

AN ORDINANCE 2017-06-15-0449

MODIFYING THE FY 2016-2017 BUDGET OF WORKFORCE SOLUTIONS ALAMO TO REVISE THE FISCAL YEAR FROM JULY 1 – JUNE 30 TO OCTOBER 1 – SEPTEMBER 30 AND REDUCE THE CORPORATE BUDGET BY \$840,130.00 IN EXPENDITURES DUE TO SAVINGS IN PERSONNEL EXPENSES AND PROFESSIONAL SERVICE CONTRACTS.

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WHEREAS, the Texas Workforce Commission is a state agency that oversees and provides workforce development funding for services to employers and job seekers in Texas through 28 regional workforce boards, including the locally-created Workforce Solutions Alamo which serves the 12 counties of Atascosa, Bandera, Bexar, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, and Wilson counties (the “WSA Service Area”); and

WHEREAS, the proposed modified Workforce Solutions Alamo budget for FY 2016-2017 was considered and recommended for approval by the WSA Executive Committee on April 21, 2017 and by the Committee of Six on May 9, 2017. The modified budget amends the fiscal year calendar from July 1 – June 30 to October 1 – September 30 to better align with current contracts and funding streams; and

WHEREAS, the modified budget also includes a reduction of \$840,130.00 in the corporate budget due largely to savings in personnel expenses and professional service contracts; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The Workforce Solutions Alamo FY 2016-2017 Budget set out in **Attachment I** is hereby approved.

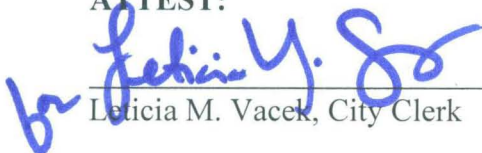
SECTION 2. This Ordinance shall be effective immediately upon receipt of at least eight affirmative votes, or upon receiving fewer, on the tenth day after passage.

PASSED AND APPROVED this 15th day of June, 2017.



M A Y O R
Ivy R. Taylor

ATTEST:



Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:



Andrew Segovia, City Attorney

Agenda Item:	21 (in consent vote: 4, 5, 6, 7, 9, 10, 11A, 11B, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 35A, 35B)						
Date:	06/15/2017						
Time:	09:32:16 AM						
Vote Type:	Motion to Approve						
Description:	An Ordinance modifying the FY 2016-2017 Budget of Workforce Solutions Alamo to revise the fiscal year from July 1 - June 30 to October 1 - September 30 and reduce the Corporate Budget by \$840,130.00 in expenditures due to savings in personnel expenses and professional service contracts. [Carlos Contreras, Assistant City Manager; Rene Dominguez, Director, Economic Development]						
Result:	Passed						
Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Ivy R. Taylor	Mayor		x				
Roberto C. Treviño	District 1		x			x	
Alan Warrick	District 2		x				
Rebecca Viagran	District 3		x				
Rey Saldaña	District 4		x				
Shirley Gonzales	District 5		x				
Ray Lopez	District 6		x				
Ana E. Sandoval	District 7		x				
Ron Nirenberg	District 8		x				
Joe Krier	District 9		x				
Michael Gallagher	District 10		x				x

Attachment I



PROPOSED REVISED BUDGET

Budget Year 2017

(10/1/16 to 9/30/17)

BUDGET NOTES

- The proposed revised Workforce Solutions Alamo (WSA) corporate budget is based on the organization's new fiscal year of October 1 – September 30.
- Column 1 shows the approved budget for the 2015-2016 budget year (July 1 to June 30).
- Column 2 shows the actual reported expenditures for the 2015-2016 budget year.
- Column 3 shows the original approved budget for the 2016-2017 budget year (July 1 to June 30).
- Column 4 shows the proposed revised budget for 2016-2017 (based on new fiscal year of October 1 to September 30).
- Column 5 shows the change between the original/approved 12-month budget and the proposed revised 12-month budget.
- The proposed revised budget reduces planned 12 month expenditures by \$840,103. The largest reductions are in Personnel (-\$718,656) and Professional Services (-\$125,100). Reductions in Professional Services come from the elimination of planned expenses for board facilitator, organizational efficiency study, and salary survey).
- Included is a Budget & Allocation Spreadsheet which lists available funding sources (revenues) and how they have been allocated between Board Budget, Facilities & Infrastructure, Contractors, and Reserved/Unobligated.

Also included is an expense report for the Board's corporate budget covering the period of 7/1/16 to 9/30/16 – the three (3) month period between the change in the Board's fiscal year for 2017.

