050 CHANGE FUND SHORTAGE	1,552	-	-	-	-	-	-
554060 CASH RECEIPTS SHORT(OVER)- EXP	134	(34)	100	-	-	-	-
554070 BAD DEBTS EXPENSE	-	91,160	4,986	-	-	-	-
554090 DAMAGES SETTLEMENTS EXPENSE	128,715	36,951	387,281	360,000	375,000	15,000	4%
554100 LOSS ON DISP-PROP FIXED ASSET	-	115,360	-	-	-	-	-
TOTAL OTHER NON-OPERATING EXPENDITURES	160,840	274,630	417,094	390,000	405,000	15,000	4%
GRANT MATCH							
560000 CITY GRANT MATCH	-	-	-	7,194,900	8,516,056	1,321,156	18%
TOTAL GRANT MATCH	-	-	-	7,194,900	8,516,056	1,321,156	18%
OPERATING TRANSFERS OUT							
570000 INTERFUND TRANSFERS (USES)	20,000	-	149,840	2,265,000	8,477,000	6,212,000	274%
570020 FUND BALANCE TRANSFERS (USES)	-	-	-	24,929,666	-	(24,929,666)	-100%
TOTAL OPERATING TRANSFERS OUT	20,000	-	149,840	27,194,666	8,477,000	(18,717,666)	-69%

SUN METRO - NON GENERAL FUND

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	Percent
CAPITAL OUTLAY							
580000 LAND	43,000	44,735	-	-	-	-	-
580040 PUBLIC USE FACILITIES EQUIP	258,394	227,050	348,600	300,000	-	(300,000)	-100%
580060 CARS VANS LT TRKS MOTORCYCLE	88,007	-	-	1,060,000	810,000	(250,000)	-24%
580064 BUSES	9,542,154	-	7,575,069	-	8,500,000	8,500,000	-
580090 FURNITURE FIXTURES & EQUIPMENT	13,899	-	69,766	-	200,000	200,000	-
580100 IT EQUIPMENT	93,169	102,538	797,489	-	-	-	-
580150 MAJOR EQUIPMENT	-	-	85,961	-	-	-	-
580160 ARCHITECTURE AND DESIGN (CWIP)	113,269	40,540	166,038	260,000	1,000,000	740,000	285%
580190 APPRAISALS (CWIP)	8,832	-	-	-	-	-	-
580210 CITY ENGINEERING CHARGES (CWIP)	-	17,514	27,810	-	-	-	-
580220 CITY ADMIN CHARGES (CWIP)	7,426	19,608	22,572	-	-	-	-
580230 CITY CONSTRUCT CHARGES (CWIP)	36,060	41,445	53,991	-	-	-	-
580240 TESTING (CWIP)	-	22,841	19,245	-	-	-	-
580250 TRAFFIC ENGINEERING	-	-	12,757	-	-	-	-
580260 INSPECTIONS (CWIP)	-	104,268	106,749	-	-	-	-
580270 CONSTRUCTION (CWIP)	840,770	6,042,555	7,140,082	490,000	200,000	(290,000)	-59%
580272 CONSTRUCTION CONTINGENCY	-	14,495	54,406	-	-	-	-
580280 PROJECT CONSULTING	6,481	-	-	-	-	-	-
580290 HEAVY EQUIPMENT	-	-	17,470	155,000	2,767,000	2,612,000	1,685%
580330 RUNWAYS TAXIWAYS LIGHTING	28,074	-	-	-	-	-	-
580530 CONSTRUCTION MANAGEMENT	1,439	360	-	-	-	-	-
TOTAL CAPITAL OUTLAY	11,080,973	6,677,949	16,498,004	2,265,000	13,477,000	11,212,000	495%
TOTAL EXPENDITURES	97,738,336	80,735,554	90,071,966	93,165,450	111,027,161	17,861,711	19%

SUN METRO - ALL FUNDS

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	FY 2024 Proposed Percent
REVENUE BY SOURCE							
SALES TAXES	47,833,634	55,001,788	62,500,962	54,720,000	66,100,000	11,380,000	21%
FRANCHISE FEES	63,556	74,641	64,811	69,000	60,000	(9,000)	-13%
CHARGES FOR SERVICES	3,031,170	1,648,969	1,791,145	610,000	2,015,000	1,405,000	230%
INTERGOVERNMENTAL REVENUES	43,580,094	39,929,489	50,260,629	29,949,450	23,638,071	(6,311,379)	-21%
INTEREST	-	27,420	287,603	-	550,000	550,000	-
RENTS AND OTHER	56,838	60,788	274,111	55,000	440,000	385,000	700%
OTHER SOURCES (USES)	2,450,881	2,616	(4,010,569)	17,000	5,000	(12,000)	-71%
OPERATING TRANSFERS IN	-	-	149,840	2,265,000	12,639,050	10,374,050	458%
ENTERPRISE REVENUES	4,653,859	3,622,212	4,870,886	5,480,000	5,580,040	100,040	2%
TOTAL REVENUES	101,670,031	100,367,923	116,189,418	93,165,450	111,027,161	17,861,711	19%
EXPENDITURES BY CATEGORY							
SALARIES AND WAGES	30,234,131	23,004,174	20,986,728	16,382,620	26,698,984	10,316,364	63%
EMPLOYEE BENEFITS	6,371,355	5,274,134	4,891,132	8,295,941	10,261,911	1,965,971	24%
PROFESSIONAL SERVICES	182,538	104,638	463,637	867,000	789,879	(77,121)	-9%
OUTSIDE CONTRACTS	15,286,506	12,056,403	13,197,736	14,514,228	17,553,768	3,039,540	21%
INTERFUND SERVICES	539	-	-	-	-	-	-
OPERATING LEASES	754,632	795,076	722,331	390,800	746,000	355,200	91%
FUEL AND LUBRICANTS	1,326,508	1,298,590	2,493,241	2,047,900	4,712,900	2,665,000	130%
MATERIALS AND SUPPLIES	2,940,525	4,694,764	4,369,469	2,008,395	6,009,360	4,000,966	199%
MAINTENANCE AND REPAIRS	536,500	273,537	601,388	260,000	1,289,489	1,029,489	396%
MINOR EQUIPMENT AND FURNITURE	139,625	181,399	559,854	591,000	617,000	26,000	4%
COMMUNICATIONS	168,305	145,902	124,488	129,000	207,500	78,500	61%
UTILITIES	1,372,914	1,513,186	1,538,701	1,726,000	1,883,000	157,000	9%
TRAVEL	31,039	2,877	32,877	117,500	170,500	53,000	45%
OTHER OPERATING EXPENDITURES	25,279,192	22,924,011	21,595,554	5,328,795	5,641,695	312,900	6%
COMMUNITY SERVICE PROJECTS	-	-	10,910	30,000	30,000	-	-
INTEREST EXPENSE	1,852,213	1,514,286	1,418,980	1,591,706	1,530,118	(61,588)	-4%
PRINCIPAL	-	-	-	1,840,000	2,010,000	170,000	9%
OTHER NON-OPERATING EXPENDITURES	160,840	274,630	417,094	390,000	405,000	15,000	4%
GRANT MATCH	-	-	-	7,194,900	8,516,056	1,321,156	18%
OPERATING TRANSFERS OUT	20,000	-	149,840	27,194,666	8,477,000	(18,717,666)	-69%
CAPITAL OUTLAY	11,080,973	6,677,949	16,498,004	2,265,000	13,477,000	11,212,000	495%
TOTAL EXPENDITURES	97,738,336	80,735,554	90,071,966	93,165,450	111,027,161	17,861,711	19%

SUN METRO - ALL FUNDS

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	FY 2024 Proposed Over/(Under) FY 2023 Adopted Percent
REVENUE BY ACCOUNT							
SALES TAXES							
411000 SALES TAX	47,833,634	55,001,788	62,500,962	54,720,000	66,100,000	11,380,000	21%
TOTAL SALES TAXES	47,833,634	55,001,788	62,500,962	54,720,000	66,100,000	11,380,000	21%
FRANCHISE FEES							
420000 OTHER FRANCHISE FEES	63,556	74,641	64,811	69,000	60,000	(9,000)	-13%
TOTAL FRANCHISE FEES	63,556	74,641	64,811	69,000	60,000	(9,000)	-13%
CHARGES FOR SERVICES							
405067 REIMBURSED EXPENDITURES	2,620,862	1,510,013	1,515,516	450,000	1,615,000	1,165,000	259%
430620 REIMBURSED DAMAGES	12,421	5,257	26,140	5,000	5,000	-	-
440050 PARKING FEE REVENUE	345,685	99,165	208,401	120,000	360,000	240,000	200%
450690 VENDING MACHINE PROCEEDS	52,202	34,533	41,089	35,000	35,000	-	-
TOTAL CHARGES FOR SERVICES	3,031,170	1,648,969	1,791,145	610,000	2,015,000	1,405,000	230%
INTERGOVERNMENTAL REVENUES							
460000 FEDERAL GRANT PROCEEDS	43,580,094	39,929,489	50,260,629	29,949,450	23,638,071	(6,311,379)	-21%
TOTAL INTERGOVERNMENTAL REVENUES	43,580,094	39,929,489	50,260,629	29,949,450	23,638,071	(6,311,379)	-21%
INTEREST							
450000 INVESTMENT INTEREST REVENUE	-	27,420	287,603	-	550,000	550,000	-
TOTAL INTEREST	-	27,420	287,603	-	550,000	550,000	-
RENTS AND OTHER							
424998 GASB 87- Lease Revenue	-	-	208,791	-	-	-	-
450200 FACILITY RENTALS REVENUE	56,838	56,590	65,320	55,000	-	(55,000)	-100%
450210 PROPERTY LEASE REVENUE	-	-	-	-	440,000	440,000	-
450660 PENALTIES AND INTEREST	-	4,198	-	-	-	-	-
TOTAL RENTS AND OTHER	56,838	60,788	274,111	55,000	440,000	385,000	700%
OTHER SOURCES (USES)							
451000 UNREALIZED GAINS LOSSES	-	-	(1,985,882)	-	-	-	-
470240 BAB TAX CREDIT	61,169	-	-	-	-	-	-
470290 PROCEEDS-SALE OF USED EQUIP	4,173	2,616	8,511	17,000	5,000	(12,000)	-71%
470700 CAPITAL CONTRIBUTIONS	2,385,539	-	(2,033,198)	-	-	-	-
TOTAL OTHER SOURCES (USES)	2,450,881	2,616	(4,010,569)	17,000	5,000	(12,000)	-71%
OPERATING TRANSFERS IN							
470000 INTERFUND TRANSFERS (SOURCES)	-	-	149,840	2,265,000	8,477,000	6,212,000	274%
470020 FUND BALANCE TRANSFERS (SOURCE)	-	-	-	-	4,162,050	4,162,050	-
TOTAL OPERATING TRANSFERS IN	-	-	149,840	2,265,000	12,639,050	10,374,050	458%

SUN METRO - ALL FUNDS

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted	
						Amount	Percent
ENTERPRISE REVENUES							
430500 FARE BOX REVENUE	2,800,792	1,964,607	2,799,800	3,350,000	3,656,880	306,880	9%
430510 TICKET SALES	874,338	727,152	1,105,289	1,155,000	1,380,240	225,240	20%
430520 TOKEN SALES	25,317	17,626	21,624	20,000	25,000	5,000	25%
430525 STREET CAR FARE BOX	3,534	-	-	-	-	-	-
430530 LIFT BUS REVENUE - TICKETS	207,876	177,783	178,332	200,000	208,440	8,440	4%
430540 SENIOR CITIZEN BUS PASS	89,866	76,804	72,250	145,000	-	(145,000)	-100%
430570 LIFT BUS REVENUE - FARE BOX	237,844	227,350	270,945	235,000	276,480	41,480	18%
430590 NON-TRANSPORTATION REVENUE	14,953	16,043	9,635	15,000	10,000	(5,000)	-33%
430600 UNION DEPOT OFFICE LEASE REVEN	333,193	339,217	338,328	340,000	-	(340,000)	-100%
430670 FARE BOX COUNTY SERVICE	29,910	12,966	22,436	20,000	23,000	3,000	15%
430680 FARE BOX CITY OF SUNLAND PARK	31,346	2,046	-	-	-	-	-
450620 GAINS ON DISP-PROP FIXED ASSET	4,891	60,618	52,247	-	-	-	-
TOTAL ENTERPRISE REVENUES	4,653,859	3,622,212	4,870,886	5,480,000	5,580,040	100,040	2%
TOTAL REVENUES	101,670,031	100,367,923	116,189,418	93,165,450	111,027,161	17,861,711	19%

SUN METRO - ALL FUNDS

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	FY 2024 Proposed Percent
EXPENDITURES BY ACCOUNT							
SALARIES AND WAGES							
501000 NON-UNIFORM WAGES AND SALARIES	19,783,100	17,253,086	18,100,414	13,441,433	21,273,779	7,832,346	58%
501001 COMP ABS NPO AND OPEB	6,676,813	3,560,120	116,851	-	-	-	-
501002 OVERTIME - CIVILIAN	2,652,945	1,435,329	2,570,471	2,570,000	3,765,000	1,195,000	46%
501004 SICK VAC LEAVE PAYOFF-CIVILIAN	203,179	177,813	210,967	-	-	-	-
501008 INCENTIVE PAY	136,456	117,303	91,791	108,450	719,560	611,110	563%
501010 SHIFT DIFFERENTIAL - CIVILIAN	105,087	94,906	86,938	-	675,000	675,000	-
501011 PART-TIME TEMPORARY - CIVILIAN	-	-	-	262,737	265,645	2,908	1%
501015 LONGEVITY - UNIFORM	-	-	61	-	-	-	-
501200 Compensated Absences Expense	5,086	(159,406)	56,696	-	-	-	-
501202 OPEB Expense	671,464	525,023	(247,461)	-	-	-	-
TOTAL SALARIES AND WAGES	30,234,131	23,004,174	20,986,728	16,382,620	26,698,984	10,316,364	63%
EMPLOYEE BENEFITS							
501100 WORKERS COMPENSATION- CIVILIAN	2,431,803	1,789,543	1,159,087	1,296,274	1,367,133	70,859	5%
501101 UNEMPLOYMENT COMPEN - CIVILIAN	23,054	22,047	21,583	16,224	25,229	9,005	56%
501104 LIFE INSURANCE	-	-	42	-	-	-	-
501108 POS CITY - EMPLOYER CONTRIB	2,780,873	2,821,527	2,665,555	2,941,920	2,941,920	-	-
501114 LIFE INSURANCE - CIVILIAN	49,559	50,096	46,679	57,219	56,729	(490)	-1%
501117 ALLOW(EXC MIL& UNIF)-CIVILIA	33,079	31,099	28,253	32,372	26,572	(5,800)	-18%
501120 OTHER EMPLOYEE BENEFITS	4,049	-	-	-	-	-	-
501124 CITY PENSION PLAN CONTRIBUTION	(608,096)	(868,740)	(619,009)	2,286,521	3,557,387	1,270,867	56%
501129 FICA CITY MATCH - CIVILIAN	1,342,507	1,119,298	1,247,540	1,008,999	1,569,808	560,809	56%
501130 FICA MED- CITY MATCH-CIVILIAN	314,279	261,776	292,003	235,975	367,132	131,157	56%
501140 RETIREES HEALTH PLAN	247	46,988	49,399	420,438	350,000	(70,438)	-17%
501150 HSA CONTRIBUTIONS	-	500	-	-	-	-	-
TOTAL EMPLOYEE BENEFITS	6,371,355	5,274,134	4,891,132	8,295,941	10,261,911	1,965,971	24%
PROFESSIONAL SERVICES							
521000 PROFESSIONAL SERVICES	-	-	48,827	-	-	-	-
521010 ACCOUNTING/AUDIT SERVICES	46,312	46,630	46,949	65,000	70,000	5,000	8%
521020 APPRAISAL SERVICES	-	7,300	24,750	15,000	50,000	35,000	233%
521090 ENGINEERING SERVICES	4,187	-	-	-	-	-	-
521110 TITLE SEARCH SERVICES	-	-	-	-	2,000	2,000	-
521120 HEALTH CARE PROVIDERS SERVICES	43,197	18,753	42,045	55,000	60,000	5,000	9%
521130 INTERPRETER SERVICES	130	-	-	2,000	2,000	-	-
521150 EXPERT WITNESSES	1,482	13,898	-	-	-	-	-
521160 MANAGEMENT CONSULTING SERVICES	-	-	245,588	500,000	365,879	(134,121)	-27%
521170 PROMOTIONAL SERVICES	87,230	18,057	55,478	230,000	240,000	10,000	4%
TOTAL PROFESSIONAL SERVICES	182,538	104,638	463,637	867,000	789,879	(77,121)	-9%
OUTSIDE CONTRACTS							
522020 DATA PROCESS SERVICES CONTRACT	638,316	589,778	938,112	870,000	1,042,760	172,760	20%
522040 ENVIRONMENTAL CONTRACTS	6,192	24,895	9,510	1,000	25,000	24,000	2,400%
522060 MAINT SVCS CONTRACT-JANITORIAL	513,890	392,194	359,793	315,000	520,000	205,000	65%

SUN METRO - ALL FUNDS

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed	
						Over/(Under) FY 2023 Adopted Amount	Percent
522070 MANAGEMENT SERVICES CONTRACTS	9,086,413	6,683,553	7,352,316	7,308,728	7,875,000	566,272	8%
522090 PRINTING SERVICES CONTRACTS	91,797	40,775	48,749	207,500	202,000	(5,500)	-3%
522120 SECURITY CONTRACTS	1,644,255	1,537,114	1,403,379	2,000,000	2,221,101	221,101	11%
522130 TEMP EMPLOYEE SVCS CONTRACTS	2,280	-	-	-	-	-	-
522140 TRAINING INSTRUCTION CONTRACTS	38,399	-	18,157	206,000	150,000	(56,000)	-27%
522150 OUTSIDE CONTRACTS - NOC	1,614,364	1,388,646	1,607,045	1,740,000	3,057,000	1,317,000	76%
522170 INTERLOCAL AGREEMENTS	-	-	400	1,000	-	(1,000)	-100%
522200 PEST CONTROL CONTRACTS	740	1,080	1,315	2,000	2,000	-	-
522205 MAINTENANCE CONTRACTS	330,323	291,602	389,810	600,000	758,907	158,907	26%
522210 GROUNDKEEPING HORTI CONTRACTS	7,104	-	65,514	130,000	165,000	35,000	27%
522220 LINEN AND INDUSTRIAL CONTRACTS	58,840	67,225	68,818	78,000	90,000	12,000	15%
522250 PUB SAFETY EQUIP MAINT CONTRAC	3,995	-	-	-	-	-	-
522260 BLDGS FACILITIES MAINT CONTRAC	154,391	122,481	409,689	425,000	515,000	90,000	21%
522270 PUBLIC ACCESSES MAINT CONTRACT	523,213	14,206	(231,581)	315,000	330,000	15,000	5%
522280 VEH HEAVY EQUIP OFF RD MAINT C	342,657	534,399	374,585	-	180,000	180,000	-
522310 BUS SHELTER CLEANING	229,338	368,454	382,125	315,000	420,000	105,000	33%
TOTAL OUTSIDE CONTRACTS	15,286,506	12,056,403	13,197,736	14,514,228	17,553,768	3,039,540	21%
INTERFUND SERVICES							
523040 MAIL ROOM CHARGES	539	-	-	-	-	-	-
TOTAL INTERFUND SERVICES	539	-	-	-	-	-	-
OPERATING LEASES							
524060 PARKING LOTS-LEASES	134,099	129,300	129,300	-	-	-	-
524070 TIRES-LEASES	393,431	415,008	360,612	100,000	450,000	350,000	350%
524120 LAND - LEASES	198,590	230,689	213,512	237,800	253,000	15,200	6%
524130 COPIER CONTRACT SERVICES	28,512	20,079	18,907	53,000	43,000	(10,000)	-19%
TOTAL OPERATING LEASES	754,632	795,076	722,331	390,800	746,000	355,200	91%
FUEL AND LUBRICANTS							
530010 GASOLINE - UNLEADED	48,900	33,348	63,852	115,000	405,000	290,000	252%
530020 COMPRESSED NATURAL GAS	-	-	2,232,421	1,535,000	3,655,000	2,120,000	138%
530040 LUBRICANTS ANTIFREEZE	164,285	166,584	174,394	357,900	607,900	250,000	70%
530050 DIESEL	9,578	10,778	22,574	40,000	45,000	5,000	13%
530080 LIQUIFIED NATURAL GAS	1,103,745	1,087,880	-	-	-	-	-
TOTAL FUEL AND LUBRICANTS	1,326,508	1,298,590	2,493,241	2,047,900	4,712,900	2,665,000	130%
MATERIALS AND SUPPLIES							
531000 OFFICE SUPPLIES	31,443	22,679	36,399	57,000	66,000	9,000	16%
531005 OTHER SUPPLIES	429	-	-	-	-	-	-
531010 EQUIPMENT PURCHASE UNDER 500	20,876	12,223	90,306	69,000	61,500	(7,500)	-11%
531020 PROMOTIONAL SUPPLIES	79	-	84,107	80,000	80,000	-	-
531030 PUBLICATIONS & SUBSCRIPTIONS	-	4,032	1,536	2,500	6,500	4,000	160%
531040 SUPPLIES COMPUTER EQUIPMENT	4,294	2,034	2,953	9,500	9,500	-	-
531050 DESKTOP SOFTWARE SUPPLIES	78,200	105,048	112,291	-	-	-	-
531080 TRAINING MATERIALS	6,069	4,550	6,310	15,000	15,000	-	-
531100 ANIMALS & ANIMAL SUPPLIES	-	-	190	-	-	-	-

SUN METRO - ALL FUNDS

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2024 Proposed	
	Actual	Actual	Actual	Adopted	Proposed	Over/(Under) FY 2023 Adopted	Percent
						Amount	
531110 CLEANING SUPPLIES	150,261	92,915	152,516	168,700	194,200	25,500	15%
531120 CLINICAL MEDICAL SUPPLIES	86,152	1,670	-	-	-	-	-
531130 LAND MAINTENANCE SUPPLIES	3,313	-	-	5,000	5,000	-	-
531140 BUILDING MAINTENANCE SUPPLIES	9,166	13,636	22,106	15,000	10,000	(5,000)	-33%
531150 FOOD AND BEVERAGES SUPPLIES	1,249	4,102	17,693	29,000	40,500	11,500	40%
531170 EQUIP MAINT SUP-LOW COST ITEM	10,080	8,563	19,367	10,000	10,000	-	-
531180 VEHICLE MAINTENANCE SUPPLIES	2,332,426	4,224,888	3,618,918	843,695	4,678,910	3,835,216	455%
531200 UNIFORMS AND APPAREL SUPPLIES	45,088	57,995	66,640	103,000	137,750	34,750	34%
531220 MAINTENANCE SUPPLIES PARTS NOC	36,086	27,842	25,700	45,000	140,000	95,000	211%
531230 SAFETY GEAR	27,705	38,990	46,253	204,000	118,500	(85,500)	-42%
531260 CHEMICAL SUPPLIES	58,630	73,596	55,250	2,000	61,000	59,000	2,950%
531300 FURNITURE 1000 - 4999 99	-	-	7,967	-	25,000	25,000	-
531310 DATA PROCES EQUIP 1000-4999 99	38,980	-	2,967	350,000	350,000	-	-
TOTAL MATERIALS AND SUPPLIES	2,940,525	4,694,764	4,369,469	2,008,395	6,009,360	4,000,966	199%
MAINTENANCE AND REPAIRS							
532000 BUILDINGS FACILITIES MAINT REP	405,665	210,272	390,809	250,000	1,279,489	1,029,489	412%
532010 FUELING FACILITY - MAINT & REP	110,548	15,577	36,978	-	-	-	-
532080 PUBLIC SAFETY EQUIP-MAINT REP	20,286	47,688	3,901	10,000	10,000	-	-
532150 ELECTRICAL SUPPLIES - REPAIR	-	-	169,700	-	-	-	-
TOTAL MAINTENANCE AND REPAIRS	536,500	273,537	601,388	260,000	1,289,489	1,029,489	396%
MINOR EQUIPMENT AND FURNITURE							
533000 EQUIPMENT MAT 500 - 4 999 99	(13,196)	66,019	308	-	-	-	-
533005 MINOR EQUIPMENT	81,715	38,572	369,113	55,500	66,500	11,000	20%
533010 FURNITURE 500 - 4 999 99	-	-	20,149	54,500	67,500	13,000	24%
533020 DATA PROCESS EQP 500-4 999 99	58,470	74,199	160,612	400,000	410,000	10,000	3%
533030 OTHER EQUIPMENT 500-4 999 99	5,660	2,290	3,511	60,000	50,000	(10,000)	-17%
533040 FURNITURE & EQUIP LESS 500	6,977	319	6,161	21,000	23,000	2,000	10%
TOTAL MINOR EQUIPMENT AND FURNITURE	139,625	181,399	559,854	591,000	617,000	26,000	4%
COMMUNICATIONS							
540000 PHONE & INTERNET	92,390	95,674	80,389	30,000	80,000	50,000	167%
540020 WIRELESS COMMUNICATION SERVICE	71,031	47,262	39,315	87,500	85,000	(2,500)	-3%
540030 POSTAGE	2,232	2,421	-	-	30,000	30,000	-
540040 SHIPPING	2,652	545	4,785	11,500	12,500	1,000	9%
TOTAL COMMUNICATIONS	168,305	145,902	124,488	129,000	207,500	78,500	61%
UTILITIES							
541000 ELECTRICITY	636,758	723,946	758,697	875,000	880,000	5,000	1%
541010 WATER	293,052	285,262	258,360	313,000	313,000	-	-
541020 NATURAL GAS OTHER	443,104	503,978	521,643	538,000	690,000	152,000	28%
TOTAL UTILITIES	1,372,914	1,513,186	1,538,701	1,726,000	1,883,000	157,000	9%
TRAVEL							
542010 TRAVEL EXPENSES - EMPLOYEES	31,039	2,877	32,877	117,500	170,500	53,000	45%
TOTAL TRAVEL	31,039	2,877	32,877	117,500	170,500	53,000	45%

