

WS # _____

VS # #1

TRAVIS COUNTY COMMISSIONERS' COURT AGENDA REQUEST

Work Session _____

Voting Session 06/24/08

I. A. Request made by: Joseph P. Gieselman, Executive Manager Phone # 854-9383

B. Requested Text:

Approve setting a Public Hearing on June 24, 2008 to receive comments regarding a request to authorize the filing of an instrument to vacate two 5' public utility easements located along either side of the common lot line of Lots 262 & 263 of Apache Shores, 1st Installment – a subdivision in Travis County, Precinct 3.

C. Approved by: _____
Commissioner Gerald Daugherty, Precinct Three

II. A. Is backup material attached*: Yes X No _____

*Any backup material to be presented to the court must be submitted with this Agenda

Request – 1 original and 8 copies

B. Have the agencies affected by this request been invited to attend?

Yes X No _____ Please list those contacted and their phone number

AB John Hille - 854-9415
Anna Bowlin - 854-9383

Austin American-Statesman
Joe Arriaga - 854-9383

III. PERSONNEL

___ A change in your department's personnel (reclassifications, etc.)

IV. BUDGET REQUESTS

If your request involves any of the following please check appropriately:

- ___ Additional funding for your department
- ___ Transfer of funds within your department budget
- ___ A change in your department's personnel

The County Personnel (473-9165) and/or the Budget and Research Office (473-9171) must be notified prior to submission of this agenda request.

AGENDA REQUEST DEADLINES

All Agenda Requests and supporting materials must be submitted to the County Judge's Office in writing by 5:00 p.m. on Tuesdays for the next week's meeting.

09 JUN 17 AM 11:59
RECEIVED
COUNTY CLERK'S OFFICE



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

MEMORANDUM

DATE: May 21, 2008

TO: Members of the Commissioners' Court

THROUGH: Joseph P. Gieselman, Executive Manager

FROM: Anna Bowlin, Division Director – Development Services

SUBJECT: Approve setting a Public Hearing on June 24, 2008 to receive comments regarding a request to authorize the filing of an instrument to vacate two 5' public utility easements located along either side of the common lot line of Lots 262 & 263 of Apache Shores, 1st Installment – a subdivision in Travis County, Precinct 3.

Summary and Staff Recommendation:

TNR has received a request to vacate two 5' public utility easements (PUE). The PUEs to be vacated are located along the common lot line of Lots 262 & 263 of Apache Shores, 1st Installment. These two lots front on Great Eagle Trail, a street not considered maintained by Travis County. The purpose for this vacation is so that the already existing house is not encroaching on the PUEs. The existing house is located directly over the common lot line.

The utility companies operating in the area have stated that they have no need for the easements that are to be vacated. TNR recommends the vacation of these easements as described in the attached Order of Vacation and as shown on the attached field notes and sketch.

Budgetary and Fiscal Impact:

None.

Issues and Opportunities:

Travis County has no need for these easements and would not benefit from vacating or not vacating. It has been the responsibility of the applicant to contact the utility companies operating in the area. Travis County has relied on the utility companies to decide if the easements need to be retained for the surrounding property owners. At the time of the submittal the applicant stated that he foresees no reason for opposition to this vacation.

Page 2

May 21, 2008

Required Authorizations:

All responding utility companies known to be serving this area have stated that they have no need to retain the easements as described in the attached field notes and sketch. Also, even though not an official requirement of Travis County, we have requested that the constituent contact their HOA in regards to this vacation. The constituent is in the process of doing so at the time of this submittal.

Exhibits:

Order of Vacation

Letter of Request

Field Notes and Sketch

Statements from utility companies (4)

Maps (4)

PS:AB:ps

1105 Great Eagle Trail

08-PUE-03

ORDER OF VACATION

STATE OF TEXAS §

COUNTY OF TRAVIS §

WHEREAS, the property owner requests the vacation of two 5' public utility easements centered along the common lot line of Lots 262 & 263 of Apache Shores, 1st Installment as recorded in Volume 43, Page 29 of the Plat Records of Travis County, Texas, so that the already existing house is not encroaching on the two public utility easements; and

WHEREAS, utility providers serving the area have indicated that they have no need for the two 5' public utility easements requested to be vacated as described in the attached field notes and sketch; and

WHEREAS, the Travis County Transportation and Natural Resources Department recommends the vacation of the two 5' public utility easements as described in the attached field notes and sketch; and

WHEREAS, the required public notice was posted and the Travis County Commissioners Court held a public hearing on June 24, 2008 to consider the proposed action; and

NOW, THEREFORE, by unanimous vote, the Commissioners Court of Travis County, Texas, orders that the two 5' public utility easements located along the common lot line of Lots 262 & 263 within Apache Shores, 1st Installment, as shown on the attached sketch and described in the attached field notes, are hereby vacated.

ORDERED THIS THE _____ DAY OF _____ 2008.

SAMUEL T. BISCOE, COUNTY JUDGE

COMMISSIONER RON DAVIS
PRECINCT ONE

COMMISSIONER SARAH ECKHARDT
PRECINCT TWO

COMMISSIONER GERALD DAUGHERTY
PRECINCT THREE

COMMISSIONER MARGARET GOMEZ
PRECINCT FOUR



May 2, 2008

Transportation and Natural Resources
411 W 13th Street
Executive Office Building, 11th Floor
Austin, TX

RE: Vacating Public Utility Easement at 14615 Great Eagle Tr, Austin, TX
78734

Please consider this letter as our formal request to vacate the PUE that runs between the 2 lots that our home is located on. The PUE we wish to have vacated runs through the middle of our house. This easement would make it very difficult to sell if we ever should desire and it is unsettling just knowing it is there.

Legal Description: Lot 262 & 263 Apache Shores First Installment
Address: 14615 Great Eagle Tr., Austin, TX 78734
Phone Number: 512 914-1774

With this letter I have included:

- Easement Vacation survey
- Easement Vacation Field Notes
- Property Survey
- Release of Easement forms from:
 - SBC Texas/AT&T
 - Travis County WCID #17
 - Time Warner Cable
 - Austin Energy

Thank you,

Marilyn Hammond

Barton Hammond

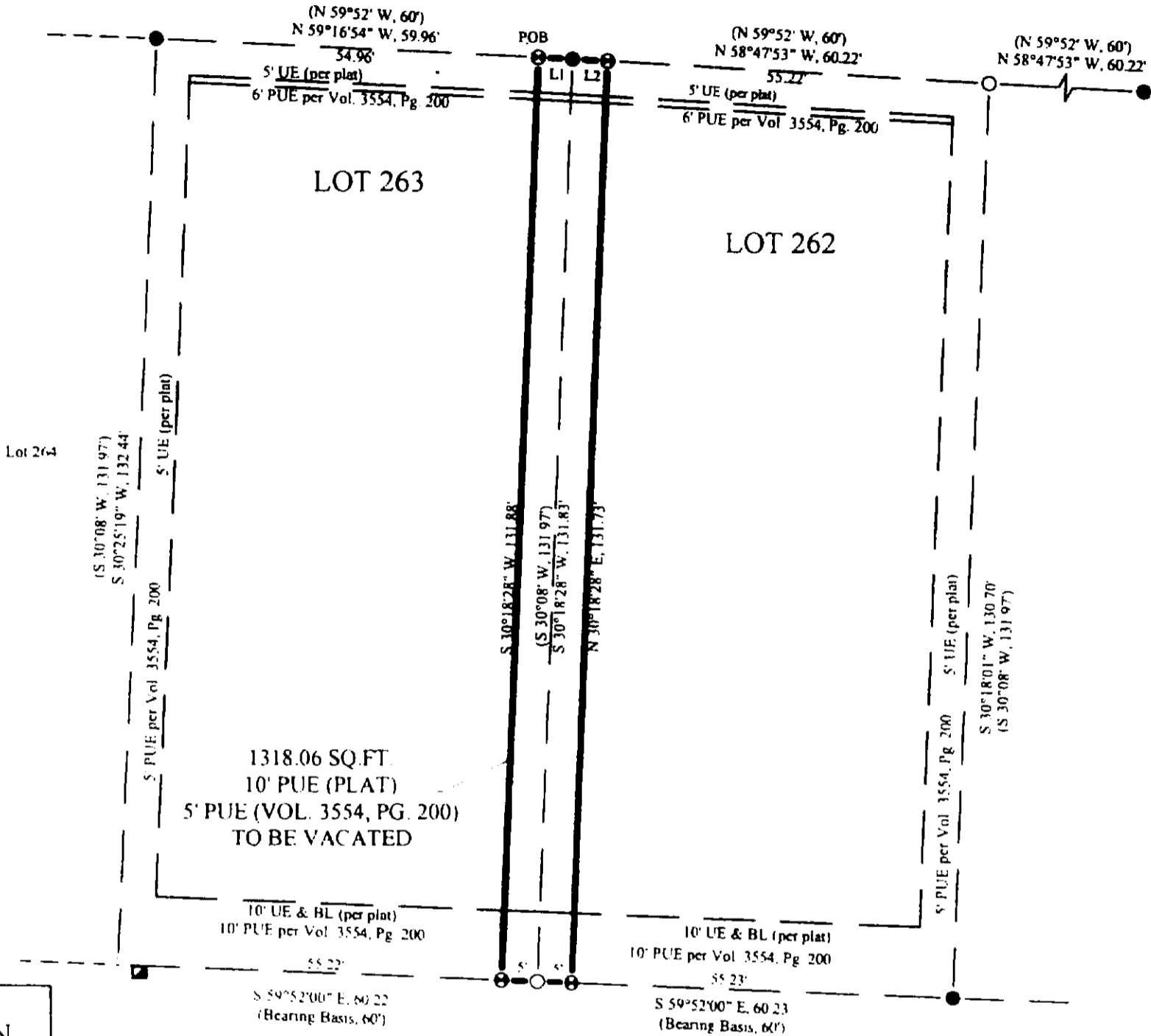
14615 Great Eagle Trail,

Austin, Texas 78734
e-mail: marilyn@marilynhammond.com

(512) 914-1774

EASEMENT VACATION

Leonor M. Josey, Inc
Vol 1991, Pg. 372
(per plat)



L1 = N 59°16'54" W, 5.00'
L2 = N 58°47'53" W, 5.00'

LEGEND

- CALCULATED POINT
- 1/2" IRON PIPE FOUND
- 1/2" ROD FOUND
- 1/2" ROD SET
- UE UTILITY ESMT
- PUE PUBLIC UTILITY ESMT
- () RECORD INFORMATION

10' PUE AND UE VACATION
14615 GREAT EAGLE TRAIL
LOTS 262-263
APACHE SHORES FIRST
INSTALLMENT
AUSTIN, TRAVIS
COUNTY, TEXAS
VOLUME 43, PAGE 29

SURVEY DATE	APRIL 22, 2008	
JOB NO	A0418408	
CALC BY	JEREMY WARREN	04 22 2008
DRAWN BY	JEREMY WARREN	04 22 2008
CHECKED BY	JEREMY WARREN	04 22 2008
RPLS CHECK	DENNIS RUST	04 22 2008

ALLSTAR
Land surveying

9020 ANDERSON MILL RD
AUSTIN, TEXAS 78729
(512) 249-8149 PHONE
(512) 331-5217 FAX
WWW.ALLSTARLANDSURVEYING.COM

GREAT EAGLE TRAIL
(50' R () W)

Dennis R. Rust

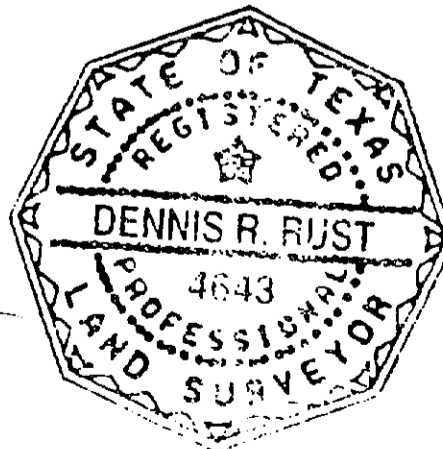


EXHIBIT "A"
EASEMENT VACATION
FIELD NOTES
4-22-2008

Being a tract or parcel of land situated in Travis County, Texas, and being a part of Lot 262 and Lot 263, APACHE SHORES FIRST INSTALLMENT, a recorded addition to said County, a plat of same being recorded in Volume 43, Page 29, Plat Records of Travis County, Texas, said property being a 10 Public Utility Easement, 5 foot on Lot 262 and 5 foot on Lot 263, said easement being more particularly described as follows:

BEGINNING at a point for corner on the north line of Lot 263, said corner bears $S59^{\circ}16'54''E$ a distance of 5.00 feet from the southwest corner of Lot 263 and the southeast corner of Lot 262; THENCE $N59^{\circ}16'54''W$ and with the south line of Lot 263 a distance of 5.00 feet to a $\frac{1}{2}$ " iron rod found for corner at the southwest corner of Lot 263 and the southeast corner of Lot 262; THENCE $N58^{\circ}47'53''W$ and with the south line of Lot 262 a distance of 5.00 feet to a point for corner, corner being the southwest corner this tract of land; THENCE $N30^{\circ}18'28''E$ a distance of 131.73 feet to a point for corner on the south right-of-way line of Great Eagle Trail a 50 foot public road; THENCE $S59^{\circ}52'00''E$ and with the south right-of-way line of Great Eagle Trail a distance of 10.00 feet to a point for corner, corner being the northeast corner of this tract of land:



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF PROPERTY

An application is being made to Travis County for the vacation of property at 14615 Great Eagle Tr, Austin, TX 78734 (address) and/or Lot 262 & 263 Apache Skans First Installment (legal description) and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

We do not have need for an easement on the property as described in the accompanying document.

We do have a need for an easement on the property as described in the accompanying document. A description of the required easement is attached.

Signature
JUDITH E. FOWLER
Printed Name
DISTRICT 100 PROCESS
Title
MANAGER
Austin Energy
Utility Company of District
4-14-08
Date

Please return this completed form to:

Marilyn Hammond
14615 Great Eagle Tr
Austin, TX 78734
(512) 914-1774

M:\ADMIN\ACE\PERMITS\FORMS\STMT.WPD
11/27/01.ppt

Revised



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF PROPERTY

An application is being made to Travis County for the vacation of property at 14615 Great Eagle Tr, Austin, TX 78734 (address) and/or Lot 262 & 263 Apache Shores First Installment (legal description) and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

We do not have need for an easement on the property as described in the accompanying document.

We do have a need for an easement on the property as described in the accompanying document. A description of the required easement is attached.

Deborah Gernes
Signature

Printed Name

DEBORAH GERNES

Title

General Manager

Utility Company or District

TRAVIS COUNTY W.C. & I.D. #17

Date 4/03/08

Name

Address

City/State/Zip

Travis County WCID #17
3812 Eck Lane
Austin, TX 78734

Please return this completed form to:

Marilyn Hammond
14615 Great Eagle Tr.
Austin, TX 78734
(512) 914-1774

M: ADMIN ACE PERMITS FORMS STMT WPD
11-27-01 paa

Revised



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF PROPERTY

An application is being made to Travis County for the vacation of property at 13615 Great Eagle Tr, Austin, Tx 78734 (address) and/or Lot 202 of 263 Apache Shores First Installment (legal description) and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- We do not have need for an easement on the property as described in the accompanying document.
- We do have a need for an easement on the property as described in the accompanying document. A description of the required easement is attached.

Laurie Schumpert
Signature
Laurie Schumpert
Printed Name
Designer
Title
Time Warner Cable - Central TX
Utility Company or District
April 3, 2008
Date

Please return this completed form to:

Mr. Joe Hammond
13615 Great Eagle Tr
Austin, TX 78734
512-854-9383
UTILITY PERMITS FORMS SECTION
1/27/08

Name

Address

City/State/Zip

**STATE OF TEXAS
COUNTY OF TRAVIS**

RELEASE OF EASEMENT

WHEREAS, the plat of Apache Shores First Installment, Austin, Texas, a subdivision in the County of Travis, of record in Volume 43, Page 29 of the Plat Records of Travis County, Texas, easements of record in Volume 3554, Page 200, and said record reflects a 5 foot PUE on either side of the common lot lines of Lots 262 and 263, of said subdivision, of record in Document 2005037412, Property Records of Travis County, Texas and as applicant requests the release of said easements on said property, said property located at 14615 Great Eagle Trail, AND:

WHEREAS, all utilities are in place within other dedicated easements, and no further need exists for the above easements as reflected on said plat:

NOW, THEREFORE, in consideration of the premises and in order to adjust because of proposed encroachment upon these easements, the undersigned do hereby abandon all right, title and interest in and to these easements, as described, on the above addressed property, in said subdivision..

EXECUTED this 7 day of April, 2008

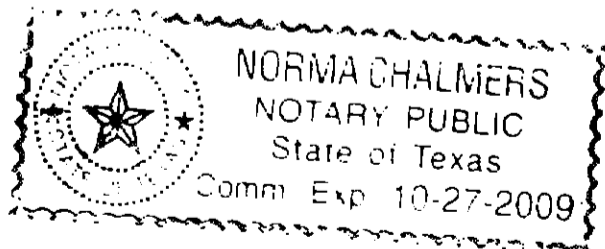

MGR.-ENG. DESIGN

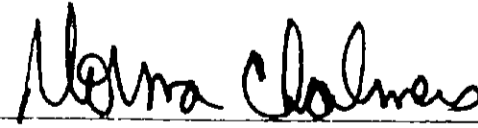
SOUTHWESTERN BELL TELEPHONE, L.P., a Texas limited partnership,
d/b/a AT&T Texas

By: SBC TEXAS, L.L.C.,
a Delaware limited liability company,
its general partner

BEFORE ME, the undersigned authority, on this day personally appeared Philip La Rocca, Manager-Engineering Design, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and consideration there expressed, as the act and deed of **SOUTHWESTERN BELL TELEPHONE COMPANY** and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE 7th day of April, 2008




Notary Public, State of Texas

My commission expires 10-27-09

ENCROACHMENT AGREEMENT

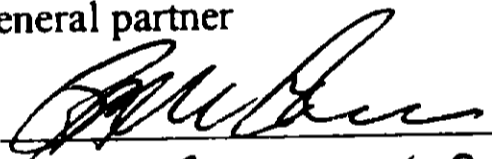
Whereas Southwestern Bell Telephone Company, using or entitled to use, under the terms and provisions of our respective franchises with the property owners of Apache Shores First Installment, Austin, Texas, a subdivision in the County of Travis, State of Texas, of record in Volume 43, Page 29, Plat Records of Travis County, Texas, and said record reflects a 10 foot PUE on the front property line of Lots 262 and 263, and a 5 foot PUE on either side of the common side property lines of Lots 261 and 262, of said subdivision, easements of record in Volume 3354, Page 200, Lots of record in Document 2005037412, Property Records of Travis County, Texas, of said subdivision, that portion of this easement, do hereby consent to the encroachment upon said easements, with the requirement that the owner move structure, at owner's expense, to clear said easement should access become necessary:

The address locally known as: 14615 Great Eagle Trail

The request is for: Barton & Marilyn Hammond
14615 Great Eagle Trail
Austin, Texas 78734

SOUTHWESTERN BELL TELEPHONE COMPANY,
a Texas limited partnership,
d/b/a AT&T Texas

By: SBC TEXAS, L.L.C.,
a Delaware limited liability company,
its general partner

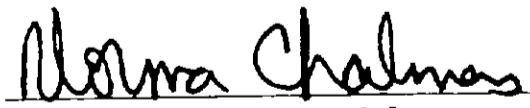
By: 
Name: Philip La Rocca

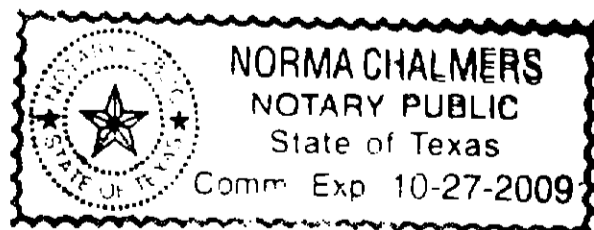
Title: Manager-Engineering Design

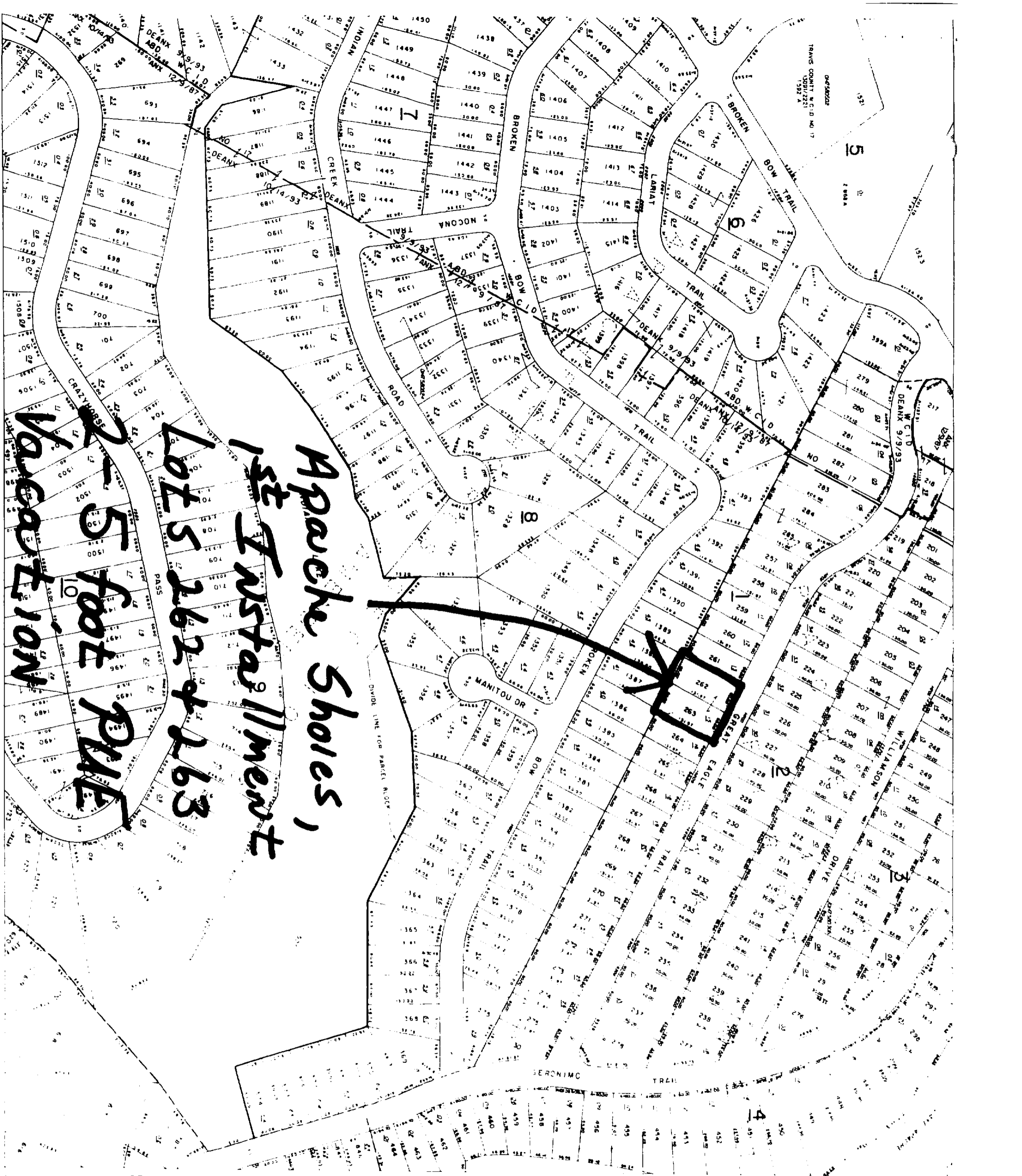
STATE OF TEXAS §

COUNTY OF TRAVIS §

This instrument was acknowledged before me on 7th April, 2008 by Philip La Rocca, Manager, Engineering/Design, SBC, a Delaware limited liability company, as general partner of SOUTHWESTERN BELL TELEPHONE COMPANY, a Texas limited partnership, d/b/a AT&T Texas, on behalf of said limited partnership.

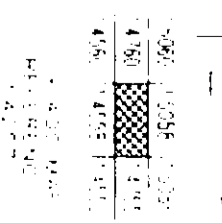

Notary Public by and for
The State of Texas
My commission expires 10-27-2009

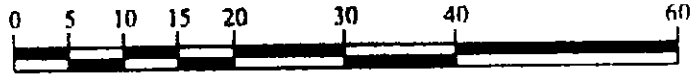




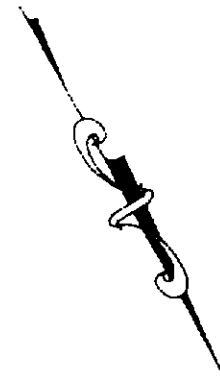
Vasco Section
5 foot PUE
1st Installment
Lots 262 & 263

PLAT NO. 14900
 DEANX W.C.D. 9/9/93
 DEANX 12/9/94
 DEANX 9/9/93
 DEANX 12/9/94
 DEANX 9/9/93
 DEANX 12/9/94
 DEANX 9/9/93
 DEANX 12/9/94

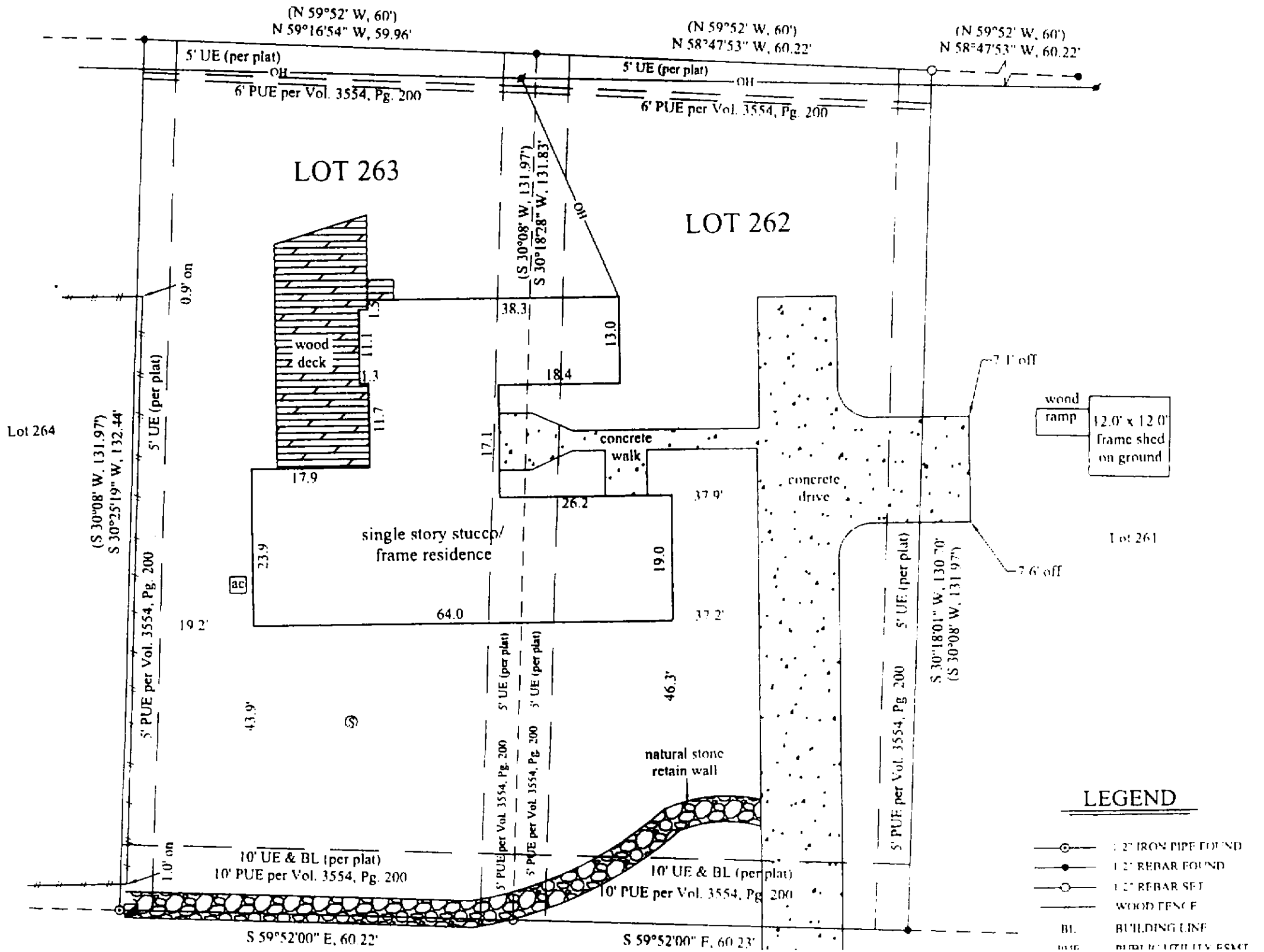




Scale 1"=20'



Lenoir M. Josey, Inc.
Vol. 1991, Pg. 372
(per plat)

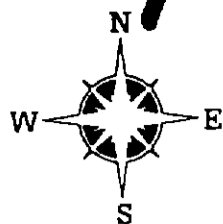


LEGEND

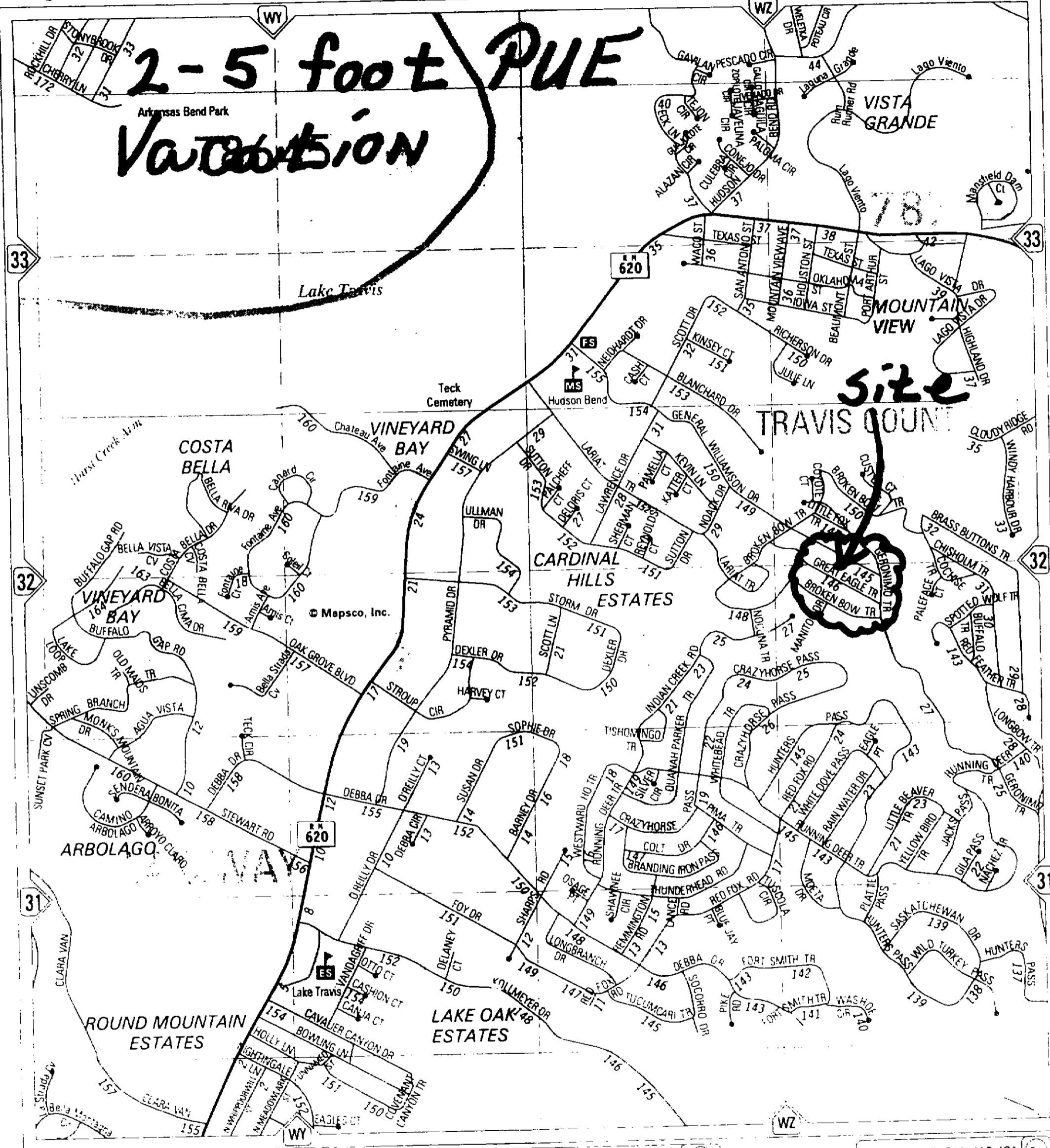
- 1.2" IRON PIPE FOUND
- 1.2" REBAR FOUND
- 1.2" REBAR SET
- WOOD FENCE
- BL BUILDING LINE
- UG UTILITY LINE EXACT

Apache Shores, 1st INSTALLMENT Lots 262 & 263

490



CONTINUED ON MAP 460



CONTINUED ON MAP 489

CONTINUED ON MAP 520

CONTINUED ON MAP 491



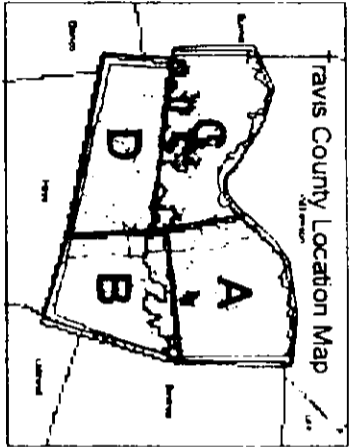
COPYRIGHT 1993, 2006 by MAPSCO INC - ALL RIGHTS RESERVED

BOOK PAGE 1142

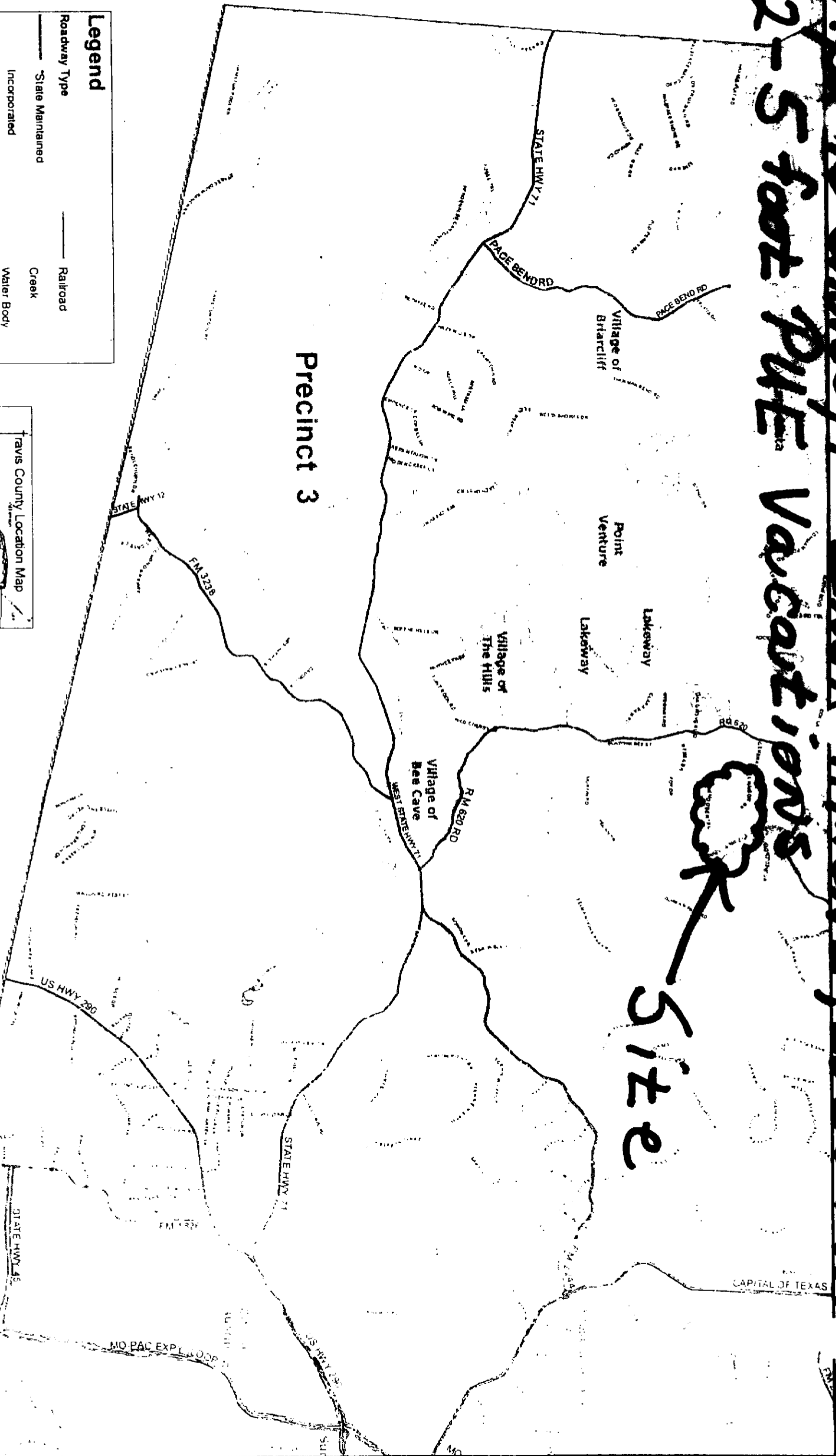
**Apothe Shores, 125 Trust, 11ment, Lots 262 & 263
 2-5 foot PUE Vaccations
 Size**

Legend

Roadway Type	Railroad
State Maintained	Creek
Incorporated	Water Body
Travis County Maintained	Park
Not Maintained	Incorporated Area
Private	County Boundary
Rejection of Dedication	Commissioner Precinct
Undedicated, Private	Precinct 3



Sources: CAD Roads - CAD 11/05
 Undeveloped Roads - Travis County
 11/05 Proposed Roads - Various sources
 Census-MHD 05 Parks - Travis County, DA
 CAD Parks - CAD 12/05 Commissioner Precincts
 Travis County Voter Registrar 2002



Travis County Commissioners Court Agenda Request # 2

Voting Session 6/03/08
(Date)

Work Session _____
(Date)

I. A. Request made by: Joseph P. Gieselman Phone # 854-9383
Executive Manager, TNR

B. Requested Text:
Approve setting a Public Hearing on June 24, 2008 to receive comments regarding requests to authorize the filing of instruments to Reject the Dedication and Quitclaim Deed a 0.78 acre un-named right-of-way (ROW) dedicated by Document #2007152762 across Lot 1 of the Dessau Point subdivision – Travis County, Precinct 2.

C. Approved by: _____
Commissioner Sarah Eckhardt, Precinct 2

II. A. Is backup material attached*: Yes X No _____
*Any backup material to be presented to the court must be submitted with this Agenda Request (original and 8 copies).

B. Have the agencies affected by this request been invited to attend the Work Session? Yes X No _____
Please list those contacted and their phone numbers:

AS Anna Bowlin - 854-9383 John Hille - 854-9415
Austin-American Statesman Sarah Sumner - 854-9383
John Ellis - 854-9383

III. Required Authorizations: Please check if applicable:

- _____ Planning and Budget Office (473-9106)
- _____ Additional funding for any department or for any purpose
- _____ Transfer of existing funds within or between any line item budget
- _____ Grant
- _____ Human Resources Department (473-9165)
- _____ A change in your department's personnel (reclassifications, etc.)
- _____ Purchasing Office (473-9700)
- _____ Bid, Purchase Contract, Request for Proposal, Procurement
- _____ County Attorney's Office (473-9415)
- _____ Contract, Agreement, Policy & Procedure

08 JUN 17 PM 12:00

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits should be submitted to the County Judge's Office no later than 5:00 PM on Tuesday for the following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

MEMORANDUM

DATE: May 22, 2008

TO: Members of the Commissioners' Court

THROUGH: Joseph P. Gieselman, Executive Manager

FROM: ^{AS} Anna Bowlin, Division Director - Development Services

SUBJECT: Approve setting a Public Hearing on June 24, 2008 to receive comments regarding requests to authorize the filing of instruments to Reject the Dedication and Quitclaim Deed a 0.78 acre un-named right-of-way (ROW) dedicated by Document #2007152762 across Lot 1 of the Dessau Point subdivision – Travis County, Precinct 2.

Summary and Staff Recommendation:

The owners/developers of Lot 1, Dessau Point, have requested the rejection of a 0.78 acre un-named right-of-way (ROW), which was dedicated by Document #2007152762. This easement is currently dedicated across Lot 1 of the Dessau Point subdivision. This easement and subdivision is also considered to be within the City of Austin's ETJ.

The owners/developers are currently in the process of re-subdividing Lot 1 into 4, which is currently scheduled for final Commissioners Court approval Jun 24, 2008. To gain access to the 4 lots, an easement was going to be needed. Before a final decision was made on the type of easement to be dedicated, the owners/developers drafted a ROW easement dedication and had it recorded without County approval. This ROW easement was dedicated over an already dedicated 25' waste water easement, which was recorded by separate instrument at Volume 13384, Page 60.

Since the County will not allow a public ROW be dedicated over a private easement and with the City of Austin being responsible for the water and waste water in this area of their ETJ, the City was contacted to see if they would be willing to release the 25' easement. They were not willing.

May 22, 2008

Page 2

The decision was then made that a joint use/public utility/drainage easement be dedicated – not a public ROW. Unfortunately, instead of having a correction document recorded for the already recorded ROW dedication, the owners/developers drafted a separate dedication and had it recorded without County approval. Now there are three separate easements dedicated basically across the same piece property.