WORKFORCE SOLUTIONS ALAMO CORPORATE BUDGET – 2017

October 1, 2016 – September 30, 2017

Item	Annual Budget 2015-2016 7/1/15-6/30/16	Actual Expenditures 7/1/15-6/30/16	Original Budget 2016-2017 7/1/16-6/30/17	Proposed Revised Annual Budget 2016-2017 10/1/16-9/30/17	Change
A. PERSONNEL					
1. Salaries/Wages	2,833,303	2,699,518.22	3,008,030	2,483,651	-524,379
2. Fringe Benefits	879,175	717,725.33	896,654	715,377	-181,277
3. Staff Travel	40,000	41,713.86	50,000	32,000	-18,000
4. Staff Training/Development	15,000	15,794.00	20,000	15,000	-5,000
5. Misc. (CEO relocation)	-0-	-0-	-0-	10,000	+10,000
Personnel Subtotal	3,767,478	3,474,751.41	3,974,684	3,256,028	-718,656
B. FACILITY					
1. Rent	226,734	223,864.43	248,497	306,123	+57,626
2. Build Out/Moving Expenses	-0-	-0-	350,000	320,000	-30,000
Facility Subtotal	226,734	223,864.43	598,497	626,123	+27,626
C. EQUIPMENT/RELATED COSTS					
1. Equipment Purchases	35,000	40,304.50	45,000	45,000	-0-
2. Equipment Rental	12,500	12,566.32	12,500	12,500	-0-
3. Repair & Maintenance	2,000	-0-	2,000	2,000	-0-
4. Software Licenses	2,000	22,985.05	4,000	14,000	+10,000
5. Software Maintenance & Support	15,000	17,416.76	15,000	18,000	+3,000
Equipment/Related Costs Subtotal	66,500	93,272.63	78,500	91,500	+13,000
D. GENERAL OFFICE EXPENSES					
1. Communications	22,000	23,856.83	22,000	25,000	+3,000
2. Advertising	3,500	-0-	3,500	3,000	-500
3. Insurance	48,279	45,837.85	67,000	60,000	-7,000
4. Office Supplies	20,000	23,585.61	20,000	24,000	+4,000
5. Postage/Shipping/Other	5,000	3,561.98	5,000	4,000	-1,000
6. Printing, Binding, Production	6,000	4,538.30	6,000	5,500	-500
7. Publications & Subscriptions	6,000	5,489.52	6,000	5,500	-500
8. Dues	14,500	22,655.25	22,000	18,000	-4,000
9. Storage	5,000	5,654.39	6,500	6,500	-0-
10. Marketing (External)	90,000	43,344.26	90,000	73,500	-16,500
11. Misc. Costs	7,000	1,400.06	7,000	4,500	-2,500
General Office Expenses Subtotal	227,279	179,924.05	255,000	229,500	-25,500

Item	Annual Budget 2015-2016 7/1/15-6/30/16	Actual Expenditures 7/1/15-6/30/16	Original Budget 2016-2017 7/1/16-6/30/17	Proposed Revised Annual Budget 2016-2017 10/1/16-9/30/17	Change Original-Revised 2016-2017 10/1/16-9/30/17
E. PROFESSIONAL SERVICES					
1. Legal-General Corp. Matters	60,000	61,107.94	60,000	60,000	-0-
1. Legal-Other Corporate Matters	160,000	88,433.25	160,000	150,000	-10,000
2. Audit	67,950	55,779.11	67,950	102,950	+35,000
3. Financial Monitoring	130,000	108,410.25	130,000	130,000	-0-
4. Professional Services	-0-	11,004.28	198,000	47,900	-150,100
5. Payroll Fees	12,500	17,000.60	14,000	14,000	-0-
Professional Services Subtotal	430,450	341,735.43	629,950	504,850	-125,100
F. BOARD EXPENSES					
1. Board Member Travel	10,000	1,804.93	12,000	5,000	-7,000
2. Board Member Training/Develop.	6,000	1,540.00	10,000	8,000	-2,000
3. Board Meetings/Misc.	6,000	1,020.14	6,000	3,500	-2,500
Board Expenses Subtotal	22,000	4,365.07	28,000	16,500	-11,500
TOTAL CORPORATE BUDGET	4,740,441	4,317,913.02	5,564,631	4,724,501	-840,130

**WORKFORCE SOLUTIONS ALAMO
BUDGET & ALLOCATIONS
OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

FUNDING SOURCE	FUNDS AVAILABLE	BOARD BUDGET	FACILITIES & INFRASTRUCTURE	CONTRACTORS	RESERVED-UNOBLIGATED
WMOA ADULT	3,248,004	421,427	504,691	2,251,859	70,127
WMOA DISLOCATED	3,948,136	500,676	464,974	2,436,237	546,249
WMOA YOUTH	4,846,093	471,398	413,149	3,500,000	461,546
WMOA RAPID RESPONSE	56,254	-	-	56,254	-
TANF	5,673,970	633,330	719,216	4,028,158	293,266
SNAP E&T	1,100,257	110,026	228,682	717,392	44,157
(1) SNAP E&T ABAWD	-	-	-	-	-
NON CUSTODIAL PARENT	444,644	44,464	-	350,000	50,180
(2) CHILD CARE CCF	45,435,947	2,236,176	464,198	39,762,871	2,972,702
CHILD CARE CCP	7,083,655	184,091	-	6,899,564	-
TRADE ACT SERVICES	441,396	9,064	9,455	-	422,877
EMPLOYMENT SERVICES	582,968	63,106	519,862	-	-
RESOURCE ADMIN GRANT	11,081	1,108	8,749	-	1,224
VETERANS EMPLOYMENT SERVICE	245,124	24,512	220,612	-	-
CHILD CARE ATTENDANCE AUTOMATION	333,471	-	-	303,312	30,159
CCQ QUALITY	1,211,879	-	2,279	385,000	824,600
CC CAREER PATHWAYS	725,228	5,928	-	691,295	28,005
NATIONAL DISLOCATED WORKER	595,605	7,763	-	533,135	54,707
WORKFORCE COMMISSION INITIATIVES	185,359	-	19,430	-	165,929
EXTERNSHIP FOR TEACHERS	104,811	11,432	-	82,303	11,076
AEL SITE BASED LEADERSHIP	727,430	-	-	441,590	285,840
TOTAL	\$ 77,001,312	\$ 4,724,501	\$ 3,575,197	\$ 62,438,970	\$ 6,262,644

