



Legislation Details (With Text)

**File #:** 24-1367      **Version:** 1      **Name:**

**Type:** Policy      **Status:** Passed

**File created:** 3/11/2024      **In control:** Commissioners Court

**On agenda:** 3/26/2024      **Final action:** 3/26/2024

**Title:** Request for approval of the Standard Operating Procedures for Quarterly Projections.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
3/26/2024	1	Commissioners Court		

**Department:** Management and Budget  
**Department Head/Elected Official:** Daniel Ramos

**Regular or Supplemental RCA:** Regular RCA  
**Type of Request:** Policy

**Project ID (if applicable):** N/A  
**Vendor/Entity Legal Name (if applicable):** N/A

**MWDBE Contracted Goal (if applicable):** N/A  
**MWDBE Current Participation (if applicable):** N/A  
**Justification for 0% MWDBE Participation Goal:** N/A - Goal not applicable to request

**Request Summary (Agenda Caption):**  
 Request for approval of the Standard Operating Procedures for Quarterly Projections.

**Background and Discussion:**  
 Quarterly Projections are used to project expenses for major operating funds to provide Commissioners Court with a status update on the fiscal state of the county compared to the budget. The objectives of establishing a standardized approach for projecting future expenses quarterly include the following:

1. Prepare Commissioners Court with an understanding of existing obligations and recurring expenses.
2. Identify key budget drivers the county is witnessing and inform Commissioners Court.
3. Provide a view of the mid-year approved supplemental impact in the current year’s budget.

**Expected Impact:**  
 A uniformed approach for projecting expenses for major operating funds quarterly.

**Alternative Options:**  
 Not applicable

**Alignment with Goal(s):**

- Justice and Safety
- Economic Opportunity
- Housing
- Public Health
- Transportation
- Flooding
- Environment
- Governance and Customer Service

**Prior Court Action (if any):**

Date	Agenda Item #	Action Taken
2/27/2024	21	No Action

**Location:**

Address (if applicable):

Precinct(s): Choose an item.

<b>Fiscal and Personnel Summary</b>				
Service Name	Current Fiscal Year Cost			Annual Fiscal Cost
	Labor	Non-Labor	Total	Recurring Expenses
<b>Funding Sources</b>				
<b>Existing Budget</b>				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
<b>Total Current Budget</b>	\$	\$	\$	\$
<b>Additional Budget Request</b> ( <i>Requires Fiscal Review Request Form</i> )				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
<b>Total Additional Budget Request</b>	\$	\$	\$	\$
<b>Total Funding Request</b>	\$	\$	\$	\$
<b>Personnel</b> (Fill out section only if requesting new PCNs)				
Current Position Count for Service	-	-	-	-
Additional Positions Request	-	-	-	-

Total Personnel	-	-	-	-
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**Anticipated Court Date:** 3/26/2024

**Anticipated Implementation Date (if different from Court date):** N/A

**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Daniel Ramos, Executive Director

**Attachments (if applicable):** Standard Operating Procedures (SOPs) for Quarterly Projections