SUN METRO - ALL FUNDS

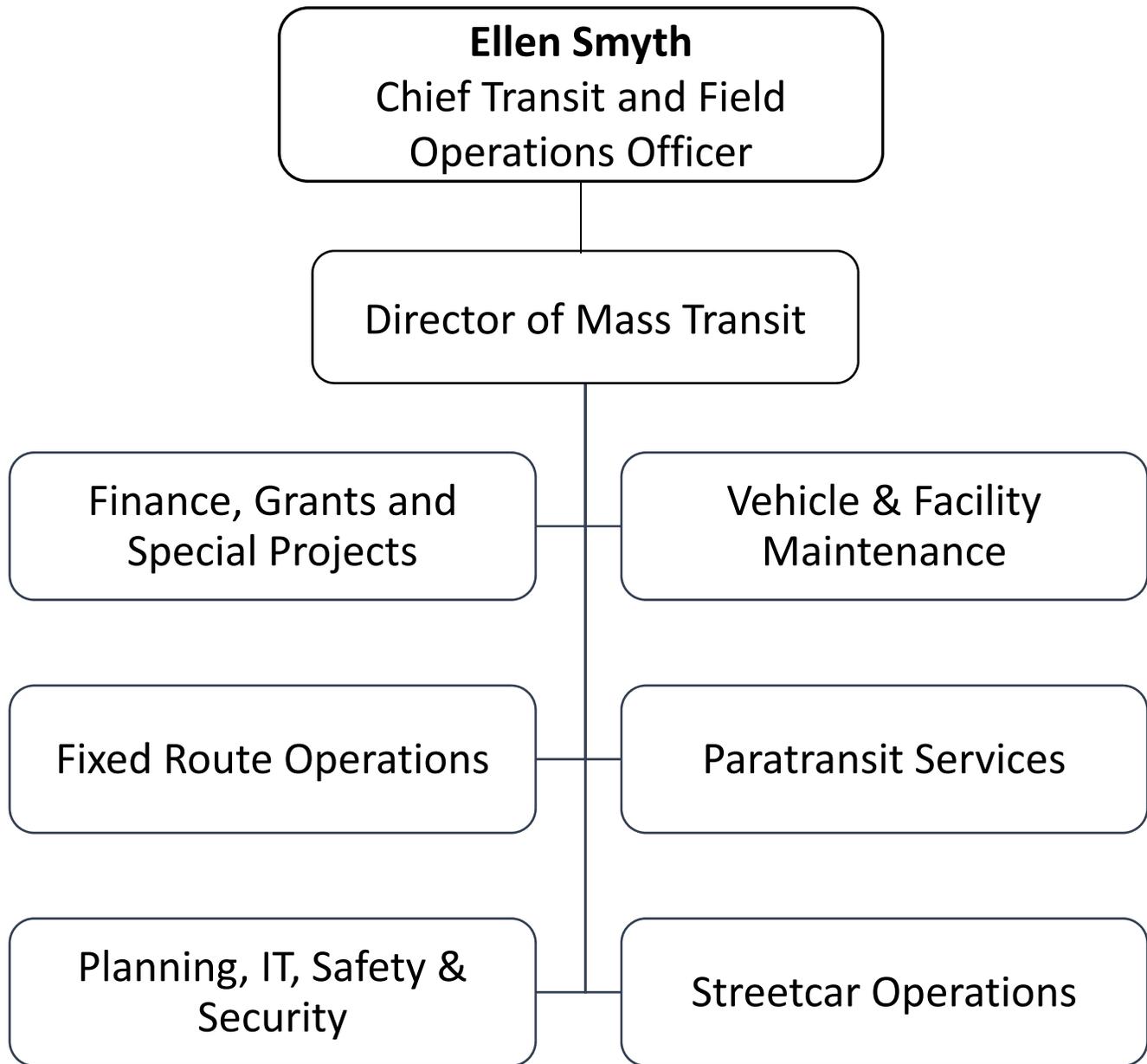
	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	Percent
OTHER OPERATING EXPENDITURES							
544020 GENERAL LIABILITY INSURANCE EX	605,924	566,369	690,778	730,000	830,000	100,000	14%
544040 JUROR EXPENSE	-	662	(7)	-	-	-	-
544050 OPERATING CONTINGENCY RESERVE	-	-	-	500,000	500,000	-	-
544060 OTHER SERVICES CHARGES EXPENSE	104,344	8,596	10,346	31,000	24,500	(6,500)	-21%
544090 PROPERTY INSURANCE EXPENSE	411,062	288,821	304,657	210,000	370,000	160,000	76%
544120 SEMINARS CONTINUING EDUCATION	4,768	14,872	12,428	70,500	110,500	40,000	57%
544130 VEHICLE INSPECTIONS LICENSES E	2,601	2,505	446	3,000	3,000	-	-
544140 PROFESSIONAL LICENSES & MEMBER	74,062	135,738	90,075	94,600	104,000	9,400	10%
544150 INDIRECT COST EXPENDITURES	3,679,695	3,679,695	3,679,695	3,679,695	3,679,695	-	-
544190 BOND/OTHER DEBT ISSUE COSTS	40,662	151,214	-	-	-	-	-
544240 TUITION REIMBURSEMENT	5,543	4,966	20,255	10,000	20,000	10,000	100%
545010 DEPRECIATION EXPENSE	20,350,530	18,070,574	16,694,770	-	-	-	-
545020 GASB87-AMORTIZATION EXPENSE	-	-	92,112	-	-	-	-
TOTAL OTHER OPERATING EXPENDITURES	25,279,192	22,924,011	21,595,554	5,328,795	5,641,695	312,900	6%
COMMUNITY SERVICE PROJECTS							
552000 COMMUNITY SERVICE PROJECTS	-	-	10,910	30,000	30,000	-	-
TOTAL COMMUNITY SERVICE PROJECTS	-	-	10,910	30,000	30,000	-	-
INTEREST EXPENSE							
553000 INTEREST EXPENSE	-	69,294	-	-	-	-	-
554120 BOND INTEREST EXPENSE	1,852,213	1,444,992	1,418,980	1,591,706	1,530,118	(61,588)	-4%
TOTAL INTEREST EXPENSE	1,852,213	1,514,286	1,418,980	1,591,706	1,530,118	(61,588)	-4%
PRINCIPAL							
554110 PRINCIPAL PAYMENT EXPENSE	-	-	-	1,840,000	2,010,000	170,000	9%
TOTAL PRINCIPAL	-	-	-	1,840,000	2,010,000	170,000	9%
OTHER NON-OPERATING EXPENDITURES							
554020 BANK SVC CHRGS & CR CARD FEES	30,438	31,192	24,728	30,000	30,000	-	-
554050 CHANGE FUND SHORTAGE	1,552	-	-	-	-	-	-
554060 CASH RECEIPTS SHORT(OVER)- EXP	134	(34)	100	-	-	-	-
554070 BAD DEBTS EXPENSE	-	91,160	4,986	-	-	-	-
554090 DAMAGES SETTLEMENTS EXPENSE	128,715	36,951	387,281	360,000	375,000	15,000	4%
554100 LOSS ON DISP-PROP FIXED ASSET	-	115,360	-	-	-	-	-
TOTAL OTHER NON-OPERATING EXPENDITURES	160,840	274,630	417,094	390,000	405,000	15,000	4%
GRANT MATCH							
560000 CITY GRANT MATCH	-	-	-	7,194,900	8,516,056	1,321,156	18%
TOTAL GRANT MATCH	-	-	-	7,194,900	8,516,056	1,321,156	18%
OPERATING TRANSFERS OUT							
570000 INTERFUND TRANSFERS (USES)	20,000	-	149,840	2,265,000	8,477,000	6,212,000	274%
570020 FUND BALANCE TRANSFERS (USES)	-	-	-	24,929,666	-	(24,929,666)	-100%
TOTAL OPERATING TRANSFERS OUT	20,000	-	149,840	27,194,666	8,477,000	(18,717,666)	-69%

SUN METRO - ALL FUNDS

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2024 Proposed Over/(Under) FY 2023 Adopted Amount	Percent
CAPITAL OUTLAY							
580000 LAND	43,000	44,735	-	-	-	-	-
580040 PUBLIC USE FACILITIES EQUIP	258,394	227,050	348,600	300,000	-	(300,000)	-100%
580060 CARS VANS LT TRKS MOTORCYCLE	88,007	-	-	1,060,000	810,000	(250,000)	-24%
580064 BUSES	9,542,154	-	7,575,069	-	8,500,000	8,500,000	-
580090 FURNITURE FIXTURES & EQUIPMENT	13,899	-	69,766	-	200,000	200,000	-
580100 IT EQUIPMENT	93,169	102,538	797,489	-	-	-	-
580150 MAJOR EQUIPMENT	-	-	85,961	-	-	-	-
580160 ARCHITECTURE AND DESIGN (CWIP)	113,269	40,540	166,038	260,000	1,000,000	740,000	285%
580190 APPRAISALS (CWIP)	8,832	-	-	-	-	-	-
580210 CITY ENGINEERING CHARGES (CWIP)	-	17,514	27,810	-	-	-	-
580220 CITY ADMIN CHARGES (CWIP)	7,426	19,608	22,572	-	-	-	-
580230 CITY CONSTRUCT CHARGES (CWIP)	36,060	41,445	53,991	-	-	-	-
580240 TESTING (CWIP)	-	22,841	19,245	-	-	-	-
580250 TRAFFIC ENGINEERING	-	-	12,757	-	-	-	-
580260 INSPECTIONS (CWIP)	-	104,268	106,749	-	-	-	-
580270 CONSTRUCTION (CWIP)	840,770	6,042,555	7,140,082	490,000	200,000	(290,000)	-59%
580272 CONSTRUCTION CONTINGENCY	-	14,495	54,406	-	-	-	-
580280 PROJECT CONSULTING	6,481	-	-	-	-	-	-
580290 HEAVY EQUIPMENT	-	-	17,470	155,000	2,767,000	2,612,000	1,685%
580330 RUNWAYS TAXIWAYS LIGHTING	28,074	-	-	-	-	-	-
580530 CONSTRUCTION MANAGEMENT	1,439	360	-	-	-	-	-
TOTAL CAPITAL OUTLAY	11,080,973	6,677,949	16,498,004	2,265,000	13,477,000	11,212,000	495%
TOTAL EXPENDITURES	97,738,336	80,735,554	90,071,966	93,165,450	111,027,161	17,861,711	19%

Mass Transit – Sun Metro

Proposed FY 2024 Organizational Chart



	FY 2023 Adopted	FY 2024 Proposed	Increase / (Decrease)
GF	0.00	0.00	0.00
Non-General Fund	621.25	620.00	(1.25)
Total Authorized	621.25	620.00	(1.25)

CITY OF EL PASO, MASS TRANSIT DEPARTMENT
FISCAL YEAR ~~2023~~2024 BUDGET RESOLUTION

WHEREAS, on July 14, ~~2022~~ 2023 the City Manager of the City of El Paso filed the Fiscal Year 2023 Proposed Budget of the Mass Transit Department of the City of El Paso with the Secretary of the Mass Transit Department Board; and

WHEREAS, the Proposed Budget was made available for the inspection by any person and posted on the City’s website in accordance with Section 102.005 of the Texas Local Government Code; and

WHEREAS, on August ~~4~~ 5, ~~2022~~, 2023 the Secretary of the Mass Transit Department Board published notice in the El Paso Times, a newspaper of general circulation in the county in which the City of El Paso is located, of a public hearing regarding the Mass Transit Department of the City of El Paso Fiscal Year ~~2023~~2024 Budget Resolution, in accordance with the Charter of the City of El Paso and Section 102.0065(a) of the Texas Local Government Code; and

WHEREAS, said public hearing was held on ~~August 16, 2022~~August 14, 2023 by the Mass Transit Board of the City of El Paso on the Proposed Budget at which all interested persons were given the right to be present and participate.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MASS TRANSIT DEPARTMENT OF THE CITY OF EL PASO:

1. That the Proposed Budget, as amended, for the Mass Transit Department of the City of El Paso, filed by the City Manager with the City Clerk on July 14, ~~2022~~2023 is hereby approved and adopted by the Board as the Annual Budget for the Fiscal Year 2023, which begins on September 1, ~~2022~~2023 and ends on August 31, ~~2023~~2024.
2. That any budget transfer submitted to the Board shall be accompanied by an explanation from the department and a recommendation from the City Manager or his/her designee. The explanation provided must be sufficiently clear and provide adequate detail for the members of the Board to determine the need for the transfer.
3. That the City Manager or his/her designee is hereby authorized to establish or amend budgets for grants and awards when the applications for such grants and awards have been previously approved by the Board or the City Manager.
4. That all grant applications requiring Board approval shall be prepared in accordance with established procedures. The agenda item shall state clearly the type and amount of any required City match and the funding source of the grant match.
5. That the City Manager or his/her designee is hereby authorized to make such budget transfers and staffing table changes as are needed to close completed grants and capital project accounts.

~~6. That the City Manager or his/her designee is hereby authorized to increase or decrease the budget for any capital projects within a Capital Improvement Program (CIP) approved by the City Council, provided that the change of a project's budget of more than \$1,000,000 requires additional Council approval. No project budget may be reduced to zero or deleted unless the project has been completed. Expenditures must be in compliance with applicable laws and policies and a quarterly report must be provided to Council on the budgets for capital projects that the City Manager or his/her designee has established, amended or deleted.~~

~~7. That City Manager or his/her designee is hereby authorized to add to an existing Capital Improvement Program (CIP). Addition of a project to an approved CIP must meet the purpose of the proceeds from which the original CIP was funded and the addition of such project(s) cannot exceed more than \$500,000 without City Council authorization. Expenditures must be in compliance with applicable laws and policies and a quarterly report must be provided to Council on the budgets for capital projects that the City Manager or his/her designee has established or added.~~

8.6. That the City Manager or his/her designee is hereby authorized to receive funds associated with Texas Department of Transportation (TXDOT) reimbursements to the City and appropriate the funds to TXDOT project matches awarded through the Metropolitan Planning Organization provided the projects are included in an existing Capital Improvement Program.

9.7. That the City Manager or his/her designee is authorized to issue, without further City Council action, purchase orders against any contract offered through the Cooperative Purchasing Network, the Houston-Galveston Area Council (H-GAC) Cooperative Purchasing Program, the Texas Association of School Boards, Inc. (TASB, Inc.) Cooperative Purchasing Buy Board, the ESC-Region 19 Cooperative Purchasing Program, the Harris County Department of Education Cooperative Purchasing Program, Tarrant County Cooperative Purchasing Program, Texas Procurement and Supportive Services (TPASS), Texas Multiple Award Schedule (TMAS and TXSmartBuy), State of Texas Department of Information Resources (DIR), Technology Bidding and Purchasing Program (PEPPM), U.S. General Services Administration (GSA), National Intergovernmental Purchasing Alliance Company dba OMNIA Partners, Public Sector and/or Communities Program Management, LLC d/b/a U.S. Communities (collectively, the "OMNIA Partners Parties"), Region 8 Education Service Center, International Purchasing System Program ("TIPS"), Division of Purchases and Supply (DPS), a business unit of the Department of General Services for the Commonwealth of Virginia and any other cooperative purchasing agreement authorized by the City Council. The City Manager or his/her designee has the authority to sign any and all agreements related to purchases pursuant to this paragraph to effectuate the purchase.

10.8. That the City Manager or his/her designee is authorized to issue, without further City Council action, purchase orders against any cooperative contract through the electronic catalog maintained through the U.S. Communities purchasing cooperative program/Equal Level. The purchase of vehicles, trucks and/or fire apparatus/pumpers shall be expressly

prohibited from being sourced through the e-catalog.

~~11.9.~~ That the sum \$300,000 shall be appropriated for Damages and Settlements.

~~12.10.~~ That the appropriation for equipment and capital improvement projects in the Capital Program shall be for those items listed on **Schedule A** (Sun Metro Capital Match Fiscal Year 2023) which is attached hereto and is incorporated herein by reference. Changes to the projects, or changes to the capital appropriated amounts which shall be requested as a budget amendment, shall be submitted to the Board for approval by simple motion or resolution. **Schedule B** sets forth the fares and fees for the goods and services it provides. Any revisions or additions to the fares or fees in **Schedule B** shall be in conformity with state law and be approved by simple resolution of the Board.

~~13.11.~~ That the City Manager and his/her designee is authorized to determine when it is practicable for the Mass Transit Department to accept payments by credit card of a fee or other charge in accordance with City Ordinance No. 15051. Service charges added to the payment shall be in conformity with state statutory requirements and will be in such amount(s) as listed in Schedule C of the City of El Paso Fiscal Year 2023 Budget Resolution, provided that in the event that bank charges imposed on the City, including its Mass Transit Department, relating to credit card acceptance increase during the fiscal year, the City Manager is authorized to increase the service charge amount(s), so as to cover the Mass Transit Department's increased costs.

~~14.12.~~ That all business travel expenses: (i) must be approved in advance by the Director or his/her designee or other designee of the City Manager; (ii) shall follow the administrative guidelines for business travel; and, (iii) may be audited for adherence to the administrative guidelines.

~~15.13.~~ That no obligation shall be incurred for capital, supplies, wages, or otherwise, unless an adequate appropriation has been made in the budget to meet the obligation and said obligation has been incurred in accordance with the accounting, legal, budgetary, purchasing, and Human Resources policies and procedures of the City of El Paso.

~~16.14.~~ That Full-Time Equivalent (FTE) positions funded by the Fiscal Year ~~2023~~2024 Budget, and those listed in the Authorized Staffing Table (as filed along with the City's Fiscal Year ~~2023~~2024 proposed budget, as amended), shall constitute the authorized FTE positions for the Department. Requests for changes and additions shall be approved by the City Manager or his/her designee and shall show the impact on the Fiscal Year ~~2023~~2024 Budget and the estimated impact on expenditures for Fiscal Year ~~2024~~2025.

~~17.15.~~ That the City Manager or his designee authorizes and approves a compensation increase for non-uniformed full-time, part-time and temporary employees as follows:

- a. This hereby establishes the City's minimum wage at ~~\$11.61~~\$13.11 per hour effective September ~~11, 2022~~10, 2023 the first full pay period of September ~~2022~~2023. All pay ranges and job classifications will be increased accordingly on September ~~11, 2022~~10, 2023.

b. An increase of ~~\$0.50~~ \$1.00 per hour, or a minimum of ~~1.25%~~ 2.5%, whichever is greater, for all

non-uniform employees shall be paid starting on the September ~~11, 2022~~10, 2023 pay period, and in accordance with the processes established by the City's Human Resources Department.

- ~~e.—This increase in compensation will be based on the hourly rate as of September 11, 2022~~10, 2023 of the positions identified herein. Employees must be of active status as of September ~~11, 2022~~10, 2023 to receive this pay increase;
- ~~d.— This hereby establishes another adjustment to the City's minimum wage at \$12.11 per hour effective March 12, 2023, the first full pay period of March 2023. All pay ranges and job classifications will be increased accordingly on March 12, 2023.~~
- ~~e.— An increase of \$0.50 per hour, or a minimum of 1.25%, whichever is greater, for all non-uniform employees shall be paid starting on the March 12, 2023 pay period, and in accordance with the processes established by the City's Human Resources Department.~~
- ~~b. This increase in compensation will be based on the hourly rate as of March 12, 2023 of the positions identified herein. Employees must be of active status as of March 12, 2023 to receive this pay increase;~~ provided however, that the City Manager may approve this increase in compensation based on the availability of funds and other management factors as determined by the City Manager.
- ~~c. An increase of 5% for all City Attorneys of the City Attorney's Office, effective September 10, 2023. Employees must be of active status as of September 10, 2023 to receive this increase.~~
- ~~ad. That the City Manager is authorized to approve a salary or wage compression adjustment for the non-uniformed employees based on their salary in the current position as of September 10, 2023, the increase will be based on the number of years in the current position within their pay grade, and adjust pay scales to ensure a minimum of 4% difference between subordinate and the relevant supervisory level. The employee must work as a city employee in their current position for a period of a least six months prior to September 10, 2023. This increase will be effective for the pay period starting September 10, 2023 for all employees in an active status as of this date. Provisions of this section are subject to the availability of funds and other management factors as determined by the City Manager.~~

~~18.16.~~ That any employee pay increases for employees shall be given on the date or dates established by the City Manager based on the availability of funding for such purposes in Fiscal Year ~~2023~~2024. No employee pay increases shall be paid retroactively to an anniversary date or date of a performance evaluation.

~~19.—The City Manager or his designee is authorized to approve a one-time payment to non-uniform, including police and fire cadets, new hires as part of the recruitment incentive pilot, as follows:~~

- ~~a.— A \$1,000 sign-on incentive for all non-uniform, full-time, part-time, and temporary employees who are hired on or between September 1, 2022 and August 31, 2023, to be distributed as follows:~~

- ~~i. a one-time payment of \$500 at the start of employment; and~~
 - ~~ii. an additional one-time payment of \$500 to be disbursed at the end of the employee's successful completion of their 6-month or extended probationary period with no documented attendance or corrective/disciplinary issues for the remainder of their probationary period;~~
- ~~b. This policy does not apply to the following:~~
 - ~~i. Subcontractors and/or independent consultants; and~~
 - ~~ii. Elected Officials; and~~
 - ~~iii. Current City of El Paso employees; and~~
 - ~~iv. Previous City of El Paso employees who terminated within three months of the current hire date; and~~
- ~~c. The sign-on incentive recruitment payment shall be paid in a pay period following the employee's having met the criteria designated in this Resolution and in~~

~~accordance with the process established by the City's Human Resources Department. Employee must be an active employee on the date of payment. Individuals hired will receive \$500 after their first 30 days of employment provided there are no documented attendance or disciplinary issues. This sign-on incentive recruitment payment will not be considered earned wages or compensation for purposes of pensionability. This sign-on incentive recruitment payment shall be subject to the availability of funds and other management factors as determined by the City Manager.~~

19. The City Manager or his/her designee is authorized to approve a non-uniform employees hired on or between September 1, 2022 and August 31, 2023, who have not received the second \$500 payment of the \$1000 sign-on incentive payment available during FY 2023 prior to September 1, 2024 to be distributed as follows:

• A one-time payment of \$500 to be disbursed at the end of the employee's successful completion of their 6-month or extended probationary period with no documented attendance or corrective/disciplinary issues for the remainder of their probationary period;

This policy does not apply to the following:

- Subcontractors and/or independent consultants; and
- Elected Officials; and
- Current City of El Paso employees; and
- Previous City of El Paso employees who terminated within three months of current hire date; and

• The sign-on incentive recruitment payment shall be paid in a pay period following the employee's having met the criteria designated in the Resolution and in accordance with the process established by the City's Human Resources Department. Employee must be an active employee on the date of payment. This sign on incentive recruitment payment will not be considered earned wages or compensation for purposes of personability. This sign-on incentive recruitment program shall be subject to the availability of funds and other management factors as determined by the City Manager.