With that said, the County will allow the private joint use/public utility/drainage easement to remain dedicated over the 25' waste water easement. However, the dedicated public ROW will need to be removed. Therefore, TNR staff has decided to use the Rejection of Unaccepted Dedication option as outlined in Chapter 82.801(c)(5).

The utility companies known to be operating in the area have stated, in writing, they have no need for the ROW to be rejected. TNR staff recommends approval of the rejection.

Budgetary and Fiscal Impact:

There is no budgetary impact.

Issues and Opportunities:

This will allow the owners/developers to move forward with the recording of the Resubdivision of Lot 1, Dessau Point plat.

Required Authorizations:

John Hille, Assistant County Attorney

Exhibits:

Rejection of Dedication Order
Quitclaim Deed – Exhibit B
Dedication to be rejected Exhibit A
Letter of request
Owner's approval letter
CoA approval letter
Utility sign-offs
Maps (4)

PS:AB:ps

1105 Dessau Point

DS-ROW-03

**ORDER OF THE COMMISSIONERS COURT
OF TRAVIS COUNTY, TEXAS,
REJECTING THE DEDICATION OF
A 0.78 ACRE UN-NAMED RIGHT-OF-WAY AS DEDICATED BY DOCUMENT
#2007152762 AND LOCATED ACROSS LOT 1 OF DESSAU POINT**

STATE OF TEXAS §

COUNTY OF TRAVIS §

WHEREAS, The Commissioners Court of Travis County, Texas, has considered the issue of rejecting a 0.78 acre un-named right-of-way; and

WHEREAS, this un-named right-of-way was dedicated as a separate instrument dedication pursuant to Document #2007152762 of the Official Plat Records of Travis County and located across Lot 1 of the Dessau Point subdivision, a subdivision recorded at Document #200100243; and

WHEREAS, the right-of-way under consideration for rejection of dedication is described in Exhibit A, which is attached hereto and made a part hereof, and is hereinafter referred to as the "Property"; and

WHEREAS, in the Travis County Code, Paragraph (c)(5) of Section 82.801, Vacations, provides that the Commissioners Court may, in its sole discretion, reject an unaccepted public road dedication and quitclaim any interest the County may have in the right-of-way to the underlying owner; and

WHEREAS, the owners of the Dessau Point subdivision has requested that Travis County reject the dedication of the Property; and

WHEREAS, the Property was dedicated as public ROW in error and has never been accepted for maintenance; and

WHEREAS, a private joint use access easement, a public utility easement, and a drainage easement have been dedicated and recorded to replace the Property; and

WHEREAS, the Travis County Transportation and Natural Resources Department foresees no future need for the Property for public roadway purposes; and

WHEREAS, utilities serving the area and owners of land adjacent to the Property have been notified of the possibility that the dedication may be rejected and consented thereto; and

WHEREAS, the Commissioners Court has scheduled an agenda item for this date to consider the matter of the rejection of the dedication of the Property; and

WHEREAS, public notices were posted and the Travis County Commissioners Court held a public hearing on _____, 2008, to consider the proposed action;

NOW, THEREFORE, THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS, FINDS AND ORDERS THAT:

- (1) The recitals to this Order are true and correct and are incorporated in this Order for all purposes.
- (2) The dedication of the Property is hereby rejected and all territory within the boundaries of such dedicated Property will be quitclaimed by the County Judge to the owner of the underlying fee simple interest.
- (3) The form of the Quitclaim Deed is attached hereto as Exhibit B and made a part hereto.

ORDERED THE _____ DAY OF _____ 2008.

SAMUEL T. BISCOE, COUNTY JUDGE

COMMISSIONER RON DAVIS
PRECINCT ONE

COMMISSIONER SARAH ECKHARDT
PRECINCT TWO

COMMISSIONER GERALD DAUGHERTY
PRECINCT THREE

COMMISSIONER MARGARET GOMEZ
PRECINCT FOUR

EXHIBIT "B"
QUITCLAIM DEED

STATE OF TEXAS §
 § **KNOW ALL PERSONS BY THESE PRESENTS:**
COUNTY OF TRAVIS §

That Travis County, a political subdivision of the State of Texas, hereinafter referred to as the "County", HAS QUITCLAIMED and by these presents DOES QUITCLAIM unto DESSAU VENTURES MANAGEMENT, LLC., hereinafter referred to as Transferee, and their successors and assigns, all of the County's right, title and interest, if any, in and to the following described real property situated in Travis County, Texas, to-wit:

That certain tract of land situated in Travis County and being more particularly described as the 0.78 acre dedicated un-named right-of-way, which is described in Exhibit A as recorded at Document #2007152762, which is attached hereto and made a part hereof, and which is located across real property in the Dessau Point subdivision, a subdivision plat of record at Document #200100243, of the Plat Records of Travis County, Texas;

and to the said premises, together with all and singular the rights, privileges, and appurtenances thereto in any manner belonging unto the said County and its assigns forever, so that the County shall not at any time hereafter have, claim, or demand any right of title to the aforesaid property, premises, or appurtenances, or any part thereof.

EXECUTED THIS THE _____ DAY OF _____ 2008.

SAMUEL T. BISCOE
TRAVIS COUNTY JUDGE

STATE OF TEXAS
COUNTY OF TRAVIS

§
§
§

This instrument was acknowledged before me on _____, 2008, by Samuel T. Biscoe, County Judge of Travis County, Texas, on behalf of said county.

Notary Public in and for
The State of Texas

Notary's Name (Printed): _____
My commission expires: _____

Transferee's Address:

After recording please return to:

EXHIBIT A

Legal Description of ROW Tract



5
KAC

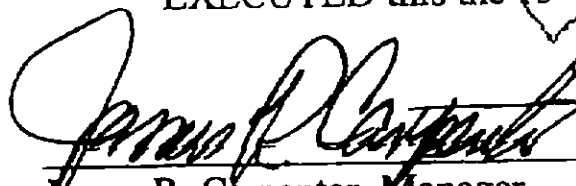
RIGHT OF WAY DEDICATION

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

That I, James R. Carpenter, Manager of Dessau Ventures Management, LLC a Texas limited liability company of Travis County, Texas, being owner of .78 Acres of Land out of Lot 1, Dessau Point, a subdivision of record in document number 200100243 of the Official Public Records of Travis County, Texas and being conveyed to Dessau Ventures Management, LLC by Warranty Deed dated January 25, 2007, recorded in document number 2007014429 of the Official Public Records of Travis County, Texas, do hereby dedicate to the public to use a portion of said land out of the aforementioned tract of land for street and roadway purposes in so far as my interest appears herein.

Said portion of land being more particularly described in metes and bounds as shown on Exhibit 'A'.

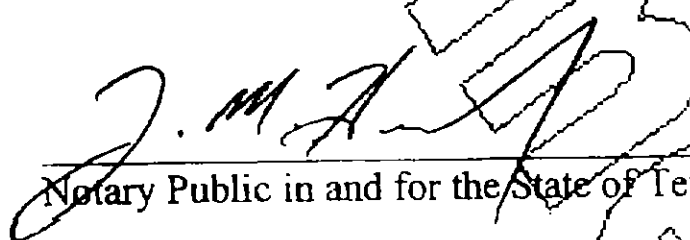
EXECUTED this the 15th day of August, 2007.


James R. Carpenter, Manager
Dessau Ventures Management, LLC

ACKNOWLEDGMENT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

This instrument was acknowledged before me on this the 15th day of August, 2007 by James R. Carpenter, Manager of Dessau Ventures Management, LLC, personally known to me or on the basis of legally sufficient identification for the purposes and consideration stated herein.


Notary Public in and for the State of Texas

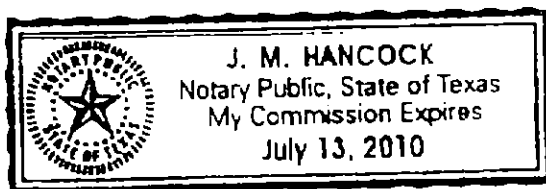


EXHIBIT "A"

Dessau Ventures Management, LLC
To
City of Austin
(Street Deed)

FIELD NOTES

FIELD-NOTE DESCRIPTION OF 0.78 ACRE OF LAND OUT OF LOT 1, DESSAU POINT, A SUBDIVISION OF RECORD IN DOCUMENT NUMBER 200100243 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS AND BEING CONVEYED TO DESSAU VENTURES MANAGEMENT, LLC BY WARRANTY DEED DATED JANUARY 25, 2007, RECORDED IN DOCUMENT NUMBER 2007014429 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS. THE SAID 0.78 ACRE OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING at a ½ inch diameter steel pin set with cap stamped Lenz & Assoc. on the southeast right-of-way line of Immanuel Road at the northerly most corner of the said Lot 1, Dessau Point subdivision, the same being the westerly most corner of Lot 1, Block D, Dessau Business Park, Section Two, a subdivision of record in Document Number 200100244 of the Official Public Records of Travis County, Texas;


THENCE, along the southeast right-of-way line of Immanuel Road, with a curve to the right, having a central angle of $11^{\circ}23'30''$, a radius of 505.00 feet, an arc of 100.41 feet and a chord bearing and distance of $S 50^{\circ}26'39'' W$, 100.24 feet to a ½ inch diameter steel pin set with cap stamped Lenz & Assoc. at the **PLACE OF BEGINNING** of the herein described tract;

THENCE, traversing the interior of the said Lot 1, Dessau Point subdivision, the following nine (9) courses and distances:

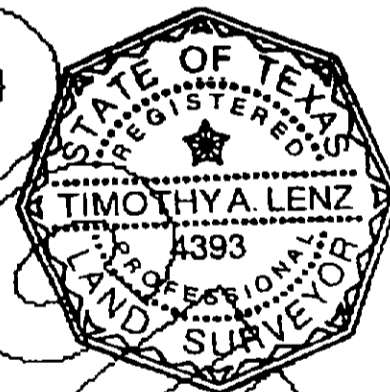
- 1) With a curve to the left, having a central angle of $86^{\circ}25'00''$, a radius of 15.00 feet, an arc of 22.62 feet and a chord bearing and distance of $S 12^{\circ}54'54'' W$, 20.54 feet to a ½ inch diameter steel pin set with cap stamped Lenz & Assoc;
- 2) $S 30^{\circ}17'36'' E$, 77.16 feet to a ½ inch diameter steel pin set with cap stamped Lenz & Assoc;
- 3) With a curve to the left, having a central angle of $15^{\circ}51'33''$, a radius of 452.50 feet, an arc of 125.25 feet and a chord bearing and distance of $S 38^{\circ}13'23'' E$, 124.85 feet to a ½ inch diameter steel pin set with cap stamped Lenz & Assoc. at a point of compound curvature;
- 4) With a curve to the left, having a central angle of $61^{\circ}01'31''$, a radius of 15.00 feet, an arc of 15.98 feet and a chord bearing and distance of $S 76^{\circ}39'56'' E$, 15.23 feet to a ½ inch diameter steel pin set with cap stamped Lenz & Assoc. at a point of reverse curvature;
- 5) With a curve to the right, having a central angle of $292^{\circ}16'36''$, a radius of 75.00 feet, an arc of 382.59 feet and a chord bearing and distance of $S 38^{\circ}57'35'' W$, 83.58 feet to a ½ inch diameter steel pin set with cap stamped Lenz & Assoc. at a point of reverse curvature;

- 6) With a curve to the left, having a central angle of $52^{\circ}09'41''$, a radius of 15.00 feet, an arc of 13.66 feet and a chord bearing and distance of $N 20^{\circ}59'33'' W$, 13.19 feet to a $\frac{1}{2}$ inch diameter steel pin set with cap stamped Lenz & Assoc. at a point of reverse curvature;
- 7) With a curve to the right, having a central angle of $16^{\circ}46'13''$, a radius of 522.50 feet, an arc of 152.93 feet and a chord bearing and distance of $N 38^{\circ}40'42'' W$, 152.39 feet to a $\frac{1}{2}$ inch diameter steel pin set with cap stamped Lenz & Assoc.;
- 8) $N 30^{\circ}17'36'' W$, 80.55 feet to a $\frac{1}{2}$ inch diameter steel pin set with cap stamped Lenz & Assoc.;
- 9) With a curve to the left, having a central angle of $82^{\circ}32'29''$, a radius of 15.00 feet, an arc of 21.61 feet and a chord bearing and distance of $N 71^{\circ}33'51'' W$, 19.79 feet to a $\frac{1}{2}$ inch diameter steel pin set with cap stamped Lenz & Assoc. on the southeast right-of-way line of Immanuel Road;

THENCE, along the southeast right-of-way line of Immanuel Road, with a curve to the left, having a central angle of $11^{\circ}02'30''$, a radius of 505.00 feet, an arc of 97.32 feet and a chord bearing and distance of $N 61^{\circ}38'40'' E$, 97.17 feet to the **PLACE OF BEGINNING**, containing 0.78 acre of land, more or less;


Timothy A. Lenz, R.P.L.S. No. 4393

Lenz & Associates, Inc.,
1714 Fort View Road, Suite 200
Austin, Texas 78704
(512) 443-1174



BEARING BASIS

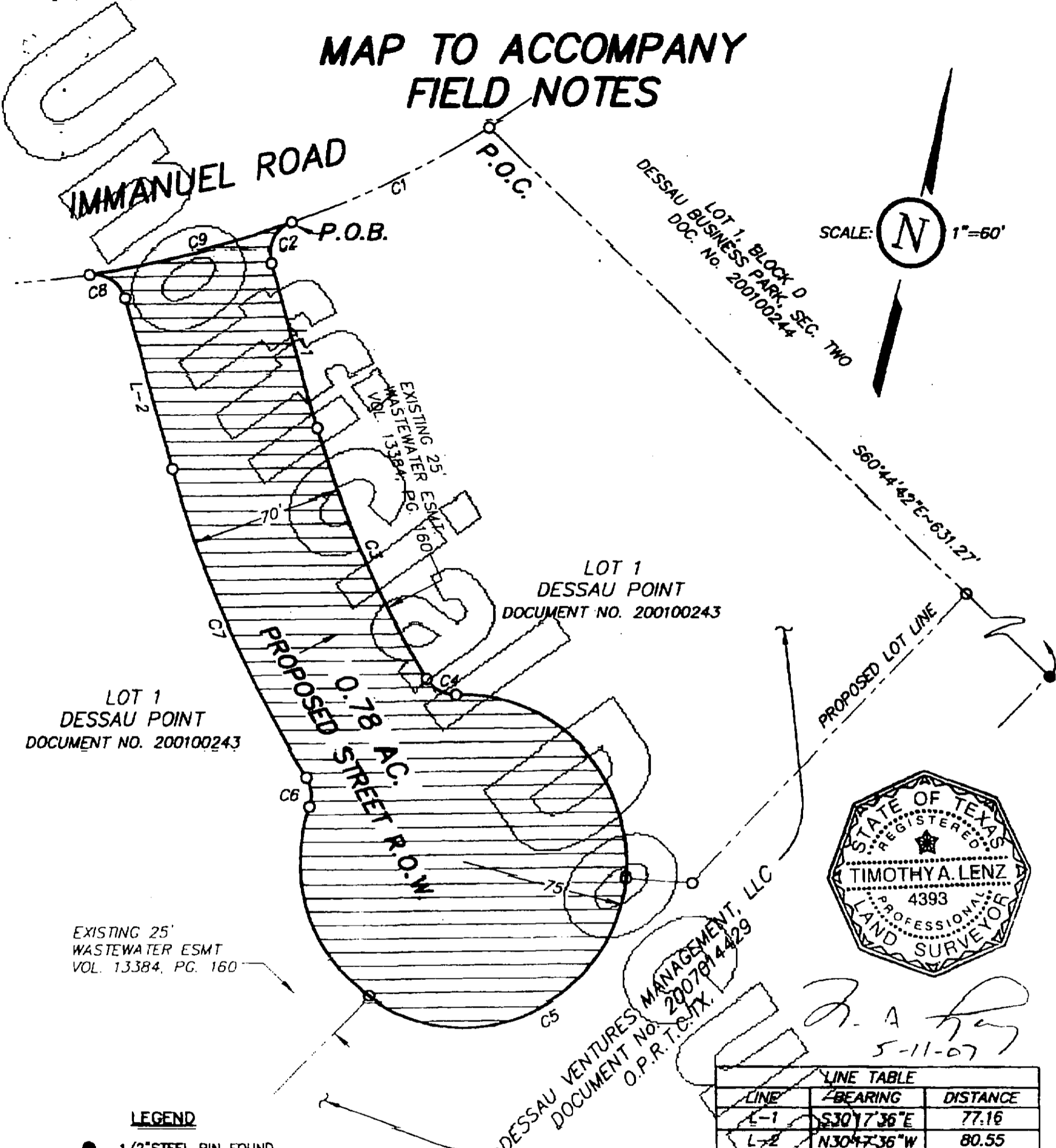
Monumented south line of Lot 5, Block D, Dessau Business Park Section Two, Doc. 200100244,
Official Public Records of Travis County, Texas ($S 60^{\circ}44'46'' E$)

TCAD 02-5636-0503 & 02-5636-0502

Austin Grid P-33

2003-0448F(street).doc

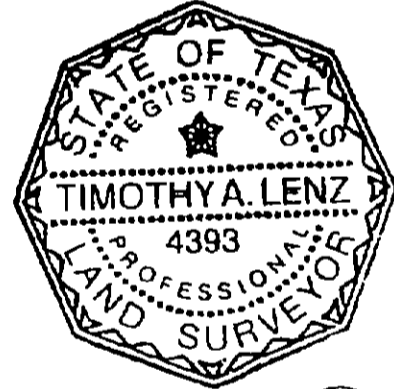
MAP TO ACCOMPANY FIELD NOTES



LOT 1
DESSAU POINT
DOCUMENT NO. 200100243

LOT 1
DESSAU POINT
DOCUMENT NO. 200100243

EXISTING 25'
WASTEWATER ESMT
VOL. 13384, PG. 160



- LEGEND**
- 1/2" STEEL PIN FOUND (UNLESS NOTED)
 - 1/2" STEEL PIN SET W/CAP MARKED 'LENZ & ASSOC.'
 - P.U.E. PUBLIC UTILITY EASEMENT
 - D.E. DRAINAGE EASEMENT
 - (BRG. ~ DIST.) RECORD CALL
 - P.O.C. POINT OF COMMENCEMENT
 - P.O.B. POINT OF BEGINNING

LINE TABLE

LINE	BEARING	DISTANCE
L-1	S30°17'36"E	77.16
L-2	N30°17'36"W	80.55

CURVE TABLE

CURVE	DELTA	RADIUS	TANGENT	ARC	CHORD	BEARING
C1	11°23'30"	505.00	50.37	108.41	100.24	S50°25'39"W
C2	86°25'00"	15.00	14.09	22.52	20.54	S12°54'54"W
C3	15°51'33"	452.50	63.03	125.25	124.85	S38°13'23"E
C4	61°01'34"	15.00	8.84	15.98	15.23	S76°39'56"E
C5	292°16'36"	75.00		382.59	83.58	S38°57'35"W
C6	52°09'41"	15.00	7.34	13.66	13.19	N20°39'33"W
C7	16°46'13"	522.50	77.02	152.93	152.39	N38°40'42"W
C8	82°32'29"	15.00	13.16	21.61	19.79	N71°35'51"W
C9	11°02'30"	505.00	48.81	97.32	97.17	N61°38'40"E

PREPARED BY:
LENZ & ASSOCIATES, INC.
1714 FORT VIEW ROAD, SUITE 200
AUSTIN, TEXAS 78704

S:\Land Projects 3\Dessau Business Park Sec 2 - Lot 5 Blk D\dwg\Lot 1-Prop Esmt.dwg, 5/15/2007 1:34:36 PM, atorres

Return: Carpenter & Associates

925-BN Capital of TX Hwy

Suite 100

Austin, Tx 78746

FILED AND RECORDED

OFFICIAL PUBLIC RECORDS

Dana DeBeauvoir

2007 AUG 15 04:48 PM 2007152762

GONZALES \$32.00

DANA DEBEAUVOIR COUNTY CLERK

TRAVIS COUNTY TEXAS

Recorders Memorandum-At the time of recordation this instrument was found to be inadequate for the best reproduction, because of illegibility, carbon or photocopy, discolored paper, etc. All blockouts, additions and changes were present at the time the instrument was filed and recorded.

UNRECORDED DOCUMENT

Dessau Ventures Management, LLC
925-B South Capital of Texas Highway
Suite 115
Austin, Texas 78746
(512) 306-9993
FAX (512) 306-9494

May 9, 2008

Travis County
Attention: Paul Scroggins
Transportation and Natural Resources
411 West 13th Street
PO Box 1748
Austin, Texas 78767

Re: Formal Request for Rejection of Dcdication of Right-of-Way Easement

Dear Paul:

Per your instructions and the advice you received from the County Attorney, please accept this letter as our formal request that the Travis County Commissioner's Court reject the right of way previously dedicated in Document Number 2007152762 of the Official Public Records of Travis County, Texas. As you are aware, we attempted to dedicate the right-of-way attached as Exhibit 'A' ("ROW Dedication") to the public as we attempted to get our preliminary and final plat approved.

Travis County, in reviewing the plat submittal for transportation purposes, has not accepted the property as public, dedicated right-of-way and has finally refused to accept it.

We re revised our plat showing the ROW Dedication as private access and our final plat is scheduled for approval by Commissioner's Court on June 5, 2008.

It is our hope that this request be formally rejected as soon as possible.

Thank and please contact me with any questions.

Sincerely,



James R. Carpenter, Manager

**Dessau Ventures Management, LLC
925-B South Capital of Texas Highway
Suite 115
Austin, Texas 78746
(512) 306-9993
FAX (512) 306-9494**

May 9, 2008

Travis County
Attention: Paul Scroggins
Transportation and Natural Resources
411 West 13th Street
PO Box 1748
Austin, Texas 78767

Re: Formal Request for Rejection of Dedication of Right-of-Way Easement

Dear Paul:

Please let this letter serve as our consent to the rejection of the dedication of the Right of Way Easement requested by Dessau Ventures Management, LLC on May 9, 2008.

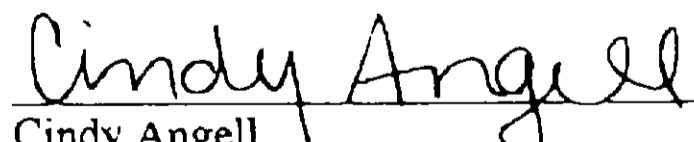
It is our hope that this request be formally rejected as soon as possible.

Thank and please contact me with any questions.

Sincerely,



Wayne Angell



Cindy Angell



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF RIGHT-OF-WAY
ROW VACATION (ETJ) Item #6

An application is being made to Travis County for the vacation of right-of-way in your extraterritorial jurisdiction (ETJ) at 13401 Immanuel Road, Austin, Texas 78660 (address) and/or .78 Acre out of Lot 1, Dessau Point filed in (legal description) and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement; your prompt reply is requested.
Record No. 2007152762
Travis County

STATEMENT

- [X] We do not need the easement on the property described above for transportation purposes.
We do have a need for an easement on the property as described above. A description of the required easement is attached

Signature
Joe Almazan

Printed Name
Development Services Process Coordinator

Title
Austin

City of
Date 5/19/08

Please return this completed form to:
Dessau Ventures Management, LLC
925-B S. Capital of Texas Highway #115
Austin, Texas 78746

Name
Address
City/State/Zip
Fax



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF PROPERTY

An application is being made to Travis County for the vacation of property at ROW Dedicated in Doc # 2007152762 (address) and/or (legal description) and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- We do not have need for an easement on the property as described in the accompanying document.
X We do have a need for an easement on the property as described in the accompanying document. A description of the required easement is attached. The easement already exists (Vol 13384 pg 160)

Signature: Matt Cullen
Printed Name: Matt Cullen
Title: Engineer C
Utility Company or District: Austin Water Utility
Date: 5-19-08

Please return this completed form to:

Name
Address
City/State/Zip

M:\ADMIN\ACE PERMITS\FORMS\STMT.WPD
1/12/01 pcc

Revised



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF PROPERTY

An application is being made to Travis County for the vacation of property at 13401 Immanuel Road, Austin, Texas 78660 (address) and/or right of way dedicated in Doc #2007152762 (legal description) and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

We do not have need for an easement on the property as described in the accompanying document.

We do have a need for an easement on the property as described in the accompanying document. A description of the required easement is attached.

Laure Schumpert
Signature

Laure Schumpert
Printed Name

Designer
Title

Time Warner Cable - Central TX
Utility Company or District

May 21, 2008
Date

Please return this completed form to:
Fax to 306-9494 or
Email to jlmars@realtime.net
and mail to 925-B S Cap Tx Hwy #115
Austin, Texas 78746

Name

Address

City/State/Zip



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

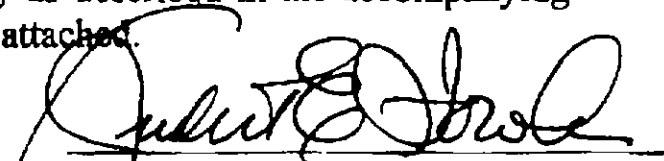
411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF PROPERTY

An application is being made to Travis County for the vacation of property at 13401 Immanuel Road, Austin, Texas 78660 (address) and/or right of way dedicated in Doc #2007152762 (legal description) and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- We do not have need for an easement on the property as described in the accompanying document.
- We do have a need for an easement on the property as described in the accompanying document. A description of the required easement is attached.


 Signature
 Judith E. Fowler
 Printed Name
 Process Manager
 Title
 Austin Energy
 Utility Company or District
 5-22-08
 Date

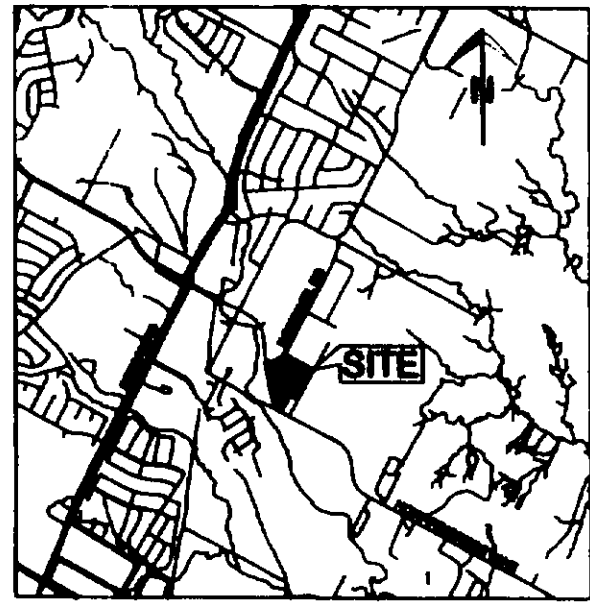
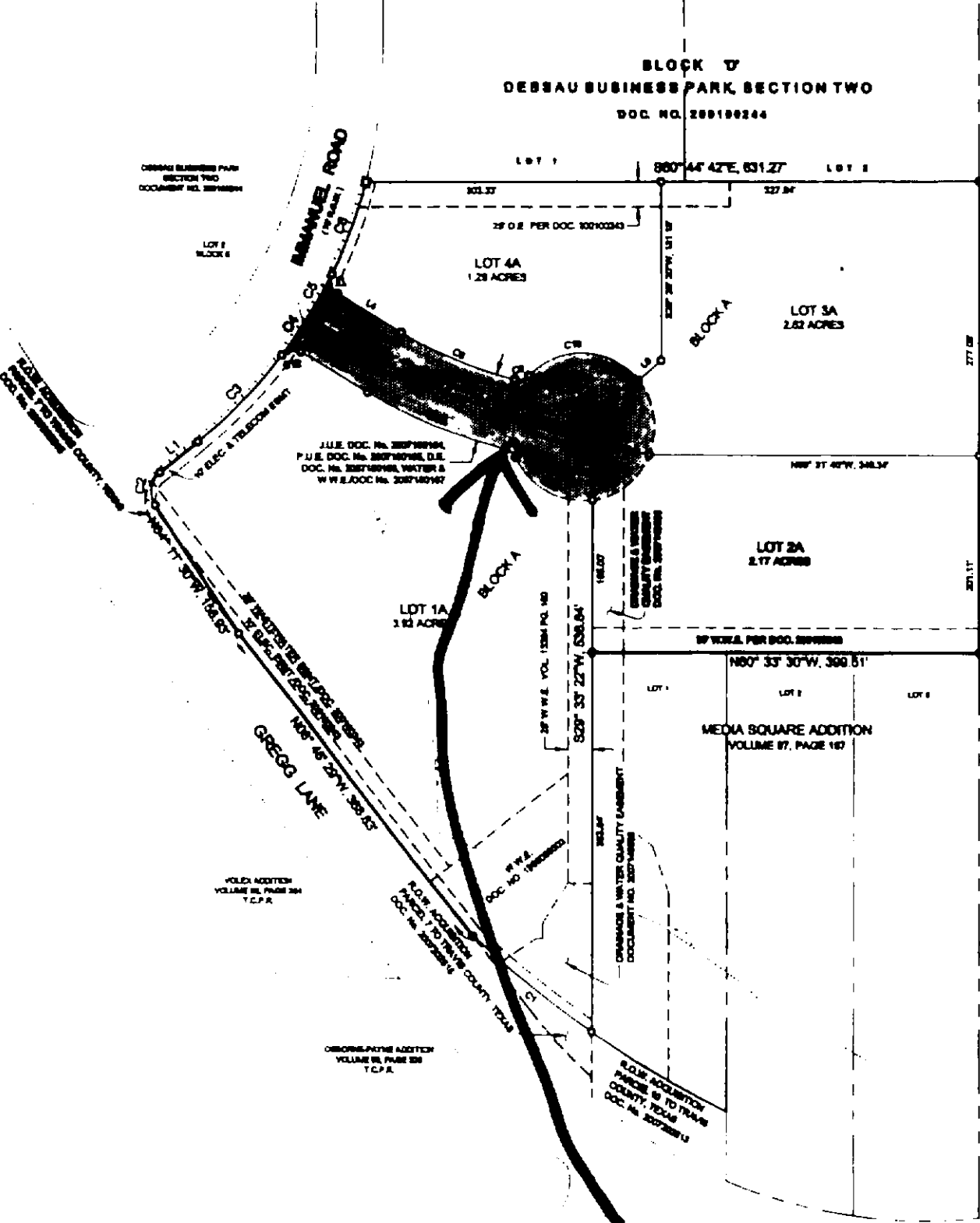
Please return this completed form to:
Fax to 306-9494 or
Email to jmarsh@realtime.net
and mail to 925-B S Cap Tx Hwy #115
Austin, Texas 78746

Name

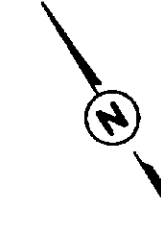
Address

City/State/Zip

Rejection of separate Instrument ROW Dedication



VICINITY MAP
BY PROJECT



GRAPHIC SCALE
(IN FEET)
1 Inch = 100 Ft.

BEARING BASIS - MONUMENTED SOUTH LINE OF LOT 5, BLOCK D, DESSAU BUSINESS PARK SECTION TWO, DOC. 200100244, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS. (88°44'46"E)

LEGEND

- METERS PIN FOUND
- METERS PIN MISSING
- METERS PIN SET W/ CAP
- METERS PIN SET IN CONCRETE
- METERS PIN SET IN CONCRETE W/ CAP MARKED LINE & ASSOC.
- P.M.S. PUBLIC UTILITY EMBLEM
- O.S. OFFSHORE EMBLEM
- J.U.E. JOINT USE EMBLEM
- W.Q.T. WATERWAY EMBLEM
- W.Q.T.Z. WATER QUALITY TRANSITION ZONE
- R.G.V. RIGHT-OF-WAY
- (---) PROPOSED SIDEWALK

LAND USE		
DESCRIPTION	ACRES	USE
LOT 1A, BLOCK A	2.82	INDUSTRIAL/OFFICE/RETAIL
LOT 2A, BLOCK A	2.17	INDUSTRIAL/OFFICE/RETAIL
LOT 3A, BLOCK A	2.82	INDUSTRIAL/OFFICE/RETAIL
LOT 4A, BLOCK A	1.28	INDUSTRIAL/OFFICE/RETAIL
TOTAL LOTS:	9	
TOTAL LOT ACRES:	9.89	

ROW Location

CURVE TABLE						
CURVE NO.	LENGTH	RADIUS	DELTA	TANGENT	CHORD	BEARING
C1	188.99	1062.00	8°28'41"	77.97	158.82	N22°28'08"W
C2	37.29	25.87	89°22'08"	23.06	33.87	N38°28'38"E
C3	123.80	806.00	14°00'48"	82.08	123.18	N74°10'18"E
C4	48.22	806.00	6°28'21"	24.14	48.22	N84°28'48"E
C5	48.09	806.00	6°34'08"	24.06	48.07	N85°34'38"E
C6	103.41	806.04	11°23'38"	80.37	103.24	N55°28'38"E
C7	22.82	18.00	89°28'00"	14.08	23.84	S12°34'54"W
C8	129.24	452.00	16°51'34"	83.02	124.84	S38°13'22"E
C9	18.88	18.00	81°01'33"	8.84	18.22	S78°38'08"W
C10	127.88	75.00	87°48'28"	86.83	113.81	S88°17'38"E
C11	124.82	487.82	14°38'48"	82.88	124.28	S27°37'01"E
C12	21.81	18.00	82°32'28"	13.18	18.78	S71°33'81"E
C13	152.82	522.82	16°48'13"	77.01	152.38	S38°40'42"E
C14	13.88	18.00	82°08'41"	7.34	13.18	S20°58'32"E
C15	88.88	78.00	73°02'21"	66.36	80.10	S11°48'17"E

LINE TABLE		
LINE NO.	LENGTH	DIRECTION
L1	48.99	N81°10'38"E
L2	80.95	S30°17'38"E
L3	81.48	S30°17'38"E
L4	77.48	S30°17'38"E
L5	153.48	S44°58'28"E
L6	70.72	N78°37'48"E

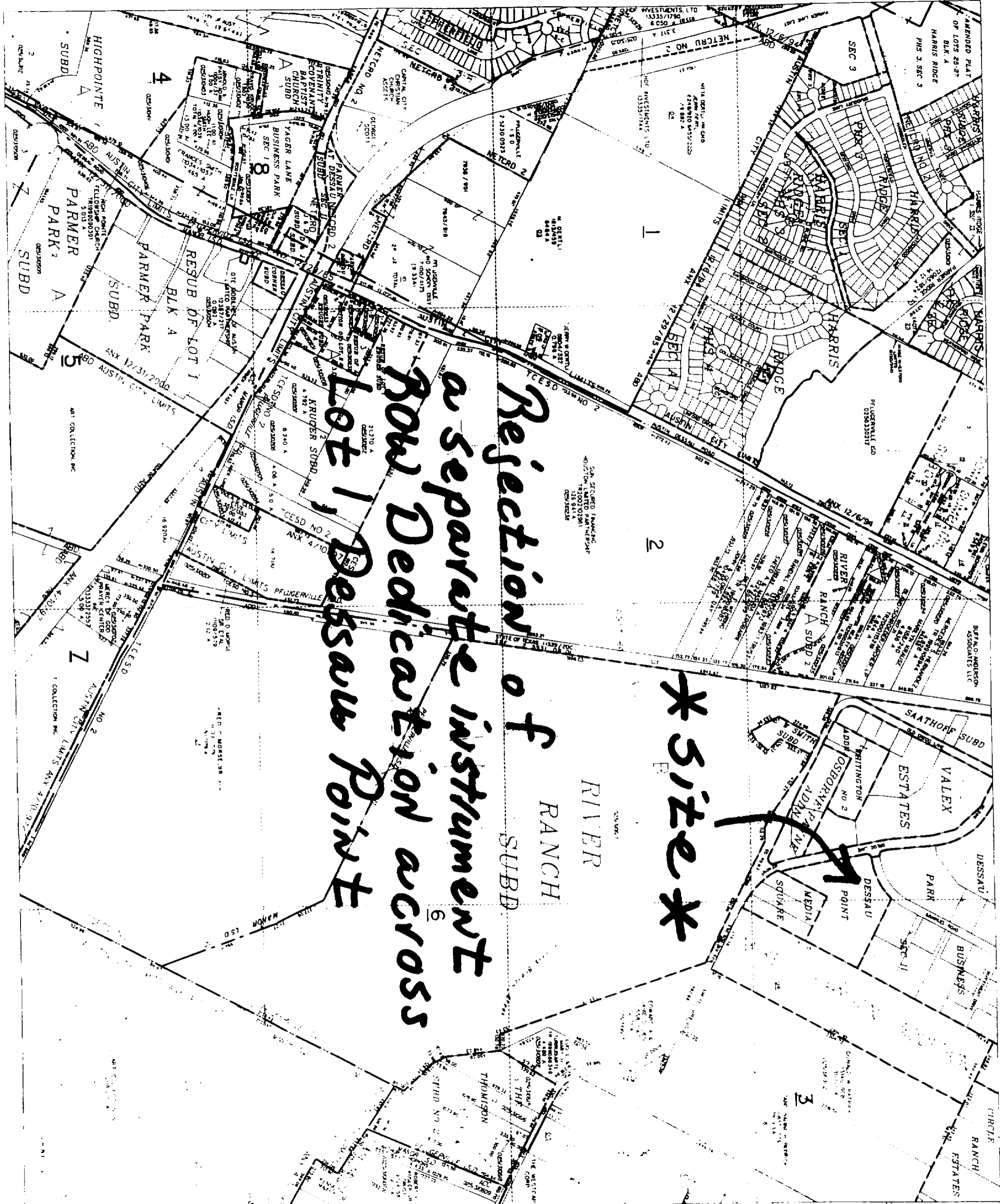
RESUBDIVISION OF LOT 1, DESSAU POINT

A 4 LOT SUBDIVISION
CONSISTING OF 8.80 ACRES

DATE: APRIL 21, 2008

Boyer & Associates

DEVELOPMENT AND
SURVEILLING SERVICES, L.P.
1101 N. BARRETT ST., SUITE 121
ROUND ROCK, TEXAS 78664
(512) 255-2388 FAX
(512) 255-4257 FAX

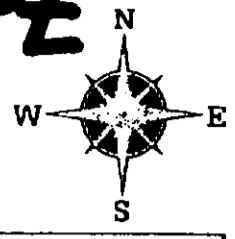


Rejection of
a separate instrument
for Dedication across
Lot 1, Dessau Point

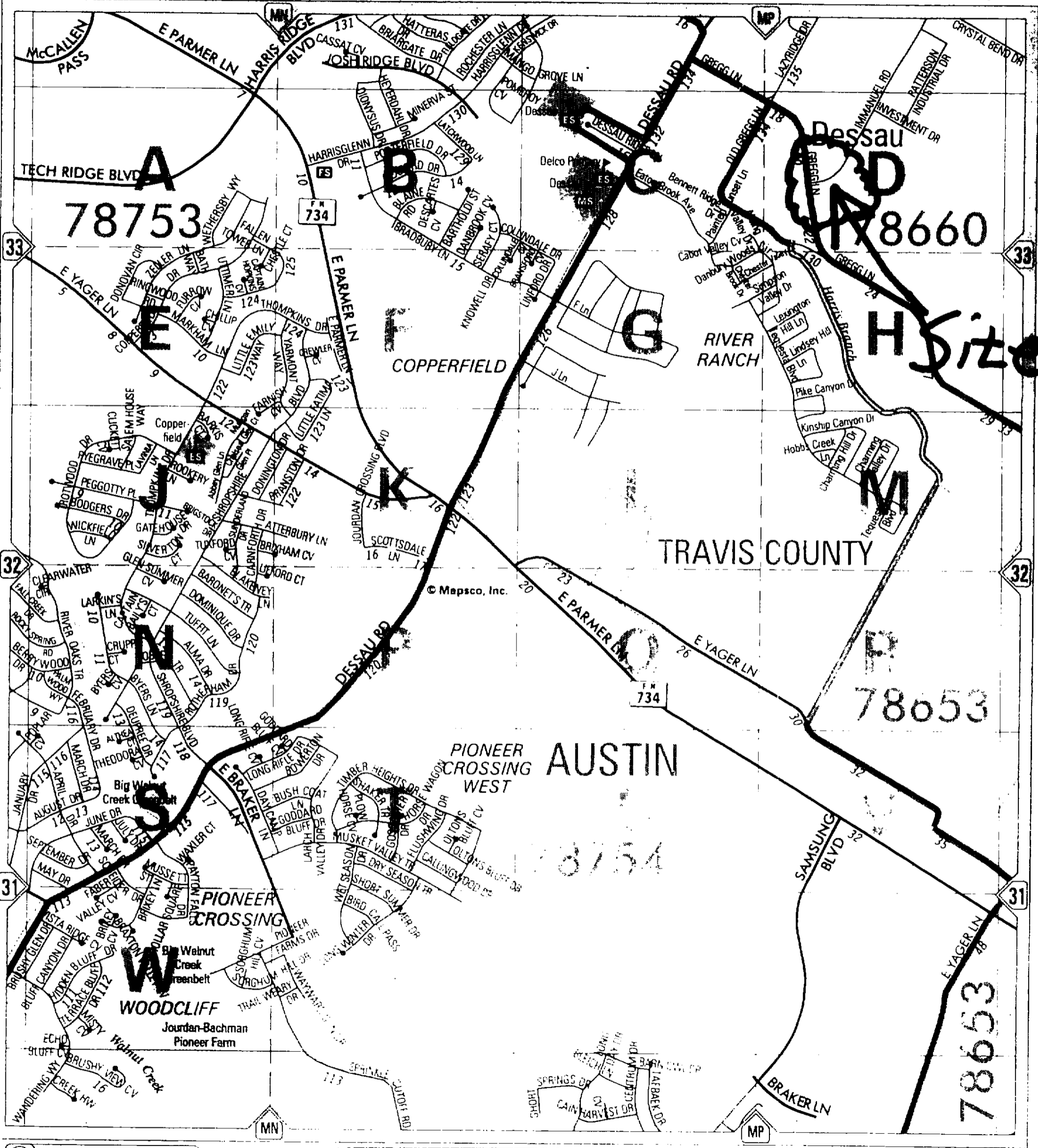
* Site X *

Separate Instrument ROW Rejection - Lot 1, Dessau Pt

497



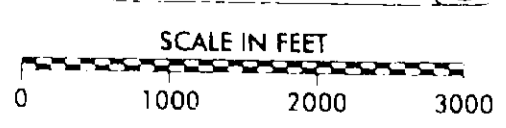
CONTINUED ON MAP 467



CONTINUED ON MAP 496

CONTINUED ON MAP 527

CONTINUED ON MAP 498

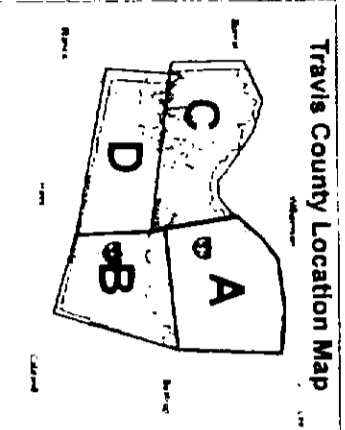


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Rejection of a Separate instrument ROW

dedication located a cross
 Lot A, Dessau Point

Site

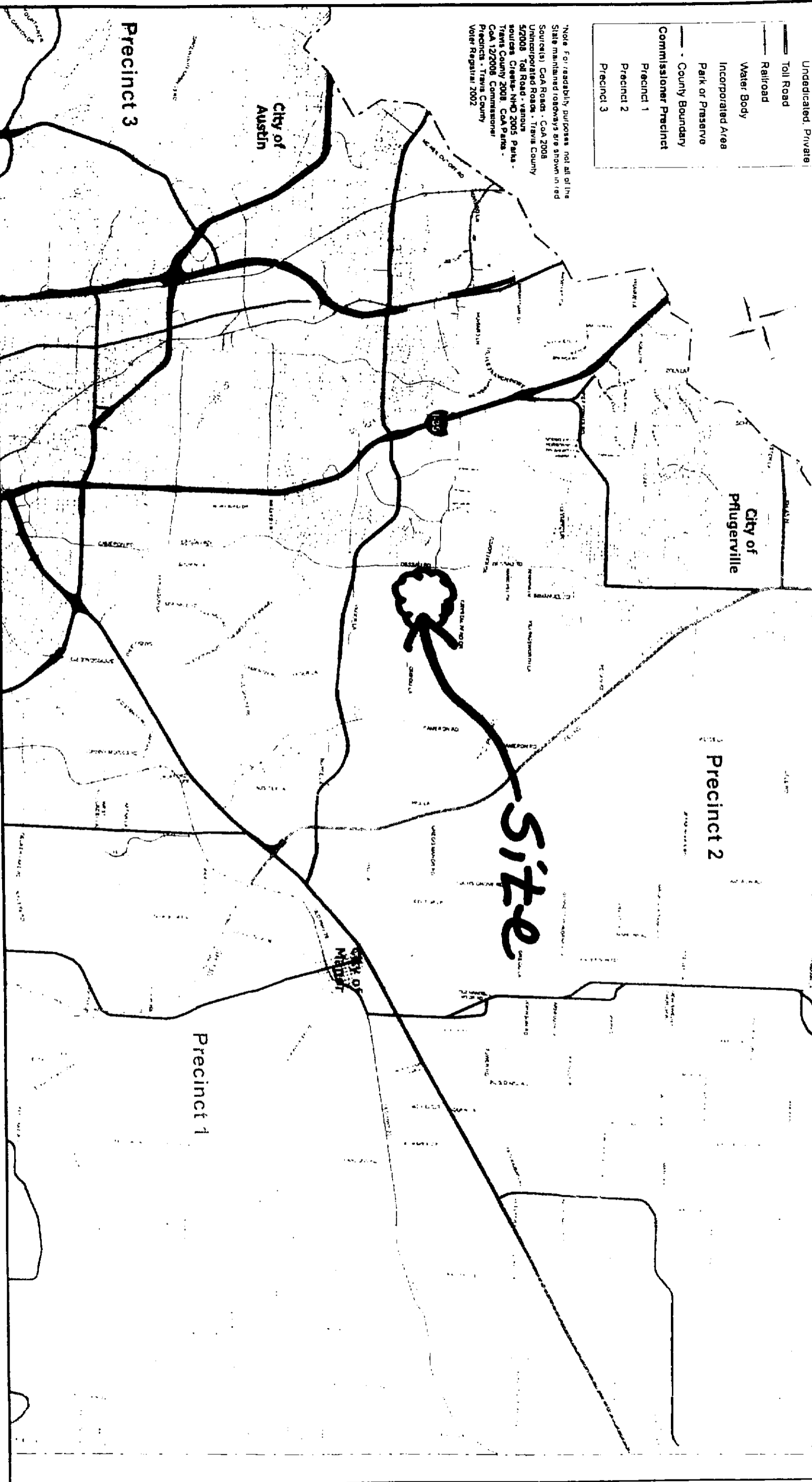


Legend

—	State
—	Incorporated
—	Travis Maintained
—	Not Maintained
—	Private
—	Rel of Dedication
—	Undedicated, Private
—	Toll Road
—	Railroad
—	Water Body
—	Incorporated Area
—	Park or Preserve
—	County Boundary
—	Commissioner Precinct
—	Precinct 1
—	Precinct 2
—	Precinct 3

Note: For readability purposes, not all of the State maintained roadways are shown in red.