NOTE:

(1) SNAP E&T ABAWD FUNDS HAVE NOT BEEN AWARDED BY TWC. EXPECTED AWARD IS \$264,000.

(2) CHILD CARE CCF INCLUDES FEDERAL MATCH OF \$6,212,632, CHILD CARE CHOICES-CCC OF \$6,523,687.

**Workforce Solutions-Alamo
Corporate Expenditure Report
Board Fiscal Year 2016-2017**

	Annual Budget	7/01/16-9/30/2016 Expenses	% Expensed	Remaining Balance
PERSONNEL				
Salaries/Wages	3,008,030.00	629,246.34		2,378,783.66
Fringe Benefits	896,654.00	165,307.48		731,346.52
Staff Travel	50,000.00	5,625.63		44,374.37
Staff Training/Development	20,000.00	3,724.00		16,276.00
<i>PERSONNEL SUBTOTAL:</i>	3,974,684.00	803,903.45	20.23%	3,170,780.55
FACILITY				
Rent	248,497.00	54,824.11		193,672.89
Building Out/Moving Expenses	350,000.00			350,000.00
<i>FACILITY SUBTOTAL:</i>	598,497.00	54,824.11	9.16%	543,672.89
EQUIPMENT/RELATED COSTS				
Equipment Purchases	45,000.00	19,386.42		25,613.58
Equipment Rental	12,500.00	3,121.29		9,378.71
Repair & Maintenance-Equipment	2,000.00	-		2,000.00
Software Licenses	4,000.00	6,256.80		(2,256.80)
Software Maintenance & Support	15,000.00	16,045.05		(1,045.05)
<i>EQUIPMENT/RELATED COSTS SUBTOTAL:</i>	78,500.00	44,809.56	57.08%	33,690.44
GENERAL OFFICE EXPENSES				
Communications	22,000.00	7,303.56		14,696.44
Advertising	3,500.00	-		3,500.00
Insurance	67,000.00	55,711.43		11,288.57
Office Supplies	20,000.00	2,856.31		17,143.69
Postage/Shipping/Other	5,000.00	483.28		4,516.72
Printing, Binding & Reproduction	6,000.00	835.91		5,164.09
Publications & Subscriptions	6,000.00	5,320.77		679.23
Dues	22,000.00	3,043.00		18,957.00
Storage	6,500.00	1,977.26		4,522.74
Marketing (External)	90,000.00	776.90		89,223.10
Miscellaneous Costs	7,000.00	439.06		6,560.94
<i>GENERAL OFFICE EXP SUBTOTAL:</i>	255,000.00	78,747.48	30.88%	176,252.52
PROFESSIONAL SERVICES				
Legal Services-Corporate Matters	60,000.00	15,009.10		44,990.90
Legal Services-Other Matters	160,000.00	7,533.10		152,466.90
Audit	67,950.00	11,500.00		56,450.00
Contractor Monitoring Services	130,000.00	12,555.40		117,444.60
Professional Services	198,000.00	24,792.93		173,207.07
Payroll Fees	14,000.00	3,985.87		10,014.13
<i>PROFESSIONAL SERVICES SUBTOTAL:</i>	629,950.00	75,376.40	11.97%	554,573.60

**Workforce Solutions-Alamo
Corporate Expenditure Report
Board Fiscal Year 2016-2017**

	Annual Budget	7/01/16-9/30/2016 Expenses	% Expensed	Remaining Balance
BOARD EXPENSES				
Board Member Travel	12,000.00	-		12,000.00
Board Member Training/Development	10,000.00	-		10,000.00
Board Meetings/Misc.	6,000.00	4,618.95		1,381.05
<i>BOARD EXPENSES SUBTOTAL:</i>	28,000.00	4,618.95	16.50%	23,381.05
TOTAL EXPENSES				
	5,564,631.00	1,062,279.95	19.09%	4,502,351.05
SUMMARY:				
Personnel	3,974,684.00	803,903.45		3,170,780.55
Facility	598,497.00	54,824.11		543,672.89
Equipment/Related Costs	78,500.00	44,809.56		33,690.44
General Office Expenses	255,000.00	78,747.48		176,252.52
Professional Services	629,950.00	75,376.40		554,573.60
Board Expenses	28,000.00	4,618.95		23,381.05
TOTAL CORPORATE EXPENSES				
	5,564,631.00	1,062,279.95	19.09%	4,502,351.05