20.17. That for purposes of recognizing the service time of an employee (classified, unclassified and/or contract), other than employees covered under collective bargaining agreements an amount that most closely approximates a two percent (2.0%) increase will be added to the base pay of each employee on the anniversary date of five (5) years of service, two and a half percent (2.5%) on the anniversary date of ten (10) years of service, three percent (3%) on the anniversary date of fifteen (15) years of service, and three and one half percent (3.5%) on the anniversary date of twenty (20) years of service and four percent (4%) on the anniversary date of twenty five (25) years of service and four and one half percent (4.5%) on the anniversary date of thirty (30) years of service and five percent (5%) for any other five year incremental period on or beyond twenty-five (25) years of service accrued by an employee.

~~21. That all performance-based and goal-based increases and/or one-time payments shall be subject to the availability of funds and expended as determined or authorized by the City Manager or designee, except for such increases and/or payments that are otherwise governed by an employment contract.~~

22.18. That the City Manager be authorized to establish employee incentive program(s), subject to the availability of funds, and approve such administrative policies and procedures necessary for the inception and implementation of such programs:

a. the wellness program in the City's health benefit plan for the amount established in each fiscal year's budget in an amount not to exceed \$150 per employee each month during the fiscal year, in accordance with the City Manager's administrative policy and shall include a component that allows City employees to earn one wellness day off annually (as designated in the administrative policy); and

b. employees whose job specifications require a commercial driver's license or whose work includes the tracking of specific safety criteria to be eligible for a payment not to exceed \$350 per employee each year based on the employee's accident-free driving record or established safety criteria for a period (i.e. quarterly, semi-annually, etc.) to be established in administrative policy and payable in increments based on such periods; and

c. employees whose job specifications requires or may require a commercial driver's licenses may be eligible for additional pay of \$90 per pay period, provided that the employee must be in active status and their CDL in good standing, and otherwise in conformity with approved administrative CDL retention policies; and

d. non-executive level employees will receive incentive pay of 10% of base salary while employed with the Office of the Comptroller (OTC). This incentive is only effective during their employment at OTC and otherwise in conformity with approved administrative OTC incentive pay policies; and

e. one-time payments in an amount not to exceed \$100 (and any taxes due) for each employee who is assigned additional duties serving in a Lean Six Sigma team and which the project demonstrates measurable cost avoidance or savings; and

~~f. monthly payments in an amount not to exceed \$300 per month for each employee during the period in which each is assigned additional duties as strategic plan mentor leaders; and~~

~~g.f.~~ for perfect attendance in 6 month period established by administrative policy, cash payment of \$50 and the option to convert 8 hours of sick leave for business leave as set forth in the administrative policy; and

~~h.g.~~ monthly payment prorated in an amount not to exceed ~~3%~~5% of current annual salary for each employee who is assigned additional duties responsibilities for completion of major project whose scope has broad citywide application.

~~i.h.~~ qualifying non-uniform employees will receive a lump sum not to exceed \$250 as part of the annual performance review as defined under the administrative policy.

~~i.~~ payments in an amount of \$90 per pay period for each employee whose job requires immunization to ensure the health and safety of the employees and animals during their employment at Animal Services and the Zoo and otherwise in conformity with approved administrative ASD and Zoo infectious disease and/or incentive pay policies.

~~j.~~ A \$200 monthly incentive for all full-time, part-time, and temporary positions, to be distributed as follows:

- Monthly payment of \$200 once a foster program has been established and the employee takes possession of the foster canine and maintains possession; and
- An additional, one-time payment of \$100 to be disbursed once their foster canine is adopted to a “forever home”.
- This policy does not apply to the following:
 - i. Subcontractors and/or independent consultants;
 - ii. Elected Officials
- The Furry Canine Foster Program pilot shall be effective from May 15, 2023 through November 15, 2023.
- ii. The Foster incentive monthly payment shall be paid bi-weekly. The incentive will take effect in a pay period following the employee’s having met the criteria designated in this Resolution and in accordance with the process established by the City’s Human Resources Department.
- iii. The Foster incentive one-time payment shall be paid in a pay period following the employee's having met the criteria designated in this Resolution and in accordance with the process established by the City’s Human Resources Department.
- iv. Employee must be an active employee on the date of payment.

v. This Foster incentive payment will not be considered earned wages or compensation for the purposes of pension ability.

j. _____

19. That based on the availability of funds, the City Manager is authorized to expend no more than ~~\$200,000~~\$100,000 from the budget to establish and implement an on-the-spot rewards program to provide small monetary awards (face value up to ~~\$250~~\$100) to recognize immediately extraordinary acts, accomplishments or contributions that are above and beyond the typical duties of the rewarded employee. On-the-spot rewards are not in lieu of merit increases or other salary increases based on sustained high quality employee performance. An employee shall receive no more than two (2) monetary awards under this section per fiscal year.

~~23.~~

24:20. That the City Manager may appropriate up to \$300,000 from the Mass Transit reserves for the purchase of inventory items in order to maintain the operations of the department.

25:21. That the Director of the Mass Transit Department or other designee of the City Manager shall submit: (i) periodic financial reports to the Board; (ii) periodic reports to the Board showing trends in revenues and expenditures; and, (iii) recommendations as deemed necessary to comply with the financial policies of the City of El Paso.

26:22. That appropriation control of expenditures shall be at the Object Level.

~~27.23.~~ That expenditures shall be in accordance with the City of El Paso – Strategic Plan.

~~28.~~ That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to establish a program, as approved by the City Manager, whereby the Director and his designees may provide free transit service passes as are appropriate for the promotion of the use of the transit system. The total value of all free transit service passes provided under this program during FY ~~2023~~ 2024 shall not exceed \$5,000. In addition, that the City Manager or designee be authorized to waive or reduce fares in Schedule B for conferences and events that directly benefit the Mass Transit Department. ~~The City Manager, or designee, is authorized to establish criteria and requirements for the waiver or reduction of fares in Schedule B for conferences that benefit the Mass Transit Department.~~

~~29.24.~~ In addition, that the City Manager or designee is authorized to waive or reduce fares in Schedule B for conferences and events that directly benefit the Mass Transit Department pursuant to the criteria and requirements for the waiver or reduction of fares established by the City Manager.

~~30.25.~~ That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to provide free route transit service passes for use within the City limits to the current members of the [Sun Metro](#) Citizens Advisory Committee, at such times during the fiscal year when the Director or his designee determines that providing such passes serves to advance the duties and responsibilities of the members of the Committee.

~~31.26.~~ To allow the City Manager or designee, to waive fares for bus and streetcar service for a maximum of ten (10) days per fiscal year, for city designated holidays and events.

~~32.27.~~ To allow the City Manager or designee, to waive parking fees at Sun Metros Glory Road parking garage to encourage alternative transportation for City designated events. The maximum number of free parking days at Glory Road will be set at ~~twenty-four~~ per fiscal year.

~~33.28.~~ That, except as otherwise provided herein, all other applicable provisions of the City of El Paso Fiscal Year ~~2023~~2024 Budget Resolution, as amended and adopted, to include but not be limited to the provisions regarding the making of budget transfers, shall be applicable to the Mass Transit Department.

~~34.29.~~ That the City Manager or his/her designee shall immediately file, or cause to be filed, a true copy of the FY ~~2023~~2024 Budget and a copy of this Resolution in the offices of the City Clerk and the County Clerk of El Paso, and post the same on the City's website.

~~35.30.~~ That the City Manager or his/her designee is hereby authorized to allocate investment earnings on unspent bond proceeds to projects and purposes within the relevant bond authorization, provided however that such allocation is in compliance with all bond covenants and an allocation of more than \$500,000 to an individual project or purpose requires Council approval.

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

PASSED AND APPROVED this ____ day of August ~~2022~~2023.

**CITY OF EL PASO
MASS TRANSIT DEPARTMENT BOARD:**

Oscar Leeser
Chair

ATTEST:

Laura Prine
Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

~~Donald C. Davie~~ Russell Abeln
Assistant City Attorney

K. Nicole Cote, Managing Director
Office of Management and Budget

Mass Transit Board FY2024 Schedule A - Capital Program

Account	Project Name	Fund / Funding Source	FY 24 Budget
<u>Infrastructure</u>			
580270	Sidewalk Construction	Sun Metro Capital Funds	\$200,000
560000	Possible Match For LOW-NO GRANT II Phase	Sun Metro Capital Funds	\$2,000,000
580160	To cover the design and any contingency not covered with LOW - NO II phase grant	Sun Metro Capital Funds	\$1,000,000
580090	TOC Furniture	Sun Metro Capital Funds	\$200,000
580290	TOC Above Ground Fuel Tank	Sun Metro Capital Funds	\$300,000
580290	TVMs Replacement	Sun Metro Capital Funds	\$2,000,000
580290	Electrical Simulator (Multiplex Module)	Sun Metro Capital Funds	\$120,000
580290	Shop Equipment (Details Provided Per Request)	Sun Metro Capital Funds	\$287,000
580290	Coin Sorter	Sun Metro Capital Funds	\$30,000
<u>Rolling Stock</u>			
580064	Fixed Route Replacements - 35 FT (10 Buses)	Grant Funding	\$7,000,000
580064	Fixed Route Replacements - 3 Cutaways to replace current ARBOCs	Sun Metro Capital Funds	\$750,000
580064	Fixed Route Replacements - One Time 3 ARBOC Replacements	Sun Metro Capital Funds	\$750,000
580290	Non Revenue Motor Pool - Trailer for Facilities Maintenance	Sun Metro Capital Funds	\$30,000
580060	Non Revenue Motor Pool - Diesel 2500 equivalent truck for Facilities Maintenance	Sun Metro Capital Funds	\$75,000
580060	Non Revenue Motor Pool - Facilities F350 equivalent, Street Car 750/7500 HD, Project MG/Customer service	Sun Metro Capital Funds	\$235,000
580060	Non Revenue Motor Pool - Admin Motor Pool (Total \$450k)	Sun Metro Capital Funds	\$250,000
580060	Non Revenue Motor Pool - Support Vehicle Replacement Funding	Sun Metro Capital Funds	\$200,000
580060	Non Revenue Motor Pool - Trailer for Fleet to Haul Equipment	Sun Metro Capital Funds	\$30,000
580060	Non Revenue Motor Pool - Trailer for Streetcar Power Washing Equipment	Sun Metro Capital Funds	\$20,000
	<i>Sun Metro Capital Funds</i>		\$8,477,000
	<i>Grant Funding</i>		\$7,000,000
	<i>Grant Funding / Fund Balance</i>		\$0
	<i>Total SM Capital Costs</i>		\$15,477,000

**FY2024 SCHEDULE B MASS TRANSIT DEPT.
FARE AND FEE SCHEDULE**

Department	Account	Fee Description	Detail	FY 2023 Adopted	FY 2024 Proposed
			Single trip fare for Fixed Route and BRIO RTS services		
Mass Transit - Sun Metro	430500	Fare Box Revenue	Regular Fare	\$1.50	\$1.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Discount Fare- Military Active & Retired including Dependents, Students, and other Discounts Approved by MTB	\$1.00	\$1.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Children 5 and under with an adult	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Senior Fare	\$0.50	\$0.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Disabled Fare	\$0.50	\$0.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Lift Certified with Lift ID Card - Fixed Route	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Transfers	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Sun Metro Employees Active and Retired including Spouses	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	City Employees*	Free*	Free*
			Multiple Ride Passes for Entire System excluding LIFT		
Mass Transit - Sun Metro	430510	Pass Sales	Day Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Standard Weekly Pass	\$12.00	\$12.00
Mass Transit - Sun Metro	430510	Pass Sales	Discounted Weekly Pass- Military Active & Retired including Dependents, Students, and Other Discounts Approved by MTB	\$7.00	\$7.00
Mass Transit - Sun Metro	430510	Pass Sales	Senior Weekly Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Disabled Weekly Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Standard Monthly	\$48.00	\$48.00
Mass Transit - Sun Metro	430510	Pass Sales	Discounted Monthly Passes- Military Active & Retired including Their Dependents, Approved Veterans Agencies, Students and Other Discounts Approved By MTB	\$30.00	\$30.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Senior Monthly Pass	\$15.00	\$15.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Disabled Monthly Pass	\$15.00	\$15.00
Mass Transit - Sun Metro	430510	Pass Sales	Sponsored Veterans 60 - 90 Day Pass	Free	Free
Mass Transit - Sun Metro	430510	Pass Sales	Sponsored Summer Youth Passes	Free	Free
			Sun Metro Tokens used instead of cash		
Mass Transit - Sun Metro	430520	Token Sales	Full Fare Token (10/pkg)	\$15.00	\$15.00
Mass Transit - Sun Metro	430520	Token Sales	Full Fare Token (100/pkg)	\$150.00	\$150.00
Mass Transit - Sun Metro	430520	Token Sales	Student Fee (10/pkg)	\$10.00	\$10.00
Mass Transit - Sun Metro	430520	Token Sales	Student Fee (100/pkg)	\$100.00	\$100.00
			LIFT service Fares and Passes		
Mass Transit - Sun Metro	430530	LIFT Bus Revenue-Tickets	Lift Passes (5)	\$12.50	\$12.50
Mass Transit - Sun Metro	430570	LIFT Bus Revenue-Fare Box	Revenue collected at time of boarding bus for the demand response program	\$2.50	\$2.50
			Sale of ID's, Schedule Books, & Pouches		
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	ID Card Pouches	\$0.55	\$0.55
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	ID Replacement	\$5.00	\$5.00
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	Bus Schedule - Newspaper format	\$0.00	\$0.00
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	Face Masks for riders	\$0.00	\$0.00
			Union Depot Rental		
Mass Transit - Sun Metro	450200	Facility Rental Revenue	Rental Rate per 4 HR Block - No alcohol - Minimum 4 HR Required	\$1,010.00	\$1,010.00
Mass Transit - Sun Metro	450200	Facility Rental Revenue	Rental Rate per 4 HR Block - Alcohol Served - Minimum 4 HR Required	\$1,370.00	\$1,370.00
			Sun Metro Parking Rates-All Facilities		
Mass Transit - Sun Metro	440050	Parking Fees	0 Min- 1 Hour	\$1.00	\$1.00
Mass Transit - Sun Metro	440050	Parking Fees	Each Additional Hour (For A Maximum Charge of \$15.00 per Day)	\$1.00	\$1.00
Mass Transit - Sun Metro	440050	Parking Fees	Daily Rate	\$15.00	\$15.00
Mass Transit - Sun Metro	440050	Parking Fees	Specific Location - Monthly Rate	\$50.00	\$50.00
Mass Transit - Sun Metro	440050	Parking Fees	Multiple Locations - Monthly Rate	\$75.00	\$75.00
Mass Transit - Sun Metro	440050	Parking Fees	Specific Location - Annual Rate	\$300.00	\$300.00
Mass Transit - Sun Metro	440050	Parking Fees	Multiple Locations - Annual Rate	\$500.00	\$500.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- A	\$5.00	\$5.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- B	\$10.00	\$10.00

**FY2024 SCHEDULE B MASS TRANSIT DEPT.
FARE AND FEE SCHEDULE**

Department	Account	Fee Description	Detail	FY 2023 Adopted	FY 2024 Proposed
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- C	\$15.00	\$15.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- D	\$20.00	\$20.00
Mass Transit - Sun Metro	440050	Parking Fees	Replacement of a Lost Parking Pass		\$10.00
			Sun Metro Advertising-Shelter Rates		
Mass Transit - Sun Metro	430610	Advertising Fees	Application Fee	\$25.00	\$25.00
Mass Transit - Sun Metro	430610	Advertising Fees	Printing Fees -Per Panel	\$50.00	\$50.00
Mass Transit - Sun Metro	430610	Advertising Fees	One Month- Single Panel	\$100.00	\$100.00
Mass Transit - Sun Metro	430610	Advertising Fees	Three Month-Single Panel	\$250.00	\$250.00
Mass Transit - Sun Metro	430610	Advertising Fees	Six Month - Single Panel	\$475.00	\$475.00

*City reimburses the Mass Transit Department at the approved Regular fare rate

CITY OF EL PASO, MASS TRANSIT DEPARTMENT FISCAL YEAR 2024 BUDGET RESOLUTION

WHEREAS, on July 14, 2023 the City Manager of the City of El Paso filed the Fiscal Year 2023 Proposed Budget of the Mass Transit Department of the City of El Paso with the Secretary of the Mass Transit Department Board; and

WHEREAS, the Proposed Budget was made available for the inspection by any person and posted on the City’s website in accordance with Section 102.005 of the Texas Local Government Code; and

WHEREAS, on August 4, 2023 the Secretary of the Mass Transit Department Board published notice in the El Paso Times, a newspaper of general circulation in the county in which the City of El Paso is located, of a public hearing regarding the Mass Transit Department of the City of El Paso Fiscal Year 2024 Budget Resolution, in accordance with the Charter of the City of El Paso and Section 102.0065(a) of the Texas Local Government Code; and

WHEREAS, said public hearing was held on August 14, 2023 by the Mass Transit Board of the City of El Paso on the Proposed Budget at which all interested persons were given the right to be present and participate.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MASS TRANSIT DEPARTMENT OF THE CITY OF EL PASO:

1. That the Proposed Budget, as amended, for the Mass Transit Department of the City of El Paso, filed by the City Manager with the City Clerk on July 14, 2023 is hereby approved and adopted by the Board as the Annual Budget for the Fiscal Year 2023, which begins on September 1, 2023 and ends on August 31, 2024.
2. That any budget transfer submitted to the Board shall be accompanied by an explanation from the department and a recommendation from the City Manager or his/her designee. The explanation provided must be sufficiently clear and provide adequate detail for the members of the Board to determine the need for the transfer.
3. That the City Manager or his/her designee is hereby authorized to establish or amend budgets for grants and awards when the applications for such grants and awards have been previously approved by the Board or the City Manager.
4. That all grant applications requiring Board approval shall be prepared in accordance with established procedures. The agenda item shall state clearly the type and amount of any required City match and the funding source of the grant match.
5. That the City Manager or his/her designee is hereby authorized to make such budget transfers and staffing table changes as are needed to close completed grants and capital project accounts.

6. That the City Manager or his/her designee is hereby authorized to receive funds associated with Texas Department of Transportation (TXDOT) reimbursements to the City and appropriate the funds to TXDOT project matches awarded through the Metropolitan Planning Organization provided the projects are included in an existing Capital Improvement Program.
7. That the City Manager or his/her designee is authorized to issue, without further City Council action, purchase orders against any contract offered through the Cooperative Purchasing Network, the Houston-Galveston Area Council (H-GAC) Cooperative Purchasing Program, the Texas Association of School Boards, Inc. (TASB, Inc.) Cooperative Purchasing Buy Board, the ESC-Region 19 Cooperative Purchasing Program, the Harris County Department of Education Cooperative Purchasing Program, Tarrant County Cooperative Purchasing Program, Texas Procurement and Supportive Services (TPASS), Texas Multiple Award Schedule (TMAS and TXSmartBuy), State of Texas Department of Information Resources (DIR), Technology Bidding and Purchasing Program (PEPPM), U.S. General Services Administration (GSA), National Intergovernmental Purchasing Alliance Company dba OMNIA Partners, Public Sector and/or Communities Program Management, LLC d/b/a U.S. Communities (collectively, the “OMNIA Partners Parties”), Region 8 Education Service Center, International Purchasing System Program (“TIPS”), Division of Purchases and Supply (DPS), a business unit of the Department of General Services for the Commonwealth of Virginia and any other cooperative purchasing agreement authorized by the City Council. The City Manager or his/her designee has the authority to sign any and all agreements related to purchases pursuant to this paragraph to effectuate the purchase.
8. That the City Manager or his/her designee is authorized to issue, without further City Council action, purchase orders against any cooperative contract through the electronic catalog maintained through the U.S. Communities purchasing cooperative program/Equal Level. The purchase of vehicles, trucks and/or fire apparatus/pumpers shall be expressly prohibited from being sourced through the e-catalog.
9. That the sum \$300,000 shall be appropriated for Damages and Settlements.
10. That the appropriation for equipment and capital improvement projects in the Capital Program shall be for those items listed on **Schedule A** (Sun Metro Capital Match Fiscal Year 2023) which is attached hereto and is incorporated herein by reference. Changes to the projects, or changes to the capital appropriated amounts which shall be requested as a budget amendment, shall be submitted to the Board for approval by simple motion or resolution. **Schedule B** sets forth the fares and fees for the goods and services it provides. Any revisions or additions to the fares or fees in **Schedule B** shall be in conformity with state law and be approved by simple resolution of the Board.
11. That the City Manager and his/her designee is authorized to determine when it is practicable for the Mass Transit Department to accept payments by credit card of a fee or other charge in accordance with City Ordinance No. 15051. Service charges added to the payment shall

be in conformity with state statutory requirements and will be in such amount(s) as listed in Schedule C of the City of El Paso Fiscal Year 2023 Budget Resolution, provided that in the event that bank charges imposed on the City, including its Mass Transit Department, relating to credit card acceptance increase during the fiscal year, the City Manager is authorized to increase the service charge amount(s), so as to cover the Mass Transit Department's increased costs.

12. That all business travel expenses: (i) must be approved in advance by the Director or his/her designee or other designee of the City Manager; (ii) shall follow the administrative guidelines for business travel; and, (iii) may be audited for adherence to the administrative guidelines.
13. That no obligation shall be incurred for capital, supplies, wages, or otherwise, unless an adequate appropriation has been made in the budget to meet the obligation and said obligation has been incurred in accordance with the accounting, legal, budgetary, purchasing, and Human Resources policies and procedures of the City of El Paso.
14. That Full-Time Equivalent (FTE) positions funded by the Fiscal Year 2024 Budget, and those listed in the Authorized Staffing Table (as filed along with the City's Fiscal Year 2024 proposed budget, as amended), shall constitute the authorized FTE positions for the Department. Requests for changes and additions shall be approved by the City Manager or his/her designee and shall show the impact on the Fiscal Year 2024 Budget and the estimated impact on expenditures for Fiscal Year 2025.
15. That the City Manager or his designee authorizes and approves a compensation increase for non-uniformed full-time, part-time and temporary employees as follows:
 - a. This hereby establishes the City's minimum wage at \$13.11 per hour effective September 10, 2023 the first full pay period of September 2023. All pay ranges and job classifications will be increased accordingly on September 10, 2023.
 - b. An increase of \$1.00 per hour, or a minimum of 2.5%, whichever is greater, for all non-uniform employees shall be paid starting on the September 10, 2023 pay period, and in accordance with the processes established by the City's Human Resources Department.
 - c. This increase in compensation will be based on the hourly rate as of September 10, 2023 of the positions identified herein. Employees must be of active status as of September 10, 2023 to receive this pay increase; provided however, that the City Manager may approve this increase in compensation based on the availability of funds and other management factors as determined by the City Manager.
 - d. An increase of 5% for all City Attorneys of the City Attorney's Office, effective September 10, 2023. Employees must be of active status as of September 10, 2023 to receive this increase.
 - e. That the City Manager is authorized to approve a salary or wage compression adjustment for the non-uniformed employees based on their salary in the current position as of September 10, 2023, the increase will be based on the number of years in the current position within their pay grade, and adjust pay scales to ensure a minimum of 4% difference between

subordinate and the relevant supervisory level. The employee must work as a city employee in their current position for a period of a least six months prior to September 10, 2023. This increase will be effective for the pay period starting September 10, 2023 for all employees in an active status as of this date. Provisions of this section are subject to the availability of funds and other management factors as determined by the City Manager.