Sources: CoA Road - CoA 2008
 Unincorporated Road - Travis County
 5/2/08 Toll Road - various sources
 CoA Parks - Travis County 2008, CoA Parks - CoA 1/2/2008
 Precincts - Travis County Voter Registrar 2002



Travis County Roadways, Map A

Map Disclaimer: This map was created for the Travis County Sign Crew for identifying Travis County's maintained roadways. The data is provided "as is" with no warranties of any kind. For questions, contact the Travis County GIS Coordinator at 512.854.9383.

Text Scale
 1 inch equals 1,002 miles
 1 inch equals 5,292 feet

0 Miles

Travis County Commissioners Court Agenda Request

Voting Session 06/03/08
(Date)

Work Session _____
(Date)

I. A. Request made by: Joseph P. Gieselman Phone # 854-9383
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text:

Approve setting the public hearing for June 24, 2007 to receive comments on:

A. Resubdivision of Dessau Point Lot 1 in Precinct Two (Resubdivision of Dessau Point Lot 1: Four commercial lots – 9.90 Acres – Immanuel Road at Gregg Lane - No Fiscal required – Sewage service to be provided by City of Austin – City of Austin 2 mile ETJ).

C. Approved by:

Commissioner Sarah Eckhardt, Precinct Two

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (original and eight (8) copies of agenda request and backup).

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of the Agenda Request and backup to them:

Sarah C. Sumner: 854-7563 Gayla Dembkowski: 854-7642
Anna Bowlin: 854-7561
Dennis Wilson: 854-4217

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)
 Additional funding for any department or for any purpose
 Transfer of existing funds within or between any line item budget
 Grant

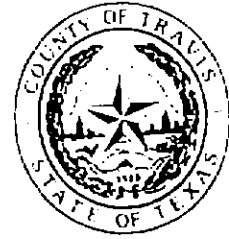
Human Resources Department (854-9165)
 A change in your department's personnel (reclassifications, etc.)

Purchasing Office (854-9700)
 Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)
 Contract, Agreement, Policy & Procedure

CG JUN 17 PM 12:00
COUNTY CLERK

AGENDA REQUEST DEADLINE – This Agenda Request complete with backup memorandum and exhibits MUST be submitted to the County Judge’s Office no later than 5:00 p.m. on Tuesday for the following week’s meeting. Late or incomplete requests will be deferred.



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383

MEMORANDUM

May 23, 2008

TO: Members of the Commissioners Court

THROUGH: Joseph P. Gieselman, Executive Manager

FROM: *AB* Anna Bowlin, Division Director, Development Services

SUBJECT: Resubdivision of Dessau Point Lot 1, Precinct Two

PROPOSED MOTION:

A. Resubdivision of Dessau Point Lot 1 in Precinct Two (Resubdivision of Dessau Point Lot 1: Four commercial lots – 9.90 Acres – Immanuel Road at Gregg Lane - No Fiscal required – Sewage service to be provided by City of Austin – City of Austin 2 mile ETJ).

SUMMARY AND STAFF RECOMMENDATION:

This resubdivision will change the 1 existing commercial lot into 4 total commercial and office lots. No parkland dedication or fiscal is required for this non residential plat with no public infrastructure. The applicant had originally dedicated their joint use access driveway to the County as right of way without verifying if Travis County would accept and maintain it. As it only provides access to the two rear lots and is not critical to the road network and the applicant had not vacated an underlying easement, the county would not accept the dedication. Concurrently with the plat, the applicant is now processing the right of way rejection and has gotten approval from the City and all effected utilities. Notification for the resubdivision was completed and a sign will be posted at the site.

As this plat application meets all Travis County standards and has been approved by the City of Austin, TNR staff recommends approval of the plat.

ISSUES:

Staff has received no inquiries about this project at this time.

BUDGETARY AND FISCAL IMPACT:

None.

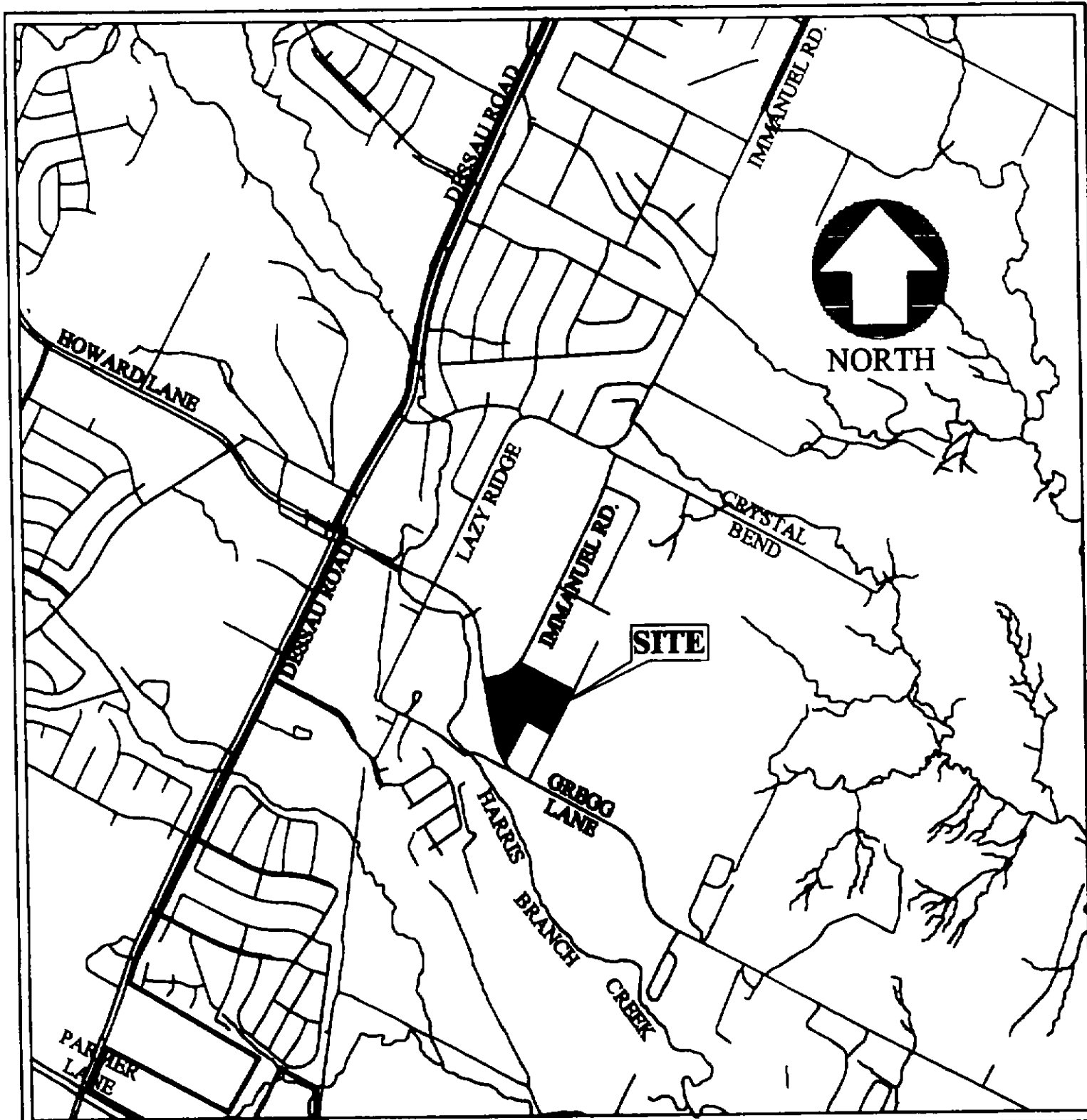
REQUIRED AUTHORIZATIONS:

None.

EXHIBITS:

Location map, Original Plat, Final Plat, Precinct Map

NOV 01 2008



VICINITY MAP
(NTS)

**Boyer &
Associates**

DEVELOPMENT AND
ENGINEERING SERVICES, L.P.
106 S. HARRIS ST., STE. 231
ROUND ROCK, TEXAS 78664
(512) 255-2300 PHONE
(512) 532-6247 FAX

VICINITY MAP

LOT 1, DESSAU POINT
13401 IMMANUEL ROAD

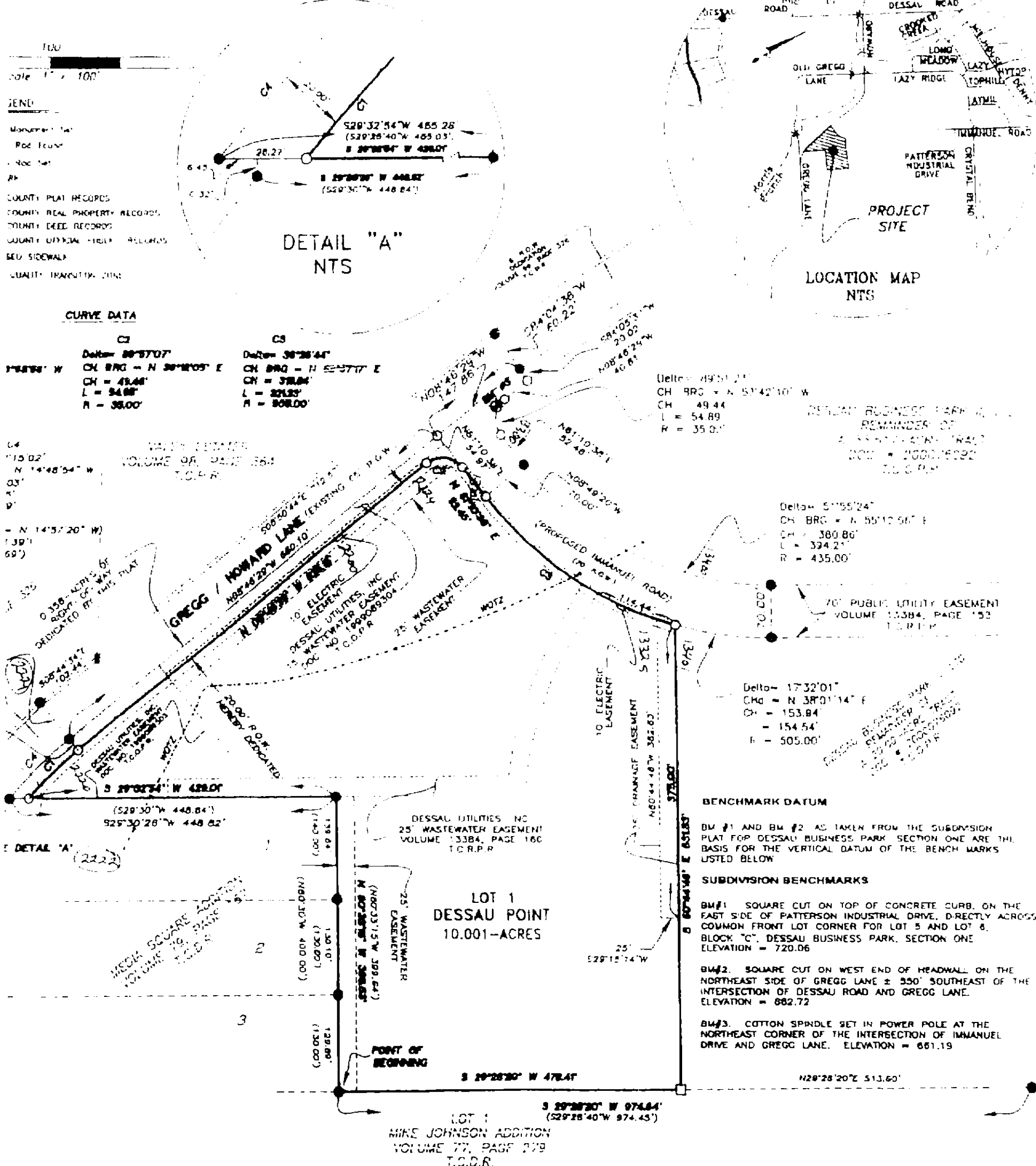
PROJECT NO.: 1043	EXHIBIT NAME: 1043VICINITYMAPEX.HDWG	PLOT DATE/TIME: 11/16/2007 4:42 PM	REV.
SCALE: NTS	PREPARED BY: JB	SHEET: 1 OF 1	

Original File

2.00100243

DESSAU POINT

Sheet 1 OF 2



Scale 1" = 100'

END

Monument Set
 Rod Found
 Rod Set
 Rk

COUNTY PLAT RECORDS
 COUNTY REAL PROPERTY RECORDS
 COUNTY DEED RECORDS
 COUNTY OFFICIAL FIELD RECORDS
 SED SIDEWALK
 QUALITY TRANSPORT, INC.

CURVE DATA

Curve	Delta	Ch. Brg	Ch. Len	L	R
C1	89°57'07"	N 38°10'05" E	43.48'	34.88'	38.00'
C2	38°28'44"	N 52°37'11" E	378.84'	321.32'	308.00'

C4
 115.02'
 N 14°48'54" W
 0.3'

C5
 139'
 N 14°57'20" W
 69'

200' P.O.W. DEDICATED

DESSAU UTILITIES, INC. 25' WASTEWATER EASEMENT VOLUME 13384, PAGE 160 T.C.R.P.R.

Delta= 49°51'21"
 Ch. Brg = N 57°42'10" W
 Ch = 49.44
 L = 54.89
 R = 35.00'

DESSAU BUSINESS PARK, SECTION ONE
 REMAINDER OF
 A 10.001-ACRE TRACT
 VOL. 10001, PAGE 200
 T.C.R.P.R.

Delta= 5°55'24"
 Ch. Brg = N 55°10'56" E
 Ch = 380.86'
 L = 324.21'
 R = 435.00'

70' PUBLIC UTILITY EASEMENT
 VOLUME 13384, PAGE 153
 T.C.R.P.R.

Delta= 17°32'01"
 Ch. Brg = N 38°01'14" E
 Ch = 153.84
 L = 154.54'
 R = 505.00'

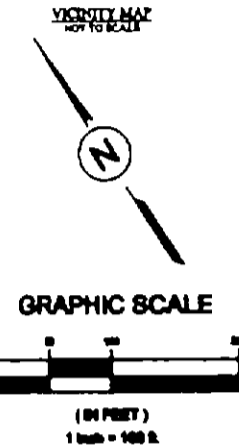
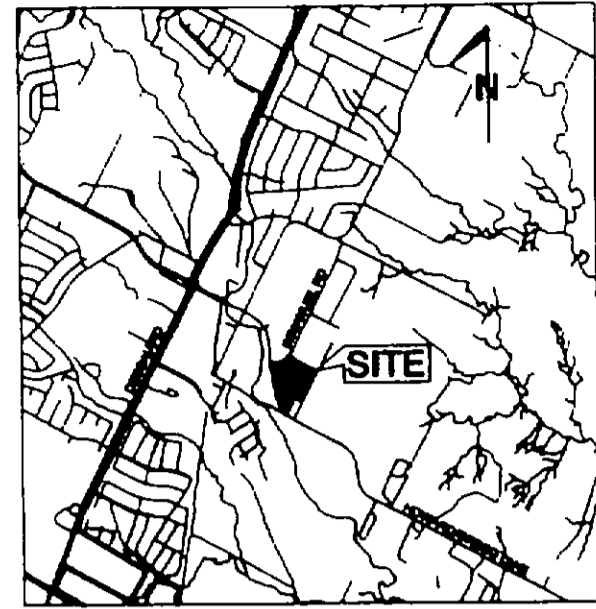
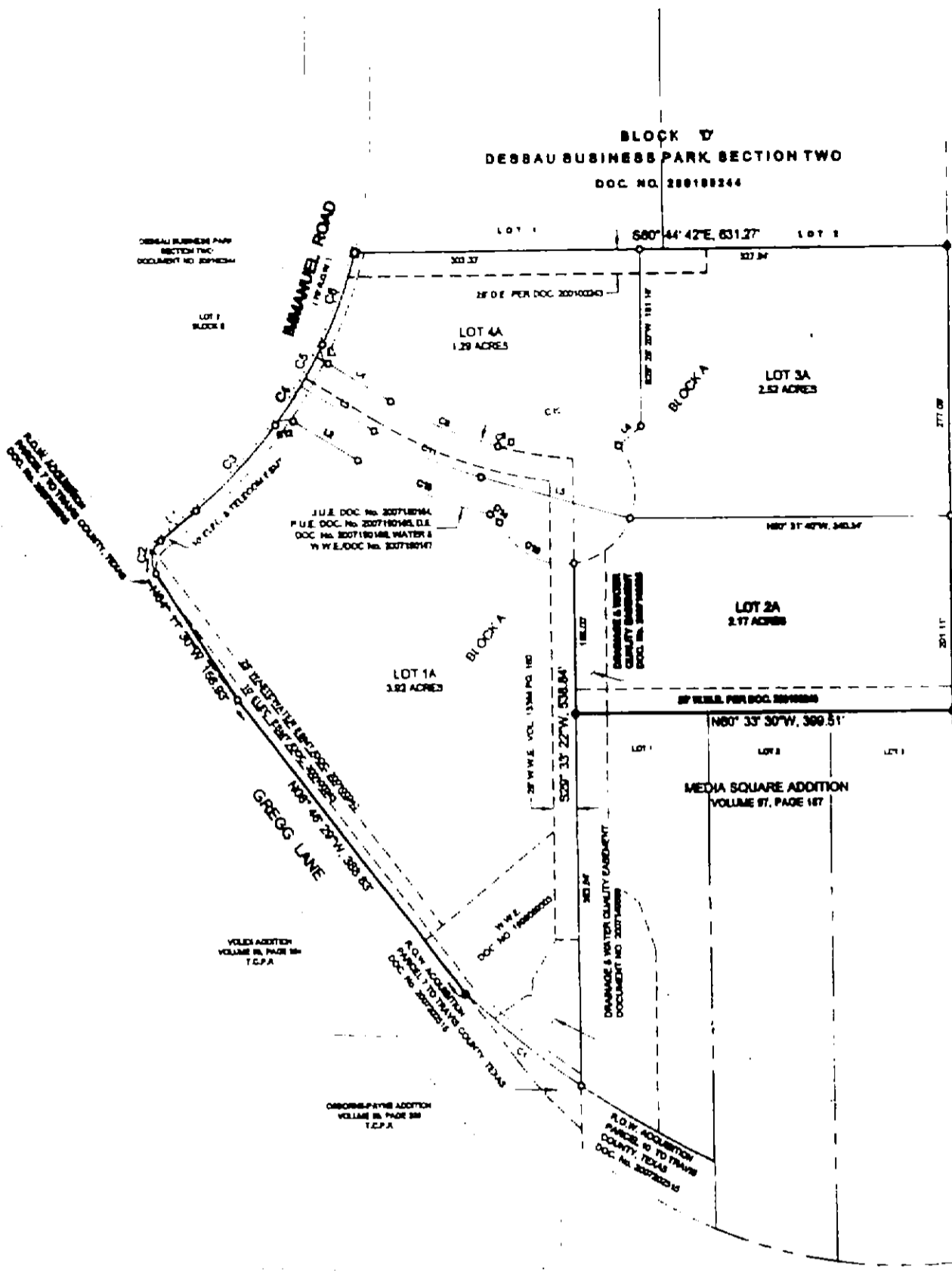
BENCHMARK DATUM

BM #1 AND BM #2 AS TAKEN FROM THE SUBDIVISION PLAT FOR DESSAU BUSINESS PARK, SECTION ONE ARE THE BASIS FOR THE VERTICAL DATUM OF THE BENCHMARKS LISTED BELOW

SUBDIVISION BENCHMARKS

- BM #1 SQUARE CUT ON TOP OF CONCRETE CURB, ON THE EAST SIDE OF PATTERSON INDUSTRIAL DRIVE, DIRECTLY ACROSS COMMON FRONT LOT CORNER FOR LOT 5 AND LOT 8, BLOCK "C", DESSAU BUSINESS PARK, SECTION ONE ELEVATION = 720.06
- BM #2 SQUARE CUT ON WEST END OF HEADWALL ON THE NORTHEAST SIDE OF GREGG LANE ± 550' SOUTH OF THE INTERSECTION OF DESSAU ROAD AND GREGG LANE. ELEVATION = 682.72
- BM #3 COTTON SPINDLE SET IN POWER POLE AT THE NORTHEAST CORNER OF THE INTERSECTION OF IMMANUEL DRIVE AND GREGG LANE. ELEVATION = 661.19

Proposed Resubdivision



BEARING BASIS - MONUMENTED SOUTH LINE OF LOT 6, BLOCK D, DESSAU BUSINESS PARK SECTION TWO, DOC. 200100244, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS. (S60°44'46"E)

LEGEND

- UTILITY PIN FOUND (UNLESS NOTED)
- UTILITY PIN SET (W/CAP MARKED LINE & ARROW)
- UTILITY PIN SET IN CONCRETE (W/CAP MARKED LINE & ARROW)
- P.U.E. PUBLIC UTILITY EASEMENT
- D.E. DRAINAGE EASEMENT
- J.U.E. JOINT USE EASEMENT
- W.W.E. WATER/WATER EASEMENT
- W.Q.T.Z. WATER QUALITY TRANSITION ZONE
- R.O.W. RIGHT-OF-WAY
- (SMA-GST) RECORD DATA
- PROPOSED SIDEWALK

CURVE TABLE						
CURVE NO	LENGTH	RADIUS	DELTA	TANGENT	CHORD	BEARING
C1	156.85	1062.00	8°28'41"	77.97	156.82	N22°25'08"W
C2	37.25	24.00	85°22'08"	23.06	33.80	N08°29'36"E
C3	123.80	808.00	14°00'48"	62.06	123.19	N74°10'16"E
C4	48.23	808.00	8°28'21"	24.14	48.22	N84°25'45"E
C5	49.08	808.00	8°34'08"	24.66	49.07	N88°54'28"E
C6	100.41	808.00	11°23'30"	80.37	100.24	N80°29'36"E
C7	22.82	18.00	88°28'00"	14.08	20.54	S12°54'04"W
C8	125.24	452.80	15°01'34"	63.02	124.84	S38°13'23"E
C9	18.98	18.00	81°01'33"	8.84	18.23	S78°38'08"W
C10	127.88	78.00	87°46'28"	63.93	113.01	S38°17'28"E
C11	124.83	487.80	14°38'48"	62.88	124.28	S37°37'01"E
C12	21.87	18.00	87°32'28"	13.16	18.79	S71°33'01"E
C13	152.87	822.80	18°48'13"	77.01	152.38	S38°40'42"E
C14	13.88	18.00	82°08'41"	7.34	13.18	S20°50'30"E
C15	98.88	78.00	73°00'21"	68.36	90.10	S31°48'17"E

LAND USE		
DESCRIPTION	ACRES	USE
LOT 1A, BLOCK A	3.88 ACRES	INDUSTRIAL/OFFICE/RETAIL
LOT 2A, BLOCK A	2.17 ACRES	INDUSTRIAL/OFFICE/RETAIL
LOT 3A, BLOCK A	2.82 ACRES	INDUSTRIAL/OFFICE/RETAIL
LOT 4A, BLOCK A	1.29 ACRES	INDUSTRIAL/OFFICE/RETAIL
TOTAL LOTS:	4	
TOTAL LOT ACRES:	8.80 ACRES	

LINE TABLE		
LINE NO	LENGTH	DIRECTION
L1	48.80	N81°10'36"E
L2	80.85	S30°17'36"E
L3	81.47	S30°17'36"E
L4	77.18	S30°17'36"E
L5	183.45	S44°58'28"E
L6	30.77	N78°37'45"E

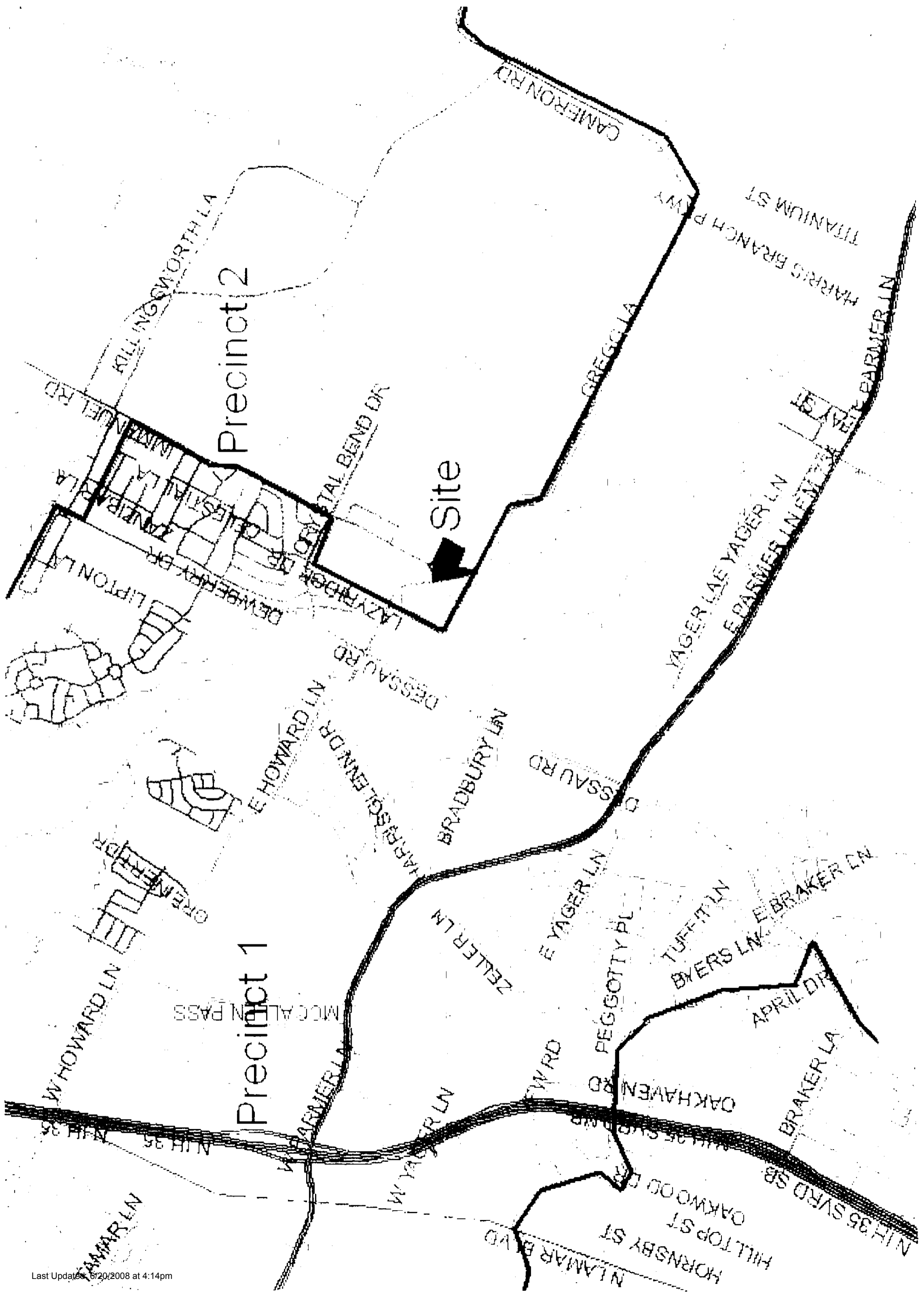
RESUBDIVISION OF LOT 1, DESSAU POINT

A 4 LOT SUBDIVISION CONSISTING OF 8.80 ACRES

DATE: APRIL 21, 2008

Boyer & Associates

DEVELOPMENT AND ENGINEERING SERVICES, L.P.
196 S. BARBER ST., SUITE 201
ROUND ROCK, TEXAS 78664
(512) 311-2288 PHONE
(512) 311-6277 FAX



Precinct 2

Site

Precinct 1

PROCLAMATION

WHEREAS the Congress of the Republic of Texas established Travis County in January 1840, named after William Barret Travis, a Texas patriot who died at the Battle of the Alamo; and

WHEREAS Travis County has grown dramatically from a frontier settlement of 854 residents to a cosmopolitan community of nearly 1,000,000 with a colorful heritage quilted over 168 years, as each new generation reached for its dreams by building on the achievements of those in the past; and

WHEREAS in 2005, Travis County named this building the Heman Marion Sweatt Travis County Courthouse to honor the noble legacy of this brave citizen and the historic events which occurred here in the fight for equality in education for all Americans; and

WHEREAS Travis County originally opened the doors to this Courthouse in June of 1931 at a time when our Country faced great economic peril and world challenges to freedom. This courthouse was built as this community's symbol of its dedication to justice, democracy and optimism for the future of its citizens,

WHEREAS Travis County seeks to provide for the continued welfare of our community by building a bridge between our past and our future through preserving our important historic heritage, whether it is written on paper or in the stones of this Courthouse, to remind each generation that it can boldly face its challenges with the same courage and determination as those who have gone before;

NOW, THEREFORE, LET IT BE KNOWN THAT THE TRAVIS COUNTY COMMISSIONERS COURT, HEREBY PROCLAIMS JUNE 24, 2008 AS TRAVIS COUNTY HISTORY DAY AND ENCOURAGES THE CITIZENS TO CELEBRATE THE PROUD HISTORY AND HERITAGE OF OUR GREAT COUNTY OF TRAVIS.

Signed this day, June 24, 2008

DRAFT

Judge Samuel T. Biscoe, County Judge

Ron Davis, Pct. 1 Commissioner

Sarah Eckhardt, Pct. 2 Commissioner

Gerald Daugherty, Pct 3. Commissioner

Margaret Gomez, Pct. 4 Commissioner

Travis County Commissioners Court Agenda Request

Voting Session: June 24, 2008
(Date)

Work Session: _____
(Date)

I. A. Request made by: Sherri E. Fleming Phone: 854-4100
(Signature of Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested Text:

Consider and take appropriate action of following related to the use of Community Development Block Grant funding through the U.S. Department of Housing and Urban Development:

- A. Request to approve the draft of the substantial amendment to the Program Year 06 Action Plan for posting to receive public comment from June 25, 2008 through July 26, 2008; and
- B. Request to approve the draft of the Program Year 08 Action Plan for posting to receive public comment from June 25, 2008 though July 26, 2008..

C. Approved by: _____
Signature of Commissioner(s) or County Judge

Signature of Commissioner(s) or County Judge

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies)
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them:

Rodney Rhoades, PBO
 Travis Gatlin, PBO
 Susan A. Spataro, Auditor's Office
 Mary Etta Gerhardt, County Attorney's Office
 Christopher Gilmore, County Attorney's Office
 Andrea Colunga Bussey, HHS/VS
 Jane Prince Maclean, HHS/VS
 Kathleen Haas, HHS/VS

Jason Walker, Purchasing
 Joe Gieselman, TNR
 DeDe Bell, Auditor's Office
 Cyd Grimes, Purchasing
 Steven Manilla, TNR
 Christy Moffett, HHS/VS
 Cynthia McDonald, TNR

RECEIVED
 COUNTY CLERK'S OFFICE
 08 JUN 17 PM 5:03

III. Required Authorizations: Please check if applicable.
Planning and Budget Office (854-9106)

- Additional funding for any department or for any purpose
- Transfer of existing funds within or between any line item budget
- Grant

Human Resources Department (854-9165)

A change in your department's personnel (reclassifications, etc.)

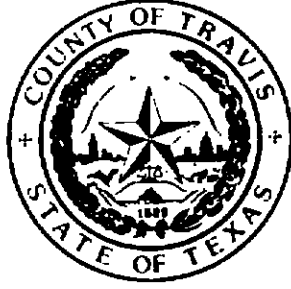
Purchasing Office (854-9700)

Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

Contract, Agreement, Policy & Procedure


AGENDA REQUEST DEADLINE: This Agenda Request, complete with backup memorandum and exhibits should be submitted to the County Judge's Office no later than 5:00 PM on Tuesday for the following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
And VETERANS SERVICE
100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
Executive Manager
(512) 854-4100
Fax (512) 854-4115**

MEMORANDUM

Date: June 17, 2007
To: Members of the Commissioners Court
From: 
Sherri E. Fleming, Executive Manager
Travis County Health and Human Services and Veterans Service
Subject: Community Development Block Grant (CDBG)

Proposed Motion:

Consider and take appropriate action of following related to the use of Community Development Block Grant funding through the U.S. Department of Housing and Urban Development:

- A. Request to approve the draft of the substantial amendment to the Program Year 06 Action Plan for posting to receive public comment from June 25, 2008 through July 26, 2008; and
- B. Request to approve the draft of the Program Year 08 Action Plan for posting to receive public comment from June 25, 2008 though July 26, 2008.

Summary and Staff Recommendations:

Staff recommends the approval of the drafts of the substantial amendment to the Program Year 06 Action Plan the Program Year 08 Action Plan. The drafts include the projects approved by the Travis County Commissioners Court on 5/27/08 and 6/10/08. Please see both documents attached. Approval of the drafts allows the documents be posted for public comment as published in newspapers of general circulation beginning June 25, 2008 through July 26, 2008.

Due to the HUD regulation identified in 24 Code of Federal Regulations Part 91 and the Travis County Citizen Participation Plan, a 30-day comment period is required on the proposed uses of CDBG funds and on any substantial amendments to previously approved plans.

Additionally, two public hearings will be held to receive comment on July 1 and July 22, 2008 at the Travis County Commissioners Court.

Budgetary and Fiscal Impacts:

Approving the drafts for comment allows the timeline to move forward as identified in our Citizen Participation Plan. Not approving the drafts will increase administrative expenses as the County will have to re-post the public notices for a different public comment period.

Issues and Opportunities:

The CDBG grant brings dollars to the County that provides the ability to augment existing or develop new programming that supports the mutual goals of HUD and Travis County. For Program Year 2008, the federal dollars available is \$833,133.

A summary document that identifies and consolidates both actions for public comment is included in the back up. This summary document will be available in English and in Spanish on the Travis County website and at the seven Travis County Community Centers. In addition, it will be sent to any persons who attended the citizen participation process in 2006, 2007 or 2008, and provided an email or mailing address.

Background:

Under the provisions of Title 1 of the Housing and Community Development Act of 1974 (42 USC 5301), the Federal government sponsors a program that provides annual grants to cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, by expanding economic opportunities for low and moderate income persons.

On 5/27/08, the Travis County Commissioners Court approved projects 2-5 for Program Year 2008 funding. On 6/17/08, the Court approved project for Program Year 2008 funding:

Community Development (must be at least 65 % of Total Allocation)	
1. Infrastructure for New Housing Development	
Installation of public infrastructure to include water, sewer, gas and electric lines as well as streets to support the land acquisition project funded in PY 06 & PY 07. As a designated sub-recipient, Austin Habitat for Humanity would manage these dollars.	\$500,000
<i>Impact: Creation of 41 affordable housing units</i>	
2. Homeowner Rehabilitation	
Home repair and weatherization services to be completed by a non-profit, designated as a sub-recipient, identified through a formal application process.	\$106,136
<i>Impact: Assist approx. 20 households</i>	
Community Development total:	\$606,136 (73 %)

A. Public Services (capped at 15 % of Total Allocation)	
3. Public Services, Other:	
Continuation of an internal Health & Human Services program through the Family Support Services Division to expand social work services. Services include case management, information and referral, increased access to youth flexible funding, and outreach. <i>Impact: Assist 100 households</i>	\$64,788
Public Services Total:	\$64,788 (8 %)
Administration and Planning (capped at 20 % of Total Allocation)	
4. Planning:	
Continuation of Water/Wastewater and Other Project Planning. The project includes assessing 16 neighborhoods for future water or wastewater projects. <i>Impact: Assess 16 neighborhoods</i>	\$108,704
5. Administration	
Administrative Operating Expenses. The project includes costs related to advertising, training, office supplies and the completion of an Analysis of Impediments to Fair Housing Choice.	\$53,505
Administration and Planning Total	\$162,209 (19 %)
Total award by HUD:	\$833,133

Additionally, on 5/27/08, the Court approved deleting the PY 2006 funding for the Family Support Services Social Work Expansion project totaling \$83,659 due to implementation delays. An alternate project was selected by the Court -- the design, engineering and environmental review for a substandard road improvement project for Lava Lane in precinct 4.



