



## Legislation Text

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**File #:** 23-0299, **Version:** 1

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**Department:** County Administration

**Department Head/Elected Official:** David Berry, County Administrator

**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 to transfer responsibility for managing county parking facilities and the balance and control of Fund 5201 Parking Enterprise fund from Universal Services to the Harris County Engineering Department and to delete the related PCN in Department 293, effective February 11, 2023.

### **Background and Discussion:**

The Office of County Administration (OCA) is requesting that responsibility for managing County parking facilities be transferred from Universal Services (US) to the Harris County Engineering Department (HCED). This transfer would include all current duties, obligations, and resources associated with parking, including the current balance and control of Fund 5201 Parking Enterprise Fund.

The transfer of funds is planned to take place in two stages: (1) unencumbered labor funds and all non-labor funds to allow Engineering to begin operations, and (2) all remaining funds once Universal Services has wrapped up parking operations and expects no further parking-related expenditures. Some minor adjustments to this plan may need to be made to ensure smooth operations during the transition.

With the responsibility being moved out of Universal Services, OCA is also requesting that the parking coordinator PCN in Universal Services (Department 293) be deleted, effective February 11, 2023. The relevant 3441 form from US requesting this change is attached. HCED may submit a 3441 form with a request to reclass an existing open Engineering PCN to Fund 5201 Parking Enterprise Fund through the standard position reclassification process.

Universal Services will work with Engineering on the successful transition of Parking Enterprise operations, including contracts, open purchase orders, and capital projects. This would allow for more efficient

management of parking facilities, as HCED is already maintaining other County facilities.

**Expected Impact:**

No net fiscal impact. If approved, control of the Parking Facilities Fund (Fund 5201) and the fund balance would transfer from US to HCED. The transfer of responsibilities would also include US transferring management of the Parking Management Services contract to HCED. The PCN for parking coordinator would be eliminated.

**Alternative Options:**

US would continue to be responsible for managing the County’s parking facilities and maintain a PCN for the parking coordinator position.

**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
9/14/21	165	Request for approval that responsibility for managing county parking facilities and a position effective September 25, 2021, along with their accrued time balances, PCN, parking assignment, certain equipment and assets, as well as the necessary funding be transferred from the Office of Management and Budget to US.

**Location:**

Address (if applicable): Multiple

Precinct(s): Countywide

Fiscal and Personnel Summary			
Service Name			
	FY 23	FY 24	Next 3 FYs
<b>Incremental Expenditures (do NOT write values in thousands or millions)</b>			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$

<b>Total Incremental Expenditures</b>	\$	\$	\$
<b>Funding Sources (do NOT write values in thousands or millions)</b>			
Existing Budget			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Current Budget</b>	\$	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Additional Budget Requested</b>	\$	\$	\$
<b>Total Funding Sources</b>	\$	\$	\$
<b>Personnel</b> (Fill out section only if requesting new PCNs)			
Current Position Count for Service	1	-	-
Additional Positions Requested	-	-	-
<b>Total Personnel</b>	-1	-	-

**Anticipated Court Date: January 10, 2023**

**Anticipated Implementation Date (if different from Court date): February 14, 2023**

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

**Contact(s) name, title, department:** William McGuinness, Director-Capital Projects and Infrastructure, OMB

**Attachments** (if applicable): Form 3441