16. That any employee pay increases for employees shall be given on the date or dates established by the City Manager based on the availability of funding for such purposes in Fiscal Year 2024. No employee pay increases shall be paid retroactively to an anniversary date or date of a performance evaluation.
17. The City Manager or his/her designee is authorized to approve a non-uniform employee hired on or between September 1, 2022 and August 31, 2023, who have not received the second \$500 payment of the \$1000 sign-on incentive payment available during FY 2024 prior to September 1, 2024 to be distributed as follows:

- a. A one-time payment of \$500 to be disbursed at the end of the employee's successful completion of their 6-month or extended probationary period with no documented attendance or corrective/disciplinary issues for the remainder of their probationary period;

This policy does not apply to the following:

- i. Subcontractors and/or independent consultants; and
 - ii. Elected Officials; and
 - iii. Current City of El Paso employees; and
 - iv. Previous City of El Paso employees who terminated within three months of current hire date; and
 - v. The sign-on incentive recruitment payment shall be paid in a pay period following the employee's having met the criteria designated in the Resolution and in accordance with the process established by the City's Human Resources Department. Employee must be an active employee on the date of payment. This sign on incentive recruitment payment will not be considered earned wages or compensation for purposes of personability. This sign-on incentive recruitment program shall be subject to the availability of funds and other management factors as determined by the City Manager.
18. That for purposes of recognizing the service time of an employee (classified, unclassified and/or contract), other than employees covered under collective bargaining agreements an amount that most closely approximates a two percent (2.0%) increase will be added to the base pay of each employee on the anniversary date of five (5) years of service, two and a half percent (2.5%) on the anniversary date of ten (10) years of service, three percent (3%) on the anniversary date of fifteen (15) years of service, and three and one half percent (3.5%) on the anniversary date of twenty (20) years of service and four percent (4%) on the

anniversary date of twenty five (25) years of service and four and one half percent (4.5%) on the anniversary date of thirty (30) years of service and five percent (5%) for any other five year incremental period on or beyond twenty-five (25) years of service accrued by an employee.

19. That the City Manager be authorized to establish employee incentive program(s), subject to the availability of funds, and approve such administrative policies and procedures necessary for the inception and implementation of such programs:
 - a. the wellness program in the City's health benefit plan for the amount established in each fiscal year's budget in an amount not to exceed \$150 per employee each month during the fiscal year, in accordance with the City Manager's administrative policy and shall include a component that allows City employees to earn one wellness day off annually (as designated in the administrative policy); and
 - b. employees whose job specifications require a commercial driver's license or whose work includes the tracking of specific safety criteria to be eligible for a payment not to exceed \$350 per employee each year based on the employee's accident-free driving record or established safety criteria for a period (i.e. quarterly, semi-annually, etc.) to be established in administrative policy and payable in increments based on such periods; and
 - c. employees whose job specifications requires or may require a commercial driver's licenses may be eligible for additional pay of \$90 per pay period, provided that the employee must be in active status and their CDL in good standing, and otherwise in conformity with approved administrative CDL retention policies; and non-executive level employees will receive incentive pay of 10% of base salary while employed with the Office of the Comptroller (OTC). This incentive is only effective during their employment at OTC and otherwise in conformity with approved administrative OTC incentive pay policies; and
 - d. one-time payments in an amount not to exceed \$100 (and any taxes due) for each employee who is assigned additional duties serving in a Lean Six Sigma team and which the project demonstrates measurable cost avoidance or savings; and
 - e. for perfect attendance in 6-month period established by administrative policy, cash payment of \$50 and the option to convert 8 hours of sick leave for business leave as set forth in the administrative policy; and
 - f. monthly payment prorated in an amount not to exceed 5% of current annual salary for each employee who is assigned additional duties responsibilities for completion of major project whose scope has broad citywide application.
 - g. qualifying non-uniform employees will receive a lump sum not to exceed \$250 as

part of the annual performance review as defined under the administrative policy.

h. payments in an amount of \$90 per pay period for each employee whose job requires immunization to ensure the health and safety of the employees and animals during their employment at Animal Services and the Zoo and otherwise in conformity with approved administrative ASD and Zoo infectious disease and/or incentive pay policies.

i. A \$200 monthly incentive for all full-time, part-time, and temporary positions, to be distributed as follows:

- i. Monthly payment of \$200 once a foster program has been established and the employee takes possession of the foster canine and maintains possession; and
- ii. An additional, one-time payment of \$100 to be disbursed once their foster canine is adopted to a “forever home”.
- iii. This policy does not apply to the following:
 - i. Subcontractors and/or independent consultants;
 - ii. Elected Officials
- iv. The Furry Canine Foster Program pilot shall be effective from May 15, 2023 through November 15, 2023.
- v. The Foster incentive monthly payment shall be paid bi-weekly. The incentive will take effect in a pay period following the employee’s having met the criteria designated in this Resolution and in accordance with the process established by the City’s Human Resources Department.
- vi. The Foster incentive one-time payment shall be paid in a pay period following the employee's having met the criteria designated in this Resolution and in accordance with the process established by the City’s Human Resources Department.
- vii. Employee must be an active employee on the date of payment.
- viii. This Foster incentive payment will not be considered earned wages or compensation for the purposes of pension ability.

20. That based on the availability of funds, the City Manager is authorized to expend no more than \$100,000 from the budget to establish and implement an on-the-spot rewards program to provide small monetary awards (face value up to \$100) to recognize immediately extraordinary acts, accomplishments or contributions that are above and beyond the typical duties of the rewarded employee. On-the-spot rewards are not in lieu of merit increases or other salary increases based on sustained high quality employee performance. An employee shall receive no more than two (2) monetary awards under this section per fiscal year.
21. That the City Manager may appropriate up to \$300,000 from the Mass Transit reserves for the purchase of inventory items in order to maintain the operations of the department.
22. That the Director of the Mass Transit Department or other designee of the City Manager shall submit: (i) periodic financial reports to the Board; (ii) periodic reports to the Board showing trends in revenues and expenditures; and, (iii) recommendations as deemed necessary to comply with the financial policies of the City of El Paso.
23. That appropriation control of expenditures shall be at the Object Level.

24. That expenditures shall be in accordance with the City of El Paso – Strategic Plan.

That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to establish a program, as approved by the City Manager, whereby the Director and his designees may provide free transit service passes as are appropriate for the promotion of the use of the transit system. The total value of all free transit service passes provided under this program during FY 2024 shall not exceed \$5,000.

25. In addition, that the City Manager or designee is authorized to waive or reduce fares in Schedule B for conferences and events that directly benefit the Mass Transit Department pursuant to the criteria and requirements for the waiver or reduction of fares established by the City Manager.
26. That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to provide free route transit service passes for use within the City limits to the current members of the Sun Metro Citizens Advisory Committee, at such times during the fiscal year when the Director or his designee determines that providing such passes serves to advance the duties and responsibilities of the members of the Committee.
27. To allow the City Manager or designee, to waive fares for bus and streetcar service for a maximum of ten (10) days per fiscal year, for city designated holidays and events.
28. To allow the City Manager or designee, to waive parking fees at Sun Metros Glory Road parking garage to encourage alternative transportation for City designated events. The maximum number of free parking days at Glory Road will be set at twenty-four per fiscal year.
29. That, except as otherwise provided herein, all other applicable provisions of the City of El Paso Fiscal Year 2024 Budget Resolution, as amended and adopted, to include but not be limited to the provisions regarding the making of budget transfers, shall be applicable to the Mass Transit Department.
30. That the City Manager or his/her designee shall immediately file, or cause to be filed, a true copy of the FY 2024 Budget and a copy of this Resolution in the offices of the City Clerk and the County Clerk of El Paso, and post the same on the City's website.
31. That the City Manager or his/her designee is hereby authorized to allocate investment earnings on unspent bond proceeds to projects and purposes within the relevant bond authorization, provided however that such allocation is in compliance with all bond covenants and an allocation of more than \$500,000 to an individual project or purpose requires Council approval.

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

PASSED AND APPROVED this _____ day of August 2023.

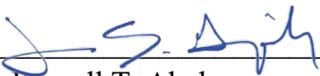
**CITY OF EL PASO
MASS TRANSIT DEPARTMENT BOARD:**

Oscar Leeser
Chair

ATTEST:

Laura Prine
Secretary

APPROVED AS TO FORM:



for Russell T. Abeln
Senior Assistant City Attorney

APPROVED AS TO CONTENT:



K. Nicole Cote, Managing Director
Office of Management and Budget

Mass Transit Board FY2024 Schedule A - Capital Program

Account	Project Name	Fund / Funding Source	FY 24 Budget
<u>Infrastructure</u>			
580270	Sidewalk Construction	Sun Metro Capital Funds	\$200,000
560000	Possible Match For LOW-NO GRANT II Phase	Sun Metro Capital Funds	\$2,000,000
580160	To cover the design and any contingency not covered with LOW - NO II phase grant	Sun Metro Capital Funds	\$1,000,000
580090	TOC Furniture	Sun Metro Capital Funds	\$200,000
580290	TOC Above Ground Fuel Tank	Sun Metro Capital Funds	\$300,000
580290	TVMs Replacement	Sun Metro Capital Funds	\$2,000,000
580290	Electrical Simulator (Multiplex Module)	Sun Metro Capital Funds	\$120,000
580290	Shop Equipment (Details Provided Per Request)	Sun Metro Capital Funds	\$287,000
580290	Coin Sorter	Sun Metro Capital Funds	\$30,000
<u>Rolling Stock</u>			
580064	Fixed Route Replacements - 35 FT (10 Buses)	Grant Funding	\$7,000,000
580064	Fixed Route Replacements - 3 Cutaways to replace current ARBOCs	Sun Metro Capital Funds	\$750,000
580064	Fixed Route Replacements - One Time 3 ARBOC Replacements	Sun Metro Capital Funds	\$750,000
580290	Non Revenue Motor Pool - Trailer for Facilities Maintenance	Sun Metro Capital Funds	\$30,000
580060	Non Revenue Motor Pool - Diesel 2500 equivalent truck for Facilities Maintenance	Sun Metro Capital Funds	\$75,000
580060	Non Revenue Motor Pool - Facilities F350 equivalent, Street Car 750/7500 HD, Project MG/Customer service	Sun Metro Capital Funds	\$235,000
580060	Non Revenue Motor Pool - Admin Motor Pool (Total \$450k)	Sun Metro Capital Funds	\$250,000
580060	Non Revenue Motor Pool - Support Vehicle Replacement Funding	Sun Metro Capital Funds	\$200,000
580060	Non Revenue Motor Pool - Trailer for Fleet to Haul Equipment	Sun Metro Capital Funds	\$30,000
580060	Non Revenue Motor Pool - Trailer for Streetcar Power Washing Equipment	Sun Metro Capital Funds	\$20,000
	<i>Sun Metro Capital Funds</i>		\$8,477,000
	<i>Grant Funding</i>		\$7,000,000
	<i>Grant Funding / Fund Balance</i>		\$0
	<i>Total SM Capital Costs</i>		\$15,477,000

**FY2024 SCHEDULE B MASS TRANSIT DEPT.
FARE AND FEE SCHEDULE**

Department	Account	Fee Description	Detail	FY 2023 Adopted	FY 2024 Adopted
			Single trip fare for Fixed Route and BRIO RTS services		
Mass Transit - Sun Metro	430500	Fare Box Revenue	Regular Fare	\$1.50	\$1.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Discount Fare- Military Active & Retired including Dependents, Students, and other Discounts Approved by MTB	\$1.00	\$1.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Children 5 and under with an adult	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Senior Fare	\$0.50	\$0.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Disabled Fare	\$0.50	\$0.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Lift Certified with Lift ID Card - Fixed Route	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Transfers	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Sun Metro Employees Active and Retired including Spouses	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	City Employees*	Free*	Free*
			Multiple Ride Passes for Entire System excluding LIFT		
Mass Transit - Sun Metro	430510	Pass Sales	Day Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Standard Weekly Pass	\$12.00	\$12.00
Mass Transit - Sun Metro	430510	Pass Sales	Discounted Weekly Pass- Military Active & Retired including Dependents, Students, and Other Discounts Approved by MTB	\$7.00	\$7.00
Mass Transit - Sun Metro	430510	Pass Sales	Senior Weekly Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Disabled Weekly Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Standard Monthly	\$48.00	\$48.00
Mass Transit - Sun Metro	430510	Pass Sales	Discounted Monthly Passes- Military Active & Retired including Their Dependents, Approved Veterans Agencies, Students and Other Discounts Approved By MTB	\$30.00	\$30.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Senior Monthly Pass	\$15.00	\$15.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Disabled Monthly Pass	\$15.00	\$15.00
Mass Transit - Sun Metro	430510	Pass Sales	Sponsored Veterans 60 - 90 Day Pass	Free	Free
Mass Transit - Sun Metro	430510	Pass Sales	Sponsored Summer Youth Passes	Free	Free
			Sun Metro Tokens used instead of cash		
Mass Transit - Sun Metro	430520	Token Sales	Full Fare Token (10/pkg)	\$15.00	\$15.00
Mass Transit - Sun Metro	430520	Token Sales	Full Fare Token (100/pkg)	\$150.00	\$150.00
Mass Transit - Sun Metro	430520	Token Sales	Student Fee (10/pkg)	\$10.00	\$10.00
Mass Transit - Sun Metro	430520	Token Sales	Student Fee (100/pkg)	\$100.00	\$100.00
			LIFT service Fares and Passes		
Mass Transit - Sun Metro	430530	LIFT Bus Revenue-Tickets	Lift Passes (5)	\$12.50	\$12.50
Mass Transit - Sun Metro	430570	LIFT Bus Revenue-Fare Box	Revenue collected at time of boarding bus for the demand response program	\$2.50	\$2.50
			Sale of ID's, Schedule Books, & Pouches		
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	ID Card Pouches	\$0.55	\$0.55
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	ID Replacement	\$5.00	\$5.00
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	Bus Schedule - Newspaper format	\$0.00	\$0.00
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	Face Masks for riders	\$0.00	\$0.00
			Union Depot Rental		
Mass Transit - Sun Metro	450200	Facility Rental Revenue	Rental Rate per 4 HR Block - No alcohol - Minimum 4 HR Required	\$1,010.00	\$1,010.00
Mass Transit - Sun Metro	450200	Facility Rental Revenue	Rental Rate per 4 HR Block - Alcohol Served - Minimum 4 HR Required	\$1,370.00	\$1,370.00
			Sun Metro Parking Rates-All Facilities		
Mass Transit - Sun Metro	440050	Parking Fees	0 Min- 1 Hour	\$1.00	\$1.00
Mass Transit - Sun Metro	440050	Parking Fees	Each Additional Hour (For A Maximum Charge of \$15.00 per Day)	\$1.00	\$1.00
Mass Transit - Sun Metro	440050	Parking Fees	Daily Rate	\$15.00	\$15.00
Mass Transit - Sun Metro	440050	Parking Fees	Specific Location - Monthly Rate	\$50.00	\$50.00
Mass Transit - Sun Metro	440050	Parking Fees	Multiple Locations - Monthly Rate	\$75.00	\$75.00
Mass Transit - Sun Metro	440050	Parking Fees	Specific Location - Annual Rate	\$300.00	\$300.00
Mass Transit - Sun Metro	440050	Parking Fees	Multiple Locations - Annual Rate	\$500.00	\$500.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- A	\$5.00	\$5.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- B	\$10.00	\$10.00

**FY2024 SCHEDULE B MASS TRANSIT DEPT.
FARE AND FEE SCHEDULE**

Department	Account	Fee Description	Detail	FY 2023 Adopted	FY 2024 Adopted
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- C	\$15.00	\$15.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- D	\$20.00	\$20.00
Mass Transit - Sun Metro	440050	Parking Fees	Replacement of a Lost Parking Pass		\$10.00
			Sun Metro Advertising-Shelter Rates		
Mass Transit - Sun Metro	430610	Advertising Fees	Application Fee	\$25.00	\$25.00
Mass Transit - Sun Metro	430610	Advertising Fees	Printing Fees -Per Panel	\$50.00	\$50.00
Mass Transit - Sun Metro	430610	Advertising Fees	One Month- Single Panel	\$100.00	\$100.00
Mass Transit - Sun Metro	430610	Advertising Fees	Three Month-Single Panel	\$250.00	\$250.00
Mass Transit - Sun Metro	430610	Advertising Fees	Six Month - Single Panel	\$475.00	\$475.00

*City reimburses the Mass Transit Department at the approved Regular fare rate

GOALS 2, 7, 8

FY24 Budget

Presentation

GOAL 2

Set the Standard for a Safe and Secure City

GOAL 7

Enhance and Sustain El Paso's Infrastructure Network

GOAL 8

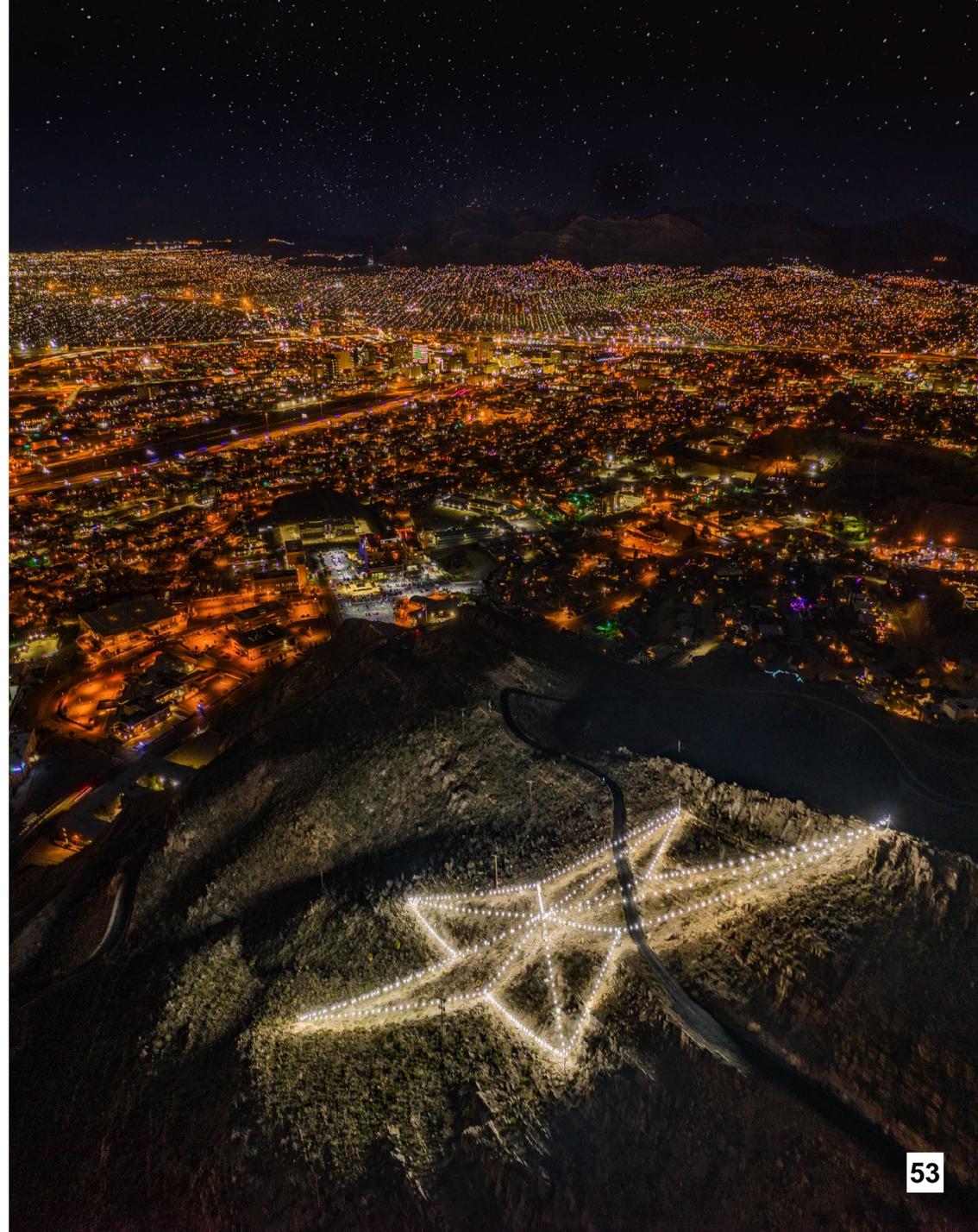
Nurture and Promote a Healthy, Sustainable Community



SAFE AND BEAUTIFUL NEIGHBORHOODS

TABLE OF CONTENTS

- **Overview**
 - Strategic Alignment
 - Source of Funding
 - Major Variances
 - Expenses
- **FY 2024 Priorities & Planned Accomplishments**
- **Unfunded Priorities**



STRATEGIC ALIGNMENT

VISION BLOCK

**SAFE + BEAUTIFUL
NEIGHBORHOODS**

**STRATEGIC
GOALS**

GOAL 2 - SAFE & SECURE CITY

GOAL 7 - Enhance & Sustain EL PASO'S INFRASTRUCTURE Network

GOAL 8 - HEALTHY, SUSTAINABLE COMMUNITY

DEPARTMENTS

ORGANIZATIONAL ALIGNMENT

**ANIMAL SERVICES + CAPITAL IMPROVEMENT + COMMUNITY &
HUMAN DEVELOPMENT + ENVIRONMENTAL SERVICES + FIRE +
MASS TRANSIT + MUNICIPAL COURT + POLICE + PUBLIC HEALTH
+ STREET & MAINTENANCE**

GOAL 2

- 2.1 Maintain standing as one of the nation's top safest cities
- 2.2 Strengthen community involvement in resident safety
- 2.3 Increase public safety operational efficiency
- 2.4 Improve motorist safety and traffic management solutions
- 2.5 Take proactive approaches to prevent fire/medical incidents and lower regional risk
- 2.6 Enforce Municipal Court orders

GOAL 7

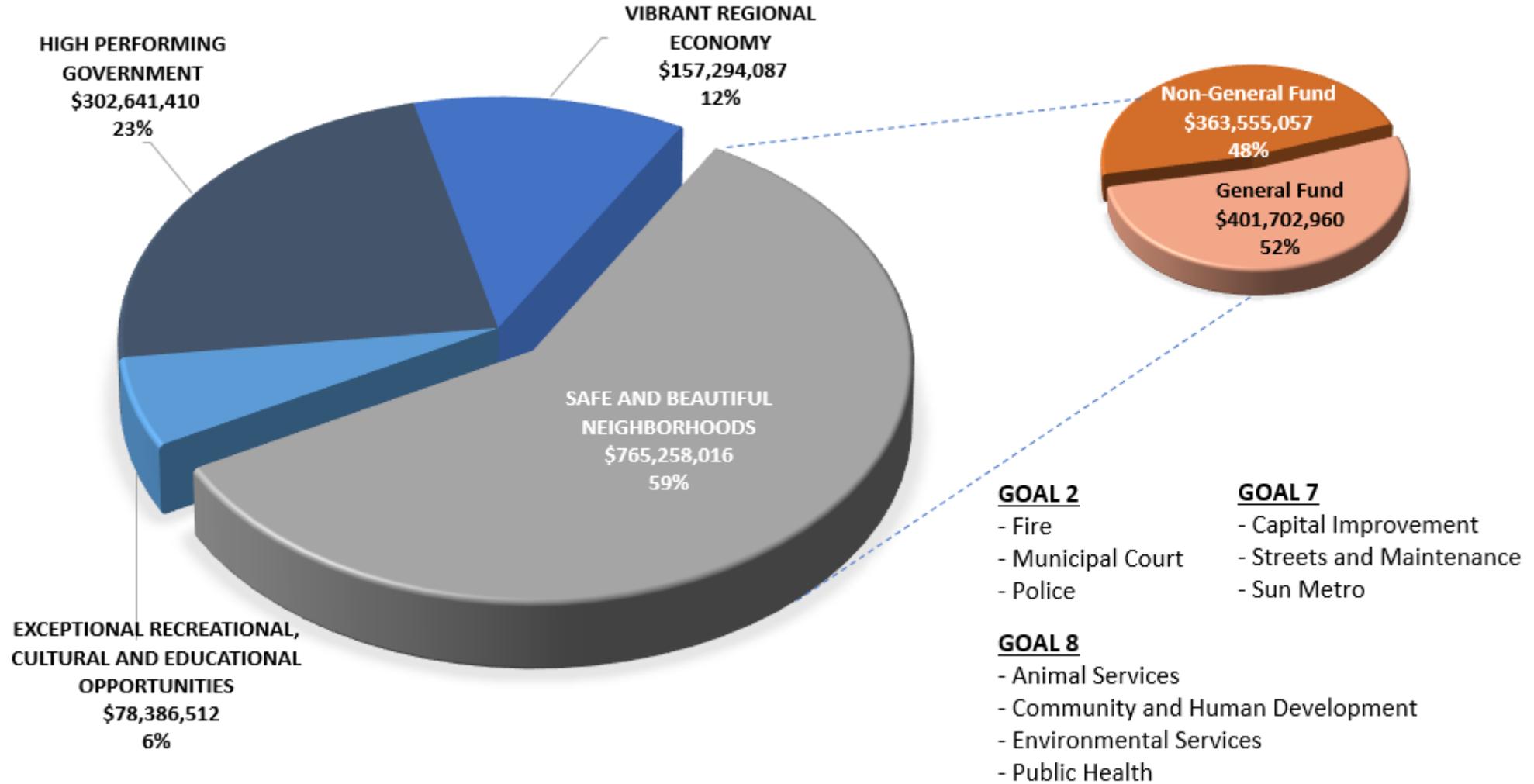
- 7.1 Provide reliable and sustainable water supply and distribution systems and stormwater management
- 7.2 Improve competitiveness through infrastructure investments impacting the quality of life
- 7.3 Enhance regional comprehensive transportation system
- 7.4 Continue the strategic investment in city facilities