Travis County

Community Development Block Grant Program:

Improving the Affordability,
Accessibility and Sustainability
of Neighborhoods and
Community Services

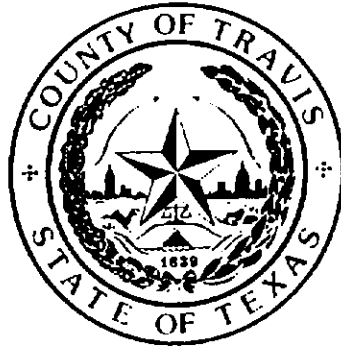
Annual Action Plan for
Program Year 2008:
October 1, 2008 – September 30, 2009



Prepared by Travis County Health & Human Services & Veterans Service
Drafted **06/01/2008**

Approved by TCCC _____

Approved by HUD _____



Travis County Commissioners Court

Samuel T. Biscoe
Travis County Judge

Ron Davis
County Commissioner, Precinct One

Sarah Eckhardt
County Commissioner, Precinct Two

Gerald Daugherty
County Commissioner, Precinct Three

Margaret Gómez
County Commissioner, Precinct Four

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Standard Form 424

Date Submitted	Applicant Identifier	Type of Submission	
Date Received by state n/a	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier 746000192	<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Name: Travis County		UOG Code: TX489453	
Address: P.O. Box 1748		DUNS Number: 030908842	
		Travis County Commissioners Court	
City: Austin	State: Texas	Health and Human Services	
Zip Code: 78767		Executive Manager's Office	
Employer Identification Number (EIN):		County: Travis	
74-6000192		Grant Start Date: 10/01/08	
Applicant Type:		Specify Other Type if necessary:	
Local Government: County			
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles Infrastructure Development to Support Affordable Housing, Owner Occupied Housing Rehabilitation, Public Services, Other: Social Work Services Expansion, Water/Wastewater Planning and Grant Administration.		Description of Areas Affected by CDBG Project(s) Unincorporated areas of Travis County	
\$CDBG Grant Amount 833,133	\$Additional HUD Grant(s) Leveraged \$77,956	Describe SHOP Funds through Habitat for Humanity	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged 0	
\$Locally Leveraged Funds \$483,730		\$Grantee Funds Leveraged \$138,002	
\$Anticipated Program Income 0		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s) \$699,688			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles N/A		Description of Areas Affected by HOME Project(s)	
\$HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

Draft of Travis County CDBG Program Year 2008 Action Plan

\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles N/A		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles N/A		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts	Project Districts		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input checked="" type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE 8/15/08
		<input type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review
Person to be contacted regarding this application			
First Name: Samuel	Middle Initial: T	Last Name: Biscoe	
Title: County Judge	Phone: 512/854-9555	Fax: 512/854-9535	
Email: Sam.Biscoe@co.travis.tx.us	Website: www.co.travis.tx.us	Other Contacts: Sherri E. Fleming and Christy Moffett P: 512/854-4100 F: 512/854-4115	
Signature of Authorized Representative			Date Signed

Introduction

The Community Development Block Grant (CDBG) initiative is a federal grant program administered by the U.S. Department of Housing and Urban Development (HUD). The program provides annual grants to cities and counties to carry out a variety of community development activities aimed at revitalizing neighborhoods, improving affordable housing options, and providing improved community facilities and services.

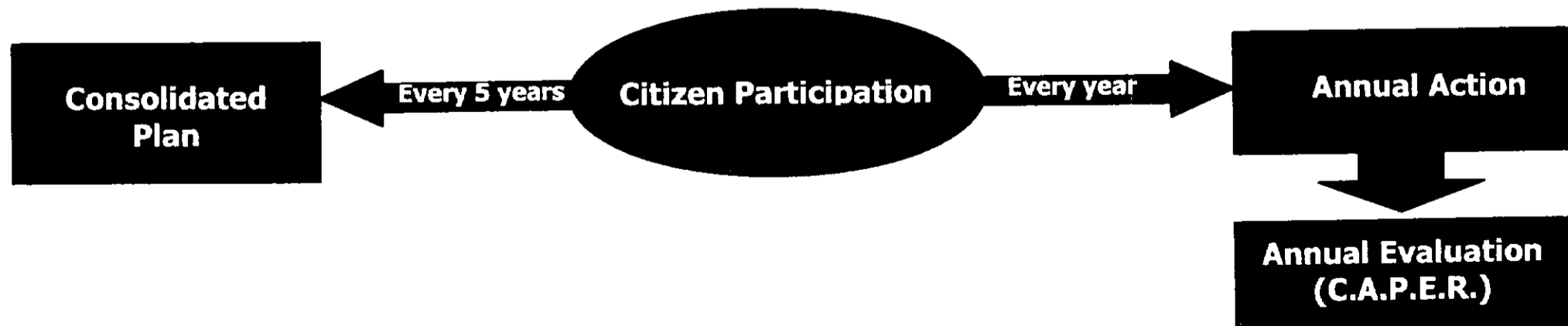
Based on its population, in 2006, Travis County became an urban county entitlement community, a federal designation, which afforded the County the opportunity to apply for CDBG funds. Travis County applied for CDBG funds for the first time in 2006. The amount of funds Travis County receives is based on a HUD-designed formula that takes into account the county's population size, poverty rate, housing overcrowding, and age of housing.

This is the third year Travis County will receive CDBG funds. As required by federal regulation, a minimum of 70% of CDBG funds must target services to low- to moderate- income residents. Additionally, Travis County's allocation specifically targets those living in the unincorporated areas of the county. Moreover, before an activity is eligible for funding, it must meet one of the following HUD's national objectives:

- Benefit low- and moderate-income persons;
- Aid in the prevention or elimination of slums and blight; or
- Address other community development needs that present a serious and immediate threat to the health and welfare of the community.

CDBG activities must also meet additional eligibility requirements set by HUD in 24 CFR Part 570 and address the priority needs established in Travis County's 2006-2010 Consolidated Plan. While the Consolidated Plan outlines the County's housing and community development strategies to be addressed over a five year period, the Annual Action Plan defines the specific activities to be undertaken during the upcoming program year. As seen below, in the visual representation of the CDBG process, citizen participation has a central role in setting the priorities to be addressed. An evaluation is conducted every year to assess yearly accomplishments.

Figure 1: CDBG Cycle



The Travis County Health and Human Services & Veterans Service Department (HHS/VS) is designated by the County as the lead agency for the grant administration of the CDBG program and the single point of contact with HUD.

Executive Summary

The Travis County Program Year 2008 (PY08) Action Plan lists the specific activities the county will undertake between October 1st, 2008 and September 30th, 2009 to meet the goals and objectives outlined in the 2006-2010 Consolidated Plan. The Action Plan details how the County will use the CDBG funds, as well as other available resources to address the County's housing and non-housing community development needs.

Public Input

The Action Plan highlights opportunities for the public to provide input on the usage of the CDBG funds. During the months of February and March the County held public hearings and solicited proposals for the use of CDBG funds. Solicitation of input and invitation to participate in the public hearings were posted on the County's website, and were published in newspapers of general circulation. In addition, notifications by mail were sent to public service providers and to citizens who had previously attended public hearings. Lastly, two public hearings are scheduled during the month of July, and a 30-day public comment period is scheduled from the 25th of June to the 26th of July to solicit comment on the proposed uses of CDBG funds.

Proposed Activities for Program Year 2008

The Program Year 2008 CDBG award for Travis County is \$833,133. Allocations for community improvements are estimated at 73% (\$606,136), at 8% (\$64,788) for public services, and at 19% (\$162,209) for administration and planning. The funds will be used for 5 different activities:

1. Infrastructure for New Housing Development (\$500,000) – This project will provide funds to Austin Habitat for Humanity, a designated sub-recipient, for the installation of infrastructure for a new single-family housing development project. The infrastructure will be installed in land that will be purchased with CDBG funds from Program Years 2006 and 2007. Affordable housing units will be built on the developed land and 41 very low and low income households will have the opportunity to purchase these homes at zero-percent interest percent financing.

2. Housing Rehabilitation (\$106,136) – This program will provide home repair and weatherization services to very low and low income homeowners residing in the unincorporated areas of Travis County. It seeks to improve the energy efficiency, the physical living conditions, and the safety in owner-occupied homes. Services will be

provided by a non-profit, designated as a sub-recipient and identified through a formal application process.

3. Social Service Program (\$ 64,788) – This program, also funded in PY06 and PY07, will continue to support the expansion of a social service program managed by the Family Support Service (FSS) division of the Travis County Health and Human Services and Veteran Services Department. The funding for this programmatic year will provide case management services to 100 households residing in the unincorporated areas of the county focusing on precincts 1 and 4.

4. Water/Wastewater Planning (\$108,704) – This project, also funded in PY07, will continue to support a Senior Engineer who functions as a Project Manager over two active CDBG-funded street projects and who will assess and provide a report for potential water and wastewater projects to be considered in the future.

5. Administration (\$53,505) – These funds will cover operating expenses associated with the CDBG grant including office supplies, training, contracted services, interpreting, membership and other business related expenses. In addition, it will cover the costs of contracting with a consultant that will complete an Analysis of Impediments to Fair Housing Choice in Travis County.

The following figure summarizes the proposed projects and allocations for program year 2008, and the categories under which each project falls.

Figure 2: Proposed Projects for Program Year 2008

Project	Activities	Amount
Community Development		
1. Infrastructure for New Housing Development	Installation of public infrastructure in land that will be used for the construction of affordable housing units	\$500,000
2. Homeowner Rehabilitation	Home repair and weatherization services	\$106,136
Subtotal:		\$606,136
Public Services		
3. Public Services, Other	Family Support Services Social Work Services Expansion – Travis County HHS/VS Program	\$64,788
Subtotal:		\$64,788
Administration and Planning		
4. Planning	Water/Wastewater Improvement Planning	\$108,704
5. Administration	Administrative Operating Expenses	\$53,505
Subtotal:		\$162,209
Total award by HUD:		\$833,133

Past Performance

The 2008 program year marks the third year Travis County has received CDBG funds. As a new entitlement, Travis County is working to establish the systems and procedures to support compliance with HUD requirements and to effectively manage the grant.

During the first program year, no funds were spent given the numerous items needed to start up the grant from, and due to an allocation error from HUD, which significantly delayed Travis County CDBG’s operation. Funds from program years 2006 and 2007 have started to be spent. As the projects are implemented, monitoring is taking place to assure grant compliance and project effectiveness.

HUD conducts an analysis of each entitlement’s timeliness of spending 10 months into each grant year. For Travis County, the timeliness test will occur every July, starting July 2008. The threshold for compliance with timeliness is having no more than 1.5 times the current year’s

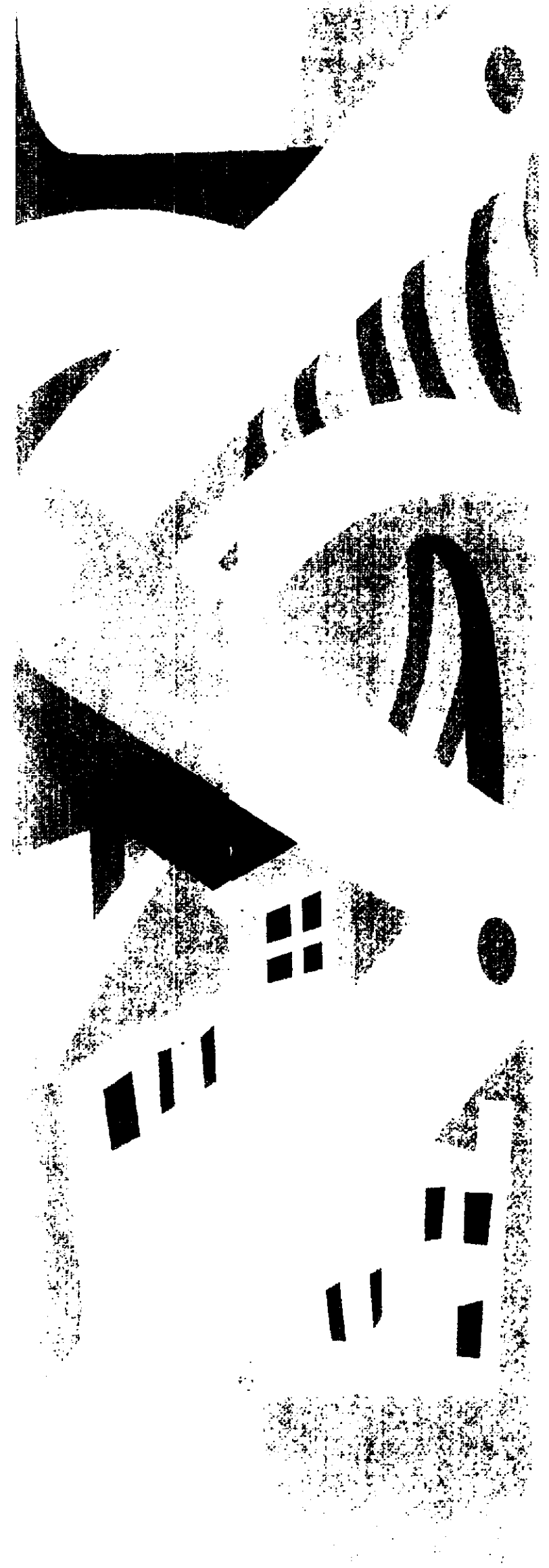
allocation unspent. CDBG staff will continually assess the spending of funds and the progress of projects to ensure timely spending. To address timeliness considerations, CDBG staff recommended the following actions for its PY08 Action Plan: the funding of administration and planning at maximum level and selecting project that could spend money in 12-18 months.



Travis County

Section I: General Questions

Annual Action Plan for
Program Year 2008:
October 1, 2008 – September 30, 2009



-Prepared by Travis County Health & Human Services & Veterans Service

Activities to be Undertaken

Project # 1: Infrastructure for New Housing Development

Project Description

This project will provide Austin Habitat for Humanity, Inc., designated as a sub-recipient, construction dollars for infrastructure to support the land acquisition projects funded with CDBG dollars in PY 06 and PY 07. Additionally, it will further increase the affordability of the owner occupied single family home units created. Infrastructure includes streets, water, sewer, electric and gas lines. The design and engineering of the infrastructure is complete; however, if changes are needed due to the results of the environmental assessment or other unknown factors, dollars may be used to pay for modifications to the design. This project targets households at 25%-50% median family income. A public hearing will be held to receive comment on the location of the land when it is under an option agreement

Affordable housing units will be built on the developed land and 41 very low to low income households will have the opportunity to purchase these homes at zero-percent interest financing.

Project 1: General Project Information

CDBG Funding	\$500,000
Leverage Funding:	Self Help Homeownership Opportunity Program (SHOP) Austin Habitat for Humanity =\$ 77,956 Community Funds secured by Austin Habitat for Humanity = \$ 483,730
Project Delivery:	Austin Habitat for Humanity as Subrecipient
Project Oversight:	Travis County Health and Human Services & Veteran Services
Expected Start/ Completion Date:	December 1 st , 2008 – July, 30 th 2009
Location:	Currently unspecified area in the unincorporated areas of Travis County

Project 1: Priority and Performance Measurement Information (HUD –prescribed)

Priority Need Category:	Owner Occupied Housing	Project:	Infrastructure to support affordable housing development
Eligible Activity:	Public Facilities and Improvements	Outcome Category	Affordability
Objective Category	Decent Housing	Specific Objective	Increase the affordability of owner housing
Citation	570.201 (c)	Accomplishment	41 Housing Units
Eligibility	LMH	Matrix Code	03 Public Facilities and Improvements (General)
Priority in the 2006-2010 Strategic Plan#:	High	Travis County HTE #:	HCNC01

Project # 2: Home Rehabilitation

Project Description:

This project will fund home repair and weatherization services to low and moderate income homeowners in the unincorporated areas of Travis County. The program seeks to improve the energy efficiency, the physical living conditions, and the safety in owner-occupied homes. Services would be provided by a designated sub-recipient identified through a formal application process in which the non-profit will demonstrate the ability to adhere to federal guidelines. The program will target households at or below 50 percent of the median family income. A maximum of \$5,000 of CDBG assistance per year will be provided to a single home.

Project 2: General Project Information

CDBG Funding	\$106,136
Leverage Funding:	To be determined
Program Delivery:	Designated Subrecipient
Program Oversight:	Travis County Health and Human Service and Veteran Services
Expected Start/ Completion Date:	October 1 st , 2008 – September 30 th , 2009
Location:	Homes in the Unincorporated Areas of Travis County

Project 2: Priority and Performance Measurement Information (HUD –prescribed)

Priority Need Category:	Owner Occupied Housing	Project:	Rehabilitation of existing units
Eligible Activity:	Rehabilitation	Outcome Category	Availability/ Accessibility
Objective Category	Suitable Living Environment	Specific Objective	Improve the quality of owner housing
Citation	570.202	Accomplishment	20 Housing Units
Eligibility	LMH	Matrix Code	14A, Rehabilitation, Single Unit Residential
Priority in the 2006-2010 Strategic Plan#	High	Travis County HTE #:	HCIC02

Project # 3: Continuation of FSS Social Work Services Expansion Project

Project Description

This program is an internal Travis County Health and Human Services & Veterans Service expansion of existing services. The program will allow the continuation of the PY06 and PY 07 expansion of social work services by one social worker, increasing capacity to provide case management, information and referral, non-clinical counseling, crisis intervention and outreach in the unincorporated areas. The social worker offices at the Community Center in Del Valle though the majority of service provision occurs in through home visits. The social worker will provide services in the community, as well as at the Community Centers in Manor and Del Valle, focusing on precincts 1 and 4.

Project 3: General Project Information

CDBG Funding	\$64,788
Leverage Funding:	YFAC Flex Funds – to be determined Best Single Source Funds – to be determined
Program Delivery:	Family Support Services (FSS) Division of the Travis County Health and Human Services & Veteran Services
Program Oversight:	Travis County Health and Human Services & Veteran Services
Expected Start/ Completion Date:	October 1 st , 2008 – September, 30 th 2009
Location:	Households residing in precincts 1&4 of the Unincorporated Areas of Travis County

Project 3: Priority and Performance Measurement Information (HUD –prescribed)

Priority Need Category:	Public Services, Other	Project:	Social Work Services Program
Eligible Activity:	Public Services	Outcome Category	Availability/ Accessibility
Objective Category	Suitable Living Environment	Specific Objective	Improve the availability of services for low/mod income persons
Citation	570.201 (e)	Accomplishment	100 households
Eligibility	LMC	Matrix Code	05, Public Services (General)
Priority in the 2006-2010 Strategic Plan#:	High	Travis County HTE #:	HSOC03

Project # 4: Continuation of Water/Wastewater and Other Project Planning Project

Project Description

The Travis County CDBG program utilizes a Senior Engineer to function as Project Manager over two active CDBG-funded street and water supply improvement projects that will extend beyond October 1, 2008. In addition, The Senior Engineer will assess and provide a report for potential water and wastewater projects to be considered in the future by the Travis County Commissioners Court.

The Sr. Engineer works with the CDBG administrative staff to evaluate and develop public works projects for the CDBG program. Specific duties include: assisting in identifying projects, serving as a technical advisor, conducting feasibility studies and analysis of potential projects, determining selection criteria for prioritizing projects, determining scope of projects, developing project schedules and cost estimates and budgets, preparing preliminary designs, developing construction specifications, negotiating cost and bid items with contractors, and serving as project manager including preparing related agenda packets, monitoring and inspecting work in progress, reviewing testing results, and approving change orders.

The unincorporated areas whose water/wastewater needs will be assessed for eligibility and potential costs include: Apache Shores , Bluebonnet/Volker Lane , Deer Creek Ranch, FM 969 & FM 973 area, FM 1625 Area, Imperial Valley, Kennedy Ridge, Littig, Manchaca Area, Mt.

Chalet, Mountain View Estates , Northridge Acres, Plainview Estates, Plover Place and Rodriguez Road.

Project 4: General Project Information

CDBG Funding	\$108,704
Leverage Funding:	Not applicable
Program Delivery:	Travis County Transportation & Natural Resources
Program Oversight:	Travis County Health and Human Services & Veteran Services
Expected Start/ Completion Date:	October 1st, 2008 – September, 30 th 2009
Location:	Neighborhoods in the Unincorporated Areas of Travis County

Project 4: Priority and Performance Measurement Information (HUD –prescribed)

Priority Need Category:	Planning	Project:	Planning
Eligible Activity:	Administration and Planning	Outcome Category	Not Applicable
Objective Category	Not Applicable	Specific Objective	Not Applicable
Citation	570.205	Accomplishment	Other, assessment of 16 neighborhoods
Eligibility	Not Applicable	Matrix Code	20, Planning
Priority in the 2006-2010 Strategic Plan#:	Not Applicable	Travis County HTE #:	HPWC04

Project # 5: Administrative Operating Expenses

Project Description

The funds allocated for administration will pay for the operating expenses associated with the grant including office supplies, training, contracted services, interpreting, membership and other business related expenses. The funds include \$25,000 for a consultant to complete an Analysis of Impediments to Fair Housing Choice in Travis County. This assessment is in preparation for the next Consolidated Planning process and will allow the development of a plan to address impediments identified.

Project 5: General Project Information

CDBG Funding	\$53,505
Leverage Funding:	\$138,002 Travis County General Fund
Program Delivery:	Travis County Health and Human Service & Veteran Services
Program Oversight:	Travis County Health and Human Service & Veteran Services
Expected Start/ Completion Date:	October 1st, 2008 – September, 30 th 2009
Location:	Not Applicable

Project 5: Priority and Performance Measurement Information (HUD –prescribed)

Priority Need Category:	Not Applicable	Project:	Program Administration
Eligible Activity:	Administration and Planning	Outcome Category	Not Applicable
Objective Category	Not Applicable	Specific Objective	Not Applicable
Citation	570.206	Accomplishment	Other, Effective administration of the grant / Analysis of Impediment to Fair Housing Choice
Eligibility	Not Applicable	Matrix Code	21A, General Program Administration
Priority in the 2006-2010 Strategic Plan#:	Not Applicable	Travis County HTE #:	HAGC05

Performance Measurements

A total of 162 households will directly benefit from the projects proposed in the PY 2008 Action Plan. In addition, the water/wastewater needs of 16 neighborhoods will be assessed. Although these neighborhoods will not be receiving a direct service in PY08, the assessment will inform future CDBG allocations in the future. The following figure presents each proposed project with the corresponding outcome objective and performance indicator following HUD's performance measurement framework.

Figure 3: Performance Indicators/Outcomes/Objectives for proposed PY 2008 Projects

Specific Objectives	Outcome Objectives	Sources of Funds	Performance Indicators	Expected #	Actual #	Percent Completed
DH-2 Affordability of Decent Housing						
Project 1: Infrastructure for New Housing Development	Address the need for affordable decent housing by providing infrastructure to support affordable housing development to very low and low income households	CDBG Austin Habitat for Humanity (SHOP)	<ul style="list-style-type: none"> ▪ Number of housing units constructed ▪ Number of households who will purchase homes 	41		To be determined
DH-3 Sustainability of Decent Housing						
Project 2: Homeowner Rehabilitation	Address the need for affordable decent housing by offering rehabilitation assistance to very low and low income households	CDBG	<ul style="list-style-type: none"> ▪ Number of households assisted 	20		To be determined
SL-1 Availability/Accessibility of Living Environment						
Project 3: Public Services, Other	Improve the sustainability of the suitable living environment by improving the availability of services for low/mod income persons	CDBG	<ul style="list-style-type: none"> ▪ Number of households assisted 	100		To be determined
SL-3 Sustainability of Living Environment						
Project 4: Planning	Not applicable	CDBG	<ul style="list-style-type: none"> ▪ Other - number of neighborhoods assessed 	16		To be determined
Not Applicable						
Project 5: Administration	Not applicable	CDBG	<ul style="list-style-type: none"> ▪ Other - effective grant administration ▪ Other - Analysis of impediments to Fair Housing Choice 	Not Applicable		To be determined

The coding system used in Figure 3 follows the numbering system established in the CDBG Community Planning and Development Outcome Performance Measurement System developed by HUD. The outcome/objective numbers stand for the following:

Figure 4: Numbering System for Outcome and Objective Coding

Objective	Outcome		
	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Geographic Distribution

The geographic location of the new housing development (Project 1) that will be supported with CDBG funds is to be determined. The homeowner rehabilitation program (Project 2) will support eligible housing units located in the unincorporated areas of any of the four county precincts, while the and the Social Service Programs (Project 3) will focus in precincts 1&4. The planning project (Project 4) will study the water and wastewater needs of 16 neighborhoods located throughout the different county precincts. The following figure summarizes the locations for the project.

Please refer to Appendix B for the following maps: 1) Map of the unincorporated areas of Travis County with low to moderate income block groups, 2) Number of African American Residents by Census Blocks, 3) Number of Asian Residents by Census Block Groups, 4) Number of Hispanic Residents by Census Block Group and 5) Number of Residents Identified as "Other Race" by Census Block Group.

**Figure 5: Geographic Distribution of Grant Activity
for the Program Year 2006**

PY08 Projects	Locations	
Project 1: Infrastructure for New Housing Development	A public hearing will be held once an option of agreement is placed on the land.	
Project 2: Homeowner Rehabilitation	Housing units residing located in the unincorporated areas of Travis County	
Project 3: Public Services, Other	Households residing in precincts 1 & 4 in the unincorporated areas of Travis County	
Project 4: Water and Wastewater Planning	<p>Precinct 1: FM 969 & FM 973 area, Littig, Imperial Valley, Bluebonnet/Volker Lane, Kennedy Ridge, Plainview Estates</p> <p>Precinct 2: Northridge Acres</p>	<p>Precinct 3: Manchaca Area Apache Shores, Mountain View Estates, , Mt. Chalet, Deer Creek Ranch</p> <p>Precinct 4: FM 1625 Area, Rodriguez Road, Manchaca Area Plover Place</p>
Project 5: Administration	Not Applicable	

Project Selection Process

Priorities for Funding

In the Consolidated Planning Process for the 2006-2010 period, Travis County determined priorities for CDBG funding. HUD defines high priorities as those programs which will be funded in the program year. Medium priorities are those that will only be funded if funding becomes available, and low priorities are those that will not be funded in a program year. The following figure summarizes the high priorities established for the 2006-2010 period. For a complete list of high, medium and low priority please refer to Appendix C.

Figure 6: High Priorities established for the 2006-2010 period

Area of Priority	Priority Level for the 2006 – 2010 period
Owner Housing	
Production of New Units	High
Rehabilitation of Existing Units	High
Infrastructure to Promote Affordable Housing	High
Infrastructure	
Water/Sewer Improvements	High
Street Improvements	High
Public Service Needs	
Youth Services	High
Other Public Service Needs	High

Project Prioritization

Citizens, services providers and relevant county staff presented potential CDBG projects:

- By participating in any of the five public hearings held during the months of February and March, 2008.
- Through the submission of a Citizen Participation Form or a Project Proposal Form. Citizens or service providers who were not able to attend public hearings had the choice of filling out any of these two forms by accessing it on the Travis County website or by requesting it from Travis County CDBG staff.

Travis County CDBG staff considered and weighed all potential projects identified by the public. First, the CDBG Office staff assessed whether: 1) potential projects met one of HUD’s national objectives, 2) the proposed activities were CDBG eligible, 3) the proposed activities fell under the high priorities established under the Consolidated Plan, and 4) projects were feasible to complete in a timely manner.

Second, CDBG staff evaluated high priority projects according to the following criteria:

1. **Feasibility of project (timeliness):** Projects that have the ability to be implemented and completed within 18 months received more favorable review.
2. **Impacts a significant number of households:** Project scope and the number of persons benefiting was considered to determine the level of project impact.

3. **Benefit to low/moderate-income persons:** Projects that benefit low- and moderate-income households received more favorable review.
4. **Leverages/matches funds from other sources:** Projects that utilize other funds (federal, state, local, private) and public/private joint efforts received more favorable review.
5. **Phased project (phased judiciously):** More favorable consideration was given to projects that either 1) are finished within one year or 2) for which funding is only allocated for 12 – 18 months of work, but for which 12 - 18 months of work would be sufficient for the project to have nearly full impact. Phased projects for which 12 - 18 months of work would leave an incomplete project with little to no impact were considered with less priority.

Evaluations were provided to the Travis County Commissioners Court for consideration when making final decisions regarding what projects were to be included in the PY 2008 Action Plan.

Public Participation Process

Summary of Public Participation Process

Following the guidelines outlined on the Code of Federal Regulation (CFR), Title 24, Part 91.105, and the Citizen Participation Plan approved by Travis County Commissioners Court on April 11, 2006, Travis County HHS/VS actively sought citizen participation during the spring of 2008 for the development of the 2008 CDBG allocation. The following mechanisms were employed to gain input from both citizens and service providers.

A total of five public hearings were held throughout the months of February and March 2008 to elicit public input on the housing, community development, and public service needs of those living in the unincorporated areas of Travis County. One public hearing was held on February 19, 2008, at the Travis County Commissioners Court during the normally scheduled voting session. Four other public hearings were held on February 21, 25, 27 and March 3, 2008, throughout the County, one in each of the four County precincts. The following efforts were made to advertise the public hearings:

- Notices were published in English and Spanish in newspapers of general circulation including the Manor Messenger, Pflugerville Pflag, Hill Country News, Lake Travis View, North Lake Travis Log, West Lake Picayune, Oak Hill Gazette, the Austin Chronicle and in the Spanish language newspapers *Ahora Sí* and *El Mundo*.
- Notices were posted on the Travis County website (www.co.travis.tx.us).
- Flyers were posted on the seven Travis County Community Centers and outside of the Granger Building Commissioners Courtroom.

- Notices were aired on Travis County Public Access Television Station for three weeks: the two weeks prior to the hearings and during the week of the hearings.
- Several electronic mails were sent out internally to Travis County staff through public announcements and direct communication to relevant Travis County departments.
- Emails and mail announcements were sent to citizens who had attended CDBG public hearings in previous years and had chosen to provide their contact information.
- To seek the participation of service providers and their clients, announcements of the public hearings were also sent out to numerous electronic mailing lists (e-lists). The e-lists included those prepared by the Community Action Network (CAN), the Basic Coalition of Central Texas, and the HHS/VS Research and Planning division. These e-lists were strategically chosen because they reach service providers in areas relevant to CDBG such as housing, economic development, redevelopment, public services and planning.

Verbal comments on the existing needs were taken during these public hearings. Those that were not able to participate in the public hearings, had the choice of providing their input by filling out a Citizen Participation Form or a Project Proposal Form that were provided to interested parties upon request and were also available at the Travis County website. For a detailed description of the input received during the public hearings and through the Citizen Participation Forms please refer to the sections of Appendix A titled "Summary of Public Input Received" and "Detailed Testimonies Received during Public Hearing on 2/19/08."

Efforts to broaden Public Participation

The following efforts were made to broaden public participation:

- To increase the access to information of Spanish-speakers, public notices were available in Spanish language newspapers *Ahora Sí* and *El Mundo*.
- Public notices presented the option of requesting an American Sign Language or Spanish interpreter.
- One of the public hearings was translated simultaneously to Spanish to accommodate Spanish speakers.
- The CDBG website stayed current with documents and announcements of the public hearings.
- Residents and services providers who were not able to attend the public hearings had the option to provide their feedback by filling out a Citizen Participation Form or Project Proposal Form.

Next Steps for finalizing PY 2008 Action Plan

The Travis County Commissioners Court approved the draft the PY2008 Action Plan on June 17, 2008. The Plan will be posted for 30 days to receive written comment prior to final approval

by the Travis County Commissioners Court. The 30-day comment period will commence on June 25, 2008, and will end on July 26, 2008. Two public hearings will be held to comment on the Action Plan: one on July 1, 2008, and the second on July 22, 2008. Notices of the public hearing dates will be put in newspapers of general circulation, and will be posted on the Travis County website (www.co.travis.tx.us) and at the seven Travis County Community Centers. Announcements will be posted in both English and Spanish.

The draft of the Action plan will be available via Travis County's website, at the seven Travis County Community Centers and upon request through the CDBG office. Comments on the PY08 Action Plan may be received in writing via e-mail or postal mail to the Travis County Health and Human Services and Veteran Services CDBG Staff no later than 5:00 p.m. on July 26, 2008. On August 5th, 2008, it is anticipated that the Travis County Commissioners Court will adopt the final 2008 Annual Action Plan.

After final submission to HUD on August 15th, 2008, the final Program Year 2008 Action Plan will be made available on the Travis County website (www.co.travis.tx.us) and at the seven Travis County Community Centers.

Summary of Public Comments

[Comments to be added after public comment period]

A full list of public comments received on the PY 2008 Action Plan will be incorporated to Appendix A for approval on August 5, 2008.

Managing the Process and Institutional Structure

Effective implementation of the Program Year 2008 Action Plan will involve a variety of key stakeholders. Coordination and collaboration within the Travis County government and between agencies will be instrumental in ensuring the needs in the community are addressed effectively. The departments and agencies anticipated to be involved in the implementation of the projects of the PY08 Plan are described below.

Internal Travis County Departments

As done during the implementation of CDBG's projects during the past two program years, the CDBG office will continue engaging several Travis County departments to ensure efficient and effective project planning, management, and implementation of the PY08 Action Plan. The departments that are anticipated to play key roles in the execution of the projects include the Health and Human Services & Veterans Service Department (HHS/VS), the Transportation and Natural Resources Department (TNR), the County Attorney's Office and the Purchasing

Office. The Travis County Commissioners Court, as the chief-policy making authority of the County, they provide oversight and have the final approval on the actions recommended by the county staff. CDBG staff will continue to implement the policies and procedures to support the effective management of CDBG funds.

Health and Human Services & Veterans Service Department

Travis County Health and Human Services & Veterans Service Department (HHS/VS) is the lead county agency responsible for the administration of the County's CDBG funding. This department has the primary responsibility of assessing community needs, developing the Consolidated Plan and yearly Action Plans, managing project activities in conjunction with other county departments and other community partners, administering the finances, monitoring and reporting. The CDBG office is located in the Executive Manager's Office within HHS/VS. HHS/VS reports to the Travis County Commissioners Court for oversight authority.

It is anticipated the Research and Planning Division (R&P) within HHS/VS will work closely with the CDBG office to provide grant support as needed. Due to the complexity and amount of community planning, data collection, resource development, work to be completed, R&P and CDBG are coordinating data collection, resource development and planning efforts around housing and community development issue areas to increase capacity and reduce duplication of efforts.

Additionally, the Family Support Services (FSS) Division of HHS/VS is the project manager for a public service project. FSS also manages the seven Travis County Community Centers so the CDBG Office works closely with the Division to ensure access to CDBG documents and encourage outreach and citizen engagement through the Centers.

Travis County Commissioners Court

The Commissioners Court is made of four elected commissioners, one to represent each county precinct and the County Judge who serves as the presiding officer. As a group, the Commissioners and County Judge are the chief policy-making and governing body of the county government. The Commissioner's Court makes all final decisions about CDBG fund allocations.

Transportation and Natural Resources Department

The Transportation and Natural Resources Department (TNR) and the CDBG office work closely to coordinate environmental review functions, project planning, implementation and GIS mapping. TNR and CDBG employees have been trained in environmental regulations. This cross training of both departments allows for quality review and peer consultation. More

formalized processes and policies for Travis County's environmental review processes will be developed over the next year to take effect during the implementation of the PY08 Action Plan.

In addition, as part of the project that was approved for the PY07 Action plan, the CDBG office is working closely with a Senior Engineer the TNR office has hired to prepare an assessment of areas that need water/wastewater improvements. The CDBG office and the Senior Engineer will coordinate the preparation of project scopes, eligibility, cost estimates, and project design.

County Attorney's Office

The County Attorney's Office creates and reviews legal agreements as well as provided legal advice and consultation. They have created templates to assist with CDBG procurement procedures and related services consultants, and subsequent construction documents, templates for sub-recipient agreements. This type of collaboration is expected to continue during the implementation of the PY08 Action Plan.

Purchasing Office

The Purchasing Office manages the procurement processes for commodities, professional services and construction. The office received a position funded by the Travis County general fund in 2006 to support CDBG and programs of the Texas Department of Transportation (TxDOT) -- two new streams of federal funding. This approach supports compliance with common federal standards and promotes efficiencies within the County. In addition, this position ensures compliance with required labor standards and submits related reports to the CDBG office. The collaboration between the CDBG office and the Purchasing office is also expected to continue during the implementation of the PY08 Action Plan.

Public Sector and Non-Profits

During the implementation of the PY08 Action Plan, the Travis County CDBG office anticipates coordinating with a variety of local non-profits and governmental entities related to project and grant management, and community planning. The following list provides some examples of the type of engagement the Travis County CDBG office anticipates to build with the public and private sectors:

- ◆ Consultation with other entitlement counties and cities to exchange models for CDBG grant management and project implementation;
- ◆ Information exchange and coordination with other implementing agencies on jointly funded projects;
- ◆ Coordination of planning efforts for affordable housing and ending homelessness initiatives with local stakeholders including coalitions of non-for-profits, the City of Austin, and regional organizations;

- ♦ Coordination of planning efforts with the University of Texas, in particular with the faculty and students of the Community and Regional Planning Department for areas such as developing an affordable housing policy for the County and developing a comprehensive analysis of impediments to fair housing choice;
- ♦ Coordination of planning efforts with the Travis County Housing Authority and Travis County Housing Finance Corporation for affordable housing programs in the unincorporated areas of the county;
- ♦ Partnerships with local Community Housing and Development Organizations (CHDOs), non-profits, and other community development and housing providers to explore options for community development and public service projects and leverage other federal, state, local and private funding.

Monitoring

As the lead agency for development and implementation of the Consolidated Plan, the Travis County Health and Human Services & Veterans Service Department implements standard policies and procedures for monitoring the implementation of CDBG activities. These monitoring activities ensure compliance with program regulations and compliance with financial requirements. Federal guidelines that must be followed include: OMB A-110, OMB A-122, 24 CFR Part 570.603 (CDBG Labor Standards), 570.901-906 (CDBG) and the Davis Bacon Act and Contract Work Hours and Safety Standards Act (CDBG).

HHS/VS provides contract administration for community development activities in conjunction with the Transportation and Natural Resources Department, including but not limited to contract negotiations, compliance monitoring, and payment and contract closeout.

Sub-Recipients

Sub-recipient agreements will be used to conduct housing, community development and public service activities. The sub-recipient agreement will be the foundation for programmatic monitoring. Sub-recipients will be monitored for programmatic compliance on-site in the following manner:

1. All invoices and reports will be routed via HHS/VS CDBG staff prior to final approval by financial services and the Auditor's Office.
2. All new sub-recipients will be monitored quarterly until no findings occur.
3. After two consecutive monitoring reports with no findings, semi-annual visits will occur.
4. Monitoring visits may occur on an annual basis if a sub-recipient has a long-standing record (three or more years) with no substantial findings.

Financial monitoring will be completed as necessary and as directed by sub-recipient fiscal performance and the external monitoring needs of the Travis County Auditor's office. Programmatic and fiscal monitoring may not occur concurrently.

Contractors

Contractors may be used to provide some housing, community development and public services. Contractors submit periodic reimbursement requests that document and verify expenditures. The contract agreement will be used as the primary basis for monitoring. The following steps are an integral part of the monitoring process for each contract:

1. On-site reviews at an established periodic interval (prior to project commencement) will occur to ensure compliance with terms of the contract, HUD guidelines, state/local building and construction standards, and review of engineering plans and specifications.
2. If a contractor is found to be out of compliance, a notice is sent stating their contractual obligation and required action. Failure to comply may result in loss of current and/or future contracts as well as a hold on any payments.
3. All invoices and reports will be routed via HHS/VS CDBG staff prior to final approval by financial services and the Auditor's Office.

Internal Travis County Departments

Internal Travis County projects will be monitored through Travis County HHS/VS CDBG staff. Monitoring activities will include documentation and tracking mechanisms such as sign off prior to invoices being paid, regular meetings with project management staff, and frequent checking of eligibility files, if applicable.

Project Files

Travis County HHS/VS staff will maintain files in order to document each project and its respective compliance with HUD and related regulations.



Travis County

Section II: Housing

Program Year 2008:
(October 1, 2008 – September 30, 2009)
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-Prepared by Travis County Health & Human Services &
Veterans Service



Overview of Housing Services supported by Travis County

Travis County addresses the multiple housing needs of its residents through diverse strategies that include the support of homeless and emergency shelters; transitional, public, assisted, and rental housing; first-time homebuyer programs and owner-occupied assistance programs. These services are either directly delivered by county departments, affiliate entities or by contracted not-for-profit agencies. The following table summarizes the county departments and contracted agencies engaged in the provision of housing services in Travis County.

Travis County HHS/VS Purchased Services to Support Housing

Travis County HHS/VS invests significantly in the continuum of housing services through contracts with non-profits. For Contract Year 2008 (CY2008), which aligns with the calendar year, Travis County has committed the financial resources outlined the figure below.

Figure 7: Overview of Travis County Purchased Services Investment in Housing

Area of the Housing Continuum	Investment
Emergency Assistance	\$587,018
Homeless Shelters	\$397, 858
Transitional Housing	\$226,320
Total HHS/VS Purchased Services Housing Investments	1,211,196

Travis County HHS/VS Housing Services

The Travis County Housing Services performs weatherization and home repairs on houses occupied by county residents to improve energy efficiency, the physical living conditions, and safety in these homes. Funding for services comes from the Texas Department of Housing and Community Affairs, the City of Austin and the Travis County General Fund. Currently, 107 households are on the waiting list for these essential services.

Travis County HHS/VS Family Support Services Division

The Family Support Services (FSS) Division provides rent and mortgage assistance for 30 day housing stabilization as well as utility assistance. Funding for services comes from the Travis County General Fund, the Federal Emergency Management Agency (FEMA), Comprehensive Energy Assistance Program and a variety of local electric and gas utility providers.

Other Travis County HHS/VS Divisions

Other HHS/VS Divisions provide emergency rent or utility assistance on a smaller scale than FSS. These dollars are usually a part of a comprehensive case management program with strategic use of funds for families in need.

Travis County Housing Finance Corporation

Through the Travis County Housing Finance Corporation (TCHFC), Travis County is engaged in a number of efforts to foster and maintain affordable housing. The Corporation provides single-family home ownership (including down payment assistance) opportunities to first-time homebuyers who meet certain income requirements. In addition, the Corporation issues tax-exempt bonds to finance the construction or acquisition of multi-family apartments that must provide rental units to certain low and moderate-income families.

The Housing Authority of Travis County

The Housing Authority of Travis County (HATC) manages three public housing sites, a Section 8 Housing Choice Voucher Program, three Shelter Plus Care Projects and a Lease-Purchase program.