GOAL 8

- 8.1 Deliver prevention, intervention and mobilization services to promote a healthy, productive and safe community
- 8.2 Stabilize neighborhoods through community, housing and ADA improvements
- 8.3 Enhance animal services to ensure El Paso's pets are provided a safe and healthy environment
- 8.4 Develop and implement a comprehensive climate action plan aligned with identified community priorities and established strategic objectives focused on transportation, infrastructure, economy and equity
- 8.5 Improve air quality throughout El Paso
- 8.6 Provide long-term, cost effective, sustainable regional solid waste solutions
- 8.7 Ensure community compliance with environmental regulatory requirements
- 8.8 Improve community resilience through education, outreach and the development of a resilience strategy
- 8.9 Enhance vector control and environmental education to provide a safe and healthy environment

SAFE AND BEAUTIFUL NEIGHBORHOODS

FY 2024 ALL FUNDS BUDGET \$1,303,580,025



SOURCE OF FUNDING

		GF	NGF					
DEPARTMENT		GENERAL FUND	CDBG	CAPITAL PROJECTS	SPECIAL REVENUE	ENTERPRISE	INTERNAL SERVICE	ALL FUNDS
Goal 2	FIRE	140,586,883	-	4,000,000	6,548,096	-	-	151,134,979
	MUNICIPAL COURT	6,370,086	-	-	990,599	-	-	7,360,686
	POLICE	181,655,781	-	3,000,000	18,106,063	-	-	202,761,844
PUBLIC SAFETY TOTAL		328,612,750	-	7,000,000	25,644,759	-	-	361,257,509
Goal 7	CAPITAL IMPROVEMENT DEPARTMENT	7,611,562	-	-	88,288	-	-	7,699,850
	STREETS AND MAINTENANCE	55,767,529	-	3,750,000	11,984,802	-	17,426,212	88,928,544
	SUN METRO	-	-	-	-	111,027,161	-	111,027,161
INFRASTRUCTURE TOTAL		63,379,091	-	3,750,000	12,073,090	111,027,161	17,426,212	207,655,555
Goal 8	ANIMAL SERVICES	-	-	-	11,933,474	-	-	11,933,474
	COMMUNITY AND HUMAN DEVELOPMENT	2,037,178	13,097,357	-	463,823	-	-	15,598,358
	ENVIRONMENTAL SERVICES	-	-	-	10,970,483	139,195,711	-	150,166,194
	PUBLIC HEALTH	7,673,941	-	-	10,972,986	-	-	18,646,927
COMMUNITY HEALTH TOTAL		9,711,118	13,097,357	-	34,340,766	139,195,711	-	196,344,953
VISION BLOCK TOTAL		401,702,959	13,097,357	10,750,000	72,058,615	250,222,872	17,426,212	765,258,016

*

*

* Includes an internal operating transfer: Sun Metro \$8.5M, ESD \$43.2M

MAJOR VARIANCES

GOAL 2

- **Fire** – Increase due to collective bargaining obligations, 2 academies, reassignment of uniform staffing from ARPA to General Fund and civilian compensation increases
- **Municipal Court** – Increase is due to compensation increases, security and janitorial contracts and utilities.
- **Police** – Increase due to collective bargaining obligations, 3 academies and increase in contractual services for Emergence Health Network (EHN), prisoner transport, taser repair and city grant match for Body Worn Camera grants.

MAJOR VARIANCES

GOAL 7

- **Capital Improvement Department** –Increases due to compensation, reclassification and additional staffing
- **Streets and Maintenance** – Transfer of Median Maintenance, Graffiti, Street Sweeping to Environmental Services. Increases due to transfer of the Real Estate Division, compensation, the impact of inflation on materials and supplies, and utilities and additional funding for Citywide vehicles and facility renovations
- **Sun Metro** – Transfer of salaries from grants back to the operating fund, increase in natural gas, vehicle maintenance and transfer to the capital fund for vehicle replacement

MAJOR VARIANCES

GOAL 8

- **Animal Services** – Increase due to compensation, operating increases and additional staffing for an additional location
- **Community and Human Development** – Transfer of Veteran and Military Affairs division from Airport, increases due to compensation and additional funding for Climate and Sustainability
- **Environmental Services** – Increase due to construction of landfill cells and redevelopment of the Doniphan citizen collection station and transfer of Median Maintenance, Graffiti, Street Sweeping from Streets and Maintenance
- **Public Health** – Decrease due to the ending of the Title X Grant and increases in compensation

EXPENSES - GENERAL FUND

DEPARTMENT		FY 2022 Adopted	FY 2023 Adopted	FY 2024 Preliminary	Variance	Percent
Goal 2	FIRE	123,215,321	133,496,335	140,586,883	7,090,548	5.3%
	MUNICIPAL COURT	5,346,895	5,862,214	6,370,086	507,872	8.7%
	POLICE	161,991,630	166,295,705	181,655,781	15,360,076	9.2%
PUBLIC SAFETY TOTAL		290,553,847	305,654,254	328,612,750	22,958,496	7.5%
Goal 7	CAPITAL IMPROVEMENT DEPARTMENT	6,915,552	6,872,182	7,611,562	739,380	10.8%
	STREETS AND MAINTENANCE	45,652,341	47,810,899	55,767,529	7,956,630	16.6%
INFRASTRUCTURE TOTAL		52,567,893	54,683,081	63,379,091	8,696,010	15.9%
Goal 8	COMMUNITY AND HUMAN DEVELOPMENT	945,421	1,462,977	2,037,178	574,200	39.2%
	PUBLIC HEALTH	6,809,247	6,841,233	7,673,941	832,707	12.2%
COMMUNITY HEALTH TOTAL		7,754,668	8,304,210	9,711,118	1,406,908	16.9%
VISION BLOCK TOTAL		350,876,408	368,641,546	401,702,960	33,061,414	9.0%

Variance Highlights:

- **Fire** – Increase includes 11 additional firefighters, impact of the collectively bargained agreement, transfer of salaries from ARPA to general fund, civilian compensation increases, two fire academies, increase in the physicals contract, ambulance billing and collections contract and fuel.
- **Municipal Court** – Increases in compensation including the Elected Municipal Court Judges, an increase in security and janitorial contracts, and utilities
- **Police** – Increase includes the impact of the new collectively bargained agreement, three graduating academies, Emergence Healthcare Network (EHN), prisoner transport, taser maintenance and repair, uniform and apparel, and grant match for Body Worn Camera grants
- **Capital Improvement Department** – Includes the compensation increase, reclassifications and an increase in FTEs.
- **Streets and Maintenance** - Increase in compensation, materials and supplies, utilities and additional funding for Citywide vehicles and facility renovations
- **Community and Human Development** – Includes increase in compensation, transfer of the Veteran and Military Affairs Division from Non-Departmental, and increase in Climate & Sustainability Division
- **Public Health** – Includes increase in compensation

EXPENSES - GENERAL FUND

CATEGORY	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Preliminary	Amount	Percent
PERSONAL SERVICES	283,626,432	297,828,465	321,342,690	23,514,225	7.9%
CONTRACTUAL SERVICES	18,499,365	19,813,558	23,070,655	3,257,097	16.4%
MATERIALS AND SUPPLIES	16,439,567	19,001,467	21,668,757	2,667,291	14.0%
OPERATING EXPENDITURES	13,336,616	13,953,612	16,111,452	2,157,840	15.5%
NON-OPERATING EXPENDITURES	59,972	57,312	145,402	88,090	153.7%
INTERGOVERNMENTAL EXPENDITURES	1,517,896	1,448,366	1,757,350	308,984	21.3%
OTHER USES	17,276,559	16,000,000	17,031,316	1,031,316	6.4%
CAPITAL OUTLAY	120,000	538,765	575,337	36,572	6.8%
TOTAL EXPENDITURES	350,876,408	368,641,546	401,702,960	33,061,414	9.0%

Variance Highlights:

- **Personal Services** – Includes police and fire collectively bargained agreements, civilian compensation, academies and transfer of the Real Estate Division and Veteran and Military Affairs division
- **Contractual Services** – Fire includes increase for 311 Contract, Baseline Physicals and On-line Medical Control services, Police contract increase include Emergence Healthcare Network (EHN), prisoner transport and Streets contract increases include janitorial, public access maintenance and facility maintenance. Municipal Court include security contract increases.
- **Materials and supplies** – Increase in taser maintenance and repair, uniform and apparel, vehicle and equipment maintenance, inflationary costs for building and maintenance supplies
- **Operating Expenditures** – Increase in utilities and general liability insurance
- **Non-Operating Expenditures** – Increase for Office of Climate and Sustainability community service projects
- **Intergovernmental Expenditures** – Increase in city grant match for Body Worn Cameras and decrease in city grant match for Fire Emergency Management Planning Grant
- **Other Uses** – Increase in Streets and Maintenance for vehicle replacement and facility renovations
- **Capital Outlay** – Increase in Real Estate for one time vehicle purchase

EXPENSES – NON-GENERAL FUND

Department		FY 2022 Adopted	FY 2023 Adopted	FY 2024 Preliminary	Variance	Percent
Goal 2	FIRE	7,872,653	7,090,305	10,548,096	3,457,791	48.8%
	MUNICIPAL COURT	686,264	1,015,573	990,599	(24,973)	-2.5%
	POLICE	15,033,557	25,953,931	21,106,063	(4,847,868)	-18.7%
PUBLIC SAFETY TOTAL		23,592,474	34,059,808	32,644,759	(1,415,050)	-4.2%
Goal 7	CAPITAL IMPROVEMENT DEPARTMENT	78,724	79,694	88,288	8,594	10.8%
	STREETS AND MAINTENANCE	39,340,678	36,600,247	33,161,015	(3,439,232)	-9.4%
	SUN METRO	71,528,151	93,165,450	111,027,161	17,861,711	19.2%
INFRASTRUCTURE TOTAL		110,947,554	129,845,391	144,276,464	14,431,073	11.1%
Goal 8	ANIMAL SERVICES	9,024,999	9,421,883	11,933,474	2,511,591	26.7%
	COMMUNITY AND HUMAN DEVELOPMENT	12,787,098	12,785,558	13,561,180	775,622	6.1%
	ENVIRONMENTAL SERVICES	92,663,246	96,418,320	150,166,194	53,747,874	55.7%
	PUBLIC HEALTH	11,053,537	12,151,632	10,972,986	(1,178,646)	-9.7%
COMMUNITY HEALTH TOTAL		125,528,880	130,777,393	186,633,834	55,856,441	42.7%
VISION BLOCK TOTAL		260,068,908	294,682,592	363,555,057	68,872,464	23.4%

* Includes an internal operating transfer: Sun Metro \$8.5M, ESD \$43.2M

Variance Highlights:

- **Fire** – Increase is due to full allocation of the SAFER grant
- **Municipal Court** – Transfer of a portion of the security contract to the General Fund
- **Police** – Reduction is due to decline in state grant appropriations for Texas Anti-Gang Grant (TAG)
- **Streets & Maintenance** – Transfer of the Median Maintenance, Graffiti & Street Sweeping to Environmental Services
- **Sun Metro** – Increase in capital, maintenance and transfer of salaries from ARPA
- **Animal Services** – Increase in staffing, compensation, pet food, part-time veterinarians
- **Environmental Services** – Increase for landfill cell construction and transfer from Streets
- **Public Health** – Reduction in federal Title X Grant appropriations

EXPENSES – NON-GENERAL FUND

CATEGORY	FY 2022 Adopted	FY 2023 Adopted	FY 2024 Preliminary	Amount	Percent
PERSONAL SERVICES	83,955,997	84,293,777	106,290,287	21,996,509	26.1%
CONTRACTUAL SERVICES	47,904,055	49,409,559	48,234,836	(1,174,723)	-2.4%
MATERIALS AND SUPPLIES	25,187,529	27,693,089	36,296,236	8,603,146	31.1%
OPERATING EXPENDITURES	15,309,289	15,559,804	16,107,371	547,567	3.5%
NON-OPERATING EXPENDITURES	17,569,331	18,684,467	19,166,883	482,416	2.6%
INTERGOVERNMENTAL EXPENDITURES	2,907,675	6,017,937	7,540,905	1,522,969	25.3%
OTHER USES	35,842,084	63,135,683	70,603,539	7,467,856	11.8%
CAPITAL OUTLAY	31,392,947	29,888,275	59,315,000	29,426,725	98.5%
TOTAL EXPENDITURES	260,068,908	294,682,592	363,555,057	68,872,464	23.4%

Variance Highlights:

- **Personal Services** – Transfer of salaries from grants back to the operating fund in Sun Metro, transfer of Median Maintenance, Graffiti, Street Sweeping to Environmental Services, and full impact of SAFER
- **Contractual Services** – Decrease in Texas Anti-Gang Center grant for building expansion no longer anticipated in FY24 and transfer from Sun Metro one-time grants to recurring grants
- **Materials and Supplies** – Increase for vehicle maintenance, building maintenance and fuel
- **Operating Expenditures** – Increase for property and general liability insurance, natural gas
- **Non-Operating Expenditures** – Increase in federal grant funding for CD and increase in Sun Metro debt service
- **Intergovernmental Expenditures** – Increase in city grant match for Sun Metro and PD
- **Other Uses** – Total overall increase includes the operating transfers between the capital fund and operating funds
- **Capital Outlay** – Increase for landfill cell construction and Doniphan citizen collection center and purchase of 10 Sun Metro buses

STAFFING - ALL FUNDS

DEPARTMENT		FY 2022 Adopted	FY 2023 Adopted	FY 2024 Preliminary	Variance
Goal 2	FIRE	1,534.80	1,571.80	1,453.80	(118.00)
	MUNICIPAL COURT	92.65	98.65	94.65	(4.00)
	POLICE	1,596.60	1,566.60	1,601.00	34.40
PUBLIC SAFETY TOTAL		3,224.05	3,237.05	3,149.45	(87.60)
Goal 7	CAPITAL IMPROVEMENT DEPARTMENT	86.00	86.00	88.50	2.50
	STREETS AND MAINTENANCE	517.00	531.00	436.00	(95.00)
	SUN METRO	639.75	621.25	620.00	(1.25)
INFRASTRUCTURE TOTAL		1,242.75	1,238.25	1,144.50	(93.75)
Goal 8	ANIMAL SERVICES	141.50	143.50	163.00	19.50
	COMMUNITY AND HUMAN DEVELOPMENT	49.30	56.30	61.30	5.00
	ENVIRONMENTAL SERVICES	395.15	408.70	510.70	102.00
	PUBLIC HEALTH	353.85	425.00	357.75	(67.25)
COMMUNITY HEALTH TOTAL		939.80	1,033.50	1,092.75	59.25
VISION BLOCK TOTAL		5,406.60	5,508.80	5,386.70	(122.10)

Variance Highlights:

- **Fire** – Increase of 11 Firefighters and deletion of vacant COVID operator positions
- **Municipal Court** – Deleted positions for the temporary court
- **Police** – Increase in staffing for Crisis Intervention Team, Body Worn Camera and support services
- **Capital Improvement** – Transfer of the Grant Manager, Legislative Affairs Manager, and 0.5 Data Scientist
- **Streets and Maintenance** – Transfer of Median Maintenance, Street Sweeping and Graffiti to Environmental Services and transfer of Real Estate
- **Sun Metro** – Deletion of 1 Assistant Managing Director and an Undergraduate Intern
- **Animal Services** – Additional animal care attendants
- **Community and Human Development** – Transfer 3 positions for Veteran and Military Affairs and 2 Climate positions
- **Environmental Services** – Transfer of Streets and Maintenance programs
- **Public Health** – Reduction in federal grants

TABLE OF CONTENTS

✓ Overview

- ✓ Strategic Alignment

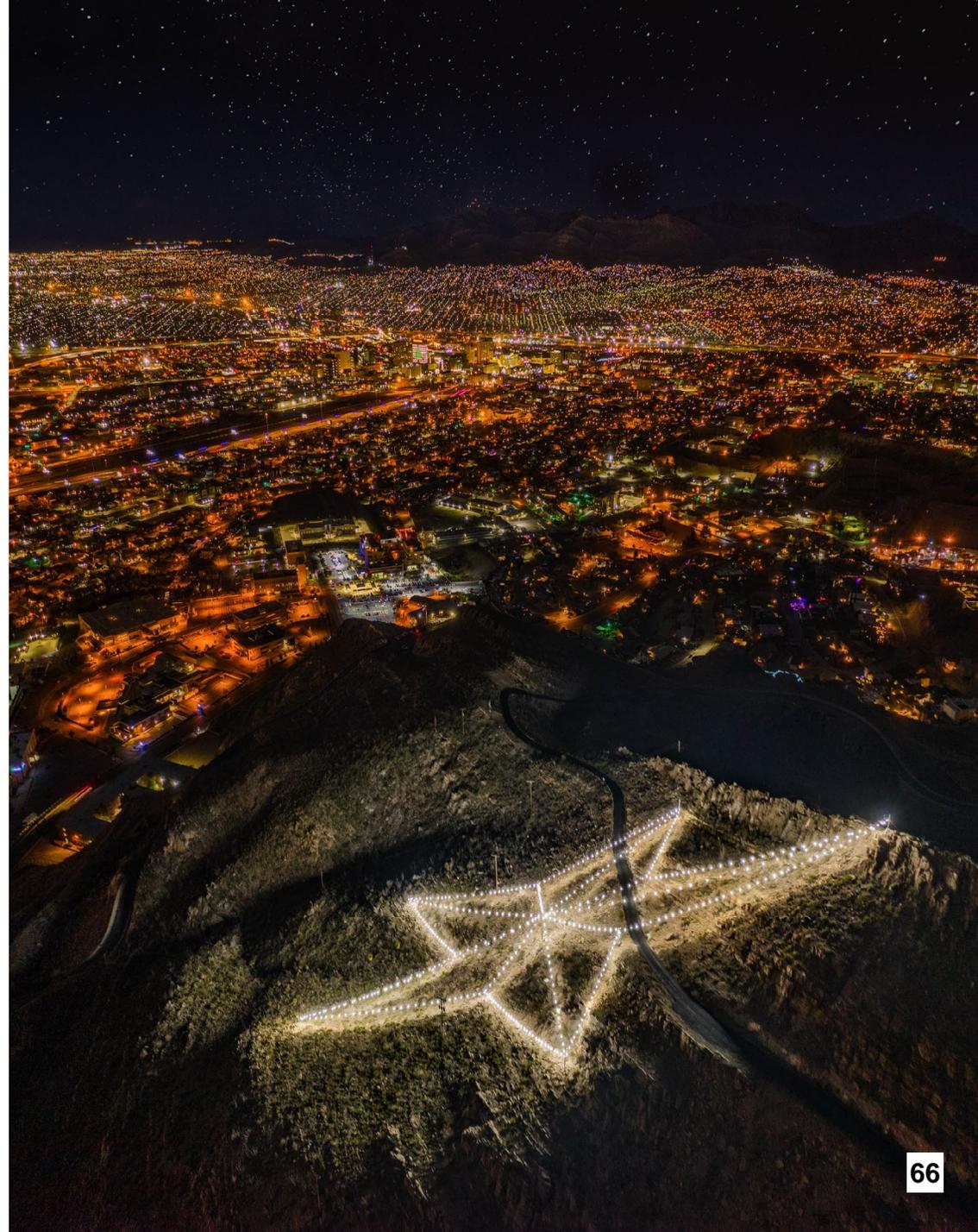
- ✓ Source of Funding

- ✓ Major Variances

- ✓ Expenses

- **FY 2024 Priorities & Planned Accomplishments**

- **Unfunded Priorities**



FY24 PRIORITIES & PLANNED ACCOMPLISHMENTS

GOAL 2 (PUBLIC SAFETY)

GOAL 2 FY 2024 PRIORITIES

Fire Department

- Community Health and Risk Reduction
- Fire and 911 Staffing and Recruitment



Police Department:

- Short- and long-term continuous recruitment and retention approaches- strategies to recruit, hire, attract and retain officers
- Far East Regional Command staffing, equipment, and operations



Municipal Court

- Text Reminder program
- Reduce the number of cases awaiting a hearing or trial



FY2024 PLANNED ACCOMPLISHMENTS – GOAL 2

Fire

Enhance Training and Professional Development Programs for all personnel
Public Safety Bond Projects



Academies:

- **Traditional academies**
 - **Class 103 Projected graduation March 2024**
 - **Class 104 Projected graduation July 2024**
- **Paramedic Class #9 projected Spring 2024**

Training:

- **Leadership Development – L280, L380, Officer Academies**
- **Specialty Care Teams**
- **Multi Agency training**
- **Civilian to Paramedic**

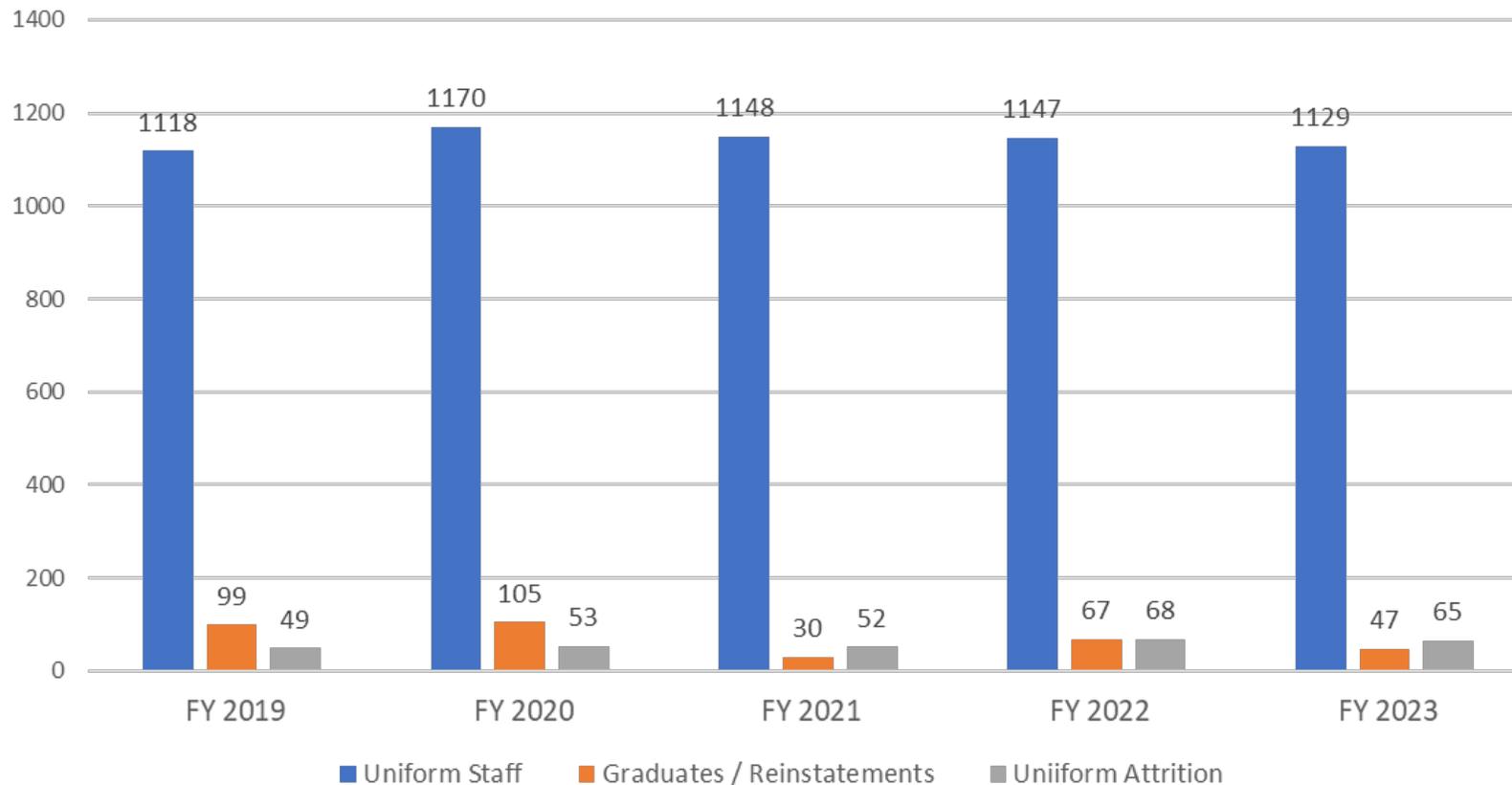
Public Safety Bond Projects:

- **Station 36**
- **Station 38**
- **Remodels**
- **Special Team Station**

POLICE FY 2024 PRIORITIES – GOAL 2

RECRUITMENT AND RETENTION

Uniform Staffing



Net growth

- FY 2021: -22 officers
- FY 2022: -1 officers
- FY 2023: -18 officers*

Attrition

- Average annual attrition is 60 officers (5%)

* projected

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 2

Police

Increase public safety operational efficiency



Expand investment in public safety operations (2.0)

Staffing needs, Program annual Police and Fire vehicle replacement, Development and completion of new public safety facilities, Programs supporting safe and sustainable communities

19th Lateral Academy Class

- Projected to have a total of 5 Cadets
- Start date: November 11, 2023
- Projected graduation: January 22, 2024

20th Lateral Academy Class

- Projected to have a total of 5 Cadets
- Start date: March 4, 2024
- Projected graduation: May 6, 2024

132nd Academy Class

- Projected to have a total of 14 Cadets
- Start date: January 23, 2023
- Projected graduation: November 9, 2023

133rd Academy Class

- Projected to have a total of 23 Cadets
- Start date: May 22, 2023
- Projected graduation: March 15, 2024

134th Academy Class

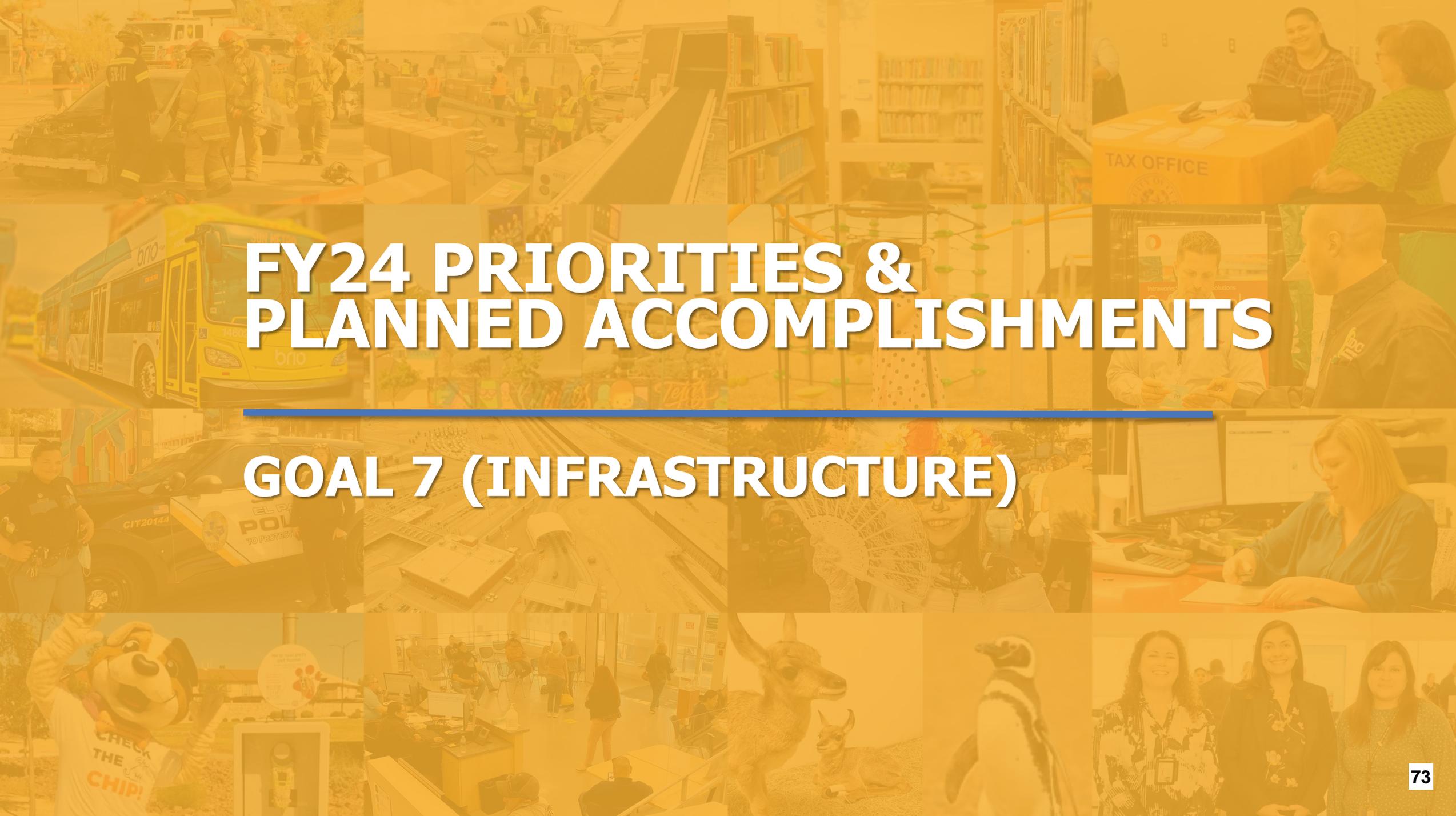
- Projected to have a total of 35 Cadets
- Start date: September 11, 2023
- Projected graduation: July 22, 2024

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 2

Municipal Court

- **Virtual cashier – First bond office, Westside**
- **On-line appointment selection for dates and times on certain types of hearings**
- **Increase appearance rate at hearings**
- **Open Far East Bond office**





FY24 PRIORITIES & PLANNED ACCOMPLISHMENTS

GOAL 7 (INFRASTRUCTURE)

GOAL 7 FY 2024 PRIORITIES

Capital Improvement

- Strategic planning and continuous adaptability on design approach and procurement alternatives to maintain fiscal responsibility within the recovering material/labor market
- Feasibility studies fostering competitive applications for Federal and State grants

Streets and Maintenance

- Implementation of the FY2023-FY2025 - 3 year roll out plan for programmed streets for resurfacing under both the Community Progress Bonds and the Pay Go funding
- Complete Citywide Facilities Maintenance Assessment

Mass Transit

- Electrification of Lift Operations
- Vehicle Replacement

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 7

Capital Improvement

Improve competitiveness through infrastructure investments impacting the quality of life



Expand the investment and beautification of street infrastructure (2.0) Streets Resurfacing, Streets Reconstruction Plan, Most-Traveled Streets program, Citywide aesthetics program (trees, medians, etc.), Comprehensive Green Infrastructure Plan, Entryway and wayfinding

- **Delivery of programmed Street Infrastructure projects:**
 - **Complete construction of 25 street improvement projects including: Rojas Widening, Schuster Reconstruction, Pebble Hills / Airport / Vista Del Sol Lighting & landscaping, South Central Phase V, Padilla Reconstruction, Trowbridge Improvements, 9 Traffic Signals, etc.**
 - **Through the Streets Pay-Go Resurfacing Program since 2019, 124 of Streets have been resurfaced without the issuance of debt; an additional 267 in queue**

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 7

Streets & Maintenance

Continue the strategic investment in City facilities and technology



Create and implement a comprehensive facility and fleet investment plan (2.0)

- **Begin multiyear process of upgrades to the City's Traffic Control system with updated technology**
- **Installation of computerized central irrigation controls (CCIC) at an additional 20 parks to aid in water conservation**

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 7

Mass Transit

Enhance regional comprehensive transportation system



Implement improvements and activate programming that supports and promotes multimodal transportation (2.0)

- **Bus Shelter Improvements**
- **TVM Replacements**
- **10 Fixed Route Vehicle Replacement**
- **Implement Sun Metro Rising Recommendations**
- **Installation of 25 EV Charging stations at LIFT facility**
- **Put 50 EV Vehicles into Operation at the LIFT Services**
- **Put 20 new vans into Operations at the LIFT Services**
- **Put 10 new Cutaway vehicles into Operations at the LIFT Services**
- **Utilize Texas Veterans Commission Grant for 50k of free rides for Veterans and their families**
- **Optimize Streetcar Operations**





FY24 PRIORITIES & PLANNED ACCOMPLISHMENTS

GOAL 8 (HEALTHY COMMUNITY)

GOAL 8 FY 2024 PRIORITIES

Animal Services

- Expand community services through partnerships via the pet welfare and veterinary community

Community and Human Development

- Maintain federally funded Community Programs

Environmental Services (Capital)

- Upgrade Citizen Collection Stations
- Construct 6-new landfill cells (65-ac)
- New landfill scales

Public Health

- Create strategic plan with valuable input from internal and external stakeholders to address most pressing community health needs

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 8

Animal Services

Enhance animal services to ensure El Paso’s pets are provided a safe and healthy environment



Sustain the Live-Release Rate (2.0)

- **Continue “no-kill” effort leading to 90% Lifesaving Rate**
- **Decrease the number of animals (Average daily Inventory) in the Shelter**
- **Increase the number of adoptions**
- **Reduce euthanasia and died in care**

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 8

Community + Human Development

Stabilize neighborhoods through community, housing and ADA improvements

Develop and implement a comprehensive climate action plan aligned with identified community priorities and established strategic objectives focused on transportation, infrastructure, economy and equity.

- **Manage and Maintain HUD Entitlement Programs**
- **Maintain ARPA funded El Paso Helps Initiative**
- **Begin development of a standard climate action plan**

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 8

Environmental Services



- **Construct new landfill cells/scales/truck wash at Greater El Paso Landfill**
- **Construction citizen collection stations at Doniphan and Hondo Pass Sites**
- **Maintain first time trash/recycling collection rate above 99.5%**
- **Continue recycling opt-in and black belt challenge to reach goal of 23% contamination rate (currently at 24%)**

FY2024 PLANNED ACCOMPLISHMENTS – GOAL 8

Public Health

Create strategic plan working with internal and external stakeholders; addressing community health needs.

Strengthening Public Health Infrastructure with newly awarded CDC grant.

Improving clinical services provided to the community by using innovative processes.

 **Evaluate and integrate key policies, practices and space planning improving community health outcomes and risk reduction**

- **Strengthening Public Health Programs to address community health needs and prioritizing areas identified by stakeholders.**
 - **Recruit, retain, and develop workforce.**
 - **Modernize existing technology.**
 - **Pursue Public Health Accreditation.**
- **Improving clinical services.**
 - **Client processing improvement.**
 - **Leveraging technology across clinical areas.**
 - **Quality assurance of services provided to community.**
- **Developing marketing strategies to promote public health services.**

TABLE OF CONTENTS

✓ Overview

- ✓ Strategic Alignment

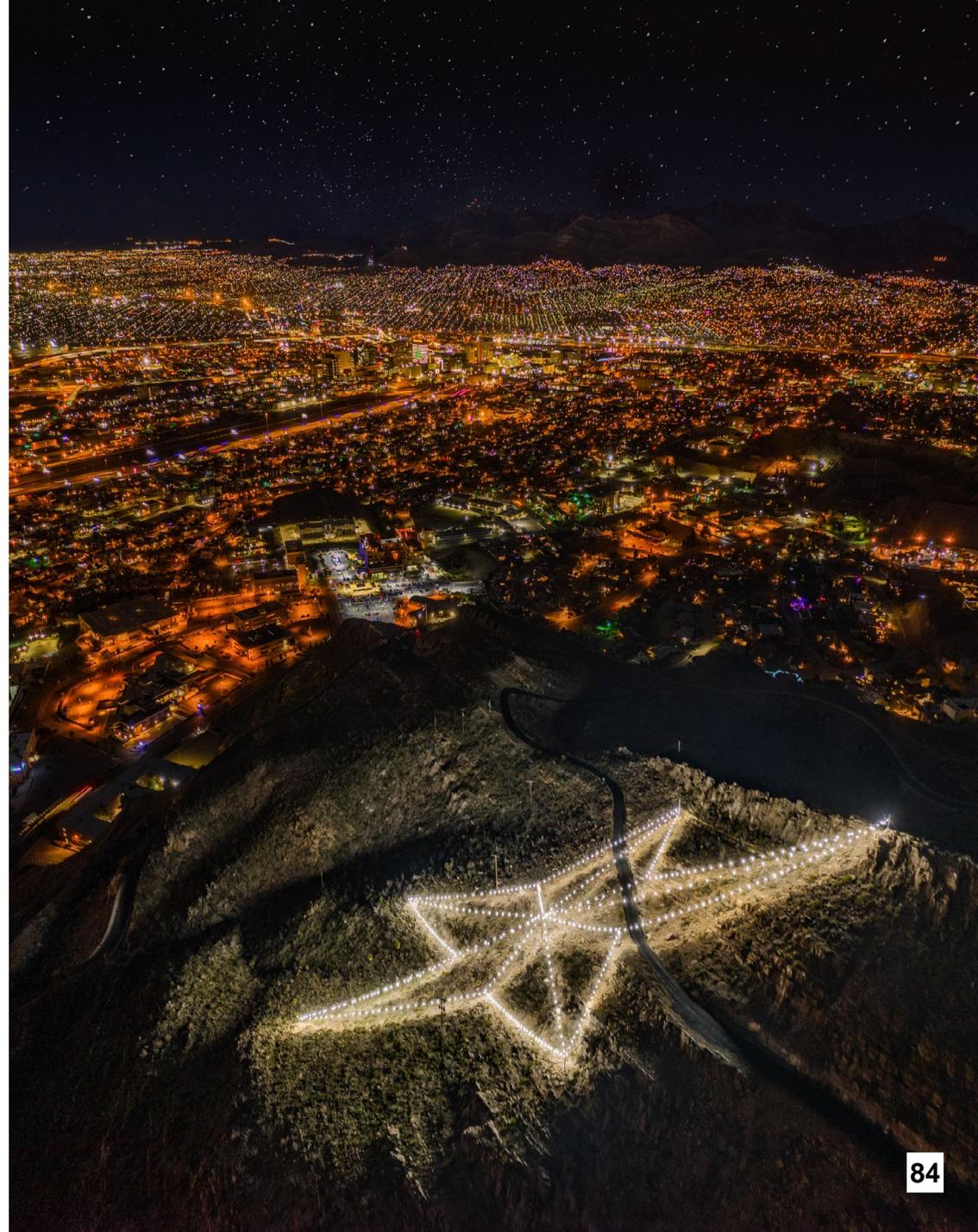
- ✓ Source of Funding

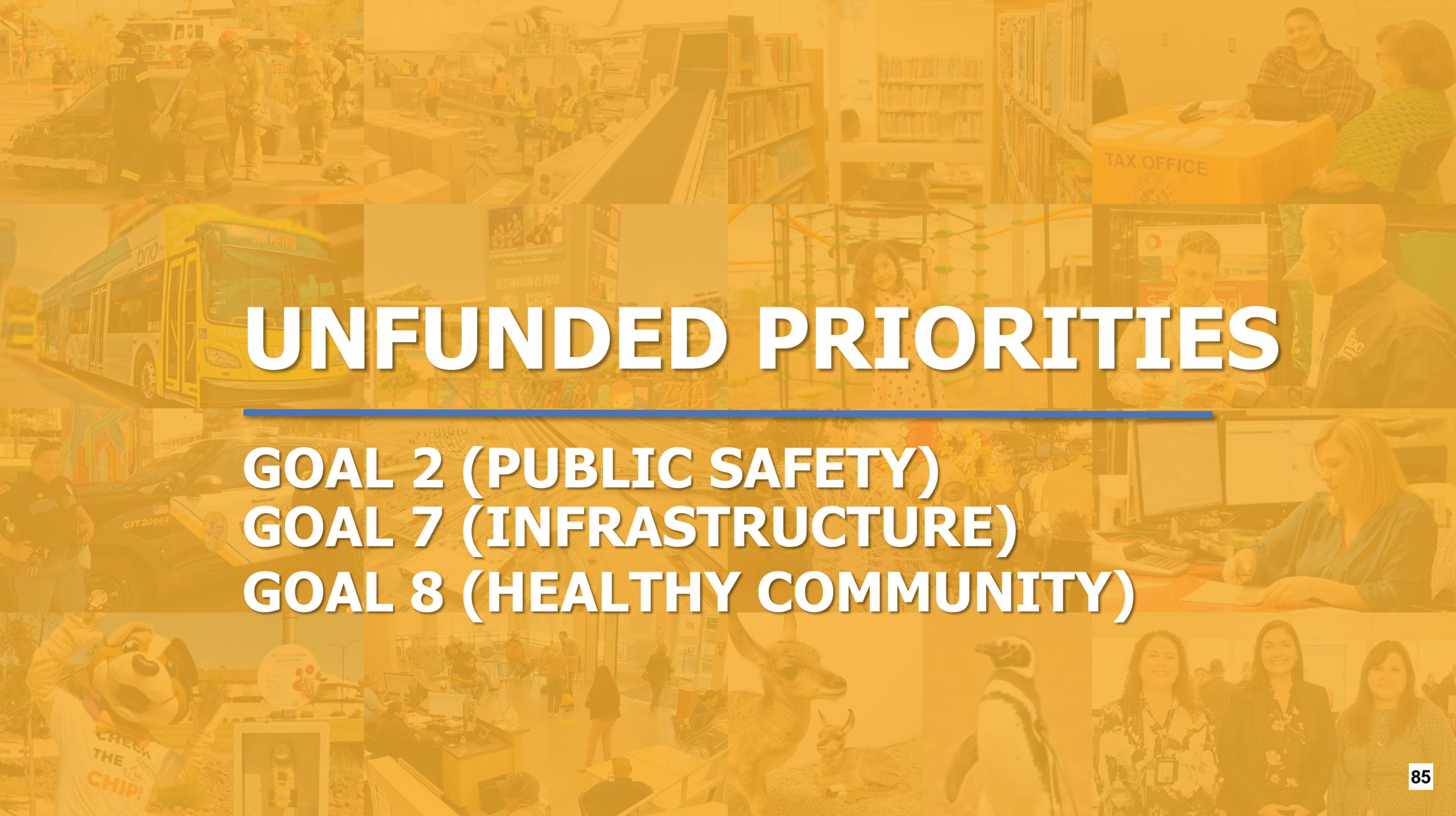
- ✓ Major Variances

- ✓ Expenses

✓ FY 2024 Priorities & Planned Accomplishments

• **Unfunded Priorities**





UNFUNDED PRIORITIES

GOAL 2 (PUBLIC SAFETY)

GOAL 7 (INFRASTRUCTURE)

GOAL 8 (HEALTHY COMMUNITY)

FY 2024 UNFUNDED AND UNDERFUNDED PRIORITIES

SAFE AND BEAUTIFUL NEIGHBORHOODS

Dept	Item	Est. Cost
Fire	Vehicle Replacement	\$ 500,000
Police	Code Enforcement Positions	\$ 199,337
Police	Marked and Unmarked Vehicles	\$ 5,230,000
Streets & Maintenance	HVAC Units	\$ 800,000
Streets & Maintenance	Fleet Replacement	\$ 12,400,000
Climate and Sustainability	13.5 positions	\$ 1,506,946
Community Development	ESG Match and Additional Funding	\$ 1,042,579
Total		\$ 21,678,862

GOALS 2, 7, 8

FY24 Budget

Presentation

GOAL 2

Set the Standard for a Safe and Secure City

GOAL 7

Enhance and Sustain El Paso's Infrastructure Network

GOAL 8

Nurture and Promote a Healthy, Sustainable Community



SAFE AND BEAUTIFUL NEIGHBORHOODS



Legislation Text

File #: 23-1117, **Version:** 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

All Districts

City Manager's Office, K. Nicole Cote, (915) 212-1092
Sun Metro Mass Transit, Anthony DeKeyzer, (915) 212-3333

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Presentation, discussion and action on the Proposed FY 2023 - 2024 Budget.

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

AGENDA DATE: August 14, 2023
PUBLIC HEARING DATE:

CONTACT PERSON(S) NAME AND PHONE NUMBER:
K. Nicole Cote, Managing Director, (915) 212-1092

DISTRICT(S) AFFECTED: All

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

SUBJECT:

1. Presentation, discussion, and action on the Proposed FY 2023 - 2024 Budget:

BACKGROUND / DISCUSSION:

July 9-10, 2023, July 31, 2023 City Council discussed proposed changes to the FY 2023 - 2024 budget.

PRIOR COUNCIL ACTION:

City Council Adopted the FY 2023 Budget on August 23, 2022.

AMOUNT AND SOURCE OF FUNDING: N/A

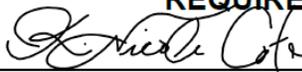
HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? YES NO

PRIMARY DEPARTMENT: City Manager's Office - Office of Management and Budget

SECONDARY DEPARTMENT: All City

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



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

CITY OF EL PASO, MASS TRANSIT DEPARTMENT FISCAL YEAR 2024 BUDGET RESOLUTION

WHEREAS, on July 14, 2023 the City Manager of the City of El Paso filed the Fiscal Year 2023 Proposed Budget of the Mass Transit Department of the City of El Paso with the Secretary of the Mass Transit Department Board; and

WHEREAS, the Proposed Budget was made available for the inspection by any person and posted on the City's website in accordance with Section 102.005 of the Texas Local Government Code; and

WHEREAS, on August 4, 2023 the Secretary of the Mass Transit Department Board published notice in the El Paso Times, a newspaper of general circulation in the county in which the City of El Paso is located, of a public hearing regarding the Mass Transit Department of the City of El Paso Fiscal Year 2024 Budget Resolution, in accordance with the Charter of the City of El Paso and Section 102.0065(a) of the Texas Local Government Code; and

WHEREAS, said public hearing was held on August 14, 2023 by the Mass Transit Board of the City of El Paso on the Proposed Budget at which all interested persons were given the right to be present and participate.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MASS TRANSIT DEPARTMENT OF THE CITY OF EL PASO:

1. That the Proposed Budget, as amended, for the Mass Transit Department of the City of El Paso, filed by the City Manager with the City Clerk on July 14, 2023 is hereby approved and adopted by the Board as the Annual Budget for the Fiscal Year 2023, which begins on September 1, 2023 and ends on August 31, 2024.
2. That any budget transfer submitted to the Board shall be accompanied by an explanation from the department and a recommendation from the City Manager or his/her designee. The explanation provided must be sufficiently clear and provide adequate detail for the members of the Board to determine the need for the transfer.
3. That the City Manager or his/her designee is hereby authorized to establish or amend budgets for grants and awards when the applications for such grants and awards have been previously approved by the Board or the City Manager.
4. That all grant applications requiring Board approval shall be prepared in accordance with established procedures. The agenda item shall state clearly the type and amount of any required City match and the funding source of the grant match.
5. That the City Manager or his/her designee is hereby authorized to make such budget transfers and staffing table changes as are needed to close completed grants and capital project accounts.

6. That the City Manager or his/her designee is hereby authorized to receive funds associated with Texas Department of Transportation (TXDOT) reimbursements to the City and appropriate the funds to TXDOT project matches awarded through the Metropolitan Planning Organization provided the projects are included in an existing Capital Improvement Program.
7. That the City Manager or his/her designee is authorized to issue, without further City Council action, purchase orders against any contract offered through the Cooperative Purchasing Network, the Houston-Galveston Area Council (H-GAC) Cooperative Purchasing Program, the Texas Association of School Boards, Inc. (TASB, Inc.) Cooperative Purchasing Buy Board, the ESC-Region 19 Cooperative Purchasing Program, the Harris County Department of Education Cooperative Purchasing Program, Tarrant County Cooperative Purchasing Program, Texas Procurement and Supportive Services (TPASS), Texas Multiple Award Schedule (TMAS and TXSmartBuy), State of Texas Department of Information Resources (DIR), Technology Bidding and Purchasing Program (PEPPM), U.S. General Services Administration (GSA), National Intergovernmental Purchasing Alliance Company dba OMNIA Partners, Public Sector and/or Communities Program Management, LLC d/b/a U.S. Communities (collectively, the “OMNIA Partners Parties”), Region 8 Education Service Center, International Purchasing System Program (“TIPS”), Division of Purchases and Supply (DPS), a business unit of the Department of General Services for the Commonwealth of Virginia and any other cooperative purchasing agreement authorized by the City Council. The City Manager or his/her designee has the authority to sign any and all agreements related to purchases pursuant to this paragraph to effectuate the purchase.
8. That the City Manager or his/her designee is authorized to issue, without further City Council action, purchase orders against any cooperative contract through the electronic catalog maintained through the U.S. Communities purchasing cooperative program/Equal Level. The purchase of vehicles, trucks and/or fire apparatus/pumpers shall be expressly prohibited from being sourced through the e-catalog.
9. That the sum \$300,000 shall be appropriated for Damages and Settlements.
10. That the appropriation for equipment and capital improvement projects in the Capital Program shall be for those items listed on **Schedule A** (Sun Metro Capital Match Fiscal Year 2023) which is attached hereto and is incorporated herein by reference. Changes to the projects, or changes to the capital appropriated amounts which shall be requested as a budget amendment, shall be submitted to the Board for approval by simple motion or resolution. **Schedule B** sets forth the fares and fees for the goods and services it provides. Any revisions or additions to the fares or fees in **Schedule B** shall be in conformity with state law and be approved by simple resolution of the Board.
11. That the City Manager and his/her designee is authorized to determine when it is practicable for the Mass Transit Department to accept payments by credit card of a fee or other charge in accordance with City Ordinance No. 15051. Service charges added to the payment shall

be in conformity with state statutory requirements and will be in such amount(s) as listed in Schedule C of the City of El Paso Fiscal Year 2023 Budget Resolution, provided that in the event that bank charges imposed on the City, including its Mass Transit Department, relating to credit card acceptance increase during the fiscal year, the City Manager is authorized to increase the service charge amount(s), so as to cover the Mass Transit Department's increased costs.

12. That all business travel expenses: (i) must be approved in advance by the Director or his/her designee or other designee of the City Manager; (ii) shall follow the administrative guidelines for business travel; and, (iii) may be audited for adherence to the administrative guidelines.
13. That no obligation shall be incurred for capital, supplies, wages, or otherwise, unless an adequate appropriation has been made in the budget to meet the obligation and said obligation has been incurred in accordance with the accounting, legal, budgetary, purchasing, and Human Resources policies and procedures of the City of El Paso.
14. That Full-Time Equivalent (FTE) positions funded by the Fiscal Year 2024 Budget, and those listed in the Authorized Staffing Table (as filed along with the City's Fiscal Year 2024 proposed budget, as amended), shall constitute the authorized FTE positions for the Department. Requests for changes and additions shall be approved by the City Manager or his/her designee and shall show the impact on the Fiscal Year 2024 Budget and the estimated impact on expenditures for Fiscal Year 2025.
15. That the City Manager or his designee authorizes and approves a compensation increase for non-uniformed full-time, part-time and temporary employees as follows:
 - a. This hereby establishes the City's minimum wage at \$13.11 per hour effective September 10, 2023 the first full pay period of September 2023. All pay ranges and job classifications will be increased accordingly on September 10, 2023.
 - b. An increase of \$1.00 per hour, or a minimum of 2.5%, whichever is greater, for all non-uniform employees shall be paid starting on the September 10, 2023 pay period, and in accordance with the processes established by the City's Human Resources Department.
 - c. This increase in compensation will be based on the hourly rate as of September 10, 2023 of the positions identified herein. Employees must be of active status as of September 10, 2023 to receive this pay increase; provided however, that the City Manager may approve this increase in compensation based on the availability of funds and other management factors as determined by the City Manager.
 - d. An increase of 5% for all City Attorneys of the City Attorney's Office, effective September 10, 2023. Employees must be of active status as of September 10, 2023 to receive this increase.
 - e. That the City Manager is authorized to approve a salary or wage compression adjustment for the non-uniformed employees based on their salary in the current position as of September 10, 2023, the increase will be based on the number of years in the current position within their pay grade, and adjust pay scales to ensure a minimum of 4% difference between

subordinate and the relevant supervisory level. The employee must work as a city employee in their current position for a period of a least six months prior to September 10, 2023. This increase will be effective for the pay period starting September 10, 2023 for all employees in an active status as of this date. Provisions of this section are subject to the availability of funds and other management factors as determined by the City Manager.

16. That any employee pay increases for employees shall be given on the date or dates established by the City Manager based on the availability of funding for such purposes in Fiscal Year 2024. No employee pay increases shall be paid retroactively to an anniversary date or date of a performance evaluation.
17. The City Manager or his/her designee is authorized to approve a non-uniform employee hired on or between September 1, 2022 and August 31, 2023, who have not received the second \$500 payment of the \$1000 sign-on incentive payment available during FY 2024 prior to September 1, 2024 to be distributed as follows:

- a. A one-time payment of \$500 to be disbursed at the end of the employee's successful completion of their 6-month or extended probationary period with no documented attendance or corrective/disciplinary issues for the remainder of their probationary period;

This policy does not apply to the following:

- i. Subcontractors and/or independent consultants; and
 - ii. Elected Officials; and
 - iii. Current City of El Paso employees; and
 - iv. Previous City of El Paso employees who terminated within three months of current hire date; and
 - v. The sign-on incentive recruitment payment shall be paid in a pay period following the employee's having met the criteria designated in the Resolution and in accordance with the process established by the City's Human Resources Department. Employee must be an active employee on the date of payment. This sign on incentive recruitment payment will not be considered earned wages or compensation for purposes of personability. This sign-on incentive recruitment program shall be subject to the availability of funds and other management factors as determined by the City Manager.
18. That for purposes of recognizing the service time of an employee (classified, unclassified and/or contract), other than employees covered under collective bargaining agreements an amount that most closely approximates a two percent (2.0%) increase will be added to the base pay of each employee on the anniversary date of five (5) years of service, two and a half percent (2.5%) on the anniversary date of ten (10) years of service, three percent (3%) on the anniversary date of fifteen (15) years of service, and three and one half percent (3.5%) on the anniversary date of twenty (20) years of service and four percent (4%) on the

anniversary date of twenty five (25) years of service and four and one half percent (4.5%) on the anniversary date of thirty (30) years of service and five percent (5%) for any other five year incremental period on or beyond twenty-five (25) years of service accrued by an employee.

19. That the City Manager be authorized to establish employee incentive program(s), subject to the availability of funds, and approve such administrative policies and procedures necessary for the inception and implementation of such programs:

a. the wellness program in the City's health benefit plan for the amount established in each fiscal year's budget in an amount not to exceed \$150 per employee each month during the fiscal year, in accordance with the City Manager's administrative policy and shall include a component that allows City employees to earn one wellness day off annually (as designated in the administrative policy); and

b. employees whose job specifications require a commercial driver's license or whose work includes the tracking of specific safety criteria to be eligible for a payment not to exceed \$350 per employee each year based on the employee's accident-free driving record or established safety criteria for a period (i.e. quarterly, semi-annually, etc.) to be established in administrative policy and payable in increments based on such periods; and

c. employees whose job specifications requires or may require a commercial driver's licenses may be eligible for additional pay of \$90 per pay period, provided that the employee must be in active status and their CDL in good standing, and otherwise in conformity with approved administrative CDL retention policies; and non-executive level employees will receive incentive pay of 10% of base salary while employed with the Office of the Comptroller (OTC). This incentive is only effective during their employment at OTC and otherwise in conformity with approved administrative OTC incentive pay policies; and

d. one-time payments in an amount not to exceed \$100 (and any taxes due) for each employee who is assigned additional duties serving in a Lean Six Sigma team and which the project demonstrates measurable cost avoidance or savings; and

e. for perfect attendance in 6-month period established by administrative policy, cash payment of \$50 and the option to convert 8 hours of sick leave for business leave as set forth in the administrative policy; and

f. monthly payment prorated in an amount not to exceed 5% of current annual salary for each employee who is assigned additional duties responsibilities for completion of major project whose scope has broad citywide application.

g. qualifying non-uniform employees will receive a lump sum not to exceed \$250 as

part of the annual performance review as defined under the administrative policy.

h. payments in an amount of \$90 per pay period for each employee whose job requires immunization to ensure the health and safety of the employees and animals during their employment at Animal Services and the Zoo and otherwise in conformity with approved administrative ASD and Zoo infectious disease and/or incentive pay policies.

i. A \$200 monthly incentive for all full-time, part-time, and temporary positions, to be distributed as follows:

- i. Monthly payment of \$200 once a foster program has been established and the employee takes possession of the foster canine and maintains possession; and
- ii. An additional, one-time payment of \$100 to be disbursed once their foster canine is adopted to a “forever home”.
- iii. This policy does not apply to the following:
 - i. Subcontractors and/or independent consultants;
 - ii. Elected Officials
- iv. The Furry Canine Foster Program pilot shall be effective from May 15, 2023 through November 15, 2023.
- v. The Foster incentive monthly payment shall be paid bi-weekly. The incentive will take effect in a pay period following the employee’s having met the criteria designated in this Resolution and in accordance with the process established by the City’s Human Resources Department.
- vi. The Foster incentive one-time payment shall be paid in a pay period following the employee's having met the criteria designated in this Resolution and in accordance with the process established by the City’s Human Resources Department.
- vii. Employee must be an active employee on the date of payment.
- viii. This Foster incentive payment will not be considered earned wages or compensation for the purposes of pension ability.

20. That based on the availability of funds, the City Manager is authorized to expend no more than \$100,000 from the budget to establish and implement an on-the-spot rewards program to provide small monetary awards (face value up to \$100) to recognize immediately extraordinary acts, accomplishments or contributions that are above and beyond the typical duties of the rewarded employee. On-the-spot rewards are not in lieu of merit increases or other salary increases based on sustained high quality employee performance. An employee shall receive no more than two (2) monetary awards under this section per fiscal year.
21. That the City Manager may appropriate up to \$300,000 from the Mass Transit reserves for the purchase of inventory items in order to maintain the operations of the department.
22. That the Director of the Mass Transit Department or other designee of the City Manager shall submit: (i) periodic financial reports to the Board; (ii) periodic reports to the Board showing trends in revenues and expenditures; and, (iii) recommendations as deemed necessary to comply with the financial policies of the City of El Paso.
23. That appropriation control of expenditures shall be at the Object Level.

24. That expenditures shall be in accordance with the City of El Paso – Strategic Plan.

That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to establish a program, as approved by the City Manager, whereby the Director and his designees may provide free transit service passes as are appropriate for the promotion of the use of the transit system. The total value of all free transit service passes provided under this program during FY 2024 shall not exceed \$5,000.

25. In addition, that the City Manager or designee is authorized to waive or reduce fares in Schedule B for conferences and events that directly benefit the Mass Transit Department pursuant to the criteria and requirements for the waiver or reduction of fares established by the City Manager.
26. That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to provide free route transit service passes for use within the City limits to the current members of the Sun Metro Citizens Advisory Committee, at such times during the fiscal year when the Director or his designee determines that providing such passes serves to advance the duties and responsibilities of the members of the Committee.
27. To allow the City Manager or designee, to waive fares for bus and streetcar service for a maximum of ten (10) days per fiscal year, for city designated holidays and events.
28. To allow the City Manager or designee, to waive parking fees at Sun Metros Glory Road parking garage to encourage alternative transportation for City designated events. The maximum number of free parking days at Glory Road will be set at twenty-four per fiscal year.
29. That, except as otherwise provided herein, all other applicable provisions of the City of El Paso Fiscal Year 2024 Budget Resolution, as amended and adopted, to include but not be limited to the provisions regarding the making of budget transfers, shall be applicable to the Mass Transit Department.
30. That the City Manager or his/her designee shall immediately file, or cause to be filed, a true copy of the FY 2024 Budget and a copy of this Resolution in the offices of the City Clerk and the County Clerk of El Paso, and post the same on the City’s website.
31. That the City Manager or his/her designee is hereby authorized to allocate investment earnings on unspent bond proceeds to projects and purposes within the relevant bond authorization, provided however that such allocation is in compliance with all bond covenants and an allocation of more than \$500,000 to an individual project or purpose requires Council approval.

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

PASSED AND APPROVED this _____ day of August 2023.

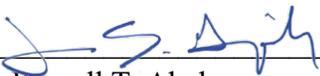
**CITY OF EL PASO
MASS TRANSIT DEPARTMENT BOARD:**

Oscar Leeser
Chair

ATTEST:

Laura Prine
Secretary

APPROVED AS TO FORM:



for Russell T. Abeln
Senior Assistant City Attorney

APPROVED AS TO CONTENT:



K. Nicole Cote, Managing Director
Office of Management and Budget

Mass Transit Board FY2024 Schedule A - Capital Program

Account	Project Name	Fund / Funding Source	FY 24 Budget
<u>Infrastructure</u>			
580270	Sidewalk Construction	Sun Metro Capital Funds	\$200,000
560000	Possible Match For LOW-NO GRANT II Phase	Sun Metro Capital Funds	\$2,000,000
580160	To cover the design and any contingency not covered with LOW - NO II phase grant	Sun Metro Capital Funds	\$1,000,000
580090	TOC Furniture	Sun Metro Capital Funds	\$200,000
580290	TOC Above Ground Fuel Tank	Sun Metro Capital Funds	\$300,000
580290	TVMs Replacement	Sun Metro Capital Funds	\$2,000,000
580290	Electrical Simulator (Multiplex Module)	Sun Metro Capital Funds	\$120,000
580290	Shop Equipment (Details Provided Per Request)	Sun Metro Capital Funds	\$287,000
580290	Coin Sorter	Sun Metro Capital Funds	\$30,000
<u>Rolling Stock</u>			
580064	Fixed Route Replacements - 35 FT (10 Buses)	Grant Funding	\$7,000,000
580064	Fixed Route Replacements - 3 Cutaways to replace current ARBOCs	Sun Metro Capital Funds	\$750,000
580064	Fixed Route Replacements - One Time 3 ARBOC Replacements	Sun Metro Capital Funds	\$750,000
580290	Non Revenue Motor Pool - Trailer for Facilities Maintenance	Sun Metro Capital Funds	\$30,000
580060	Non Revenue Motor Pool - Diesel 2500 equivalent truck for Facilities Maintenance	Sun Metro Capital Funds	\$75,000
580060	Non Revenue Motor Pool - Facilities F350 equivalent, Street Car 750/7500 HD, Project MG/Customer service	Sun Metro Capital Funds	\$235,000
580060	Non Revenue Motor Pool - Admin Motor Pool (Total \$450k)	Sun Metro Capital Funds	\$250,000
580060	Non Revenue Motor Pool - Support Vehicle Replacement Funding	Sun Metro Capital Funds	\$200,000
580060	Non Revenue Motor Pool - Trailer for Fleet to Haul Equipment	Sun Metro Capital Funds	\$30,000
580060	Non Revenue Motor Pool - Trailer for Streetcar Power Washing Equipment	Sun Metro Capital Funds	\$20,000
	<i>Sun Metro Capital Funds</i>		\$8,477,000
	<i>Grant Funding</i>		\$7,000,000
	<i>Grant Funding / Fund Balance</i>		\$0
	<i>Total SM Capital Costs</i>		\$15,477,000

**FY2024 SCHEDULE B MASS TRANSIT DEPT.
FARE AND FEE SCHEDULE**

Department	Account	Fee Description	Detail	FY 2023 Adopted	FY 2024 Adopted
			Single trip fare for Fixed Route and BRIO RTS services		
Mass Transit - Sun Metro	430500	Fare Box Revenue	Regular Fare	\$1.50	\$1.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Discount Fare- Military Active & Retired including Dependents, Students, and other Discounts Approved by MTB	\$1.00	\$1.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Children 5 and under with an adult	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Senior Fare	\$0.50	\$0.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Disabled Fare	\$0.50	\$0.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Lift Certified with Lift ID Card - Fixed Route	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Transfers	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Sun Metro Employees Active and Retired including Spouses	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	City Employees*	Free*	Free*
			Multiple Ride Passes for Entire System excluding LIFT		
Mass Transit - Sun Metro	430510	Pass Sales	Day Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Standard Weekly Pass	\$12.00	\$12.00
Mass Transit - Sun Metro	430510	Pass Sales	Discounted Weekly Pass- Military Active & Retired including Dependents, Students, and Other Discounts Approved by MTB	\$7.00	\$7.00
Mass Transit - Sun Metro	430510	Pass Sales	Senior Weekly Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Disabled Weekly Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Standard Monthly	\$48.00	\$48.00
Mass Transit - Sun Metro	430510	Pass Sales	Discounted Monthly Passes- Military Active & Retired including Their Dependents, Approved Veterans Agencies, Students and Other Discounts Approved By MTB	\$30.00	\$30.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Senior Monthly Pass	\$15.00	\$15.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Disabled Monthly Pass	\$15.00	\$15.00
Mass Transit - Sun Metro	430510	Pass Sales	Sponsored Veterans 60 - 90 Day Pass	Free	Free
Mass Transit - Sun Metro	430510	Pass Sales	Sponsored Summer Youth Passes	Free	Free
			Sun Metro Tokens used instead of cash		
Mass Transit - Sun Metro	430520	Token Sales	Full Fare Token (10/pkg)	\$15.00	\$15.00
Mass Transit - Sun Metro	430520	Token Sales	Full Fare Token (100/pkg)	\$150.00	\$150.00
Mass Transit - Sun Metro	430520	Token Sales	Student Fee (10/pkg)	\$10.00	\$10.00
Mass Transit - Sun Metro	430520	Token Sales	Student Fee (100/pkg)	\$100.00	\$100.00
			LIFT service Fares and Passes		
Mass Transit - Sun Metro	430530	LIFT Bus Revenue-Tickets	Lift Passes (5)	\$12.50	\$12.50
Mass Transit - Sun Metro	430570	LIFT Bus Revenue-Fare Box	Revenue collected at time of boarding bus for the demand response program	\$2.50	\$2.50
			Sale of ID's, Schedule Books, & Pouches		
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	ID Card Pouches	\$0.55	\$0.55
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	ID Replacement	\$5.00	\$5.00
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	Bus Schedule - Newspaper format	\$0.00	\$0.00
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	Face Masks for riders	\$0.00	\$0.00
			Union Depot Rental		
Mass Transit - Sun Metro	450200	Facility Rental Revenue	Rental Rate per 4 HR Block - No alcohol - Minimum 4 HR Required	\$1,010.00	\$1,010.00
Mass Transit - Sun Metro	450200	Facility Rental Revenue	Rental Rate per 4 HR Block - Alcohol Served - Minimum 4 HR Required	\$1,370.00	\$1,370.00
			Sun Metro Parking Rates-All Facilities		
Mass Transit - Sun Metro	440050	Parking Fees	0 Min- 1 Hour	\$1.00	\$1.00
Mass Transit - Sun Metro	440050	Parking Fees	Each Additional Hour (For A Maximum Charge of \$15.00 per Day)	\$1.00	\$1.00
Mass Transit - Sun Metro	440050	Parking Fees	Daily Rate	\$15.00	\$15.00
Mass Transit - Sun Metro	440050	Parking Fees	Specific Location - Monthly Rate	\$50.00	\$50.00
Mass Transit - Sun Metro	440050	Parking Fees	Multiple Locations - Monthly Rate	\$75.00	\$75.00
Mass Transit - Sun Metro	440050	Parking Fees	Specific Location - Annual Rate	\$300.00	\$300.00
Mass Transit - Sun Metro	440050	Parking Fees	Multiple Locations - Annual Rate	\$500.00	\$500.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- A	\$5.00	\$5.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- B	\$10.00	\$10.00

**FY2024 SCHEDULE B MASS TRANSIT DEPT.
FARE AND FEE SCHEDULE**

Department	Account	Fee Description	Detail	FY 2023 Adopted	FY 2024 Adopted
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- C	\$15.00	\$15.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- D	\$20.00	\$20.00
Mass Transit - Sun Metro	440050	Parking Fees	Replacement of a Lost Parking Pass		\$10.00
			Sun Metro Advertising-Shelter Rates		
Mass Transit - Sun Metro	430610	Advertising Fees	Application Fee	\$25.00	\$25.00
Mass Transit - Sun Metro	430610	Advertising Fees	Printing Fees -Per Panel	\$50.00	\$50.00
Mass Transit - Sun Metro	430610	Advertising Fees	One Month- Single Panel	\$100.00	\$100.00
Mass Transit - Sun Metro	430610	Advertising Fees	Three Month-Single Panel	\$250.00	\$250.00
Mass Transit - Sun Metro	430610	Advertising Fees	Six Month - Single Panel	\$475.00	\$475.00

*City reimburses the Mass Transit Department at the approved Regular fare rate

CITY OF EL PASO, MASS TRANSIT DEPARTMENT
FISCAL YEAR ~~2023~~2024 BUDGET RESOLUTION

WHEREAS, on July 14, ~~2022~~ 2023 the City Manager of the City of El Paso filed the Fiscal Year 2023 Proposed Budget of the Mass Transit Department of the City of El Paso with the Secretary of the Mass Transit Department Board; and

WHEREAS, the Proposed Budget was made available for the inspection by any person and posted on the City’s website in accordance with Section 102.005 of the Texas Local Government Code; and

WHEREAS, on August ~~4~~ 5, ~~2022~~, 2023 the Secretary of the Mass Transit Department Board published notice in the El Paso Times, a newspaper of general circulation in the county in which the City of El Paso is located, of a public hearing regarding the Mass Transit Department of the City of El Paso Fiscal Year ~~2023~~2024 Budget Resolution, in accordance with the Charter of the City of El Paso and Section 102.0065(a) of the Texas Local Government Code; and

WHEREAS, said public hearing was held on ~~August 16, 2022~~August 14, 2023 by the Mass Transit Board of the City of El Paso on the Proposed Budget at which all interested persons were given the right to be present and participate.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MASS TRANSIT DEPARTMENT OF THE CITY OF EL PASO:

1. That the Proposed Budget, as amended, for the Mass Transit Department of the City of El Paso, filed by the City Manager with the City Clerk on July 14, ~~2022~~2023 is hereby approved and adopted by the Board as the Annual Budget for the Fiscal Year 2023, which begins on September 1, ~~2022~~2023 and ends on August 31, ~~2023~~2024.
2. That any budget transfer submitted to the Board shall be accompanied by an explanation from the department and a recommendation from the City Manager or his/her designee. The explanation provided must be sufficiently clear and provide adequate detail for the members of the Board to determine the need for the transfer.
3. That the City Manager or his/her designee is hereby authorized to establish or amend budgets for grants and awards when the applications for such grants and awards have been previously approved by the Board or the City Manager.
4. That all grant applications requiring Board approval shall be prepared in accordance with established procedures. The agenda item shall state clearly the type and amount of any required City match and the funding source of the grant match.
5. That the City Manager or his/her designee is hereby authorized to make such budget transfers and staffing table changes as are needed to close completed grants and capital project accounts.

~~6. That the City Manager or his/her designee is hereby authorized to increase or decrease the budget for any capital projects within a Capital Improvement Program (CIP) approved by the City Council, provided that the change of a project's budget of more than \$1,000,000 requires additional Council approval. No project budget may be reduced to zero or deleted unless the project has been completed. Expenditures must be in compliance with applicable laws and policies and a quarterly report must be provided to Council on the budgets for capital projects that the City Manager or his/her designee has established, amended or deleted.~~

~~7. That City Manager or his/her designee is hereby authorized to add to an existing Capital Improvement Program (CIP). Addition of a project to an approved CIP must meet the purpose of the proceeds from which the original CIP was funded and the addition of such project(s) cannot exceed more than \$500,000 without City Council authorization. Expenditures must be in compliance with applicable laws and policies and a quarterly report must be provided to Council on the budgets for capital projects that the City Manager or his/her designee has established or added.~~

8.6. That the City Manager or his/her designee is hereby authorized to receive funds associated with Texas Department of Transportation (TXDOT) reimbursements to the City and appropriate the funds to TXDOT project matches awarded through the Metropolitan Planning Organization provided the projects are included in an existing Capital Improvement Program.

9.7. That the City Manager or his/her designee is authorized to issue, without further City Council action, purchase orders against any contract offered through the Cooperative Purchasing Network, the Houston-Galveston Area Council (H-GAC) Cooperative Purchasing Program, the Texas Association of School Boards, Inc. (TASB, Inc.) Cooperative Purchasing Buy Board, the ESC-Region 19 Cooperative Purchasing Program, the Harris County Department of Education Cooperative Purchasing Program, Tarrant County Cooperative Purchasing Program, Texas Procurement and Supportive Services (TPASS), Texas Multiple Award Schedule (TMAS and TXSmartBuy), State of Texas Department of Information Resources (DIR), Technology Bidding and Purchasing Program (PEPPM), U.S. General Services Administration (GSA), National Intergovernmental Purchasing Alliance Company dba OMNIA Partners, Public Sector and/or Communities Program Management, LLC d/b/a U.S. Communities (collectively, the "OMNIA Partners Parties"), Region 8 Education Service Center, International Purchasing System Program ("TIPS"), Division of Purchases and Supply (DPS), a business unit of the Department of General Services for the Commonwealth of Virginia and any other cooperative purchasing agreement authorized by the City Council. The City Manager or his/her designee has the authority to sign any and all agreements related to purchases pursuant to this paragraph to effectuate the purchase.