The public housing sites have a total of 105 housing units while the Shelter Plus Care projects provides rental assistance for homeless people with chronic disabilities in the Austin-Travis County area. The program utilizes integrated rental housing and flexible and intensive support services to promote community tenure and independence. These Public Housing and Shelter Plus sites are all located in incorporated areas of the county.

In the unincorporated areas, HATC administers the Section 8 Housing Choice Voucher Program, assisting very low income, disabled and elderly families or individuals. HATC also operates a Lease-Purchase program, to provide homeownership opportunities for prospective homebuyers who can afford monthly mortgage payments, but do not have funds for a down payment and/or closing costs or the credit standing to qualify for a loan.

CDBG Housing Investments

The Travis County CDBG program has supported projects that seek to preserve and expand the supply of affordable housing units. For the combined program years 2006, 2007, and 2008 CDBG is supporting the construction of affordable single family homes by providing funds for the land acquisition and the infrastructure that will be used to build 41 homes for very low and low income families. Additionally, CDBG funds will target home rehabilitation for the first time. These services will build upon and expand existing Travis County efforts in home repair and weatherization. Figure 8 summarizes the CDBG housing investments.

Figure 8: Overview of Travis County CDBG Investment in Housing

Housing Activities	CDBG Housing Investments	Impact
PY06: Land acquisition for the Production of New Owner Housing Units	\$250,000	41 Households
PY07: Land acquisition for the Production of New Owner Housing Units	\$195,518	
PY08: Infrastructure for new housing development	\$500,000	
PY08: Home Rehabilitation	\$106,136	20 households
Total CDBG Housing Investments	\$1,051,654	61 households

Barriers to Affordable Housing

Many factors impact affordability of the housing stock in the unincorporated areas of Travis County. The high cost of living and the demand for land and housing create a lack of affordable housing for very low- and low-income households. Outlined below are the barriers to affordable housing identified through the 2006-2010 Consolidated Plan's needs assessment, housing market analysis, provider forum and surveys, consultations and public hearings.

Lack of Funding for Affordable Housing

Travis County's Housing Finance Corporation currently has funding and programs in place to increase affordable home ownership through first time homebuyers down payment assistance and bond programs. While this funding creates opportunities to increase housing affordability

poor credit scores and other factors make it difficult for low to moderate-income families to qualify for mortgage loans.

The majority of Travis County residents with a housing cost burden are renters. Not enough funding exists to subsidize renters to make rents more affordable.

High Cost of Housing, Land and Infrastructure

The high cost of housing, land and infrastructure makes homeownership and rents unaffordable to many of Travis County's low-income families. For residents with low- to moderate-income, the availability of homes at affordable prices is dwindling.

Building Codes, Zoning Provisions, Growth Restrictions and Fees

At this time, Travis County does not have any building codes, zoning provisions or growth restrictions in the unincorporated areas. This is largely a function of state statutes that place significant limits on the authority of counties to regulate or restrict development. While less restrictions, codes and provisions initially increase affordable development, it also increases the likelihood for substandard housing and other unsuitable living conditions throughout the unincorporated areas.

Environmental Regulations

Several state and federal regulations exist to protect the environment including the Endangered Species Act, the National Pollutant Discharge Elimination System and the Wetland regulations. Texas rules include regulation for the installation of septic systems and for development over the Edwards Aquifer. These regulations may increase costs for development, affecting affordability.

Addressing Barriers to Affordable Housing

Refer to previous section to see Travis County's investments in promoting affordable housing. The following figure presents the Housing Priority Needs Summary Table prescribed by HUD.

Figure 9: Housing Priority Needs and Goals

Housing Priority Needs and Accomplishments Summary					
Priority Housing Needs (Households)		Priority Need Level (High, Medium, Low)		5-Year Goals	PY 2008 Estimates
Renter	Small Related	0-30%	High	2	0
		31-50%	High	1	0
		51-80%	High	2	0
	Large Related	0-30%	Medium	0	0
		31-50%	High	1	0
		51-80%	High	1	0
	Elderly	0-30%	High	1	0
		31-50%	High	0	0
		51-80%	Medium	0	0
	All Other	0-30%	High	1	0
		31-50%	High	1	0
		51-80%	High	2	0
Owner	0-30%	High	20	20	
	31-50%	High	15	41	
	51-80%	High	31	0	
Total Goals				78	0
Total 215 Goals*				N/A	N/A
Total 215 Renter Goals*				N/A	N/A
Total 215 Owner Goals*				N/A	N/A

Impediments to Fair Housing Choice

The U.S. Department of Housing and Urban Development (HUD) has a commitment to eliminate racial and ethnic segregation, physical and other barriers to persons with disabilities, and other discriminatory practices in the provision of housing. HUD extends the responsibility of affirmatively furthering fair housing to local jurisdictions through a variety of regulations and program requirements.

As an entitlement county receiving CDBG funds from HUD, Travis County must fulfill its fair housing responsibilities by developing an analysis of impediments to fair housing choice and by taking actions to overcome the identified impediments. Given the County's limited history administering the grant (two years and half), the complexities of conducting a thorough analysis, and the limited staff resources, the CDBG office of Travis County developed a preliminary analysis to lay the ground for a more comprehensive analysis to be conducted by

a consultant in the program year 2008. Part of the funds requested for CDBG Program Year 2008 administrative expenses will fund the study.

The preliminary analysis highlights the impediments identified by the City of Austin in the analysis they published in February, 2005. Since a lot of the analysis conducted by the city, used county data, the impediments can be expected to hold in other areas of the county including non-incorporated areas. The identified impediments are the following:

- Lack of accessible housing to meet the need of the disabled community throughout the county
- Lack of affordable housing
- Discrimination of minorities in housing rental and sales market
- Misconception by property managers concerning family occupancy standards
- Predatory lending practices
- Disparity in lending practices
- Failure of mortgage lenders to offer products and services to very low-income and minority census tracts people
- Insufficient financial literacy education
- Insufficient income to afford housing

The analysis of impediments that will be conducted with funds from the PY08 Action Plan, will reveal to what extent the impediments mentioned are applicable to the county as a whole as well as any other impediments that might be unique to the unincorporated areas. The analysis will also design an action plan to address those impediments.

Travis County currently addresses issues of housing discrimination by funding social services from the Austin Tenant's Council (ATC) and Texas Rio Grande Legal Aid, Inc. ATC provides information about housing rights and advocacy to protect the housing rights of low income and minority residents of Travis County. Texas Rio Grande Legal Aid, Inc. provides legal assistance to obtain or preserve safe, decent and affordable housing for clients facing eviction and/or homelessness. The Family Support Services Division, which operates within HHS/VS, addresses issues of possible fair housing discrimination through referral to these organizations.

In spite of the efforts made by funding the work of these two organizations, the County needs to develop an action plan, which addresses impediments to fair housing choice. The development of a comprehensive plan to address identified issues will allow the County to target efforts to reduce discrimination and barriers to affordable housing through advocacy, policy change and strategic investments.

Homeless and other special needs activities

Planning Efforts to End Homelessness

Travis County is a member of the Ending Chronic Homelessness (ECHO) Coalition. The overall role of ECHO is to identify specific strategies and to oversee ongoing planning and implementation of a plan to end chronic homelessness in Austin and Travis County. The ECHO Coalition is comprised of four subcommittees: Planning & Evaluation, Prevention, Exiting, and Systemic Issues. Regular monthly meetings for each subcommittee are held, and plenary meetings for all ECHO members are held quarterly. Travis County CDBG staff joined the Planning and Evaluation Committee during PY07 and during the coming year will be participating in the Independent Review Team that will reviews and rank HUD Continuum of Care (CoC) applications and will provides feedback to contracting agencies.

Homeless Services

During the 2008 program year, Travis County will not target the use of Community Development Block Grant funds toward homeless efforts. During calendar year 2008, Travis County is investing over \$350,000 in general fund dollars in contracts with social service providers targeting the homeless in conjunction with the Austin/Travis County ESG grant administration and the Austin/Travis County Plan to End Chronic Homelessness.

Homelessness Prevention

A variety of homelessness prevention efforts are made through the Travis County General Fund and other grant sources. HHS/VS invests directly through its Family Support Services Division (FSS) to address housing stability issues including rent, mortgage and utility assistance. Annually, FSS provides over \$ 1,899,000 of General Fund and grant assistance dollars. For 2008, purchased service investments with non-profits totals over \$580,000.

HUD Continuum of CARE (Homeless SuperNOFA)

Austin/Travis County receives approximately \$3.7 million per year in HUD Continuum of Care (CoC) funding. This funding is provided for homeless assistance and has been static for several years due to no additional SuperNOFA funds awarded to the CoC.

HOME/ American Dream Down Payment Initiative (ADDI)

Travis County does not receive HOME or ADDI funds at this time.

Emergency Shelter Grant

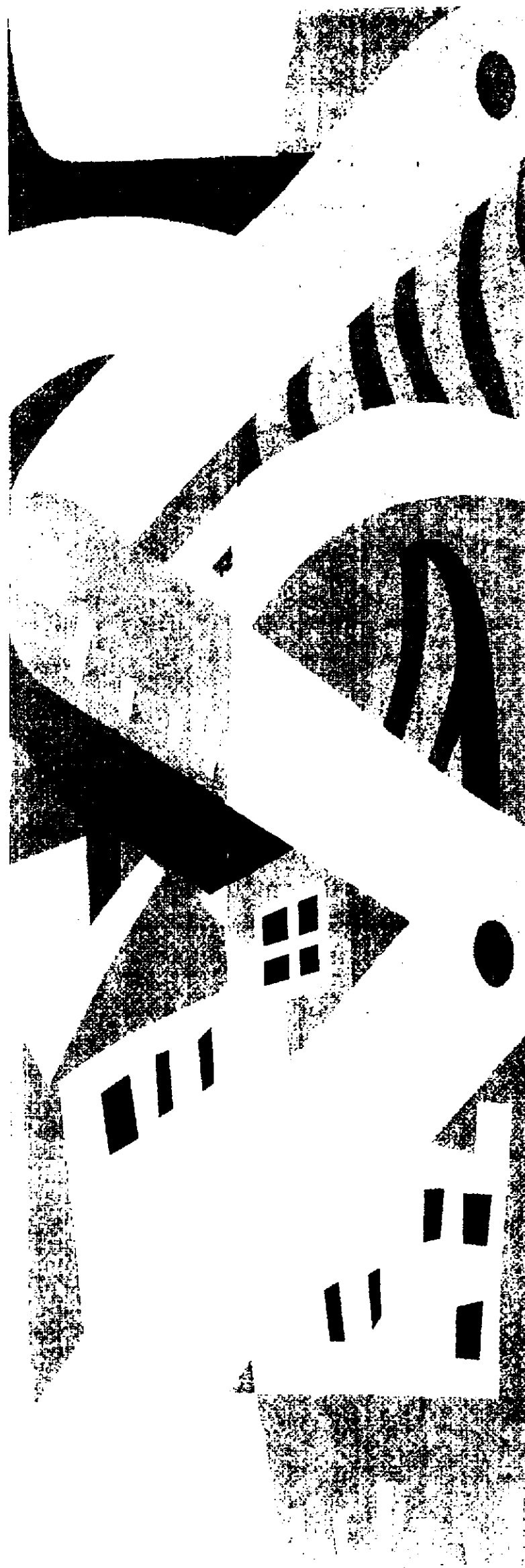
Travis County does not receive Emergency Shelter Grant funds at this time.

Travis County

Section III: Non- Housing Community Development and Other Actions

Program Year 2008:
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-Prepared by Travis County Health & Human Services &
Veterans Service



Non-Housing Community Development Investments

During the past three years, CDBG dollars in Community Development has supported the improvement of a water delivery system, the improvement of substandard roads and the planning of water and wastewater projects. Refer to the figure below for a summary of CDBG investments in community development for 2006-2008.

Figure 10: Overview of Travis County CDBG Investment in Community Development

Community Development Needs/Projects	Priority Need Level	CDBG Investments
INFRASTRUCTURE		
Water Improvements PY06	High	\$ 200,000
Street Improvements PY 06	High	\$ 388,659
Street Improvements PY 07	High	\$ 500,000
	Total Infrastructure	\$ 1,088,659
PUBLIC SERVICE		
Other Public Service Needs PY 07	High	\$ 64,000
Other Public Service Needs PY 08	High	\$ 64,877
	Total Public Service	\$ 128,877
ECONOMIC DEVELOPMENT		
	Low	\$ 0
PUBLIC FACILITY		
	Medium and Low	\$ 0
PLANNING		
Water/Wastewater Improvement Planning PY 07	Not applicable	\$ 88,727
Water/Wastewater Improvement Planning PY 08	Not applicable	\$ 108,704
	Total Planning	\$ 197,431
TOTAL CDBG Dollars Invested in Community Development:		\$ 1,414,967

In addition to CDBG investments, the County's infrastructure department, Transportation and Natural Resources, conducts community development activities in the form of public parks, bridge and drainage projects, storm water management, road maintenance, onsite sewage facilities, transportation planning, and various other projects, totaling approximately \$74,125,080 in PY 2007.

Water and Wastewater Needs

Water and Waster needs have been a recurring need brought up in the CDBG public hearings held during the last three years. As result of a lowering water table as well as the development occurring in the South an East areas of the County, families are experiencing a shortage of water in their wells. Some families have to truck in water while others go without this needed resource. The public infrastructure needed to resolve neighborhoods' access to water is costly and requires strategic planning and the creation of partnerships.

CDBG is funding a water/wastewater study of those neighborhoods who have self-identified a need. The study will provide the County objective and organized data to determine next steps. The planning will also assist in the development of opportunities to leverage funds with public and private dollars to address identified needs.

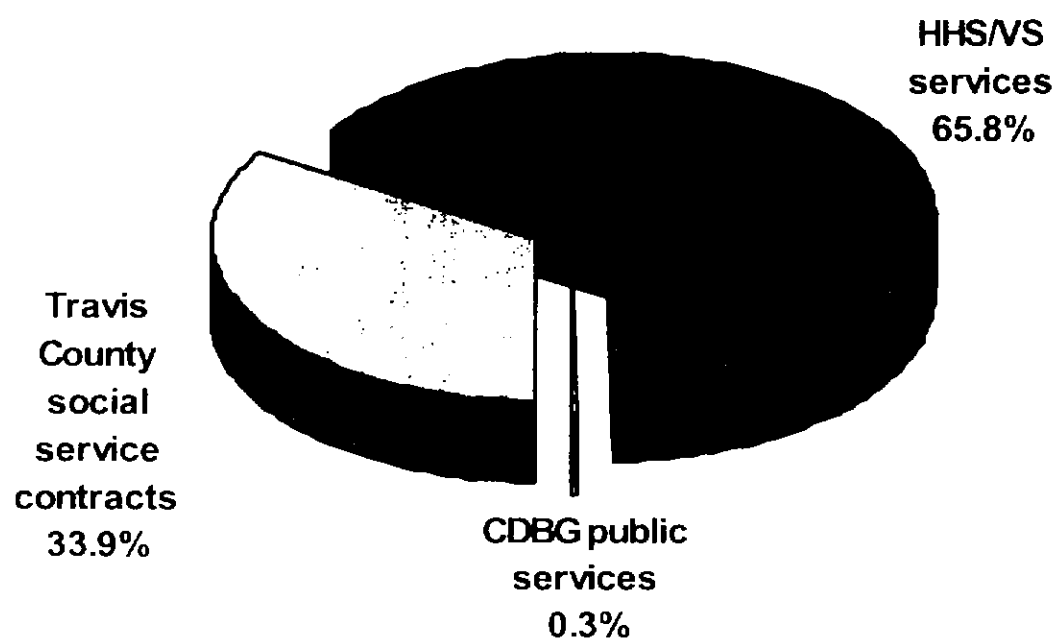
Anti-Poverty Strategy

Travis County's lead agency for administering CDBG funds is the Health and Human Services & Veterans Service Department, whose mission is "to work in partnership with the community to promote full development of individual, family, neighborhood, and community potential." The vision of HHS/VS is "optimizing self-sufficiency for families and individuals in safe and healthy communities." Both the mission and vision of HHS/VS are essentially aimed at preventing and ameliorating conditions of poverty in Travis County.

Travis County operates a number of anti-poverty programs that assist individuals and families on multiple fronts in transitioning from crisis to self-sufficiency. The County carries out its anti-poverty programs both through the direct delivery of services managed by the Health and Human Service and Veteran Service Department and by purchasing services from private and not-for-profit agencies in the community. In addition to the provision of direct services, Travis County continually assesses the poverty and basic needs of county residents, works with stakeholders in facilitating anti-poverty efforts, and supports public policy initiatives that prevent and ameliorate conditions of poverty.

HHS/VS contracts annually with over 40 non-profits in the form of social service contracts. During the 2007 program year approximately \$8,133,956 were invested on social service contracts. In addition, during the 2007 program year the Health and Human Services & Veterans Service Department (HHS/VS) provided approximately \$15,770,193 in direct public services. Figure 11 summarizes Travis County Public Service Investments during program year 2008.

Figure 10. Travis County Public Service Investment, PY2007



HHS/VS began to develop a formal anti-poverty strategy during the 2006 program year. A committee made up of HHS/VS employees from across different divisions met to discuss the development of an anti-poverty strategy led by CDBG staff. In PY08 work will continue to further the development of an official anti-poverty strategy.

Non-Homeless Special Needs

HUD identifies non-homeless special needs populations as elderly, frail elderly, those with severe mental illness, the developmentally disabled, the physically disabled, persons with alcohol and other drug addictions, victims of domestic violence, and persons living with HIV/AIDS. Over the five-year strategic direction of the 1006-2010 Consolidated plan, no specific goals for CDBG are targeted to address non-homeless special needs.

Travis County's HHS/VS provides services to special needs populations through direct services as well as social service contracts and inter-local agreements with other governmental

organizations. Travis County HHS/VS invests in different programs to address public health, substance abuse, indigent health, and mental health needs.

Services for Elderly & Frail Elderly

Travis County funds services through social service contract investments. Services provided include in-home care services, bill payer services, meals, and case management. In-home services include assistance with personal hygiene tasks as well as housekeeping while bill payer services include assistance with finances and money management. Meals include hot meal delivery and 2nd meal assistance.

Services for Persons with Physical Disabilities or Developmental Delays

Travis County funds services for persons with physical disabilities and developmental delays through social service contract investments. Services center around employment and job-readiness, case management, early childhood intervention, basic needs assistance, and social/recreational opportunities.

Services for Victims of Domestic Violence

Travis County approximately funds services for persons experiencing abuse, neglect, domestic violence, and sexual assault through social service contract investments. Services center around advocacy, crisis management, emergency shelter, transitional housing, and counseling.

Services for Persons Living with HIV/AIDS

Travis County funds services for persons living with HIV/AIDS (PLWA) through social service contract investments. Services center around advocacy, crisis management, emergency shelter, transitional housing, counseling, case management, primary medical care retention, client advocacy, medication adherence assistance, food bank assistance, nutritional counseling, home health, prevention, and support groups. Additionally, Travis County provides other services through health and public health inter-local agreements.

Lead-Based Paint

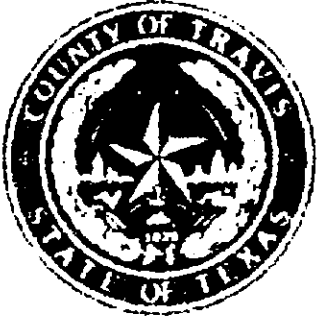
Prior to contracting for the owner occupied rehabilitation program in PY08, the County will develop procedures to comply with the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September, 1999. The procedures will include notification, identification, and treatment, if necessary.

HHS/VS Housing Services Division, which receives funds through State grant funds and the Travis County General Fund, provides limited lead-based paint remediation on houses built

before 1978 where small holes in the wall or similar acts that could cause additional possible lead exposure are made.

Specific HOPWA Objectives

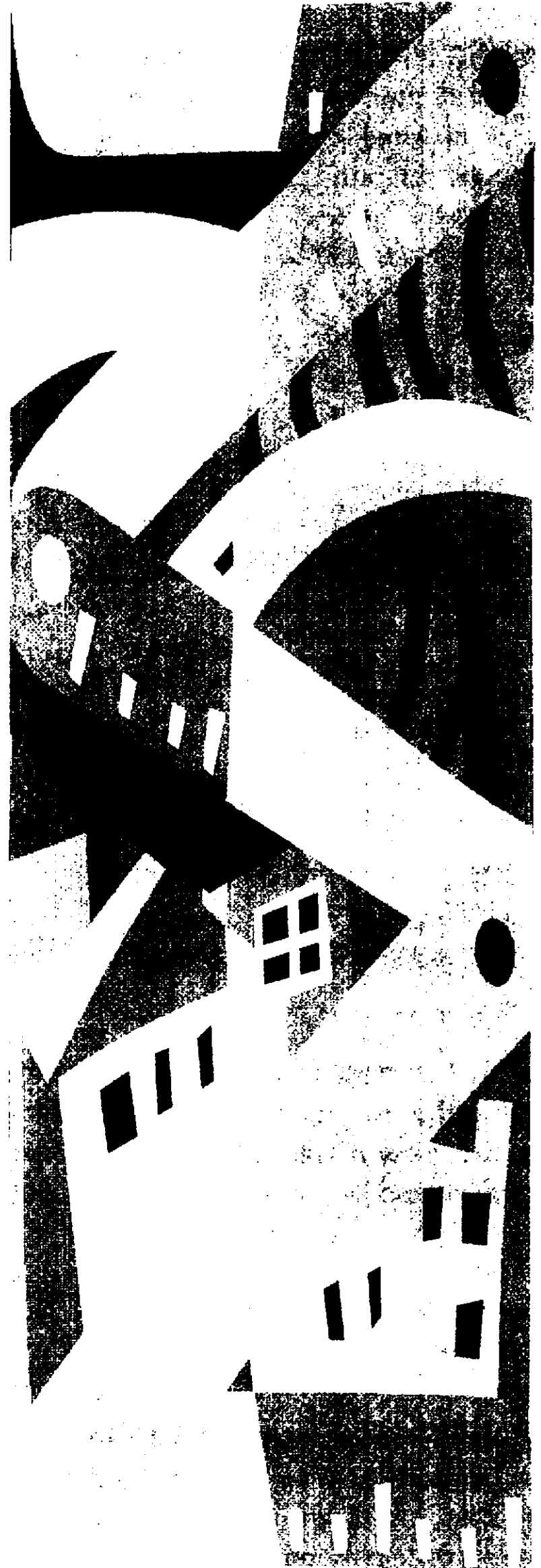
Travis County does not receive HOPWA funds at this time.



Travis County

Appendix A: Public Participation

Program Year 2008:
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-Prepared by Travis County Health & Human Services & Veterans Service

Public Participation Summary

A total of nineteen (19) residents of the unincorporated areas of Travis County participated in five (5) public hearings held during the months of February and March 2008. The purpose of the hearings was to obtain the public's input on the community development, housing, and public service needs, as well as potential project ideas to address those needs. The first hearing, held at the Commissioner Courtroom, followed a traditional hearing format, while those held in each of the precincts had an information session followed by facilitated discussion. The hearings were held according to the following schedule.

Table 1: Summary of Spring 2008 Public Participation Process

Feb. 19 th , 2008 @ 9:00 am	Feb. 21 st , 2008 @ 6:30 pm	Feb. 25 th , 2008 @ 6:30 pm	Feb. 27 th , 2008 @ 6:30 pm	Mar. 3 rd , 2008 @ 6:30 pm	February and March 2008
Commissioner's Courtroom Travis County Granger Building 314 W. 11 th St. Austin, TX 78701	Precinct 1: TNR Satellite Office 9301 Johnnie Morris Road Austin, TX	Precinct 2: Travis County Community Center 15822 Foothills Farm Loop, Bldg D Pflugerville, TX	Precinct 3: West Rural Community Center 8656-A Hwy 71 W., Suite A Oak Hill, TX	Precinct 4: South Rural Community Center 3518 FM 973 Del Valle, TX	Feedback received in writing through the Citizen Participation Form
Two (2) Participants	Six (6) Participants	Zero (0) Participants	Six (6) Participants	Five (5) Participants	2 (Two) Residents

Public Hearing at the Commissioner's Court

During the hearing held at the Commissioner's Court on February 19th, 2008, two persons testified. The first person voiced the need to spend CDBG funds on affordable housing, housing repairs, youth programs and improvements of water services and streets. The second person, the executive director of Austin Habitat for Humanity, asked the court to continue to fund affordable housing through land acquisition, pointing out that almost 50 % of the renters in Travis County pay more than 30 % on their incomes on housing expenses. To read the complete testimonies, please refer to section 5 of this document.

Public Hearings in the Precincts

The hearings held in each of the precincts consisted of an informational section and two interactive exercises. The informational section contained background information on CDBG eligible activities, citizen participation processes, and project selection criteria. During the first exercise, participants were asked to choose in which of the Commissioner Court- approved CDBG high priorities the County should invest CDBG monies for the 2008 Action Plan. During the second exercise, residents were asked to identify their community needs and potential project ideas to address those needs.

First Exercise: Ranking Commissioners Court-Approved Priorities

Staff provided a list of the Court approved high priorities on large pieces of paper on the wall. Participants were asked to rank the priorities by placing self-adhesive dots next to the ones they consider most significant. They were specifically asked to 1) assign an orange dot, worth 5 points, to the priority that represents to them the most urgent need or most urgent area of investment, 2) assign a green dot, worth three points, to a priority that represents to them an urgent need, but not necessarily the most urgent need, and 3) assign a purple dot, worth 1 point, to the priority that represents to them an important need, but not as urgent need. To provide additional emphasis, participants were allowed to assign more than one dot to a priority area. The results of the ranking for the 17 residents that participated in the Precincts 1, 3 & 4 hearings and one that participated through the Citizen Participation Form were as follows:

Table 2: Ranking of Commissioners Court-Approved Priorities by Seventeen (18) participants in the Precinct Public Hearings and through the Citizen Participation Form

High Priorities for the 2006-2010 Period	Dots Assigned			Total Points
	Most Urgent (5-point dots)	Urgent (3- point dots)	Important (1-point dots)	
Water/Sewer Improvements	9	7	5	71
Street/Road Improvements	4	5	4	39
Owner Occupied Housing Rehabilitation	2	2	1	17
Youth Services	2	2	1	17
Production of New Owner Housing Units through Land Acquisition	1	2	1	12
Other Public Service Needs*	0	0	3	3
Infrastructure for New Housing Developments	0	0	3	3

When explaining to participants the priorities approved by court for the period 2006-2010, it was clarified that the category "Other Public Service Needs" excludes senior services, employment training, child care services, transportation services, substance abuse services, lead services, and lead hazard screening.

Table 3: Ranking of Commissioners Court-Approved Priorities by the Seventeen (18) participants (Broken down by Precinct)

High Priorities for the 2006-2010 Period		Dots Assigned			Total Points
		Most Urgent 5-point dots	Urgent 3- point dots	Important 1-point dots	
Water/Sewer Improvements	Precinct 1	1	2	1	12
	Precinct 3	4	2	1	27
	Precinct 4	4	3	3	32
	Total	8	7	5	71
Street/Road Improvements	Precinct 1	4	3	4	33
	Precinct 3	0	2	0	6
	Precinct 4	0	0	0	0
	Total	4	4	4	39
Infrastructure for New Housing Developments	Precinct 1	0	0	0	0
	Precinct 3	0	0	2	2
	Precinct 4	0	0	1	1
	Total	0	0	2	2
Production of New Owner Housing Units through Land Acquisition	Precinct 1	0	0	1	1
	Precinct 3	1	2	0	11
	Precinct 4	0	0	0	0
	Total	1	2	1	12
Owner Occupied Housing Rehabilitation	Precinct 1	0	1	0	3
	Precinct 3	2	1	1	14
	Precinct 4	0	0	0	0
	Total	2	2	1	17
Youth Services	Precinct 1	1	0	0	5
	Precinct 3	0	0	0	0
	Precinct 4	1	2	1	12
	Total	2	2	1	17
Other Public Service Needs	Precinct 1	0	0	0	0
	Precinct 3	0	0	3	3
	Precinct 4	0	0	0	0
	Total	0	0	0	3

Second exercise: Need/Project Identification

All participants were given several minutes to identify their specific community needs and project ideas including specific locations, cross streets, and any mitigating factors. The specific needs/projects identified are as follows:

Water and Wastewater	
<ul style="list-style-type: none"> Residents that live in the FM 1625 area (from 183 to Creedmore) do not have access to public water utilities. They must purchase water by trucking it in to their homes. They are in need of water infrastructure. Participants indicate that Creedmore WSC refuses to provide water to date. 	Precinct 4
<ul style="list-style-type: none"> Water and sewer access are needed at FM 969 and FM 973. Toll 130 is becoming a major highway. The creation of water and sewer services will increase opportunities for new business to be established in the area. Additionally residents state that the addition of water and sewer services will allow for subdivision of land, and as a result affordable housing may increase. 	Precinct 1
<ul style="list-style-type: none"> Water and wastewater services are inadequate in Manchaca. 	Precinct 3
<ul style="list-style-type: none"> Need for assistance with water connection from the house to the public line in the Plainview Estates subdivision. Although Travis County has already funded part of the water-lines infrastructure – each household needs an individual connection from each home to the water-line. Need for public sewer infrastructure in Plainview Estates. Currently the wastewater/sewage is disposed in septic tanks. There is a concern among Plainview Estates residents that the septic tanks will fail with increased water use. 	Precinct 1

Community Centers, Public Libraries and Youth Centers	
<ul style="list-style-type: none"> • Community Center & Youth Center needed near Creedmore. Del Valle Independent School District used to rent their football fields for intramural youth football activities. This is no longer the case. • Public Library needed near Creedmore – the nearest public libraries are far away. 	Precinct 4
<ul style="list-style-type: none"> • Community and Youth Center needed in Manor. The construction of a community and youth center in Manor is needed. <ul style="list-style-type: none"> ○ Short term: Initial funds are needed to start up youth services by using the facilities of the Manor Independent School District gym. (MISD has indicated that approx. 38 to 40 % of the youth live in the unincorporated areas). ○ Long Term: Additional funds are needed to build a full-scale community and youth center that would include the provision of transportation services to and from the center. 	Precinct 1
Medical Services	
<ul style="list-style-type: none"> • A Medical Clinic is needed in the FM 973 area and Manor. 	Precinct 1
<ul style="list-style-type: none"> • A Medical Clinic is needed near Creedmore. 	Precinct 4
Transportation	
<ul style="list-style-type: none"> • Commuter rail needed in Manor to increase access to public transportation. • Need to increase access to public transportation in the unincorporated areas, even if privately funded. 	Precinct 1
<ul style="list-style-type: none"> • There is a great need for transportation services for those who do not have consistent access to personal transportation. This service is of particularly urgency for elders and populations with disability or health conditions who need assistance to get to medical appointments and run necessary errands (going to the grocery and drug stores). Because of lack of transportation services, these populations end up isolated in their homes. 	Precinct 3
<ul style="list-style-type: none"> • In the Austin's Colony and Plainview Estates areas access to public transportation is needed. 	Precinct 1

Roads, Sidewalks	
<ul style="list-style-type: none"> • Need of road expansion/improvement at Lava Lane. There is half a mile of dirt road that needs to be paved, a turnaround for school bus access added as well as lighting. There are 12 households on this road. There are 12 children who must walk at least a half of a mile everyday to be able to catch the bus (Coulver Rd & Lava Lane). The bus does not pick up children in front of their homes because of the bad conditions of the road, and no place to turn the bus around. Walking ½ mile to the bus stop represents a danger to the children because there are snakes in the area, kids encounter dogs, and they are at risk of encountering pedophiles in the area (seven pedophiles have been registered). There is also a blind spot on Coulver Road, the location of the bus stop, with poor signage and no stop sign. Residents cannot afford the costs associated with the substandard road program. Some of the residents are willing to donate land needed for construction of road and turnaround. 	Precinct 4
<ul style="list-style-type: none"> • Need for sidewalks on Hunters Bend Road. 	Precinct 1
<ul style="list-style-type: none"> • There is a need for an additional entrance/exit to enter/leave the Hunters Bend Community as there is only one now. 	Precinct 1
Speed Enforcement	
<ul style="list-style-type: none"> • There is a need for speed enforcement in Hunter Bend Rd and Plainview Estates. Mechanisms for enforcing speed limits could include an increased presence of police officers observing traffic speeds, speed limit signs, and street speedometers that can remind people how fast they are going. • Need for increase patrols from Decker Lake, Manor, Austin Colony, Plainview Estates, Raytex, Chapparral 	Precinct 1

Information on Available Public Services	
An inventory/repository of information on public services available to residents in Manor is needed. Residents were not sure if they had 211 services. If not, expansion of the 2-1-1 helpline that United Way maintains could address the problem.	Precinct 1
Youth Programs	
<ul style="list-style-type: none"> Expansion of the Stellar Youth and Community program in the unincorporated areas. The contact person is Linda Young who works with the Austin Community College. The program involves the employment training opportunities for youth. 	Precinct 1
<ul style="list-style-type: none"> Need for youth program/services to keep them active. There is a need for assistance to families who speak multiple languages. 	Precinct 3
Adult Education	
<ul style="list-style-type: none"> Need for youth and adult education classes such as computer, General Educational Development (GED), and English as a second language (ESL) for populations residing in the Apache Shores, Lakeway, 183 and the 620 area. One possibility for providing these classes could be through a mobile unit adapted for classroom instruction. 	Precinct 3
Physical and Mental Health Services:	
<ul style="list-style-type: none"> Inadequate access to the Travis County Medical Assistance Program (MAP). It takes months to be able to schedule an appointment. Lack of health and education opportunities. There is a need for affordable health and fitness opportunities such as those offered by the YMCA centers (swimming pools, saunas). There is a need for mental health services including home-based services. There is a need for assistance to be able to purchase medication. 	Precinct 3

<ul style="list-style-type: none"> • Need for more affordable housing. • Need for repairs of homes particularly manufactured homes that are permanently located. • Need for Supportive Housing for clients with mental health issues. 	Precinct 3
<ul style="list-style-type: none"> • The Transportation and Natural Resource is in the process of building a new Center, and during construction, they brought the water infrastructure needed for them. However, they did not consider the broader water infrastructure needs of the area when they knew it was an issue. 	Precinct 1
<ul style="list-style-type: none"> • Look at housing development permitting – Does TNR analyze the increase loads on roads in conjunction with the increased development? 	Precinct 1
<ul style="list-style-type: none"> • Internet Accessibility Study 	Precinct 1

Detailed Testimonies Received during Public Hearing on 2/19/08

Gus Peña's testimony Received during Public Hearing on February 19th, 2008

"Judge good morning, Commissioners, Gus Peña. I don't live in the areas that are specified for this funding but I do have family and friends that live out in the areas, one of them where water service needs to be improved. Streets need to be paved, but, you know, I've always been supportive of youth services, youth programs for many years, since I was at Johnston high school more than 35, 38, 39 years ago actually, but anyway more funding for affordable housing, that's a given for housing and housing repair.

A lot of units out there are in need of -- of big repair and I also spoke to -- to our former secretary of HUD, Henry Cisneros, who used to be our mayor, the mayor in San Antonio. And I -- I voiced my concern about the concerns that the community had in these areas, not enough funding is being allocated to our area over here. I only speak about our area; I don't speak about any other counties or whatever. But those concerns were related to the secretary of HUD. In Washington that we went to Washington on these issues, also, when it first came out last year.

So -- so more money needs to be done, but I think -- I think you all are doing a good job, bringing in as much money as we can so HUD. Can allocate those. As we spoke to the under secretary of HUD., more needs to be done for our community. Having said that, youth services, programs, affordable housing, things mentioned as priorities already, already on the list, but need to be emphasized strongly to improve the quality of life of the people there in those areas.

That's all that I have to say. I was just questioning where it says here administration and planning, 20%, \$166,637. I'm not quite sure what that is all about. If you can explain to the community, also a lot of people do not have computers, do not have capable. So these -- do not have cable, these public hearing notices are not carried to them via any communication method. We can improve that method to communicate to the people they don't know when the public hearings will be held and when that would be most appreciative. Thank you very much."

5. Detailed Testimonies Received during Public Hearing on 2/19/08

Michael Willard's testimony Received during Public Hearing on February 19th, 2008

My name is Michael Willard, Executive Director of Austin Habitat for Humanity. I'm here to speak to you today just on the priorities that you all have outlined for the CDBG funding. Let me just echo again or let me just first of all start out by saying thank you for the support that the Commissioners Court has provided Habitat and the acquisition of properties in the past. But what we have been able to do right now is just a small step and what is needed is much more efforts at funding spent on affordable housing in -- in Travis County.

We know that there are almost 50% of the -- of the renters in Travis County are paying more than 30% of their income for the -- for the rental units that they are getting. Now, most of you all know, that -- that if you are paying more than 30% of your income on a rental unit or your housing, you are cost burdened by HUD Standards. Here we're looking at nrjs community that almost half of the folks who are doing the renting are having to pay more than that 30% of their income for housing. The need for affordable housing in our community is great.

We also if we look down the road about the growth of central Texas. We know that more people are coming here, the need for affordable housing for those folks is going to continue to go up. As we look into the future. So I ask you today to continue to fund affordable housing in terms of the acquisition of land, providing the infrastructure and the development of units as part of your CDBG plan.

CDBG Citizen Participation Form (Page 1 of 4)

Ranking of Priorities and Identification of Project Ideas

Travis County is expected to receive funding from the U.S. Department of Housing and Urban Development (HUD) under the federal Community Development Block Grant (CDBG) program. The CDBG program may fund a variety of projects benefiting residents of the unincorporated areas of the county including social service activities, street reconstruction, water and sewer improvements, and preservation of affordable and decent housing among others.

To decide how the monies will be spent for CDBG's Program Year 2008, which starts in October 1st, 2008 and ends in September 30th, 2009 - Travis County is accepting project ideas from residents who can provide their input in a number of ways. Residents can attend one of five public hearings that will be held during the following times and locations:

Feb. 19 th , 2008 @ 9:00 am	Feb. 21 st , 2008 @ 6:30 pm	Feb. 25 th , 2008 @ 6:30 pm	Feb. 27 th , 2008 @ 6:30 pm	Mar. 3 rd , 2008 @ 6:30 pm
Travis County Granger Building Commissioners Courtroom 314 W. 11th St. Austin, TX 78701	TNR Satellite Office 9301 Johnnie Morris Road Austin, TX 78724	Travis County Community Center 15822 Foothills Farm Loop, Bldg D Pflugerville, TX	West Rural Community Center 8656-A Hwy 71 W., Suite A Oak Hill, TX	South Rural Community Center 3518 FM 973 Del Valle, TX

Residents who are not able to attend any of the scheduled public hearings can provide their input by filling out this Citizen Participation Form. All the project ideas collected will be compiled along with the results of the public hearings and presented to the Travis County Commissioners Court to assist in the selection of projects for the Program Year 2008.

Enclosed with this form is a presentation that provides an overview of the CDBG program including priority areas, eligible activities and previous project funding history. For additional information about the CDBG program, contact Christy Moffett via email christy.moffett@co.travis.tx.us or phone at 512-854-3460 or visit the Travis County CDBG web page ([www.co.travis.tx.us/health human services/CDBG/](http://www.co.travis.tx.us/health_human_services/CDBG/)), or the HUD website (www.hud.gov).

CDBG Citizen Participation Form (Page 2 of 4)

Ranking of Priorities

On the year 2006, the Travis County Commissioners Court prioritized seven areas for investment of CDBG's monies. These priorities guide the spending of funds for a five-year period from the year 2006 through 2010.

For the program year 2008, please let us know where you believe dollars need to be spent by ranking the priorities presented below according to the following instructions:

- Assign the letter A to the priority that represents the most urgent need or most urgent area of investment.
- Assign the letter B to the priority that represents an urgent need, but not necessarily the most urgent need.
- Assign the letter C to the priority that represents an important need (not as urgent).

You may assign more than one letter to a given priority area if you would like to provide additional emphasis, however, in total you might only assign the letters A, B and C **ONCE**.

Priorities approved by the Travis County Commissioners Court	<u>Ranking*</u>
Infrastructure for New Housing Developments	
Street and Road Improvements	
Production of New Owner Housing Units via land acquisition	
Owner Occupied Housing Rehabilitation	
Water and Sewer Improvements	
Youth Services	
Other Public Services (excludes senior services, employment training, child care services, transportation services, substance abuse services, health services and lead hazard screening)	

** No more than three categories can be prioritized. If the directions are not followed in this section, the information will not be included in the analysis provided to the Commissioners Court.*

Citizen Participation Form (Page 3 of 4)

Project Ideas

Project Ideas

Project ideas are accepted at any time throughout the year, however, those received after March, are considered for the subsequent program year. Travis County Commissioners Court selects projects by vote during the month of May or June. The allocation for CDBG's 2008 program year is approximately \$833,185.

Activity:

Please provide ideas for potential projects for program year 2008. Include the type of project (for example, street improvement, public sewer system, etc.) and location (for example, Hill Country Subdivision, 1004-1207 ABC Road).

Project Idea	Location

Citizen Participation Form (Page 4 of 4)

Contact Information

Name:

Address:

Email and/or Phone:

May we contact you if we have questions about any project ideas?