10.8. That the City Manager or his/her designee is authorized to issue, without further City Council action, purchase orders against any cooperative contract through the electronic catalog maintained through the U.S. Communities purchasing cooperative program/Equal Level. The purchase of vehicles, trucks and/or fire apparatus/pumpers shall be expressly

prohibited from being sourced through the e-catalog.

~~11.9.~~ That the sum \$300,000 shall be appropriated for Damages and Settlements.

~~12.10.~~ That the appropriation for equipment and capital improvement projects in the Capital Program shall be for those items listed on **Schedule A** (Sun Metro Capital Match Fiscal Year 2023) which is attached hereto and is incorporated herein by reference. Changes to the projects, or changes to the capital appropriated amounts which shall be requested as a budget amendment, shall be submitted to the Board for approval by simple motion or resolution. **Schedule B** sets forth the fares and fees for the goods and services it provides. Any revisions or additions to the fares or fees in **Schedule B** shall be in conformity with state law and be approved by simple resolution of the Board.

~~13.11.~~ That the City Manager and his/her designee is authorized to determine when it is practicable for the Mass Transit Department to accept payments by credit card of a fee or other charge in accordance with City Ordinance No. 15051. Service charges added to the payment shall be in conformity with state statutory requirements and will be in such amount(s) as listed in Schedule C of the City of El Paso Fiscal Year 2023 Budget Resolution, provided that in the event that bank charges imposed on the City, including its Mass Transit Department, relating to credit card acceptance increase during the fiscal year, the City Manager is authorized to increase the service charge amount(s), so as to cover the Mass Transit Department's increased costs.

~~14.12.~~ That all business travel expenses: (i) must be approved in advance by the Director or his/her designee or other designee of the City Manager; (ii) shall follow the administrative guidelines for business travel; and, (iii) may be audited for adherence to the administrative guidelines.

~~15.13.~~ That no obligation shall be incurred for capital, supplies, wages, or otherwise, unless an adequate appropriation has been made in the budget to meet the obligation and said obligation has been incurred in accordance with the accounting, legal, budgetary, purchasing, and Human Resources policies and procedures of the City of El Paso.

~~16.14.~~ That Full-Time Equivalent (FTE) positions funded by the Fiscal Year ~~2023~~2024 Budget, and those listed in the Authorized Staffing Table (as filed along with the City's Fiscal Year ~~2023~~2024 proposed budget, as amended), shall constitute the authorized FTE positions for the Department. Requests for changes and additions shall be approved by the City Manager or his/her designee and shall show the impact on the Fiscal Year ~~2023~~2024 Budget and the estimated impact on expenditures for Fiscal Year ~~2024~~2025.

~~17.15.~~ That the City Manager or his designee authorizes and approves a compensation increase for non-uniformed full-time, part-time and temporary employees as follows:

- a. This hereby establishes the City's minimum wage at ~~\$11.61~~\$13.11 per hour effective September ~~11, 2022~~10, 2023 the first full pay period of September ~~2022~~2023. All pay ranges and job classifications will be increased accordingly on September ~~11, 2022~~10, 2023.

b. An increase of ~~\$0.50~~ \$1.00 per hour, or a minimum of ~~1.25%~~ 2.5%, whichever is greater, for all

non-uniform employees shall be paid starting on the September ~~11, 2022~~10, 2023 pay period, and in accordance with the processes established by the City's Human Resources Department.

- ~~e.—This increase in compensation will be based on the hourly rate as of September 11, 2022~~10, 2023 of the positions identified herein. Employees must be of active status as of September ~~11, 2022~~10, 2023 to receive this pay increase;
- ~~d.— This hereby establishes another adjustment to the City's minimum wage at \$12.11 per hour effective March 12, 2023, the first full pay period of March 2023. All pay ranges and job classifications will be increased accordingly on March 12, 2023.~~
- ~~e.— An increase of \$0.50 per hour, or a minimum of 1.25%, whichever is greater, for all non-uniform employees shall be paid starting on the March 12, 2023 pay period, and in accordance with the processes established by the City's Human Resources Department.~~
- ~~b. This increase in compensation will be based on the hourly rate as of March 12, 2023 of the positions identified herein. Employees must be of active status as of March 12, 2023 to receive this pay increase;~~ provided however, that the City Manager may approve this increase in compensation based on the availability of funds and other management factors as determined by the City Manager.
- ~~c. An increase of 5% for all City Attorneys of the City Attorney's Office, effective September 10, 2023. Employees must be of active status as of September 10, 2023 to receive this increase.~~
- ~~ad. That the City Manager is authorized to approve a salary or wage compression adjustment for the non-uniformed employees based on their salary in the current position as of September 10, 2023, the increase will be based on the number of years in the current position within their pay grade, and adjust pay scales to ensure a minimum of 4% difference between subordinate and the relevant supervisory level. The employee must work as a city employee in their current position for a period of a least six months prior to September 10, 2023. This increase will be effective for the pay period starting September 10, 2023 for all employees in an active status as of this date. Provisions of this section are subject to the availability of funds and other management factors as determined by the City Manager.~~

~~18.16.~~ That any employee pay increases for employees shall be given on the date or dates established by the City Manager based on the availability of funding for such purposes in Fiscal Year ~~2023~~2024. No employee pay increases shall be paid retroactively to an anniversary date or date of a performance evaluation.

~~19.—The City Manager or his designee is authorized to approve a one-time payment to non-uniform, including police and fire cadets, new hires as part of the recruitment incentive pilot, as follows:~~

- ~~a.— A \$1,000 sign-on incentive for all non-uniform, full-time, part-time, and temporary employees who are hired on or between September 1, 2022 and August 31, 2023, to be distributed as follows:~~

- ~~i. a one-time payment of \$500 at the start of employment; and~~
- ~~ii. an additional one-time payment of \$500 to be disbursed at the end of the employee's successful completion of their 6-month or extended probationary period with no documented attendance or corrective/disciplinary issues for the remainder of their probationary period;~~
- ~~b. This policy does not apply to the following:
 - ~~i. Subcontractors and/or independent consultants; and~~
 - ~~ii. Elected Officials; and~~
 - ~~iii. Current City of El Paso employees; and~~
 - ~~iv. Previous City of El Paso employees who terminated within three months of the current hire date; and~~~~
- ~~c. The sign-on incentive recruitment payment shall be paid in a pay period following the employee's having met the criteria designated in this Resolution and in~~

~~accordance with the process established by the City's Human Resources Department. Employee must be an active employee on the date of payment. Individuals hired will receive \$500 after their first 30 days of employment provided there are no documented attendance or disciplinary issues. This sign-on incentive recruitment payment will not be considered earned wages or compensation for purposes of pensionability. This sign-on incentive recruitment payment shall be subject to the availability of funds and other management factors as determined by the City Manager.~~

19. The City Manager or his/her designee is authorized to approve a non-uniform employees hired on or between September 1, 2022 and August 31, 2023, who have not received the second \$500 payment of the \$1000 sign-on incentive payment available during FY 2023 prior to September 1, 2024 to be distributed as follows:

- A one-time payment of \$500 to be disbursed at the end of the employee's successful completion of their 6-month or extended probationary period with no documented attendance or corrective/disciplinary issues for the remainder of their probationary period;

This policy does not apply to the following:

- Subcontractors and/or independent consultants; and
- Elected Officials; and
- Current City of El Paso employees; and
- Previous City of El Paso employees who terminated within three months of current hire date; and
- The sign-on incentive recruitment payment shall be paid in a pay period following the employee's having met the criteria designated in the Resolution and in accordance with the process established by the City's Human Resources Department. Employee must be an active employee on the date of payment. This sign on incentive recruitment payment will not be considered earned wages or compensation for purposes of personability. This sign-on incentive recruitment program shall be subject to the availability of funds and other management factors as determined by the City Manager.

20.17. That for purposes of recognizing the service time of an employee (classified, unclassified and/or contract), other than employees covered under collective bargaining agreements an amount that most closely approximates a two percent (2.0%) increase will be added to the base pay of each employee on the anniversary date of five (5) years of service, two and a half percent (2.5%) on the anniversary date of ten (10) years of service, three percent (3%) on the anniversary date of fifteen (15) years of service, and three and one half percent (3.5%) on the anniversary date of twenty (20) years of service and four percent (4%) on the anniversary date of twenty five (25) years of service and four and one half percent (4.5%) on the anniversary date of thirty (30) years of service and five percent (5%) for any other five year incremental period on or beyond twenty-five (25) years of service accrued by an employee.

~~21. That all performance-based and goal-based increases and/or one-time payments shall be subject to the availability of funds and expended as determined or authorized by the City Manager or designee, except for such increases and/or payments that are otherwise governed by an employment contract.~~

22.18. That the City Manager be authorized to establish employee incentive program(s), subject to the availability of funds, and approve such administrative policies and procedures necessary for the inception and implementation of such programs:

a. the wellness program in the City's health benefit plan for the amount established in each fiscal year's budget in an amount not to exceed \$150 per employee each month during the fiscal year, in accordance with the City Manager's administrative policy and shall include a component that allows City employees to earn one wellness day off annually (as designated in the administrative policy); and

b. employees whose job specifications require a commercial driver's license or whose work includes the tracking of specific safety criteria to be eligible for a payment not to exceed \$350 per employee each year based on the employee's accident-free driving record or established safety criteria for a period (i.e. quarterly, semi-annually, etc.) to be established in administrative policy and payable in increments based on such periods; and

c. employees whose job specifications requires or may require a commercial driver's licenses may be eligible for additional pay of \$90 per pay period, provided that the employee must be in active status and their CDL in good standing, and otherwise in conformity with approved administrative CDL retention policies; and

d. non-executive level employees will receive incentive pay of 10% of base salary while employed with the Office of the Comptroller (OTC). This incentive is only effective during their employment at OTC and otherwise in conformity with approved administrative OTC incentive pay policies; and

e. one-time payments in an amount not to exceed \$100 (and any taxes due) for each employee who is assigned additional duties serving in a Lean Six Sigma team and which the project demonstrates measurable cost avoidance or savings; and

~~f. monthly payments in an amount not to exceed \$300 per month for each employee during the period in which each is assigned additional duties as strategic plan mentor leaders; and~~

~~g.f.~~ for perfect attendance in 6 month period established by administrative policy, cash payment of \$50 and the option to convert 8 hours of sick leave for business leave as set forth in the administrative policy; and

~~h.g.~~ monthly payment prorated in an amount not to exceed ~~3%~~5% of current annual salary for each employee who is assigned additional duties responsibilities for completion of major project whose scope has broad citywide application.

~~i.h.~~ qualifying non-uniform employees will receive a lump sum not to exceed \$250 as part of the annual performance review as defined under the administrative policy.

~~i.~~ payments in an amount of \$90 per pay period for each employee whose job requires immunization to ensure the health and safety of the employees and animals during their employment at Animal Services and the Zoo and otherwise in conformity with approved administrative ASD and Zoo infectious disease and/or incentive pay policies.

~~j.~~ A \$200 monthly incentive for all full-time, part-time, and temporary positions, to be distributed as follows:

- Monthly payment of \$200 once a foster program has been established and the employee takes possession of the foster canine and maintains possession; and
- An additional, one-time payment of \$100 to be disbursed once their foster canine is adopted to a “forever home”.
- This policy does not apply to the following:
 - i. Subcontractors and/or independent consultants;
 - ii. Elected Officials
- The Furry Canine Foster Program pilot shall be effective from May 15, 2023 through November 15, 2023.
- ii. The Foster incentive monthly payment shall be paid bi-weekly. The incentive will take effect in a pay period following the employee’s having met the criteria designated in this Resolution and in accordance with the process established by the City’s Human Resources Department.
- iii. The Foster incentive one-time payment shall be paid in a pay period following the employee's having met the criteria designated in this Resolution and in accordance with the process established by the City’s Human Resources Department.
- iv. Employee must be an active employee on the date of payment.

v. This Foster incentive payment will not be considered earned wages or compensation for the purposes of pension ability.

j. _____

19. That based on the availability of funds, the City Manager is authorized to expend no more than ~~\$200,000~~\$100,000 from the budget to establish and implement an on-the-spot rewards program to provide small monetary awards (face value up to ~~\$250~~\$100) to recognize immediately extraordinary acts, accomplishments or contributions that are above and beyond the typical duties of the rewarded employee. On-the-spot rewards are not in lieu of merit increases or other salary increases based on sustained high quality employee performance. An employee shall receive no more than two (2) monetary awards under this section per fiscal year.

~~23.~~

24:20. That the City Manager may appropriate up to \$300,000 from the Mass Transit reserves for the purchase of inventory items in order to maintain the operations of the department.

25:21. That the Director of the Mass Transit Department or other designee of the City Manager shall submit: (i) periodic financial reports to the Board; (ii) periodic reports to the Board showing trends in revenues and expenditures; and, (iii) recommendations as deemed necessary to comply with the financial policies of the City of El Paso.

26:22. That appropriation control of expenditures shall be at the Object Level.

~~27.23.~~ That expenditures shall be in accordance with the City of El Paso – Strategic Plan.

~~28.~~ That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to establish a program, as approved by the City Manager, whereby the Director and his designees may provide free transit service passes as are appropriate for the promotion of the use of the transit system. The total value of all free transit service passes provided under this program during FY ~~2023~~ 2024 shall not exceed \$5,000. In addition, that the City Manager or designee be authorized to waive or reduce fares in Schedule B for conferences and events that directly benefit the Mass Transit Department. ~~The City Manager, or designee, is authorized to establish criteria and requirements for the waiver or reduction of fares in Schedule B for conferences that benefit the Mass Transit Department.~~

~~29.24.~~ In addition, that the City Manager or designee is authorized to waive or reduce fares in Schedule B for conferences and events that directly benefit the Mass Transit Department pursuant to the criteria and requirements for the waiver or reduction of fares established by the City Manager.

~~30.25.~~ That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to provide free route transit service passes for use within the City limits to the current members of the [Sun Metro](#) Citizens Advisory Committee, at such times during the fiscal year when the Director or his designee determines that providing such passes serves to advance the duties and responsibilities of the members of the Committee.

~~31.26.~~ To allow the City Manager or designee, to waive fares for bus and streetcar service for a maximum of ten (10) days per fiscal year, for city designated holidays and events.

~~32.27.~~ To allow the City Manager or designee, to waive parking fees at Sun Metros Glory Road parking garage to encourage alternative transportation for City designated events. The maximum number of free parking days at Glory Road will be set at ~~twenty-four~~ per fiscal year.

~~33.28.~~ That, except as otherwise provided herein, all other applicable provisions of the City of El Paso Fiscal Year ~~2023~~2024 Budget Resolution, as amended and adopted, to include but not be limited to the provisions regarding the making of budget transfers, shall be applicable to the Mass Transit Department.

~~34.29.~~ That the City Manager or his/her designee shall immediately file, or cause to be filed, a true copy of the FY ~~2023~~2024 Budget and a copy of this Resolution in the offices of the City Clerk and the County Clerk of El Paso, and post the same on the City's website.

~~35.30.~~ That the City Manager or his/her designee is hereby authorized to allocate investment earnings on unspent bond proceeds to projects and purposes within the relevant bond authorization, provided however that such allocation is in compliance with all bond covenants and an allocation of more than \$500,000 to an individual project or purpose requires Council approval.

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

PASSED AND APPROVED this ____ day of August ~~2022~~2023.

**CITY OF EL PASO
MASS TRANSIT DEPARTMENT BOARD:**

Oscar Leeser
Chair

ATTEST:

Laura Prine
Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

~~Donald C. Davie~~ Russell Abeln
Assistant City Attorney

K. Nicole Cote, Managing Director
Office of Management and Budget

Mass Transit Board FY2024 Schedule A - Capital Program

Account	Project Name	Fund / Funding Source	FY 24 Budget
<u>Infrastructure</u>			
580270	Sidewalk Construction	Sun Metro Capital Funds	\$200,000
560000	Possible Match For LOW-NO GRANT II Phase	Sun Metro Capital Funds	\$2,000,000
580160	To cover the design and any contingency not covered with LOW - NO II phase grant	Sun Metro Capital Funds	\$1,000,000
580090	TOC Furniture	Sun Metro Capital Funds	\$200,000
580290	TOC Above Ground Fuel Tank	Sun Metro Capital Funds	\$300,000
580290	TVMs Replacement	Sun Metro Capital Funds	\$2,000,000
580290	Electrical Simulator (Multiplex Module)	Sun Metro Capital Funds	\$120,000
580290	Shop Equipment (Details Provided Per Request)	Sun Metro Capital Funds	\$287,000
580290	Coin Sorter	Sun Metro Capital Funds	\$30,000
<u>Rolling Stock</u>			
580064	Fixed Route Replacements - 35 FT (10 Buses)	Grant Funding	\$7,000,000
580064	Fixed Route Replacements - 3 Cutaways to replace current ARBOCs	Sun Metro Capital Funds	\$750,000
580064	Fixed Route Replacements - One Time 3 ARBOC Replacements	Sun Metro Capital Funds	\$750,000
580290	Non Revenue Motor Pool - Trailer for Facilities Maintenance	Sun Metro Capital Funds	\$30,000
580060	Non Revenue Motor Pool - Diesel 2500 equivalent truck for Facilities Maintenance	Sun Metro Capital Funds	\$75,000
580060	Non Revenue Motor Pool - Facilities F350 equivalent, Street Car 750/7500 HD, Project MG/Customer service	Sun Metro Capital Funds	\$235,000
580060	Non Revenue Motor Pool - Admin Motor Pool (Total \$450k)	Sun Metro Capital Funds	\$250,000
580060	Non Revenue Motor Pool - Support Vehicle Replacement Funding	Sun Metro Capital Funds	\$200,000
580060	Non Revenue Motor Pool - Trailer for Fleet to Haul Equipment	Sun Metro Capital Funds	\$30,000
580060	Non Revenue Motor Pool - Trailer for Streetcar Power Washing Equipment	Sun Metro Capital Funds	\$20,000
	<i>Sun Metro Capital Funds</i>		\$8,477,000
	<i>Grant Funding</i>		\$7,000,000
	<i>Grant Funding / Fund Balance</i>		\$0
	<i>Total SM Capital Costs</i>		\$15,477,000

**FY2024 SCHEDULE B MASS TRANSIT DEPT.
FARE AND FEE SCHEDULE**

Department	Account	Fee Description	Detail	FY 2023 Adopted	FY 2024 Proposed
			Single trip fare for Fixed Route and BRIO RTS services		
Mass Transit - Sun Metro	430500	Fare Box Revenue	Regular Fare	\$1.50	\$1.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Discount Fare- Military Active & Retired including Dependents, Students, and other Discounts Approved by MTB	\$1.00	\$1.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Children 5 and under with an adult	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Senior Fare	\$0.50	\$0.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Disabled Fare	\$0.50	\$0.50
Mass Transit - Sun Metro	430500	Fare Box Revenue	Lift Certified with Lift ID Card - Fixed Route	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Transfers	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	Sun Metro Employees Active and Retired including Spouses	Free	Free
Mass Transit - Sun Metro	430500	Fare Box Revenue	City Employees*	Free*	Free*
			Multiple Ride Passes for Entire System excluding LIFT		
Mass Transit - Sun Metro	430510	Pass Sales	Day Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Standard Weekly Pass	\$12.00	\$12.00
Mass Transit - Sun Metro	430510	Pass Sales	Discounted Weekly Pass- Military Active & Retired including Dependents, Students, and Other Discounts Approved by MTB	\$7.00	\$7.00
Mass Transit - Sun Metro	430510	Pass Sales	Senior Weekly Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Disabled Weekly Pass	\$3.50	\$3.50
Mass Transit - Sun Metro	430510	Pass Sales	Standard Monthly	\$48.00	\$48.00
Mass Transit - Sun Metro	430510	Pass Sales	Discounted Monthly Passes- Military Active & Retired including Their Dependents, Approved Veterans Agencies, Students and Other Discounts Approved By MTB	\$30.00	\$30.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Senior Monthly Pass	\$15.00	\$15.00
Mass Transit - Sun Metro	430500	Fare Box Revenue	Disabled Monthly Pass	\$15.00	\$15.00
Mass Transit - Sun Metro	430510	Pass Sales	Sponsored Veterans 60 - 90 Day Pass	Free	Free
Mass Transit - Sun Metro	430510	Pass Sales	Sponsored Summer Youth Passes	Free	Free
			Sun Metro Tokens used instead of cash		
Mass Transit - Sun Metro	430520	Token Sales	Full Fare Token (10/pkg)	\$15.00	\$15.00
Mass Transit - Sun Metro	430520	Token Sales	Full Fare Token (100/pkg)	\$150.00	\$150.00
Mass Transit - Sun Metro	430520	Token Sales	Student Fee (10/pkg)	\$10.00	\$10.00
Mass Transit - Sun Metro	430520	Token Sales	Student Fee (100/pkg)	\$100.00	\$100.00
			LIFT service Fares and Passes		
Mass Transit - Sun Metro	430530	LIFT Bus Revenue-Tickets	Lift Passes (5)	\$12.50	\$12.50
Mass Transit - Sun Metro	430570	LIFT Bus Revenue-Fare Box	Revenue collected at time of boarding bus for the demand response program	\$2.50	\$2.50
			Sale of ID's, Schedule Books, & Pouches		
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	ID Card Pouches	\$0.55	\$0.55
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	ID Replacement	\$5.00	\$5.00
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	Bus Schedule - Newspaper format	\$0.00	\$0.00
Mass Transit - Sun Metro	430590	Non-Transportation Revenue	Face Masks for riders	\$0.00	\$0.00
			Union Depot Rental		
Mass Transit - Sun Metro	450200	Facility Rental Revenue	Rental Rate per 4 HR Block - No alcohol - Minimum 4 HR Required	\$1,010.00	\$1,010.00
Mass Transit - Sun Metro	450200	Facility Rental Revenue	Rental Rate per 4 HR Block - Alcohol Served - Minimum 4 HR Required	\$1,370.00	\$1,370.00
			Sun Metro Parking Rates-All Facilities		
Mass Transit - Sun Metro	440050	Parking Fees	0 Min- 1 Hour	\$1.00	\$1.00
Mass Transit - Sun Metro	440050	Parking Fees	Each Additional Hour (For A Maximum Charge of \$15.00 per Day)	\$1.00	\$1.00
Mass Transit - Sun Metro	440050	Parking Fees	Daily Rate	\$15.00	\$15.00
Mass Transit - Sun Metro	440050	Parking Fees	Specific Location - Monthly Rate	\$50.00	\$50.00
Mass Transit - Sun Metro	440050	Parking Fees	Multiple Locations - Monthly Rate	\$75.00	\$75.00
Mass Transit - Sun Metro	440050	Parking Fees	Specific Location - Annual Rate	\$300.00	\$300.00
Mass Transit - Sun Metro	440050	Parking Fees	Multiple Locations - Annual Rate	\$500.00	\$500.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- A	\$5.00	\$5.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- B	\$10.00	\$10.00

**FY2024 SCHEDULE B MASS TRANSIT DEPT.
FARE AND FEE SCHEDULE**

Department	Account	Fee Description	Detail	FY 2023 Adopted	FY 2024 Proposed
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- C	\$15.00	\$15.00
Mass Transit - Sun Metro	440050	Parking Fees	Special Events Rate- D	\$20.00	\$20.00
Mass Transit - Sun Metro	440050	Parking Fees	Replacement of a Lost Parking Pass		\$10.00
			Sun Metro Advertising-Shelter Rates		
Mass Transit - Sun Metro	430610	Advertising Fees	Application Fee	\$25.00	\$25.00
Mass Transit - Sun Metro	430610	Advertising Fees	Printing Fees -Per Panel	\$50.00	\$50.00
Mass Transit - Sun Metro	430610	Advertising Fees	One Month- Single Panel	\$100.00	\$100.00
Mass Transit - Sun Metro	430610	Advertising Fees	Three Month-Single Panel	\$250.00	\$250.00
Mass Transit - Sun Metro	430610	Advertising Fees	Six Month - Single Panel	\$475.00	\$475.00

*City reimburses the Mass Transit Department at the approved Regular fare rate