Yes

No

Would you like to receive emails or postal mail notifications about CDBG events? (Circle One)

Email notices

Postal Mail Notices

Not Interested

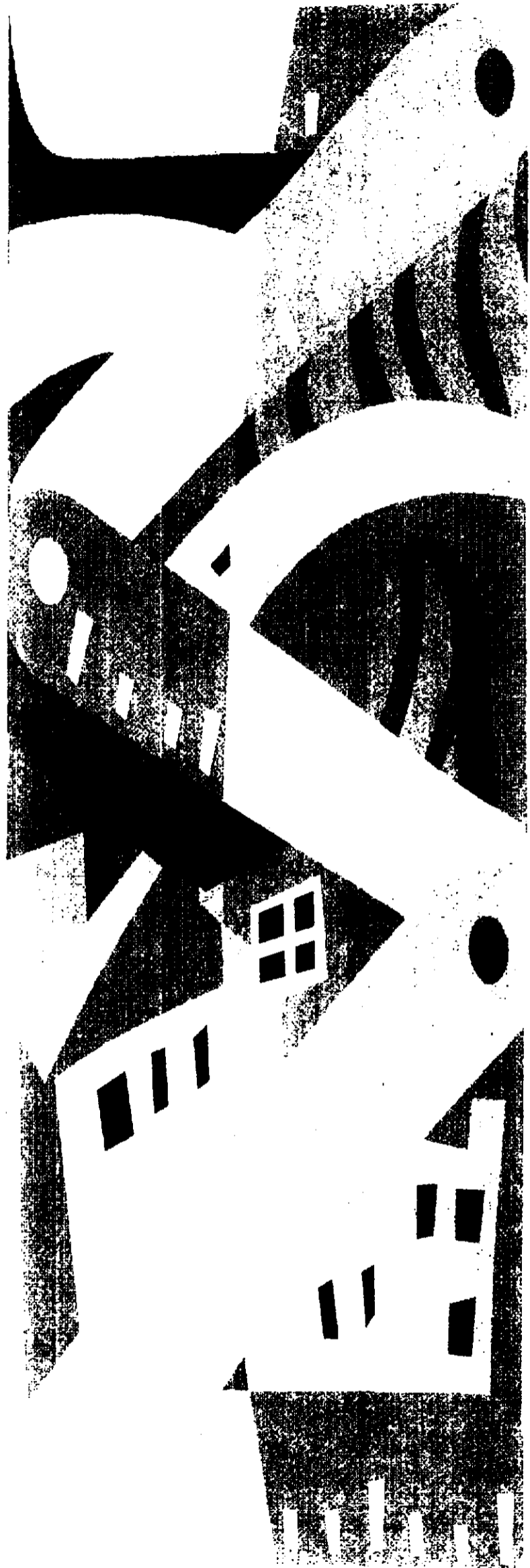
Please provide completed form no later than 5 pm on March 3rd to vial email to chirsty.moffett@co.travis.tx.us or postal mail to CDBG Program, Travis County HHSVS, P.O. Box 1748, Austin, TX 78767.



Travis County

Appendix B: Maps

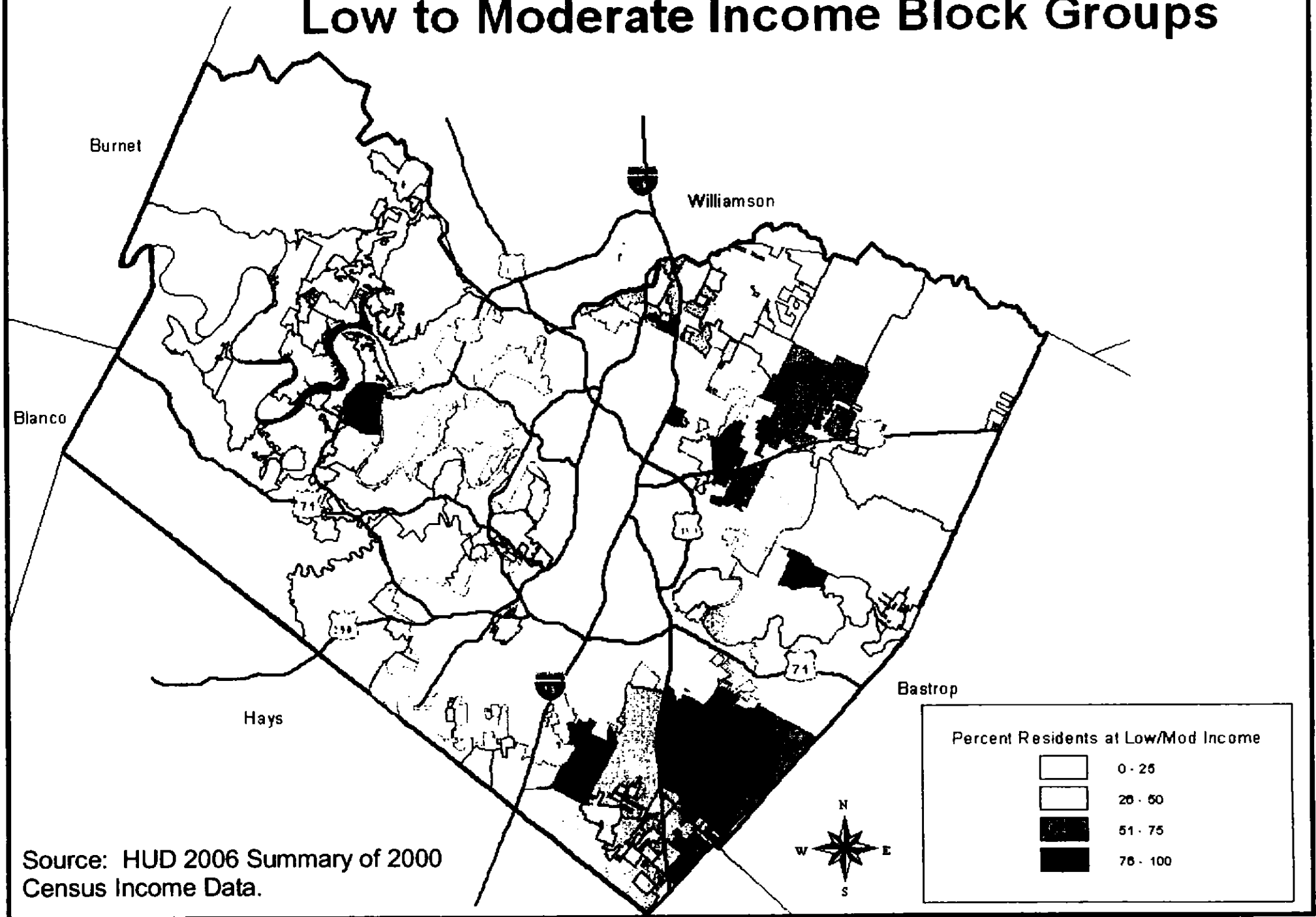
Program Year 2008:
(October 1, 2008 – September 30, 2009)
Annual Action Plan



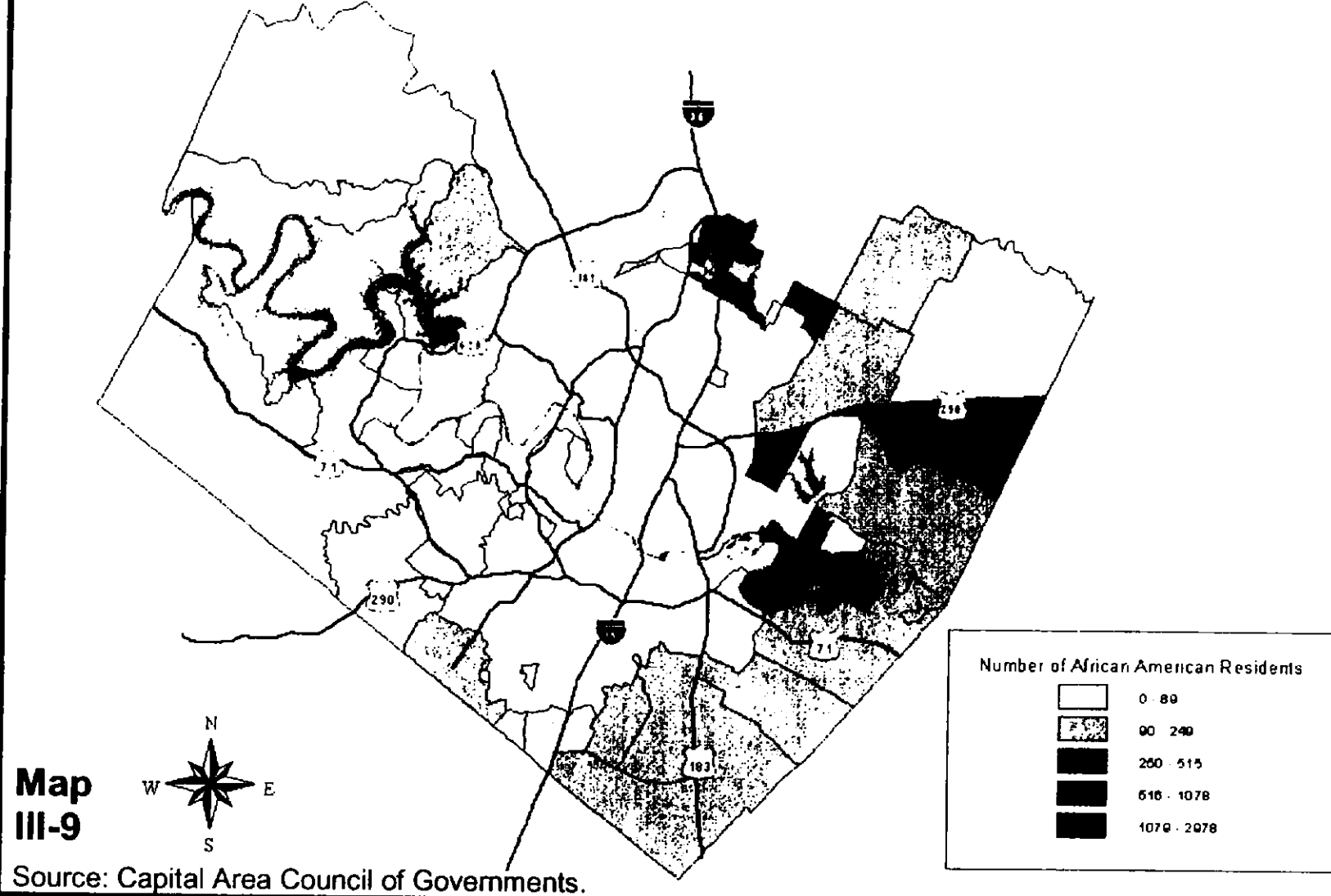
-Prepared by Travis County Health & Human Services & Veterans Service

Map III-8

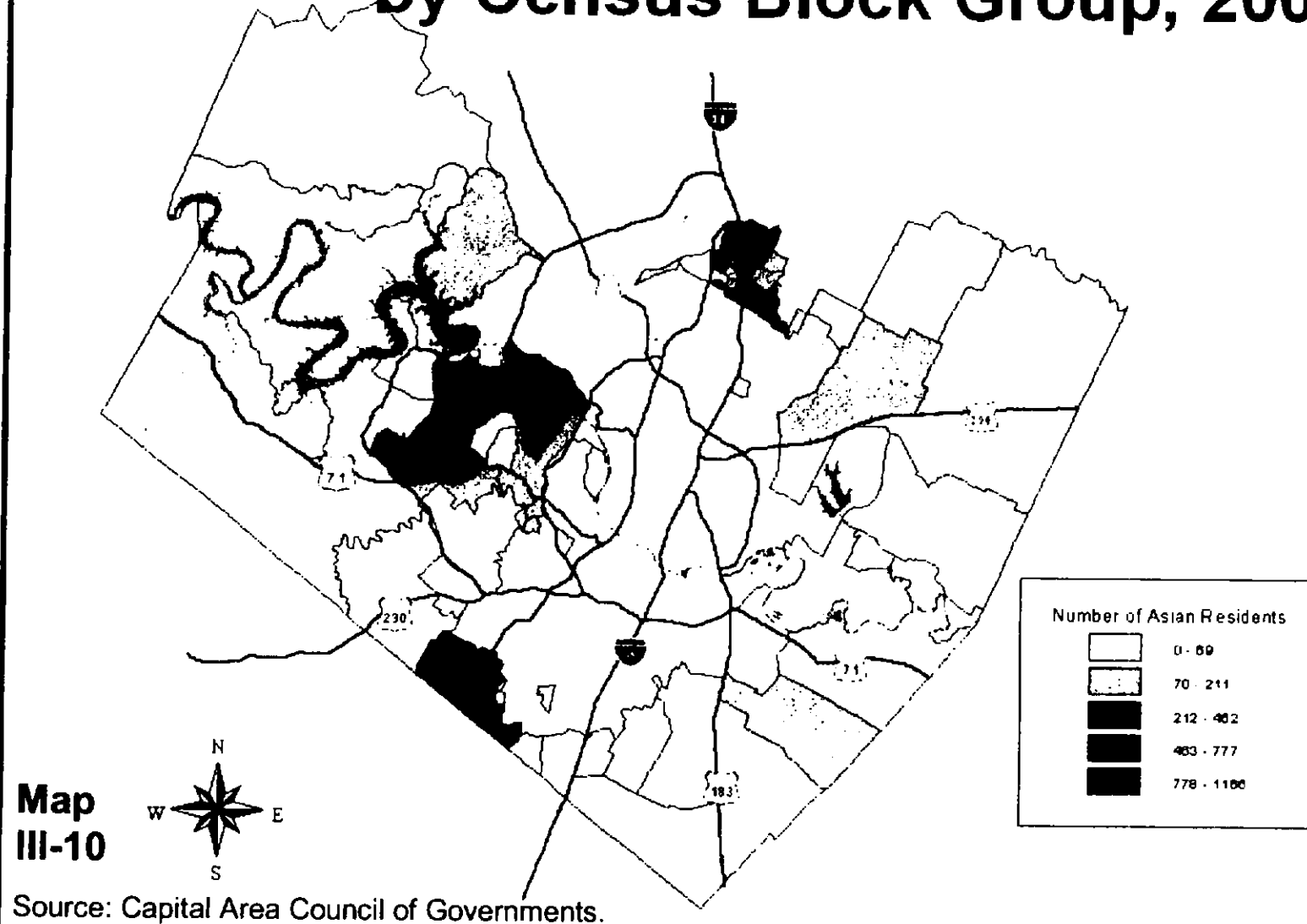
Unincorporated areas of Travis County with Low to Moderate Income Block Groups

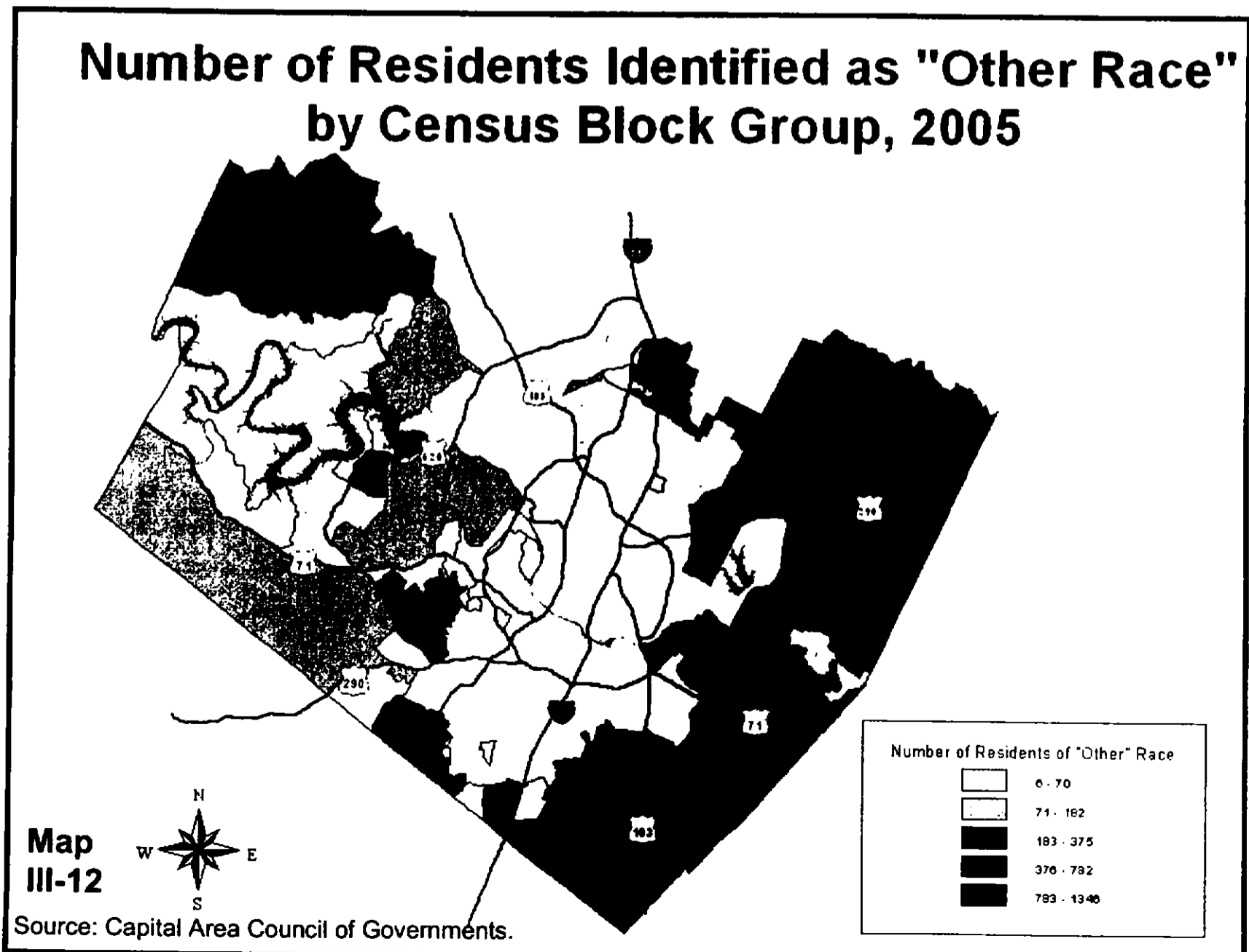
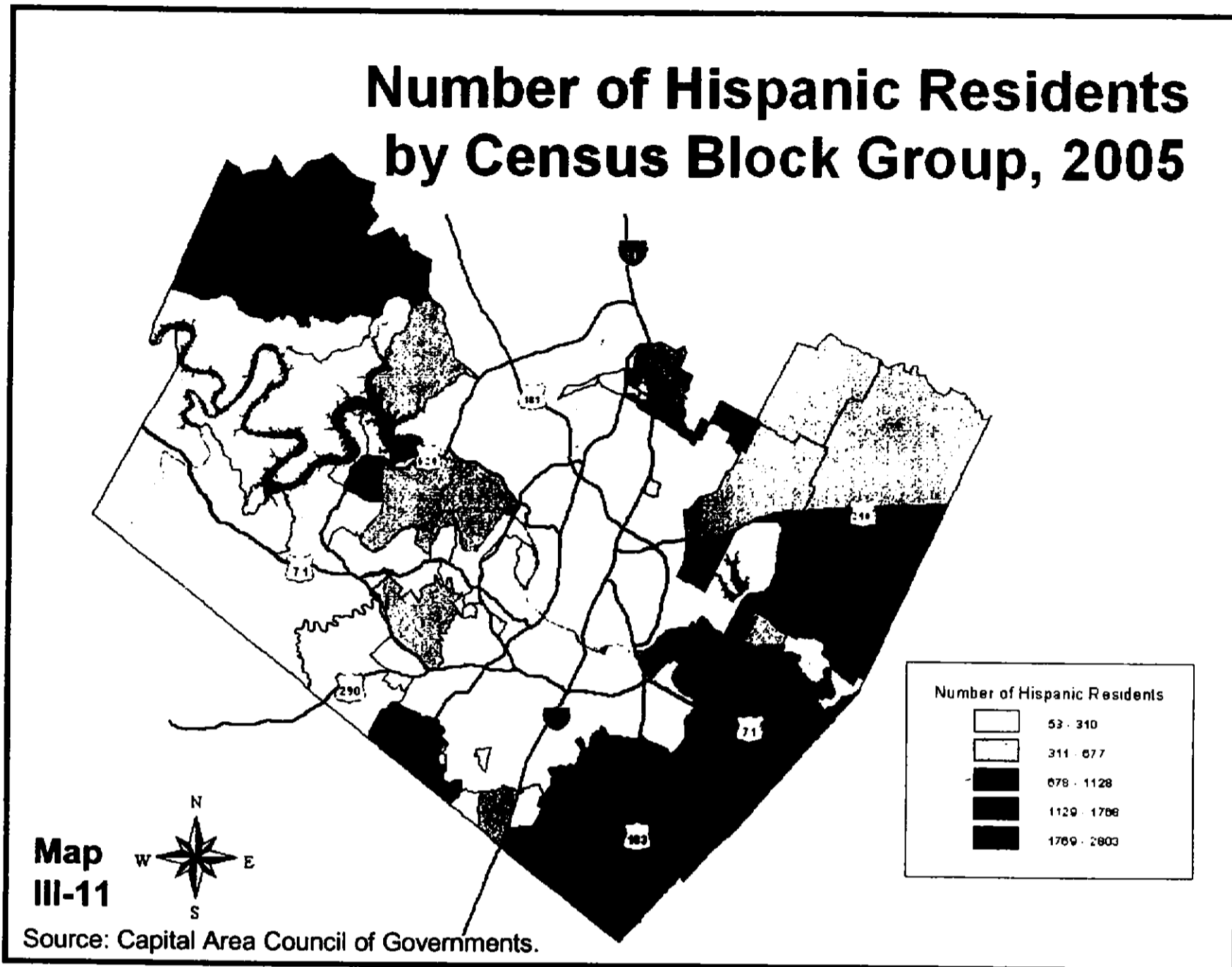


Number of African American Residents by Census Block Group, 2005



Number of Asian Residents by Census Block Group, 2005







Travis County

Appendix C: List of Priorities for the 2006-2010 Period

Program Year 2008:
(October 1, 2008 – September 30, 2009)
Annual Action Plan



-Prepared by Travis County Health & Human Services & Veterans Service

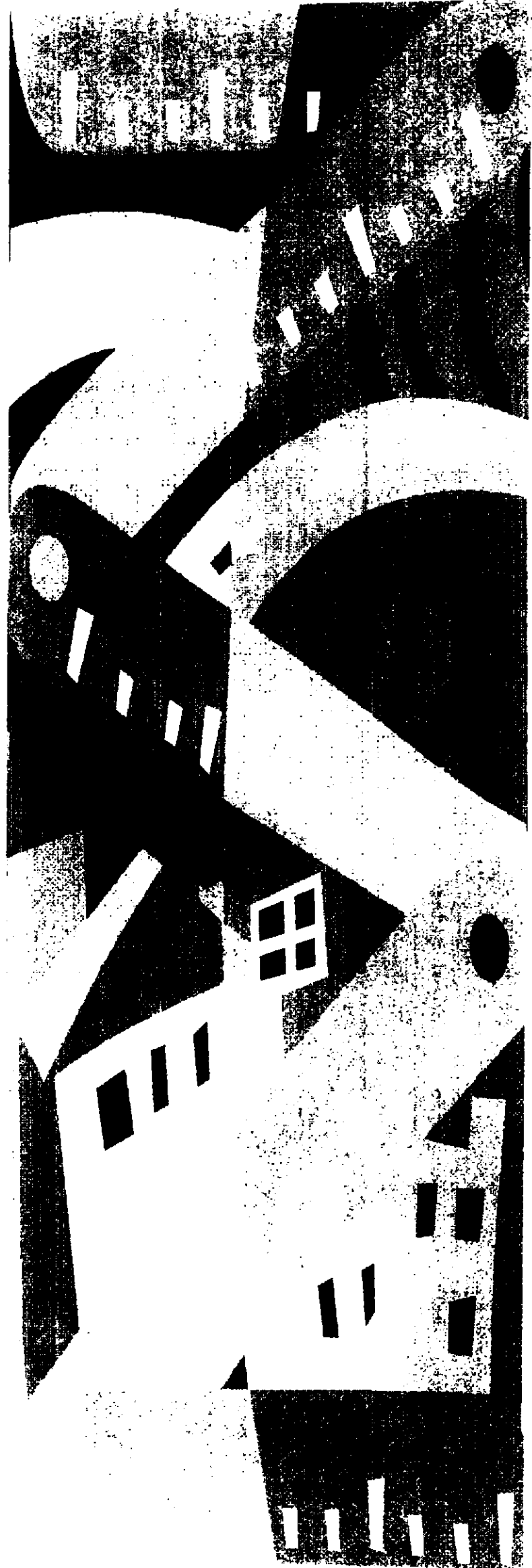
Housing Projects		Priority Level
RENTAL HOUSING GOALS		
Production of new units		Medium
Rental Assistance		Medium
Acquisition of existing units		Medium
Rehabilitation of existing units		Medium
OWNER HOUSING GOALS		
Production of new units		High
Homebuyer Assistance		Medium
Acquisition of existing units		Medium
Rehabilitation of existing units		High
Infrastructure to support affordable housing development		High
Community Development Projects		Priority Level
PUBLIC FACILITY		
Senior Centers		Medium
Handicapped Centers		Medium
Homeless Facilities		Medium
Youth Centers		Medium
Child Care Centers		Medium
Health Facilities		Low
Neighborhood Facilities		Low
Parks and/or Recreation Facilities		Low
Parking Facilities		Low
Non-Residential Historic Preservation		Low
Other Public Facility Needs		Medium

Community Development Projects	Priority Level
INFRASTRUCTURE (projects)	
Water/Sewer Improvements	High
Street Improvements	High
Sidewalks	Medium
Solid Waste Disposal Improvements	Medium
Flood Drain Improvements	Medium
Other: Erosion Abatement	Medium
Other: Litter Abatement/clearance	Medium
Parks and/or Recreation Facilities	Low
Parking Facilities	Low
Non-Residential Historic Preservation	Low
Other Public Facility Needs	Medium
PUBLIC SERVICE NEEDS (people)	
Senior Services	Medium
Youth Services	High
Employment Training	Medium
Child Care Services	Medium
Transportation Services	Medium
Substance Abuse Services	Medium
Health Services	Medium
Lead Hazard Screening	Low
Crime Awareness	Low
Other Public Service Needs	High

Community Development Projects	Priority Level
ECONOMIC DEVELOPMENT	
ED Assistance to For-Profits	Low
ED Technical Assistance	Low
Micro-Enterprise Assistance	Low
Rehab; Publicly- or Privately-Owned Commercial/Industrial	Low
C/I Infrastructure Development	Low
Other C/I Improvements	Low
PLANNING	
Assessment and Planning	was not included in the assessment of ranking



Travis County



Appendix D: Certifications

Program Year 2008:
(October 1, 2008 – September 30, 2009)
Annual Action Plan

-Prepared by Travis County Health & Human Services & Veterans Service



ACTION PLAN CERTIFICATION

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - o The dangers of drug abuse in the workplace;
 - o The grantee's policy of maintaining a drug-free workplace;
 - o Any available drug counseling, rehabilitation, and employee assistance programs; and
 - o The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - o Abide by the terms of the statement; and
 - o Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - o Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - o Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an

Draft of CDBG Program Year 2008 Action Plan

officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

___/___/08

Signature/Authorized Official

Date

Samuel T. Biscoe

Name

County Judge

Title

P.O. Box 1748

Address

Austin, Texas 78767

City/State/Zip

512/854-9555

Telephone Number

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2008 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

__/__/2008

Signature/Authorized Official

Date

Samuel T. Biscoe

Name

County Judge

Title

P.O. Box 1748

Address

Austin, TX 78767

City/State/Zip

512/854-9555

Telephone Number

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

NOT APPLICABLE

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

<input checked="" type="checkbox"/> This certification does not apply. <input type="checkbox"/> This certification is applicable.
--

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

NOT APPLICABLE

--

Signature/Authorized Official Date

--

Name

--

Title

--

Address

--

City/State/Zip

--

Telephone Number

- This certification does not apply.**
 This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving **new construction**, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving **non-substantial** rehabilitation or repair of a building or structure.

NOT APPLICABLE

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- | |
|---|
| <input checked="" type="checkbox"/> This certification does not apply. |
| <input type="checkbox"/> This certification is applicable. |

ESG Certifications

I, _____, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental

Policy Act of 1969 and related authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

NOT APPLICABLE

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

<input type="checkbox"/> This certification does not apply. <input checked="" type="checkbox"/> This certification is applicable.
--

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

3. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
4. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplace(s) at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code)
Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Palm Square Building	100 N. IH 35	Austin	Travis	TX	78701
Granger Building	314 W. 11th	Austin	Travis	TX	78701
Executive Office Building	411 W. 13th	Austin	Travis	TX	78701
East Rural Community Center	600 W. Carrie Manor	Manor	Travis	TX	78653
South Rural Community Center	3518 FM 973	Del Valle	Travis	TX	78617

9. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:
 - o All "direct charge" employees;
 - o all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
 - o temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).
 - o

Draft of CDBG Program Year 2008 Action Plan

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

08/07/07

Signature/Authorized Official Date

Samuel T. Biscoe

Name

County Judge

Title

P.O. Box 1748

Address

Austin, TX 78767

City/State/Zip

512/854-9555

Telephone Number



Travis County

Community Development Block Grant Program:

Improving the Affordability,
Accessibility and Sustainability
of Neighborhoods and
Community Services

Substantial Amendment to the
Annual Action Plan for
Program Year 2006:
August 2008

Prepared by Travis County Health & Human Services & Veterans Service

Drafted **06/10/2008**

Approved by TCCC _____

Approved by HUD _____

Travis County Commissioners Court

Samuel T. Biscoe

Travis County Judge

Ron Davis

County Commissioner, Precinct One

Sarah Eckhardt

County Commissioner, Precinct Two

Gerald Daugherty

County Commissioner, Precinct Three

Margaret Gómez

County Commissioner, Precinct Four

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Summary of Substantial Amendment to Program Year 2006 Action Plan

Every year, the progress of projects from previous Action Plans is evaluated to determine if any changes to funding or the deletion or addition of projects needs to occur. As outlined in Travis County's Citizen Participation Plan, a substantial amendment occurs when any project's funding is changed by 25% or more or if a new project is funded. Any substantial amendment must go through a 30- day public comment period as well as hold one public hearing.

On May 27, 2008, the Travis County Commissioners Court approved a substantial amendment to the PY 2006 Action Plan. The change to the PY 2006 Action Plan includes the deletion of the Family Support Services (FSS) Social Work Expansion program, which received \$83,659 and the addition of a project to provide the design, engineering and environmental review for a Road Improvement Project for Lava Lane located in Precinct 4.

Due to the difficulty of hiring staff to provide the Social Work Services, no funds from the PY 2006 program year were spent on the FSS Social Work Expansion project. The project is currently underway using the funds allocated to it in PY 2007. The reprogramming of the PY 2006 unused funds to another project allows for timelier spending of dollars. Additionally, due to an annual limit on the amount of money spent on public service projects established by HUD, the funds must be reprogrammed to a community development project. The proposed community development project includes:

- 1. Design of A Substandard Road Improvement Project (\$83,659)** – The project funds the design, engineering and environmental review for the improvement of the unaccepted portion of Lava Lane, a road in Precinct 4. The improvements to this substandard road will provide a new durable road that will allow property owners, school busses, mail service providers, and emergency service providers to have all-weather access to the properties. Additionally, the improvements will allow the road to meet County roadway standards so that it can be accepted onto the County system for future maintenance and traffic safety enforcement.

Travis County Transportation and Natural Resources Department (TNR) will be the project manager and the design, engineering, and environmental work will be provided by consultant contract. The impact of the project will be 20 households.

Executive Summary

The 2006-2007 program year marks the first year of Travis County's five-year Consolidated Plan. In accordance with Section 91 of 24 CFR, Travis County is submitting its first Consolidated Plan. The consolidated planning process combines the application, planning, and reporting requirements for the Community Development Block Grant (CDBG).

As an Urban Entitlement County, Travis County must comply with the Consolidated Plan requirements in order to receive funding for these formula-based HUD programs. Designated as the lead agency by the Travis County Commissioners Court, the Health and Human Services & Veterans Service Department (HHS/VS) prepares and submits this Consolidated Plan to HUD. HHS/VS oversees the public notification process, approval of projects, and the administration of these grants.

A series of public hearings occurred throughout the development of the Consolidated Plan beginning in April 2006. On the week of June 12th, 2006, Travis County published a Public Notice announcing and summarizing the proposed 2006-2010 Consolidated Plan and the Action Plan for FY 2007 in several area newspapers that target the unincorporated areas of Travis County. The 30-day public comment period began on June 28, 2006, and ended July 27, 2006.

Due to an error in the amount initially allocated to Travis County by HUD, Travis County's allocation was reduced from \$2,449,337 to \$838,659. Due to the scope of the reduction, the substantial amendment process was initiated.

On the week of October 30, 2006, Travis County published a Public Notice announcing and summarizing the proposed substantial amendment to the 2006-2010 Consolidated Plan and the Action Plan for FY 2007. The notice appeared in several area newspapers that target the unincorporated areas of Travis County. The 15-day public comment period commenced November 15, 2006, and ended November 29, 2006.

After the implementation of Year One began, staff assessed the progress of each project and made recommendations to the Travis County Commissioners Court to substantially amend the Year One (PY06) Action Plan. The substantial amendment process was instituted due to the deletion of the Youth and Family Assessment Center Flex Fund Expansion, a public service project. The services to 30 youth will still be provided, but through the Travis County General Fund. In addition, timelines for projects were updated and more detailed information was provided for the Substandard Road Street Improvement project located in Apache Shores and the Land Acquisition Project with Habitat for Humanity.

During the week of June 4, 2007, Travis County published a Public Notice announcing and summarizing the proposed substantial amendment to the PY06 Action Plan. The notice appeared in several area newspapers that target the unincorporated areas of Travis County. The 30-day public comment period commenced June 20, 2007 and ended July 19, 2007.

In the Spring of 2008, staff assessed the progress of each project in the PY 2006 Action Plan and made recommendations to the Travis County Commissioners Court to substantially amend the Year One (PY06) Action Plan. The substantial amendment process was instituted due to the deletion of the Family Support Services Social Work Expansion, a public service project. The funds, originally allocated to the public service project, were reprogrammed by creating a new community development project.

During the week of June 9, 2008, Travis County published a Public Notice announcing and summarizing the proposed substantial amendment to the PY06 Action Plan. The notice appeared in several area newspapers that target the unincorporated areas of Travis County. The 30-day public comment period commences June 25, 2008, and ends July 26, 2008.

The following is the amended Action Plan for FY 2006, the first in the five-year Consolidated Plan for 2006-2010. Each of the programs supports the overall goals and priorities of Travis County's efforts in housing and community development as prioritized in the five-year Consolidated Plan process.

Through the citizen participation process, Travis County staff informed the community of the purpose and intent of its CDBG allocation, in order to ensure that citizens had time to comment on a proposed project located in their neighborhood. Any projects proposed for which specific activities or locations have not yet been identified will have additional public hearings during PY 2006 in order to inform Travis County citizens of the intended use of funds.

After considering the housing, community development and public service needs of Travis County's low- to moderate-income residents as identified in the Housing Needs Assessment, Market Analysis, and citizen engagement, Travis County Commissioners Court identified the following national goals as its focus for CDBG funds for the five year time period:

1. Decent Housing:

- Assisting low- and moderate-income persons obtain affordable housing

2. A Suitable Living Environment:

- Improving the safety and livability of neighborhoods and
- Increasing access to quality public and private facilities and services

Travis County's CDBG dollars target the unincorporated areas of Travis County with no consortium cities included. At this time, Travis County's urban county entitlement status does not require city participation. This is an unusual circumstance and makes the projects, work and structure of the CDBG program within Travis County unique.

Proposed Projects for Year One include:

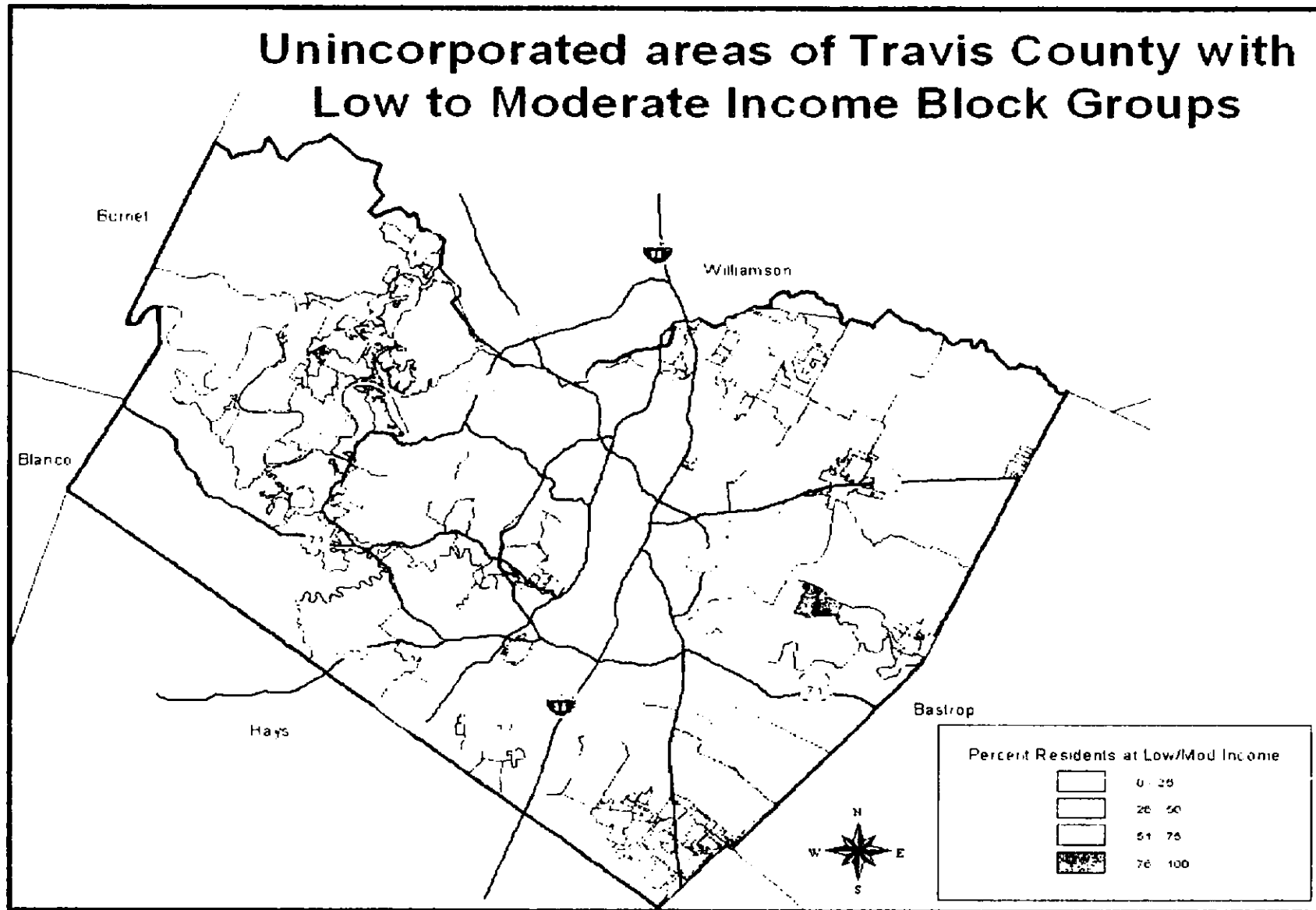
Project	Activities	Amount
Community Development		
1. Owner Housing: Production of new units	Land Acquisition – location to be determined at a later date. (Development of affordable housing by Habitat for Humanity.)	\$250,000
2. Street Improvements	Substandard Road Improvements to roads in Apache Shores including sections	\$305,000

	of Pima Trail, Crazyhorse Pass, and Whitebead Trail.	
3. Water/Sewer Improvements	North Ridge Acres	\$200,000
6. Street Improvements	Substandard Road Improvement Design, Engineering and Environmental Review for the unaccepted portions of Lava Lane	\$83,659
Subtotal:		\$755,000 \$838,659
Public Services		
4. Youth Services	Youth and Family Assessment Center Flex Fund - Internal Travis County HHS/VS Program Deleted Aug 2007	\$5,000
5. Public Services, Other	Family Support Services Social Work Services Expansion - Travis County HHS/VS Program Deleted Aug 2008	\$83,659
Subtotal:		\$88,659 \$0
Administration and Planning	Travis County will absorb all costs for administration and planning	\$0
Subtotal:		\$0
Total award:		\$838,659

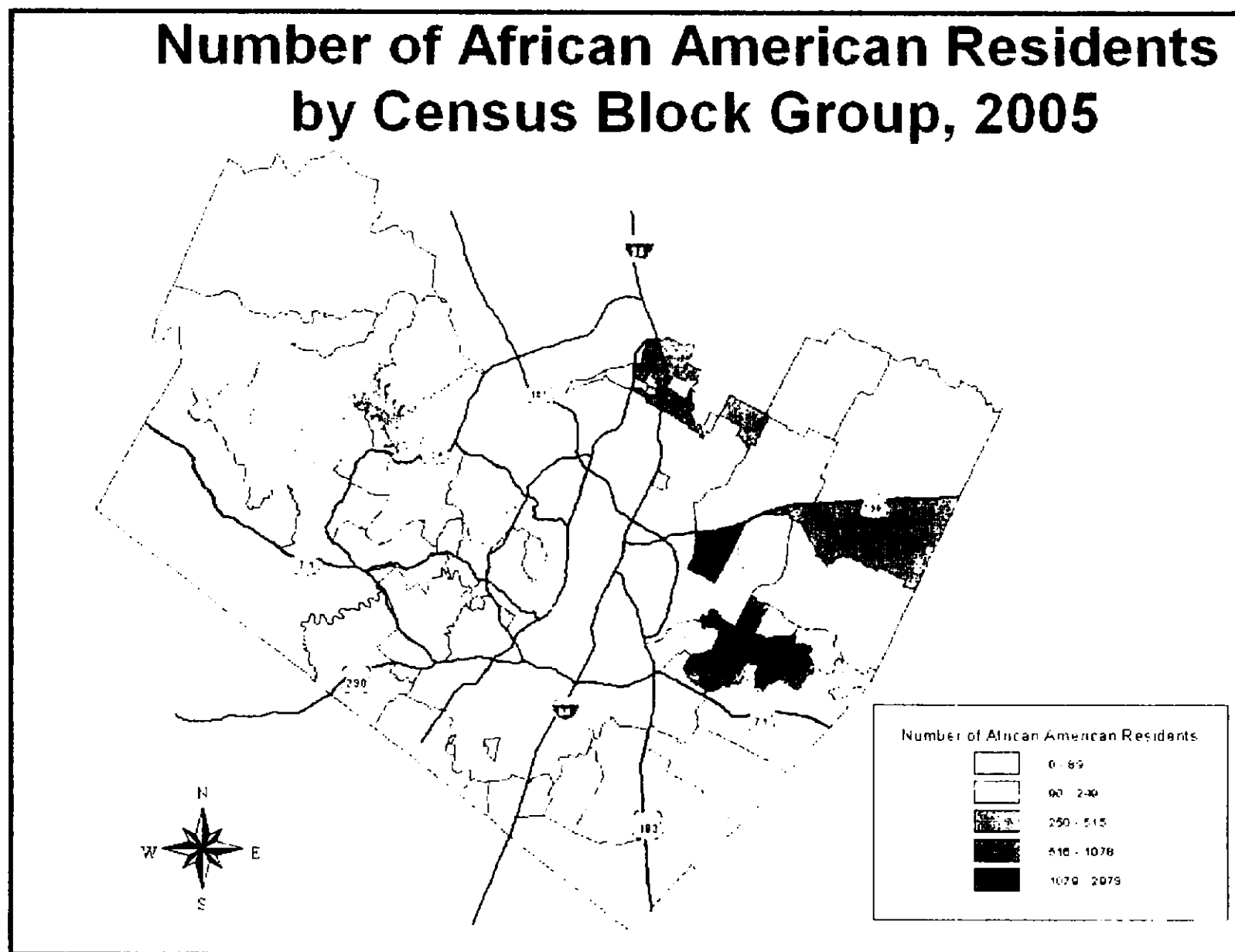
Geographic Areas of the Jurisdiction

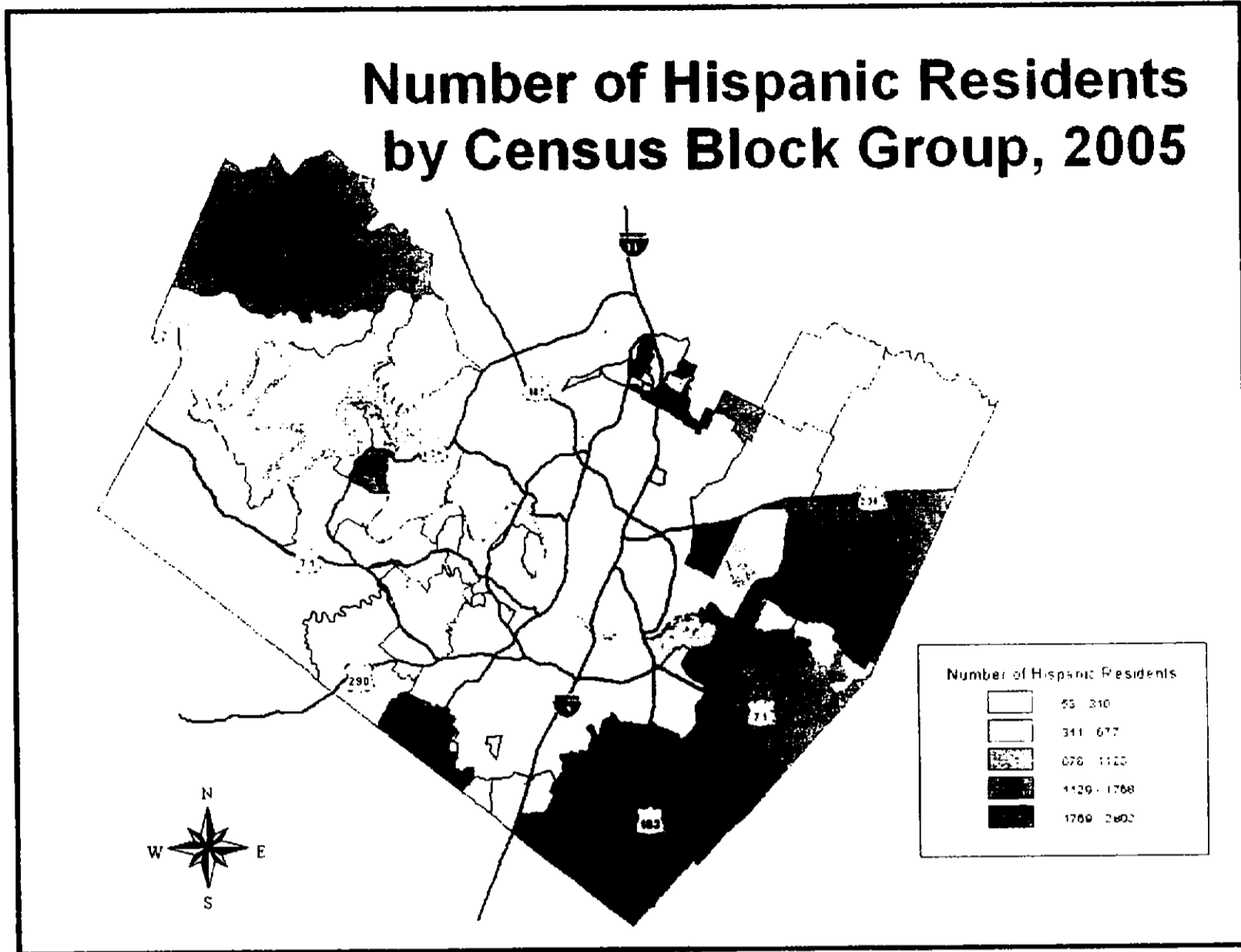
This Action Plan is submitted in accordance with 24 CFR 91.220 as part of the consolidated planning process required of entitlement jurisdictions under certain programs operated by the U.S. Department of Housing and Urban Development. Travis County is an "urban county Entitlement."

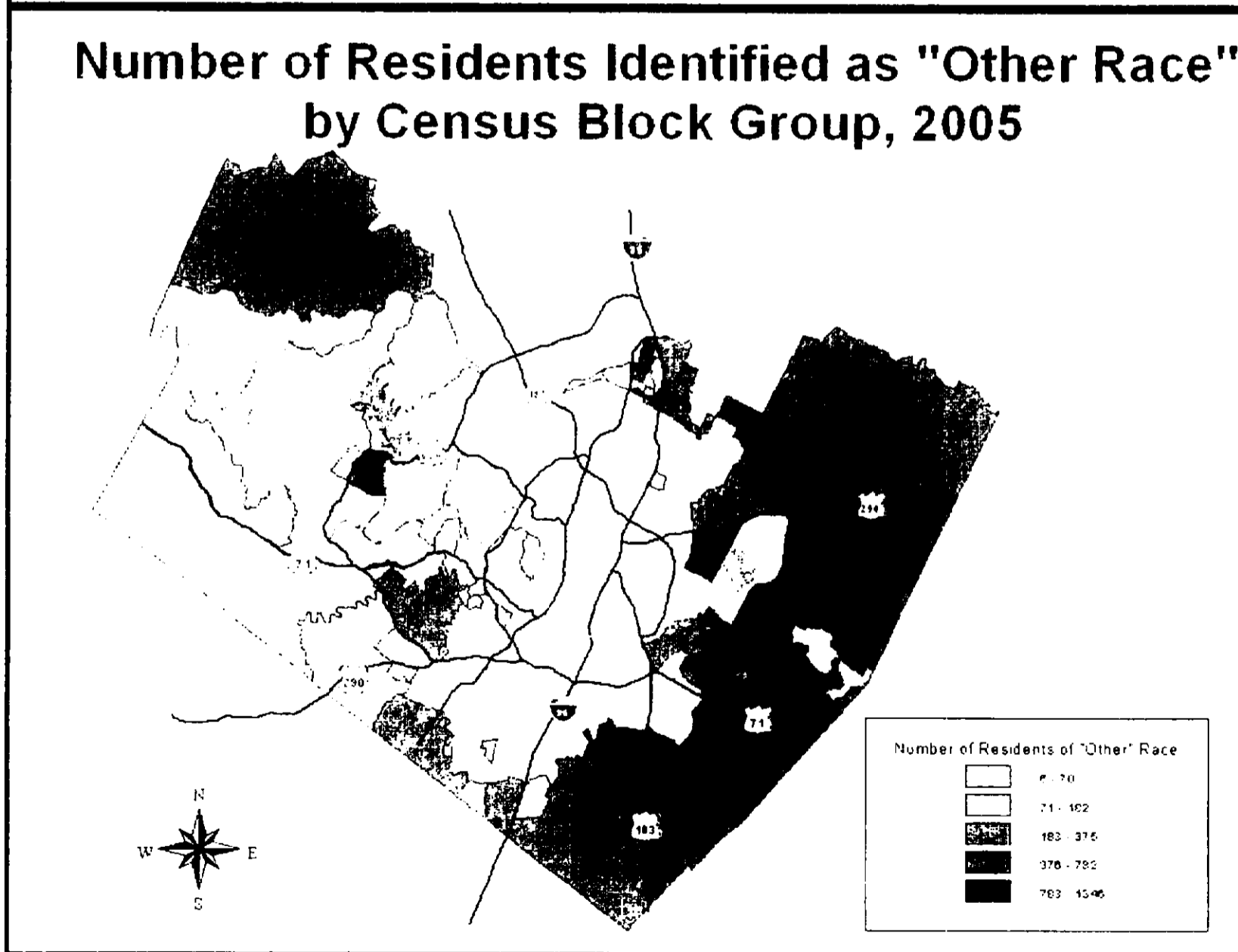
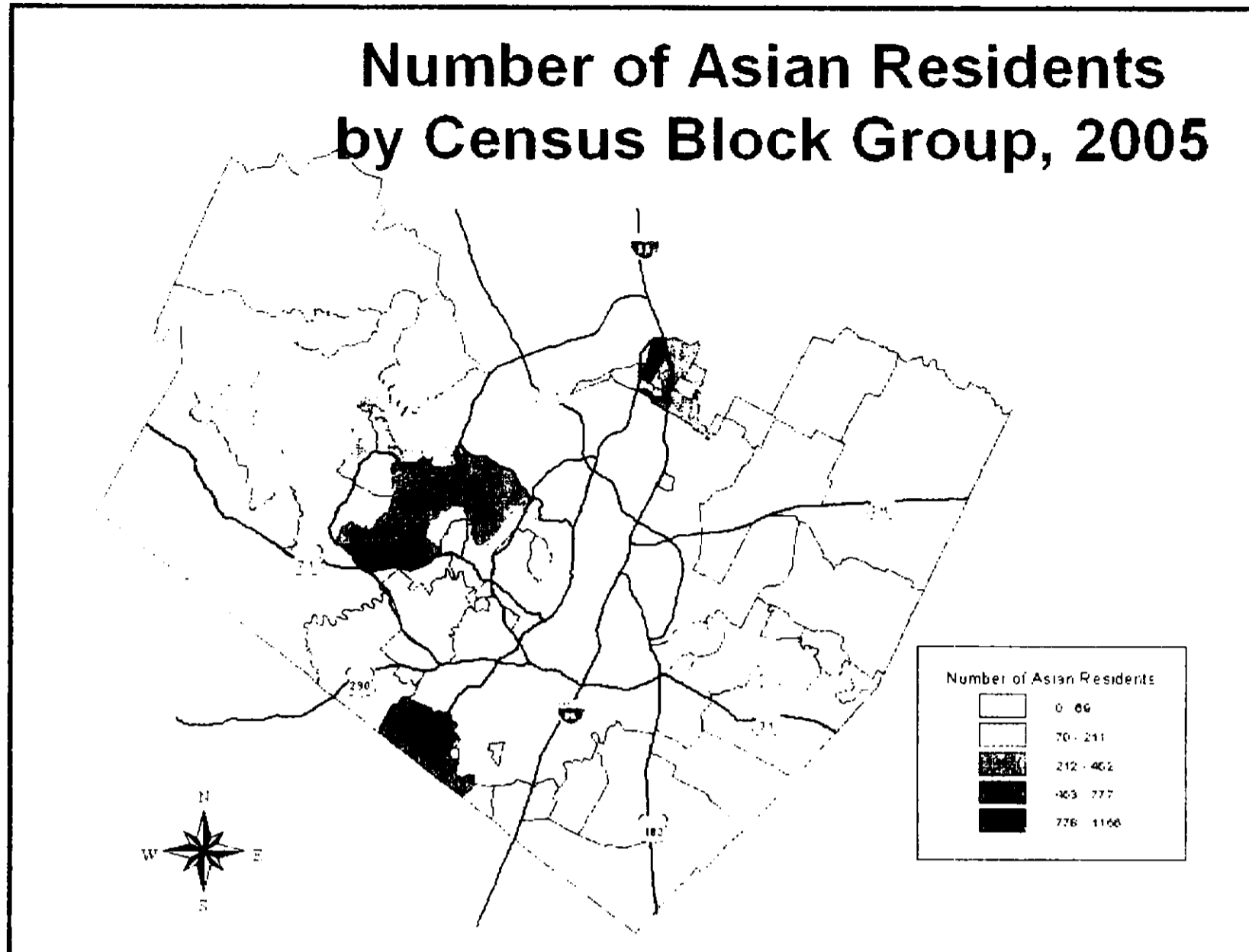
Travis County's jurisdiction for the funds allocated in this Action Plan includes the unincorporated areas of Travis County. The map below shows the unincorporated areas of Travis County (the areas not shaded in yellow) and the percentage of families at low- to moderate-income by census block group. Travis County does not target specific areas for funding. For specifics on geographical locations of specific projects for PY 2006, please see the project descriptions throughout the Action Plan as areas of services are determined per project. 100% of the allocation will benefit the unincorporated areas of Travis County, with a minimum of 70% of the dollars targeted toward low- to moderate-income families.



The following four maps show concentrations of racial and ethnic minorities in Travis County by census block group.







Meeting Underserved Needs

After considering the housing, community development and public service needs of Travis County’s low- to moderate-income residents as identified in the Housing Needs Assessment, Market Analysis, and citizen engagement, Travis County Commissioners Court identified the following national goals as its focus for CDBG funds for the five year time period:

1. Decent Housing:

- Assisting low- and moderate-income persons obtain affordable housing

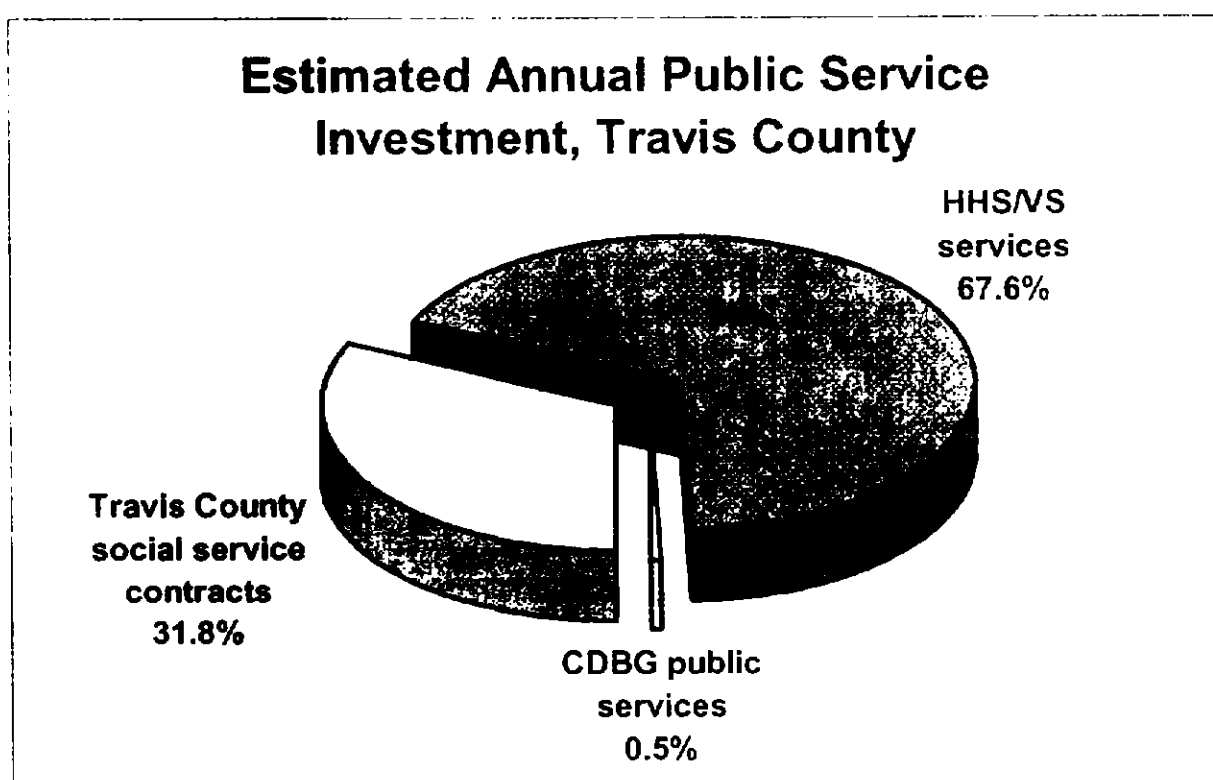
2. A Suitable Living Environment:

- Improving the safety and livability of neighborhoods and
- Increasing access to quality public and private facilities and services

All three national goals are represented in the proposed projects for the amended PY 2006 Action Plan.

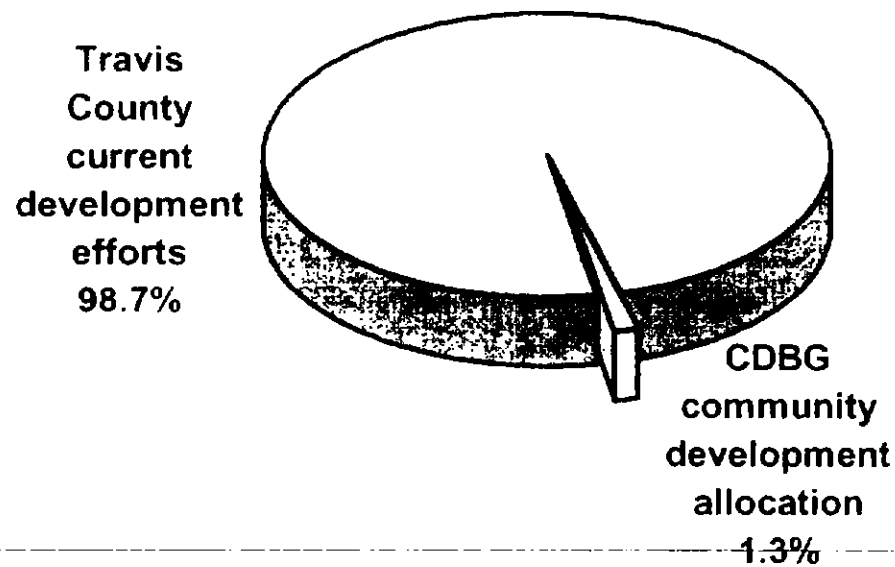
Resources Available

The Action Plan focuses on those activities funded through CDBG funds provided to Travis County by HUD on an annual basis. The County is expected to receive approximately \$838,659 for fiscal year 2006-07. At this time, the County does not receive HOME funds. In addition to these funds, the County has other funds that may be used to leverage CDBG money for housing, community development and public service projects.



Public Service Investment: The County currently contracts annually with over 40 non-profits in the form of social service contracts to the sum of approximately \$7,268,700. In addition, the Health and Human Services & Veterans Service Department (HHS/VS) provides direct public services annually in the amount of approximately \$15,442,265. The cap on public service dollars for CDBG is 15% of the County’s allocation, or approximately \$125,798 annually. Therefore, CDBG public service dollars equal not more than 0.5% of the County’s overall efforts in public services.

Estimated Annual Community Development Investment, Travis County



Community Development and Affordable Housing Investment: The County's infrastructure department, Transportation and Natural Resources, conducts community development activities in the form of public park, bridge and drainage projects, storm water management, road maintenance, onsite sewage facilities, transportation planning, and various other projects, totaling approximately \$56,324,900 annually. Housing and Community Development activities using CDBG funds are anticipated to total at least

\$545,128 annually. Therefore, CDBG community development and housing funds equal approximately 1.3% of the County's overall efforts in community development.

Priority Needs Analysis and Strategies

Priority Needs Determination

The priority needs for housing, homelessness, and non-housing community development efforts were determined using data presented in Section III (*Community Needs*) of Travis County's Consolidated Plan, and through public hearings, surveys, consultation with County staff, and consultation with housing, community development, and public service providers serving low-to-moderate income residents of the unincorporated areas of Travis County.

Key factors affecting the determination of the action plan priorities included: 1) the types of target income households with greatest need for assistance; 2) those activities that will best address their needs; and 3) the limited amount of funding available to meet those needs.

Priority ranking indicates the following intent:

High Priority: Travis County plans to use funds made available for activities that address this unmet need during the period of time designated in the strategic plan.

Medium Priority: If funds are available, activities to address this unmet need may be funded by Travis County during the period of time designated in the strategic plan. Also, Travis County will take other actions to locate other sources of funds to address this identified unmet need.

Low Priority: The jurisdiction does not plan to use funds made available for activities to address this unmet need during the period of time designated in the strategic plan. The jurisdiction will consider certifications of consistency for other entities' applications for Federal assistance.

Managing the Process and Institutional Structure

Travis County is located in Central Texas and is home of the State Capitol. Services provided by the County encompass a variety of mandated and non-mandated services. The Travis County Commissioners Court manages the business of the county and comprises four Commissioners and one County Judge.

Administering the Programs

Travis County Health and Human Services & Veterans Service Department (HHS/VS) is the lead department responsible for the administration of the county's CDBG funding. This department has primary responsibility for assessing community need, developing the Consolidated Plan and yearly Action Plans, managing project activities in conjunction with other County departments and other community partners, administering the finances, monitoring and reporting. In addition, HHS/VS administers some CDBG funded public service project activities. HHS/VS reports to the Travis County Commissioners Court for oversight authority.

Other County departments involved in providing services and administering the funds might include Transportation and Natural Resources, Facilities Management, the County Attorney's Office, and the Planning and Budget Office. Contracts will be procured through the County's Purchasing Office, and the County Auditor will audit financial records of the County as well as any sub-recipients used to conduct funded activities. CDBG staff within HHS/VS will work closely with all Departments that are involved to ensure compliance with HUD regulations.

Travis County is a unique urban county. The population of unincorporated Travis County (not including the incorporated small cities, villages, etc.) is large enough to allow the County to be designated as an urban entitlement county. At this time, Travis County's jurisdiction does not include consortium member cities.

Administration and Planning Budget

Due to the reduced allocation, Travis County has chosen to absorb all of the administration and planning costs associated with CDBG. The full award will be used toward community development and public service projects.

Coordination and Collaboration

Effective implementation of the Consolidated Plan involves a variety of agencies. Coordination and collaboration within the Travis County government and between agencies helps to ensure that the needs in the community are addressed.

The citizens of Travis County were instrumental in developing this plan, which is a result of six months of activity by Travis County staff. County staff drew on authoritative sources to provide a quantitative analysis of community needs; conducted five public hearings at which more than 40 people testified; held multiple consultations with service providers from housing, elderly services, youth services, fair housing, Housing Authorities, and other government agencies. Upon presentation of the draft Consolidated Plan, additional comment was received at two public hearings and feedback was received during the public comment period. These comments were considered in the final preparation of the Plan. The substantial amendment process included one public hearing and a fifteen day comment period. Comments related to the amendments made to the Plan are included in Appendix B.

The County is committed to continuing its participation and coordination with federal, state, county, and local agencies, as well as with the private and non-profit sectors, to serve the needs of target income individuals and families in the community.

Travis County will partner with local Community Housing and Development Organizations (CHDOs), non-profits, and other community development and housing providers to explore options for community development and public service projects to best meet the community's need and leverage other federal, state, local and private funding.

In addition, Travis County will partner with the Travis County Housing Authority to explore options for affordable housing development and the development of public housing in the unincorporated areas of the county.

Citizen Participation

Summary of Citizen Participation Process

Travis County implements a citizen participation process based upon 24 Congressional Federal Regulation (CFR) Part 91.105 and the Citizen Participation Plan approved by Travis County Commissioners Court on April 11, 2006. Travis County's Consolidated Plan is developed through a collaborative process. Citizen Participation is a critical part in the development of the Consolidated Plan and FY 2007 Action Plan. The Consolidated Plan is a strategic plan that identifies needs and sets priorities, outcomes and objectives in the unincorporated areas of Travis County for a five-year period. In addition, each year the County must submit an annual Action Plan (AP) to HUD reporting how the year's funding allocation for CDBG will be used to achieve the goals outlined in the five-year Consolidated Plan. In the year that the Consolidated Plan is developed, the public hearings for input on the Annual Action Plan and Consolidated Plan will be held at the same time

August 2006 Submission

In order to elicit public input on the needs of those living in the unincorporated areas of Travis County for the development of the Plan and PY 2006 Action Plan (AP), Travis County HHS/VS held public hearings at several locations throughout the County in two different formats to acquire information.

Public hearings were held at two different times throughout the development of the Consolidated Plan and PY 2006 Action Plan.

Public hearings were held to gather information for the Needs Assessment, asking participants for input regarding their housing, community development and public service needs.

- Notices of the public hearing dates were put in newspapers of general circulation, announcements occurred during the televised Commissioners Court meetings were posted on the Travis County website (www.co.travis.tx.us) and the seven Travis County Community Centers posted notices in both English and Spanish.
- Public hearings were held on April 11 and May 2, 2006, at Travis County Commissioners' Court during the normally scheduled voting session.
- Public hearings were held on April 17, 20 22, 26 and 27, 2006, throughout the County in each of the four precincts.

After the development of the Consolidated Plan for public comment, public hearings were held to inform and enable the community to comment on the proposed uses of CDBG funds.

- Notices of the public hearing dates and locations of postings were put in newspapers of general circulation, announcements occurred during the televised Commissioners Court meetings, posted on the Travis County website (www.co.travis.tx.us) and the seven (7) Travis County Community Centers posted notices in both English and Spanish.
- Public hearings were held on July 11 and 18, 2006, at the Travis County Commissioners' Court during the normally scheduled voting session.
- Summaries of the Plan and PY2006 Action Plan (copies are available) and the full drafts (for review only) are available at the seven Travis County Community Centers as well as the Travis County website.

Travis County HHS/VS drafted the Consolidated Plan and presented it to the Travis County Commissioners Court on June 27, 2006. After presentation to Travis County Commissioners Court, the Plan was posted for written comment for thirty (30) days prior to approval by the Travis County Commissioners Court. The 30- day comment period commenced June 28, 2006, and ended July 27, 2006.

Comments on the Plan may be received in writing via email or postal mail to the Travis County Health and Human Services & Veterans Service CDBG staff. The Plan was posted on the Travis County website (www.co.travis.tx.us) and Summaries of the Plan were available. Copies of the full document were available for review at the seven Travis County Community Centers.

November 2006 Submission

In October of 2006, Travis County began the process to amend its Consolidated Plan and Year One Action Plan. To expedite the amendment, HUD allowed Travis County to be temporarily out of compliance with its Citizen Participation Plan (CPP). HUD allowed for a 15-day public comment period rather than the 30-day comment period outlined in the CPP.

The public comment period for the amended Consolidated Plan commenced November 15, 2006, and ended November 29, 2006. In addition to posting the Plan for public comment, a public hearing was held in the Commissioners Courtroom on November 28, 2006. Detailed results of the public comments submitted in writing and collected during the public hearing can be found in Attachment B.

Comments on the Plan may be received in writing via email or postal mail to the Travis County Health and Human Services & Veterans Service CDBG staff. The Plan was posted on the Travis County website (www.co.travis.tx.us) and Summaries of the Plan were available. Copies of the full document were available for review at the seven Travis County Community Centers.

August 2007 Submission

Staff assessed the progress of each project and made recommendations to the Travis County Commissioners Court to substantially amend the Year One (PY06) Action Plan. The substantial amendment process was instituted due to the deletion of the Youth and Family Assessment Center Flex Fund Expansion, a public service project.

Concurrent with the substantial amendment to the PY06 Action Plan, staff assessed the original strategic direction in the 2006-2010 Consolidated Plan. At the time of the November 2006 amendment, Travis County chose to re-evaluate the strategic direction later. In August of 2007, Travis County addressed the strategic direction as it relates to the reduced allocation.

The amendment to the 2006-2010 Consolidated Plan's strategic direction and the substantial amendment to the PY06 Action Plan occurred at the same time as the draft of the PY07 Action Plan. During the week of June 4, 2007, Travis County published a Public Notice announcing and summarizing the proposed substantial amendment to the PY06 Action Plan. The notice appeared in several area newspapers that target the unincorporated areas of Travis County. The 30-day public comment period commenced June 20, 2007 and ended July 19, 2007. Two public hearings were held at the Travis County Commissioners Courtroom during the 30-day public comment period on June 26, 2007, and July 10, 2007, to receive testimony for all three actions. Details of the public comment may be reviewed in Appendix B.

August 2008 Submission

Every year, the progress of projects from previous Action Plans is evaluated to determine if any changes to funding or the deletion or addition of projects needs to occur. As outlined in Travis County's Citizen Participation Plan, a substantial amendment occurs when any project's funding is changed by 25% or more or if a new project is funded. Any substantial amendment must go through a 30- day public comment period as well as hold one public hearing.

On May 27, 2008, the Travis County Commissioners Court approved a substantial amendment to the PY 2006 Action Plan. The change to the PY 2006 Action Plan includes the deletion of the Family Support Services (FSS) Social Work Expansion program, which received \$83,659 and the addition of a project to provide the design, engineering and environmental review for a Road Improvement Project for Lava Lane located in Precinct 4.

The substantial amendment to the PY06 Action Plan occurred at the same time as the draft of the PY08 Action Plan. During the week of June 9, 2008, Travis County published a Public Notice announcing and summarizing the proposed substantial amendment to the PY06 Action Plan. The notice appeared in several area newspapers that target the unincorporated areas of Travis County. The 30-day public comment period commences June 25, 2008, and ends July 26, 2008. Two public hearings will be held at the Travis County Commissioners Courtroom during the 30-day public comment period on July 1, 2008, and July 22, 2008, to receive testimony for all three actions.

Comments on the Plan may be received in writing via email or postal mail to the Travis County Health and Human Services & Veterans Service CDBG staff. The Plan was posted on the Travis County website (www.co.travis.tx.us) and Summaries of the Plan were available. Copies of the full document were available for review at the seven Travis County Community Centers.

Service Provider Consultations

On May 10, 2006, 27 representatives from 22 agencies attended a facilitated forum. After receiving a presentation on Travis County's anticipated CDBG allocation, funding intent, eligible activities, and preliminary results from the provider survey, representatives were broken into two groups: Public Services and Housing/Community Planning. For details, see Section II of the Consolidated Plan.

Surveys

For the development of the five-year Consolidated Plan, surveys provided additional opportunity to assess citizens' perceptions of their needs.

A link to the web-based survey was sent via email to representatives of public agencies that serve residents in the unincorporated areas. The electronic survey was utilized to collect information from housing, community development, and public service providers in Travis County. The survey had a total of 48 respondents. See Section II of the Consolidated Plan for the detailed results of the provider survey.

Surveys were available at the public hearings and at each rural community center. In addition, several surveys were completed and submitted by mail. A total of 30 surveys were received. Resident surveys were available in both English and Spanish. See Section II of the Consolidated Plan for detailed results.

Summary of Citizen Comments on the Plan

All comments were accepted as they aligned with the intent and priorities of the five-year Consolidated Plan. Where comments requested information from another county department appropriate information coordination will occur. When comments noted a lack of specific need data, staff directed the citizen to the areas of the Plan that contained the need data requested.

A total of four public comments were received on the draft of the Consolidated Plan. Three written comments were received via email and one person testified during the public hearing held in Commissioners Court on July 11, 2006. No one testified during the public hearing on July 18, 2006.

A summary of comments and interests include:

- *Consider the location of bus routes and public services when identifying land for affordable owner housing and rental housing development.*
- *Consider and survey different areas for sewer, water and street improvements*
- *Provide information with other county buy out and park initiatives*
- *Increase services to the youth and elderly*
- *Include language on mental health issues and related housing needs*

A full list of public comments received on the Consolidated Plan is available in Appendix B.

Summary of Citizen Comments on the Substantial Amendment to the Plan

November 2006

All comments were accepted as they aligned with the intent and priorities of the five-year Consolidated Plan. Where some of the comments requested information from Travis County HHS/VS, CDBG staff provided information in writing.

A total of five public comments were received on the draft of the Consolidated Plan. One written comment was received via email and four people testified during the public hearing held in Commissioners Court on November 28, 2006.

A summary of comments and interests include:

- *Consider water/sewer infrastructure development to the residents of Plainview Estates in future years.*
- *Increase affordable housing efforts and continue to work with agencies that promote true affordability.*
- *Request staff reexamine what constitutes affordable housing.*

A full list of public comments received on the Consolidated Plan is available in Appendix B.

August 2007

All comments were accepted as they aligned with the intent and priorities of the five-year Consolidated Plan. A total of two public comments were received on the three actions proposed which includes the amendment to the 2006-2010 Consolidated Plan's Strategic Direction, the substantial amendment to the PY06 Action Plan and the draft of the PY07 Action Plan. Two written comments were received and no people testified during the public hearings held in Commissioners Court on June 26, 2007 and July 10, 2007.

A summary of comments and interests include:

- Consider looking at programs which promote improved conditions for manufactured housing parks such as encouraging cooperative ownership and management.
- Provide housing solutions for extremely low income families with children.
- Provide supportive services for extremely low income families with children through case management.

A full list of public comments received on the Consolidated Plan is available in Appendix B.

August 2008

[A summary of comments will be added after the conclusion of the public comment period on July 26, 2008]

Summary of Efforts to Broaden Public Participation

The following efforts were used to broaden public participation:

- Travis County Commissioners Court is televised and close captioned on the public access channel and repeats several times throughout the week.
- The County website stayed current with documents and announcements of public hearings.
- Public notices were available in Spanish and published in Spanish language newspapers.
- List serves were used to garner interest from social service agencies and their clients
- Survey boards were used in the five Travis County rural Community Centers.
- In August 2007, public hearings at the Commissioners Court were held once in the morning and once in the evening in order to accommodate different work schedules in the community.

Written Explanation of Comments Not Accepted

All comments were accepted.

Written Explanation of the Substantial Amendment Comments Not Accepted

November 2006

All comments were accepted.

August 2007

All comments were accepted.

August 2008

[Information will be inserted after the conclusion of the public comment period on July 26, 2008]

Project Prioritization

Travis County weighed all potential projects identified by citizens and relevant county staff. Staff worked to assess that potential projects met one of HUD's national objectives, were eligible activities, and would be feasible to complete in a timely manner. Projects that met these criteria were then weighed according to the following scoring matrix. Scores were provided to the Travis County Commissioners Court for consideration when making final decisions regarding what projects were to be included in the PY 2006 Action Plan.

SCORING CRITERIA

Criteria	Points
1. Addresses a high priority goal of the Strategic Plan (<i>See activity scoring range</i>)	400
2. Feasibility of project (ability to complete within 18 months)	200
3. Addresses demonstrated need	100
4. Impacts large number of households	100
5. Benefit To Low/Moderate-Income Persons	100
6. Addresses need for continued assessment for strategic allocation methods	100
7. Leverages/matched with funding from another source	50
8. Phased project (phased judiciously)	50
9. Builds capacity for increased future service provision	50

Scoring Methodologies

- 1. Addresses a high priority goal of the Strategic Plan (see activity scoring range) – 400 points possible**

Projects addressing one of the three priority goals are awarded 400 points. Projects addressing one of the medium priority goals receive 50 points. Projects not addressing a high or medium priority goal receive zero points.
- 2. Feasibility of project (ability to complete within 18 months) – 200 points possible**

Projects assessed as ready to be implemented immediately receive the total possible 200 points. Projects needing 1 to 6 months assessment before implementation receive 100 points. Projects needing 6 to 12 months of assessment receive zero points. Projects needing more than 12 months of assessment receive negative 200 points. (*Note: Projects for which feasibility cannot be assessed will receive zero points.*)
- 3. Addresses demonstrated need -- 100 points possible**

Projects addressing a need that was identified through citizen engagement *and* research conducted for needs assessment receive 100 points. Projects addressing need identified through citizen engagement *or* research for needs assessment receive 50 points. Projects not addressing a need identified through either receive negative 100 points.
- 4. Projects impacting many households – 100 points possible**

Projects impacting over 200 households receive 100 points. Projects impacting between 100

and 200 households receive 50 points. Projects impacting 50 to 100 families receive 25 points. Projects impacting under 50 households receive zero points.

5. **Benefits To Low/Moderate-Income Persons – 100 points possible**
Projects benefiting 100% low to moderate income persons or families receive 100 points. Projects benefiting 75 to 100% low to moderate income persons or families receive 75 points. Projects benefiting 50 to 75% low to moderate income persons or families receive 50 points. Projects benefiting under 50% low to moderate income persons or families receive negative 50 points. Projects eligible through area benefit that would impact less than 51% low to moderate income households will not be considered.
6. **Addresses need for continued assessment for strategic allocation methods – 100 points possible**
Projects with the primary goal of assessing need and possible projects receive 100 points. Projects which are not primarily aimed at further assessment but will contribute to assessment efforts receive 50 points.
7. **Leverages/matched with funding from another source – 50 points possible**
Projects which draw down other funding sources if implemented are given 50 points. Projects using other existing funds to complete the project (matching funds) are given 25 points. Projects using only CDBG funds receive zero points.
8. **Phased project (phased judiciously) – 50 points possible**
Projects only taking one year receive 50 points. Phased projects with funding only allocated for 12 months of work, but for which 12 months of work would be sufficient for the project to have nearly full impact, also receive 50 points. Phased projects for which 12 months of work would leave an incomplete project with little to no impact receive negative 50 points.
9. **Builds capacity for increased future service provision – 50 points possible**
Projects aiming to build capacity for future public, recreational, or housing services receive 50 points. Projects that have the potential to build capacity for services receive 25 points. Projects that do not build capacity receive zero points.

Monitoring

As the lead agency for development and implementation of the Consolidated Plan, the Travis County Health and Human Services & Veterans Service Department implements standard policies and procedures for monitoring Community Development Block Grant (CDBG) programs. These monitoring activities ensure compliance with program regulations and compliance with financial requirements. Federal guidelines include: OMB A-110, OMB A-122, 24 CFR Part 570.603 (CDBG Labor Standards), 570.901-906 (CDBG) and the Davis Bacon Act and Contract Work Hours and Safety Standards Act (CDBG).

HHS/VS provides contract administration for community development activities in conjunction with the Transportation and Natural Resources Department, including but not limited to contract negotiations, compliance monitoring, and payment and contract closeout.

Sub-Recipients

Sub-recipient agreements will be used to conduct public service activities. The sub-recipient agreement will be the foundation for programmatic monitoring. Sub-recipients will be monitored for programmatic compliance on-site in the following manner:

1. All invoices and reports will be routed via HHS/VS CDBG staff prior to final approval by financial services and the Auditor's Office.
2. All new sub-recipients will be monitored quarterly until no findings occur.
3. After two consecutive monitoring reports with no findings, semi-annual visits will occur.
4. Monitoring visits may occur on an annual basis if a sub-recipient has a long-standing record (three or more years) with no substantial findings.

Financial monitoring will be completed as necessary and as directed by sub-recipient fiscal performance and external monitoring needs of the Travis County Auditor's office. Programmatic and fiscal monitoring may not occur concurrently.

Contractors

Contractors may be used to provide some housing, community development and public services. Contractors submit periodic reimbursement requests which document and verify expenditures. The contract agreement will be used as the primary basis for monitoring. The following steps are an integral part of the monitoring process for each contract:

1. On-site reviews at an established periodic interval (prior to project commencement) will occur to ensure compliance with terms of the contract, HUD guidelines, state/local building and construction standards, and review of engineering plans and specifications.
2. If a contractor is found to be out of compliance, a notice is sent stating their contractual obligation and required action. Failure to comply may result in loss of current and/or future contracts as well as a hold on any payments.
3. All invoices and reports will be routed via HHS/VS CDBG staff prior to final approval by financial services and the Auditor's Office.

Internal Travis County Departments

Internal Travis County projects will be monitored with Travis County HHS/VS CDBG staff sign off prior to invoices being paid, regular meetings with project management staff, and frequent checking of eligibility files, if applicable.

Project Files

Travis County HHS/VS staff will maintain files in order to document each project and its respective compliance with HUD and related regulations.

Lead-Based Paint

Tenure By Year Structure Built, Travis County TX	
Owner occupied	
Built 1970 to 1979	32,815
Built 1960 to 1969	16,498
Built 1950 to 1959	13,947
Built 1940 to 1949	6,963
Built 1939 or earlier	6,145
TOTAL	76,368
Renter occupied	
Built 1970 to 1979	39,147
Built 1960 to 1969	18,439
Built 1950 to 1959	9,672
Built 1940 to 1949	4,622
Built 1939 or earlier	4,637
TOTAL	76,517

Source: Census 2000

Only a small proportion of Travis County's housing units are likely to contain lead-based paint. The vast majority of housing units were built after 1978. The adjacent chart provides an inventory of numbers of homes that may contain lead based paint.

Upon establishment of any programs for owner occupied rehabilitation and/or minor repairs, the County will develop procedures in that program year's Action Plan in compliance with the Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September, 1999. The procedures will include:

- Notification
- Identification
- Treatment (if necessary)

Housing

Travis County's Consolidated Plan outlines the priority goals for 2006-2010. Below is a summary of the housing goals established for the five-year period.

Priority Housing Projects	
Rental Housing Goals	
Production of new units	High Medium
Rental assistance	Medium
Acquisition of existing units	Medium
Rehabilitation of existing units	Medium
Owner Housing Goals	
Production of new units	High

Homebuyer assistance	High Medium
Acquisition of existing units	Medium
Rehabilitation of existing units	High
Other: Other ways to promote affordable housing development (Infrastructure)	High

Projects to Further Housing Efforts

The project listed below for PY 2006 targets a high priority goal. The project intends to increase affordable, suitable housing stock in the unincorporated areas of Travis County.

Project 1. Owner Housing: Production of new units
--

Activity: Land Acquisition

Parcels or one large tract of land in unincorporated Travis County will be acquired to build affordable single-family housing for low-income families (25-50% Median Family Income). Single-family housing is defined as a one- to four-family residence.

Specific parcels or tracts of land will be identified at a later date. Public hearings will be held to inform the public of the location(s) prior to purchase of the land. During the selection process, priority will be given to tracts of land near public transportation.

Austin Habitat for Humanity, a local non-profit, will secure funding for the construction of homes on the acquired property. Approximately 10 units of housing will be created. The number of individuals impacted will vary depending upon the families selected for the housing units.

Funding Source: CDBG

Funding Provided: \$250,000

Program Delivery and Management: Travis County Health and Human Services & Veterans Service, and Designated Sub-recipients

National Objective: LMH (570.201(a))

Matrix Code: 01

2006-2010 Strategic Plan Priority: High

Objective: Providing Decent Housing

Expected Project Outcome: Affordability

Expected Start Date/Completion Date: November 1, 2007 to June 30, 2008

Needs for Public Housing

Travis County will continue to support efforts of the Housing Authority of Travis County's (HATC) to provide homeownership and affordable housing opportunities to low-income residents. Travis County will partner with HATC to explore opportunities to extend these efforts during the unincorporated areas in the five-year period covered in this Strategic Plan.

HATC manages a total of 105 public housing units at three public housing sites in the incorporated areas of Travis County. Additionally, together with the Housing Authority of Austin, HATC administers three Shelter Plus Care projects in the Austin-Travis County area, which utilize integrated rental housing and flexible and intensive support services to promote community tenure and independence to the chronically homeless and disabled. These Public Housing and Shelter Plus sites are all located in incorporated areas of the county. In the unincorporated areas, HATC does administer the Section Eight Housing Choice Voucher Program to assist very low income, disabled and elderly families or individuals. HATC also operates a Lease-Purchase program, to provide homeownership opportunities for prospective homebuyers who can afford monthly mortgage payments, but do not have funds for a down payment and/or closing costs or the credit standing to qualify for a loan. However, at this time no publicly owned housing developments exist in the unincorporated areas of Travis County.

The major strategic goals of HATC's Five-Year Plan (FY 2005-2009) are as follows:

- Expand supply, improve quality, and increase available choices for assisted housing
- Provide an improved living environment
- Promote self-sufficiency and asset development of assisted households
- Ensure equal opportunity and affirmatively further fair housing
- Improve physical conditions of all properties and create a safe workplace

Barriers to Affordable Housing

Travis County will invest via staff or dollars in PY2006 in opportunities to mitigate housing, land, fees and infrastructure costs via:

- Acquisition of land
- Collaboration with non-profits, businesses, agencies and coalitions
- Supporting initiatives throughout the County which increase affordable housing opportunities

County staff will work to ensure the development of county policies affecting building codes, zoning and growth that promote, to greatest extent possible, affordable housing development.

Homelessness

During the five-year time period covered in this plan, Travis County does not intend to target the use of Community Development Block Grant funds toward homeless efforts. Travis County invests \$298,000 in general fund dollars in contracts with social service providers targeting the homeless in conjunction

with the Austin/Travis County ESG grant administration and according to the Austin/Travis County Plan to End Chronic Homelessness.

See the *Anti-Poverty Strategy* section of this document for Travis County’s strategy to help low-income families avoid homelessness.

Non-Housing Community Development

Travis County’s Consolidated Plan outlines the priority goals for 2006-2010. Below is a summary of the goals established for Non- Housing Community Development for the five-year period.

Priority Non-Housing Community Development

Community Development Goals	
Goals	Priority
Water/Sewer Improvements	High
Street/Road Improvements	High
Sidewalks	Medium
Solid Waste Disposal Improvements	Medium
Flood Drain Improvements	Medium
Other: Erosion Abatement	Medium
Other: Litter Abatement	Medium
Other Public Facility Needs	Low

Projects to Further Community Development Efforts

The projects listed below for PY2006 target high priority goals. Both projects intend to increase suitable living environments in the unincorporated areas of Travis County.

Project2: Street Improvements

Activity: Substandard Roads in Apache Shores

Apache Shores is identified as a low to moderate income area. Many roads in the Apache Shores area do not meet Travis County standards, therefore, the substandard roads are not accepted into the Travis County road maintenance program.

The street improvement scope of work may include, but is not limited to: 1) design services; 2) land surveying services; 3) geo-technical services; 4) drainage design services; 4) utility location and relocation coordination services; 5) environmental review and related regulatory permits; 6) acquisition of right of way and easements; and 6) construction.

Three roads and one alternate road in the Apache Shores area have been identified for repairs. Road selection was based on identifying the current condition of the road (assessed by Travis County's Transportation and Natural Resources Department) and targeting residential streets with lower improvement values (assessed and reported by the Travis County Appraisal District). Roads identified for improvement are:

1. Pima Trail from Red Fox Road to Crazy Horse Pass
(Census Tract 1742; Blockgroup 1; Blocks 1068, 1066, 1065, and 1053).
2. Crazyhorse Pass from Pima Trail to Running Deer Trail
(Census Tract 1742; Blockgroup 1; Blocks 1054 and 1053).
3. Whitebead Trail from Red Fox Road to Running Deer Trail
(Census Tract 1742; Blockgroup 1; Blocks 1052 and 1053).
*Alternate: Crazy Horse Pass from Running Deer Trail to Whitebead Trail
(Census Tract 1742; Blockgroup 1; Blocks 1047 and 1050).*

The improvements impact 72 households as identified in the map indicating the area of benefit. Specific census data for each street is listed above in the roads identified section. The number of households in the area of benefit does not change in the case of improvements to the identified alternate road. The map can be found in Attachment D.

Funding Source: CDBG

Funding Provided: \$305,000

Program Delivery and Management: Travis County Transportation and Natural Resources Department, Travis County Health and Human Services and Veteran's Service, and Designated Contractors

National Objective: LM-AB (570.201 (c))

Matrix Code: 03K

2006-2010 Strategic Plan Priority: High

Objective: Creating Suitable Living Environments

Expected Project Outcome: Availability/Accessibility

Expected Start Date/Completion Date: July 1, 2007 – June 30, 2009

Project3: Water/Sewer Improvements

Activity: North Ridge Acres - Improved municipal water service for NRWSC

North Ridge Acres subdivision is located in both Williamson and Travis Counties near the intersection of FM 1325 and CR 172. 58 households in Travis County and 65 households in Williamson County will benefit from this project.

The project includes design, construction and administration of a complete replacement of the NRWSC's existing water distribution system. The goals of the project are: (1) design and construct a new water system that meets the requirements of the TCEQ and the City of Austin; (2) disconnection from the current water source (a City of Round Rock fire hydrant); (3) a permanent connection to the City of Austin's water system; and (4) conveyance of the NRWSC to the City of Austin which will provide service and billing for all NRWSC customers.

Design and construction of a new distribution system to convey potable water from the connection with the City's system to the NRWSC customers includes: distribution lines; fire hydrants; service laterals, valves, meters and service connections; pavement repairs; and demolition and removal of abandoned water storage facilities.

A primary door-to-door survey was conducted in November 2003 and June 2005. The survey indicates that at least 57% of the residents in the project area are Hispanic. The survey also indicates that 100% of the residents fall below the low- to moderate-income level.

The total project budget is \$1,872,000. Please see the leveraged funding section below for the breakdown of funding.

Funding Source: CDBG

Funding Provided: \$200,000

Leveraged Funding: Texas Water Development Board - \$1.3 million, Travis County - \$172,000 (In-Kind and General Fund), Williamson County - \$150,000 (CDBG), Office of Rural Community Affairs - \$250,000 (CDBG/Non-Border Colonia Grant)

In addition, the City of Austin has spent approximately \$200,000 to extend its major water line to the front of the Northridge Acres Subdivision and will expend additional funds to connect its water system to the newly constructed municipal water system in order to provide long-term water service to the community. Upon completion of the project, the City of Austin will accept all customers of the NRWSC as retail utility customers of the City and all customers will pay the City's applicable rates for water service.

Program Delivery and Management: Dan Smith, Executive Assistant, Office of the Travis County Judge, Mark Hall, TDWB, Gandolf Burris, Grant Development Services and Designated Contractors

National Objective: LM-AB (survey) (570.201 (c))

Matrix Code: 03J

2006-2010 Strategic Plan Priority: High

Objective: Creating Suitable Living Environments

Expected Project Outcome: Sustainability

Expected Start Date/Completion Date: July 15, 2006 to December 30, 2007

Project 6: Street Improvements

Activity: Lava Lane Design

The project funds the design, engineering and environmental review for the improvement of the unaccepted portion of Lava Lane, a road in Precinct 4. The improvements to this substandard road will

provide a new durable road that will allow property owners, school busses, mail service providers, and emergency service providers to have all-weather access to the properties. Additionally, the improvements will allow the road to meet County roadway standards so that it can be accepted onto the County system for future maintenance and traffic safety enforcement.

The street improvement design scope of work may include, but is not limited to: 1) design services; 2) land surveying services; 3) geo-technical services; 4) drainage design services; 4) utility location and relocation coordination services; and 5) environmental review and related regulatory permits. Travis County Transportation and Natural Resources Department (TNR) will be the project manager and the design, engineering, and environmental work will be provided by consultant contract. The impact of the project will be 20 households.

Funding Source: CDBG

Funding Provided: \$83,659

Program Delivery and Management: Travis County Transportation and Natural Resources Department and Contractors

National Objective: LM-AB (570.201 (c))

Matrix Code: 03K

2006-2010 Strategic Plan Priority: High

Objective: Creating Suitable Living Environments

Expected Project Outcome: Availability/Accessibility

Expected Start Date/Completion Date: January 1, 2008 – December 31, 2008

Antipoverty Strategy/Public Services

Travis County does not yet have a formally adopted anti-poverty strategy. However, the Health and Human Services and Veterans Service Department is committed to developing a formal anti-poverty strategy over the time period covered by this Consolidated Plan. In addition, the Travis County Commissioners Court has allocated an anti-poverty reserve in its annual budget cycle for fiscal year 2007 which will initiate coordination of current efforts and implement additional programmatic efforts to address poverty in a comprehensive manner.

Many of the Consolidated Plan strategies directly assist individuals who are living in poverty. In addition, Travis County's lead agency for administering these funds is the Health and Human Services & Veterans Service Department, whose mission is "to work in partnership with the community to promote full development of individual, family, neighborhood, and community potential." The vision of HHS/VS is "optimizing self-sufficiency for families and individuals in safe and healthy communities." Both the mission and vision of HHS/VS are essentially aimed at preventing and ameliorating conditions of poverty in Travis County.

In addition, Travis County participates in the assessments, plans, and activities of the Community Action Network, whose members have informally pursued anti-poverty strategies as part of their primary mission.

Travis County's Consolidated Plan outlines the priority goals for 2006-2010. Below is a summary of the goals established for Public Services for the five-year period.

Priority Public Services

Public Service Goals	
Goals	Priority
Youth Services	High
Other Public Service Needs	High
Transportation Services	Medium
Employment Training	Medium
Health Services	Medium
Child Care Services	Medium
Senior Services	Medium
Substance Abuse Services	Medium
Lead Hazard Screening	Low
Crime Awareness	Low

The Travis County Community’s Anti-Poverty Programs – Non- CDBG funding

- Providing assistance with emergency basic needs (including rent, utility and food assistance) in order to prevent homelessness.
- Advocating for and supporting public policy initiatives that create real solutions for adequate healthcare, childcare, living wages, education and disability assistance.

Projects to Further Anti-Poverty/Public Services Efforts

~~The projects listed below for PY 2006 target high priority goals. Both projects intend to increase access to quality public services in the unincorporated areas of Travis County.~~

Both projects allocated for public services were deleted and monies were reprogrammed in either August 2007 or August 2008. Travis County investments in anti-poverty and public service are made using General Funds for PY 2006 and are outlined in the PY 2006 Consolidated Annual Performance Evaluation Report.

Approval of the deletion of the Youth and Family Assessment Project occurred in August 2007. The services to 30 youth will still be provided, but through the Travis County General Fund. The \$5,000 originally issued to fund this project will increase the budget to the Apache Shores Street Improvement project.

Deletion of: ~~Project 4: Youth Services~~

Activity: ~~Youth and Family Assessment Center (YFAC) Flex Fund Expansion~~

~~The YFAC program is an internal Travis County Health and Human Services & Veterans Service expansion of existing services. Flex Funding through the YFAC program assists high risk children improve their school performance and avoid the juvenile justice system through traditional and non-traditional services. A small expansion of flex funds is requested for the first year; however, it is anticipated that the client population will grow over time as more outreach is done. Approximately 30 youth will be assisted.~~

~~The Family Support Services Division Social Work Services Expansion staff (mentioned below) will outreach, assess and manage the flex fund expansion dollars.~~

~~Funding Source: CDBG~~

~~Funding Provided: \$5,000~~

~~Leveraged Funding: \$5,000 General Fund~~

~~Program Delivery and Management: Travis County Health and Human Services and Veteran's Service~~

~~National Objective: LMC (570.201(e))~~

~~Matrix Code: 05D~~

~~Objective: Creating Suitable Living Environments~~

~~Expected Project Outcome: Availability/Accessibility 2006-2010 Strategic Plan Priority: High~~

~~Expected Start Date/Completion Date: January 15, 2007 to September 30, 2007~~

On May 27, 2008, the Travis County Commissioners Court approved a substantial amendment to the PY 2006 Action Plan. The change to the PY 2006 Action Plan includes the deletion of the Family Support Services (FSS) Social Work Expansion program, which received \$83,659 and the addition of a project to provide the design, engineering and environmental review for a Road Improvement Project for Lava Lane located in Precinct 4.

Due to the difficulty of hiring staff to provide the Social Work Services, no funds from the PY 2006 program year were spent on the FSS Social Work Expansion project. The project is currently underway using the funds allocated to it in PY 2007. The reprogramming of the PY 2006 unused funds to another project allows for timelier spending of dollars. Additionally, due to an annual limit on the amount of money spent on public service projects established by HUD, the funds must be reprogrammed to a community development project. Please see Project #6 for details on the new project.

Deletion of: Project5: Public Services, Other

Activity: ~~HHS/VS Family Support Services Division Social Work Services Expansion~~

~~This program is an internal Travis County Health and Human Services & Veterans Service expansion of existing services. The program will expand current social work services by two Social Workers in order to increase capacity to provide case management, information and referral, non-clinical counseling, crisis intervention and outreach in the unincorporated areas. The social workers will be located at the Community Centers in Del Valle and Manor.~~

~~The expansion of the social work staff within Family Support Services would reduce the barriers encountered by county residents in unincorporated areas receiving needed social, financial and health services. This furthers the goal of HHS/VS to make its services available to all residents in need of them. The expansion increases the capacity of social work services to serve a minimum of 100 families.~~

~~Funding Source: CDBG~~

~~Funding Provided: \$83,659~~

~~Leveraged Funding: \$31,341 General Fund~~

~~Program Delivery and Management: Travis County Health and Human Services & Veterans Service~~

~~National Objective: LMC (570.201(e))~~

~~Matrix Code: 05~~

~~2006-2010 Strategic Plan Priority: High~~

~~Objective: Creating Suitable Living Environments~~

~~Expected Project Outcome: Availability/Accessibility~~

~~Expected Start Date/Completion Date: January 15, 2007 September 30, 2007 July 15, 2007 December 31, 2007~~

Travis County

Appendix A: Public Comments

Substantial Amendment to the
Annual Action Plan for
Program Year 2006:
August 2008

-Prepared by Travis County Health & Human Services & Veterans Service

Every year, the progress of projects from previous Action Plans is evaluated to determine if any changes to funding or the deletion or addition of projects needs to occur. As outlined in Travis County's Citizen Participation Plan, a substantial amendment occurs when any project's funding is changed by 25% or more or if a new project is funded. Any substantial amendment must go through a 30- day public comment period as well as hold one public hearing.

On May 27, 2008, the Travis County Commissioners Court approved a substantial amendment to the PY 2006 Action Plan. The substantial amendment to the PY06 Action Plan occurred at the same time as the draft of the PY08 Action Plan. During the week of June 9, 2008, Travis County published a Public Notice announcing and summarizing the proposed substantial amendment to the PY06 Action Plan. Please see Attachment "A" for a copy of the public notice

The notice appeared in several area newspapers that target the unincorporated areas of Travis County. The 30-day public comment period commences June 25, 2008, and ends July 26, 2008. Two public hearings will beheld at the Travis County Commissioners Courtroom during the 30-day public comment period on July 1, 2008, and July 22, 2008, to receive testimony for all three actions. Please see Attachment "B" for detail public comments received during the 30 day comment period and public hearings.

Attachment "A"
Public Notice

Travis County Community Development Block Grant Program (CDBG)



Public Notice: Invitation to Comment on the drafts of Travis County CDBG Program Year 2008 Action Plan and a Substantial Amendment to the Program Year 2006 Action Plan

Travis County is eligible to receive an estimated \$833,133 from the United States Department of Housing and Urban Development (HUD) in the form of a Community Development Block Grant (CDBG). HUD awards these grants to communities to carry out a variety of community development activities aimed at revitalizing neighborhoods, improving affordable housing options, and providing improved community facilities and services. Travis County's CDBG allocation targets the unincorporated areas of the county.

In accordance with Federal Guidelines, Travis County officials and staff are requesting public comment on the drafts of two CDBG documents:

- ⇒ The Action Plan for Program Year 2008
- ⇒ The change of projects for the Program Year 2006 Action Plan

The drafts of the Action Plans are the second step following the needs identified through the public hearings held in February and March of 2008.

Comments will be accepted for 30 days beginning June 25th, 2008 at 8:00 a.m. and ending July 26th, 2008 at 5:00 p.m.

Drafts of the Plans as well as summaries of the Plans are available for review, beginning June 25th, 2008 at the Travis County website www.co.travis.tx.us or at the following locations:

South Rural Community Center:	3518 FM 973, Del Valle
Travis County Community Center:	15822 Foothills Farm Loop, Bldg D, Pflugerville
West Rural Community Center:	8656-A Hwy 71 W., Suite A, Oak Hill
Northwest Rural Community Center:	18649 FM 1431, Jonestown
East Rural Community Center:	600 W. Carrie Manor, Manor
Palm Square Community Center:	100 N. IH-35, Suite 1000, Austin
Post Road Community Center:	2201 Post Road, Suite 101, Austin

Public Hearings will be held to receive comments:

Location:	Dates & Times:
Travis County Granger Building	Tuesday, July 1, 2008 at 9:00 AM
Commissioners Courtroom	Tuesday, July 22, 2008 at 9:00 AM
314 W. 11th St, Austin, TX	

Comments may also be received in writing via mail or e-mail to:

CDBG Program, Travis County HHSVS, P.O. Box 1748, Austin, TX 78767 or
christy.moffett@co.travis.tx.us

Travis County is committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended. Reasonable modifications and equal access to communications will be provided upon request. Please call 854-3460 for assistance.

Attachment "B"
Detailed Public Comment

[Comments will be added at the conclusion of the public comment period on 7/26/08]



Travis County

Community Development Block Grant Program:

Improving the Affordability,
Accessibility and Sustainability
of Neighborhoods and
Community Services

Summaries of Draft of Action Plan
for Program Year 2008 and
Substantial Amendment to 2006
Program Year Action Plan

Prepared by Travis County Health & Human Services & Veterans Service

The following document provides an overview of the Travis County Community Development Block Grant (CDBG) program, a summary of the recommended projects the County plans to implement for the 2008 program year, and the changes to projects from the 2006 program year.

Overview of CDBG

The Community Development Block Grant (CDBG) initiative is a federal grant program administered by the U.S. Department of Housing and Urban Development (HUD). The program provides annual grants to cities and counties to carry out a variety of community development activities aimed at revitalizing neighborhoods, improving affordable housing options, and providing improved community facilities and services.

Based on its population, in 2006, Travis County became an urban county entitlement community, a federal designation, which afforded the County the opportunity to apply for CDBG funds. Travis County applied for CDBG funds for the first time in 2006. The amount of funds Travis County receives on a yearly basis is based on a HUD-designed formula that takes into account the county's population size, poverty rate, housing overcrowding, and age of housing.

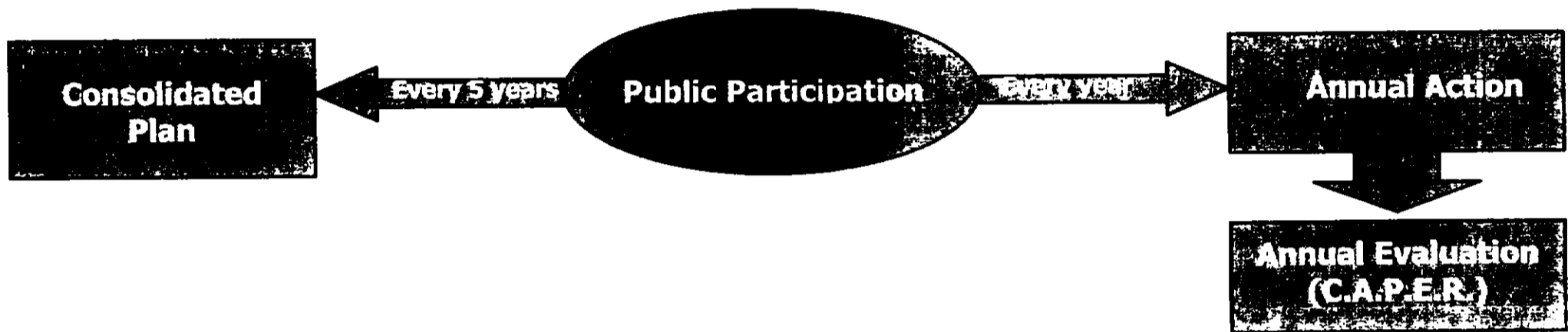
This is the third year Travis County will receive CDBG funds. As required by federal regulation, a minimum of 70% of CDBG funds must target services to low- to moderate-income residents. Additionally, Travis County's allocation specifically targets those living in the unincorporated areas of the county. Moreover, before an activity is eligible for funding, it must meet one of the following HUD's national objectives: 1) benefit low- and moderate-income persons; 2) aid in the prevention or elimination of slums and blight; or 3) address other community development needs that present a serious and immediate threat to the health and welfare of the community.

CDBG activities must also meet additional eligibility requirements set by HUD in 24 CFR Part 570. They must also address the priority needs established in Travis County's 2006-2010 Consolidated Plan. These priorities are: 1) the production of new owner housing units, 2) the rehabilitation of existing units, 3) the provision of infrastructure to promote affordable housing, 4) water/sewer improvements, 5) street improvements, 6) youth services, and 7) other public service needs.

As part of the management of the grant, the CDBG office must draft the following documents: a Consolidated Plan, an Action Plan and a Consolidated Annual Performance and Evaluation

Report (CAPER). The Consolidated Plan outlines the County’s housing and community development strategies, goals, and objectives to be addressed over a five-year period. The Annual Action Plan defines the specific activities to be undertaken during the upcoming program year. The CAPER is conducted every year to assess progress and accomplishments. As seen below in the visual representation of the CDBG process, public participation has a central role in setting the priorities to be addressed.

Figure 1: CDBG Cycle



The Travis County Health and Human Services & Veterans Service Department (HHS/VS) is designated by the County as the lead agency for the grant administration of the CDBG program and the single point of contact with HUD.

Public Input

For the development of the Program Year 2008 (PY 2008) Annual Action Plan, different opportunities were offered for the public to provide input on the usage of the CDBG funds. During the months of February and March the County held public hearings and solicited proposals for the use of CDBG funds. Solicitation of input and invitation to participate in the public hearings were posted on the County’s website, and were published in newspapers of general circulation. In addition, notifications were sent by mail to public service providers and to citizens who had previously attended public hearings.

Lastly, two public hearings are scheduled during the month of July, and a 30-day public comment period is scheduled from the 25th of June to the 26th of July to solicit comment on the proposed uses of CDBG funds in PY 2008 as well as the substantial amendment to the Program Year 2006 (PY 2006) Action Plan. Please refer to the attached ad that specifies the time and place for the public hearings and instructions for providing comments.

Summary of Program Year 2008 Action Plan

The Travis County Program Year 2008 (PY08) Action Plan lists the specific activities the county will undertake between October 1st, 2008 and September 30th, 2009 to meet the goals and objectives outlined in the 2006-2010 Consolidated Plan. The Action Plan details how the County will use the CDBG funds, as well as other available resources to address the County's housing and non-housing community development needs.

Proposed Activities for Program Year 2008

The Program Year 2008 CDBG award for Travis County is \$833,133. Allocations for community improvements are estimated at 73% (\$606,136), at 8% (\$64,788) for public services, and at 19% (\$162,209) for administration and planning. The funds are proposed to be used for 5 different activities:

- 1. Infrastructure for New Housing Development (\$500,000)** – This project will provide funds to Austin Habitat for Humanity, a designated sub-recipient, for the installation of infrastructure for a new single-family housing development project. The infrastructure will be installed in land that will be purchased with CDBG funds from Program Years 2006 and 2007. Affordable housing units will be built on the developed land and 41 very low and low income households will have the opportunity to purchase these homes at zero-percent interest financing.
- 2. Housing Rehabilitation (\$106,136)** – This program will provide home repair and weatherization services to very low and low income homeowners residing in the unincorporated areas of Travis County. It seeks to improve the energy efficiency, the physical living conditions, and the safety in owner-occupied homes. Services will be provided by a non-profit, designated as a sub-recipient and identified through a formal application process.
- 3. Social Service Program (\$ 64,788)** – This program, also funded in PY06 and PY07, will continue to support the expansion of a social service program managed by the Family Support Service (FSS) division of the Travis County Health and Human Services and Veteran Services Department. The funding for this programmatic year will provide case management services to 100 households residing in the unincorporated areas of the county focusing on precincts 1 and 4.

4. Water/Wastewater Planning (\$108,704) – This project, also funded in PY07, will continue to support a Senior Engineer who functions as a Project Manager over two active CDBG-funded street improvement projects and who will assess and provide a report for potential water and wastewater projects to be considered in the future.

5. Administration (\$53,505) – These funds will cover operating expenses associated with the CDBG grant including office supplies, training, contracted services, interpreting, membership and other business related expenses. In addition, it will cover the costs of contracting with a consultant that will complete an Analysis of Impediments to Fair Housing Choice in Travis County.

The following figure summarizes the proposed projects and allocations for program year 2008, and the categories under which each project falls.

Figure 2: Proposed Projects for Program Year 2008

Project	Activities	Amount
Community Development		
1. Infrastructure for New Housing Development	Installation of public infrastructure in land that will be used for the construction of affordable housing units	\$500,000
2. Homeowner Rehabilitation	Home repair and weatherization services	\$106,136
Subtotal:		\$606,136
Public Services		
3. Public Services, Other	Family Support Services Social Work Services Expansion – Travis County HHS/VS Program	\$64,788
Subtotal:		\$64,788
Administration and Planning		
4. Planning	Water/Wastewater Improvement Planning	\$108,704
5. Administration	Administrative Operating Expenses	\$53,505
Subtotal:		\$162,209
Total award by HUD:		\$833,133

Summary of Substantial Amendment to Program Year 2006 Action Plan

Every year, the progress of projects from previous Action Plans is evaluated to determine if any changes to funding or the deletion or addition of projects needs to occur. As outlined in Travis County's Citizen Participation Plan, a substantial amendment occurs when any project's funding is changed by 25% or more or when a new project is funded. Any substantial amendment must go through a 30-day public comment period as well as hold one public hearing.

On May 27, 2008, the Travis County Commissioners Court approved a substantial amendment to the PY 2006 Action Plan. The change to the PY 2006 Action Plan includes the deletion of the Family Support Services (FSS) Social Work Expansion program, which received \$83,659 and the addition of a project to provide the design, engineering and environmental review for a Road Improvement Project for Lava Lane located in Precinct 4.

Due to the difficulty of hiring staff to provide the Social Work Services, no funds from the PY 2006 program year were spent on the FSS Social Work Expansion project. The project is currently underway using the funds allocated to it in PY 2007. The reprogramming of the PY 2006 unused funds to another project allows for timelier spending of dollars. Additionally, due to an annual limit on the amount of money spent on public service projects established by HUD, the funds must be reprogrammed to a community development project. The proposed community development project includes:

- 1. Design of A Substandard Road Improvement Project (\$83,659)** – The project funds the design, engineering and environmental review for the improvement of the unaccepted portion of Lava Lane, a road in Precinct 4. The improvements to this substandard road will provide a new durable road that will allow property owners, school busses, mail service providers, and emergency service providers to have all-weather access to the properties. Additionally, the improvements will allow the road to meet County roadway standards so that it can be accepted onto the County system for future maintenance and traffic safety enforcement.

Travis County Transportation and Natural Resources Department (TNR) will be the project manager and the design, engineering, and environmental work will be provided by a contracted consultant. The impact of the project will be 20 households.



Condado de Travis

Programa de Subsidio en Bloque para el Desarrollo Comunitario

Trabajando por vecindarios y
servicios comunitarios que sean
más asequibles, accesibles y
sostenibles

Resumen de las versiones preliminares del
Plan de Acción del Año Programático 2008 y
los cambios sustanciales al Plan de Acción del
Año Programático 2006

- Preparado por el departamento de Servicios Humanos y de Salud y
Servicios para Veteranos del Condado de Travis

El documento a continuación presenta una visión general del programa de Subsidio en Bloque para el Desarrollo Comunitario (CDBG por sus siglas en inglés) del Condado de Travis, un resumen de los proyectos del programa CDBG recomendados para ser implementados por el Condado para el año programático 2008, y un resumen de los cambios de proyectos del año programático 2006.

Descripción del Programa CDBG

El programa de Subsidio en Bloque para el Desarrollo Comunitario es un programa de subsidios federales administrados por el Departamento de Vivienda y Desarrollo Urbano de Estados Unidos (HUD por sus siglas en inglés). El programa provee subsidios anuales a ciudades y condados para llevar a cabo una variedad de actividades de desarrollos comunitarios destinadas a revitalizar comunidades, mejorar opciones de viviendas asequibles, y proporcionar servicios e instalaciones comunitarias mejoradas.

Basado en su población en el 2006, el Condado de Travis tuvo la oportunidad de aplicar al programa CDBG por primera vez. La asignación que el Condado recibe anualmente es determinada por HUD a través de una fórmula que utiliza varias medidas objetivas de necesidades comunitarias, incluyendo el nivel de pobreza, población, superpoblación en viviendas y antigüedad de las viviendas.

Este es el tercer año que el Condado de Travis recibirá fondos para el programa CDBG. De acuerdo a las reglas federales, un mínimo del 70% de los fondos debe ser utilizado para actividades que beneficien a personas de ingresos bajos y moderados. Adicionalmente, el Condado de Travis ha establecido destinar su asignación para ayudar aquellos que residen en las áreas no incorporadas del condado. De igual forma, todas las actividades deben cumplir uno de los siguientes objetivos nacionales de HUD: beneficiar a personas de ingresos bajos y moderados, prevenir o eliminar áreas insalubres o deterioradas, o atender necesidades de desarrollo comunitario de carácter urgente debido a condiciones que impongan una amenaza grave e inmediata a la salud o al bienestar de la comunidad.

Las actividades apoyadas por CDBG también deben seguir las reglas establecidas en la sección 570 del Código 24 de las Reglas Federales. De igual forma, las actividades deben cumplir con las prioridades establecidas en el Plan Consolidado del Condado del período 2006-2011. Estas prioridades son: 1) la producción de nuevas unidades de viviendas propias, 2) la rehabilitación de viviendas propias existentes, 3) la instalación de infraestructura para fomentar el desarrollo de viviendas a precios asequibles, 4) mejoramientos de sistemas de aguas blancas y aguas negras, 5) mejoramiento de calles 6) servicios para jóvenes, y 7) otros servicios públicos.

Como parte de la gerencia del programa, la oficina CDBG debe elaborar los siguientes documentos: un plan consolidado, un plan anual y un reporte anual de desempeño y evaluación. El plan consolidado, actualizado cada 5 años, delinea las estrategias, metas y objetivos de desarrollo comunitario y de vivienda. El plan anual define las actividades por realizarse en cada año programático para cumplir con las metas del plan consolidado. El reporte de desempeño y evaluación, realizado anualmente, evalúa los avances y logros de las actividades. Como se puede ver a continuación en la gráfica del proceso del programa, la participación pública juega un papel central en el establecimiento de las prioridades de los proyectos por realizarse.

Gráfica 1: Ciclo del Programa CDBG



El Departamento de Servicios de Salud y Humanos y de Servicios para Veteranos (HHS/VS) del Condado de Travis es el organismo principal designado para la administración del programa y es el organismo que mantiene comunicación directa con HUD.

Participación Pública

Para el desarrollo del Plan de Acción del año programático 2008, el público tuvo varias oportunidades para presentar ideas y propuestas sobre el uso de los fondos de CDBG. Durante los meses de febrero y marzo el Condado realizó audiencias públicas y solicitó propuestas para el uso de los fondos. Las invitaciones para participar fueron publicadas en la página web del Condado y en periódicos de circulación general. Adicionalmente, se enviaron por correo notificaciones a proveedores de servicios públicos y a los ciudadanos que han participado en las audiencias públicas anteriores.

Por último, el público podrá suministrar sus comentarios sobre los proyectos propuestos para el año programático 2008 y los cambios a los proyectos del plan de acción del año programático 2006, asistiendo a cualquiera de dos audiencias públicas programadas durante el mes de Julio o presentando sus comentarios por escrito durante el período del 25 de Junio al 26 de Julio. Favor referirse a los anuncios adjuntos que especifican el horario, el lugar de las audiencias públicas, y las instrucciones para presentar sus comentarios.

Resumen del Plan de Acción del Año Programático 2006

El Plan de Acción del año programático 2008 enumera las actividades que el Condado implementará a partir del 1ro de Octubre de 2008 para cumplir con las metas y los objetivos establecidos en el Plan Consolidado 2006-2010. El Plan de Acción describe como se usarán los fondos CDBG y destaca los recursos disponibles por el Condado para satisfacer las necesidades de desarrollo comunitario y de vivienda.

Actividades Propuestas para el Año Programático 2008

La asignación del Condado de Travis para el año programático 2008 es de \$833.133. El 73% de la asignación (\$606.136) será destinado para actividades de desarrollo comunitario, el 8% (\$64,788) para servicios públicos, y el 19% (\$162,209) para actividades de administración y planificación. Las actividades propuestas son las siguientes:

1. Urbanización de Terreno para Desarrollo de Nuevas Viviendas (\$500,000) – Los fondos de este proyecto serán otorgados a la organización Austin Habitat for Humanity para la urbanización de un terreno para un desarrollo de viviendas unifamiliares. El terreno por acondicionarse será comprado con fondos de CDBG de los años programáticos 2006 y 2007. En el terreno se construirán viviendas a precios asequibles y 41 hogares de ingresos bajos y moderados tendrán la oportunidad de comprar estas casas sin costo por el financiamiento (0 % de interés). Una vez que el terreno para la construcción de las casas haya sido identificado y esté en opción a compra, el público tendrá la oportunidad de hacer comentarios sobre la ubicación del mismo.

2. Rehabilitación de Viviendas (\$106,136) – Este programa proveerá reparaciones de viviendas y servicios de climatización a propietarios de ingresos bajos y moderados que residen en las áreas no incorporadas del Condado. El programa busca mejorar la eficiencia energética, las condiciones físicas y la seguridad de las viviendas. Los servicios serán provistos por una organización sin fines de lucro que será contratada a través de un proceso de aplicación formal.

3. Programa de Servicios Sociales (\$ 64,788) – Este programa, apoyado en los años programáticos 2006 y 2007 con fondos CDBG, continuará apoyando la expansión del programa de servicios sociales administrado por la división de Servicios de Apoyo a Familias (FSS por sus siglas en inglés) del departamento de Servicios de Salud y Humanos y de Servicios para Veteranos del Condado. Con los fondos suministrados, una trabajadora social brindará servicios de gestiones de casos a 100 hogares en las áreas no incorporadas del Condado, específicamente en los distritos 1 y 4.

4. Planificación de infraestructura para Aguas Blancas y Aguas Negras (\$108,704) – Este proyecto, que también fue apoyado en el año programático 2007, continuará apoyando a un Ingeniero Superior que trabaja como gerente de dos proyectos CDBG de mejoras de carreteras y quien evaluará y realizará un informe sobre proyectos de aguas blancas y aguas negras para considerarse en el futuro. Dieciséis comunidades serán evaluadas para determinar si califican para recibir fondos CDBG en el futuro y para determinar el costo de los proyectos.

5. Administración (\$53,505) – Estos fondos cubrirán los gastos operativos asociados con la gerencia del programa CDBG, gastos que incluyen materiales de oficina, de entrenamiento, servicios contratados, traducciones, membresías, y demás costos relacionados con la operación del programa. Adicionalmente, los fondos cubrirán los costos de la contratación de un consultor que realizará un Análisis de Impedimentos para la Elección de Viviendas Justas.

El siguiente cuadro resume los proyectos propuestos, sus asignaciones respectivas para el año programático 2008, y las categorías de los proyectos.

Gráfica 2: Proyectos Propuestos para el Año Programático 2008

Proyectos	Actividades	Cantidad
Desarrollo Comunitario		
1. Urbanización de terreno para el desarrollo de nuevas viviendas unifamiliares	Acondicionamiento de terreno (dotación de calles, luz, pavimento y demás servicios) para la construcción de unidades de viviendas asequibles	\$500,000
2. Rehabilitación de Viviendas Propias	Reparaciones de viviendas unifamiliares y servicios de climatización	\$106,136
Subtotal:		\$606,136
Servicios Públicos		
3. Servicios Públicos, Otros	Expansión del programa de servicios sociales del departamento de Servicios de Salud y Humanos y de Servicios Veteranos del Condado	\$64,788
Subtotal:		\$64,788
Administración y Planificación		
4. Planificación	Planificación de mejoramiento de sistema de aguas blancas y negras	\$108,704
5. Administración	Gastos administrativos y de operación	\$53,505
Subtotal:		\$162,209
Asignación Total HUD:		\$833,133

Resumen de los cambios del Plan de Acción del Año Programático 2006

Cada año se evalúa el progreso hecho en cada uno de los proyectos CDBG y se determina si se requieren cambios. Tal y como está delineado en el Plan de Participación Ciudadana, una "enmienda sustancial" ocurre cuando los fondos cambian de uso por más de un 25 % o cuando se agregan nuevos proyectos. Cualquier cambio sustancial debe someterse a un período de comentario público de treinta días y a una audiencia pública.

El 27 de Mayo de 2008, la Corte Comisionada del Condado de Travis aprobó una enmienda o cambio sustancial al año programático 2006. El cambio incluye la eliminación del programa de expansión del Programa de Servicios Sociales de la división del Servicios de Apoyos a Familias

que recibió \$83.659 y la incorporación de un proyecto para proveer el diseño, el trabajo de ingeniería y la evaluación ambiental para un proyecto de mejoramiento de la carretera Lava Lane ubicada en el distrito 4.

Los fondos del año programático 2006 destinados para la Expansión del Programa de Servicios Sociales no se gastaron debido a lo difícil que fue contratar el personal para la implementación del programa. Sin embargo, ya se contrató una trabajadora social y el programa se está implementado con fondos del año programático 2007. La reprogramación de los fondos permitirá que estos sean gastados de una manera más oportuna. Sin embargo, de acuerdo a las reglas establecidas por HUD, existe un límite anual en los fondos destinados a Servicios Públicos, por lo que los fondos deberán ser reprogramados en actividades de Desarrollo Comunitario. El proyecto de desarrollo comunitario propuesto es el siguiente:

1. Diseño de Proyecto de Mejoramiento de Carretera Deficiente (\$83,659) – Este proyecto proveerá fondos para el diseño, la parte de ingeniería y evaluación ambiental necesaria para el mejoramiento de la porción deficiente de la carretera Lava Lane, ubicada en el distrito 4 del Condado. Las mejoras a la carretera permitirán que los propietarios de las viviendas, los autobuses escolares, automóviles del correo postal, y automóviles de servicios de emergencias tengan acceso completo en cualquier clima a las propiedades ubicadas en las zonas. Adicionalmente, las mejoras permitirán que la carretera cumpla con las normas de vialidad del Condado, lo que a su vez permitirá que esta sea aceptada a la lista de carreteras mantenidas por el Condado y sea monitoreada en materia de aplicación de leyes de tránsito.

El departamento de Transporte y Recurso Naturales del Condado (TNR) será el departamento encargado de administrar el proyecto, mientras que el diseño, la parte de ingeniería y trabajo ambiental serán provistas por un consultor contratado. El proyecto beneficiará a 20 hogares.

BUDGET AMENDMENTS AND TRANSFERS

FY 2008

08 JUN 19 PM 3:16

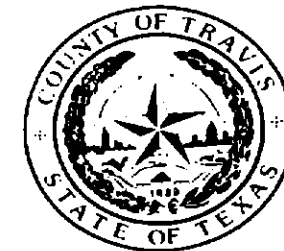
6/24/2008

AMENDMENTS

BA #	Project Code	FUND	DEPT/DIV	ACT	ELM/OBI	Dept.	Line Item	Increase	Decrease	Pg #
A1		001	9800	981	9891	Reserves	CAR Reserves		\$ 25,000	1
	XESC01	001	1405	821	8105	Facilities	Buildings	\$ 25,000		
A2		050	9800	981	9892	Reserves	Fund 050 Reserves		\$ 200	4
		050	9006	552	3013	JP Pct. 4	Educ,Comm, Eq & Supp	\$ 200		
A3		050	9800	981	9892	Reserves	Fund 050 Reserves		\$ 157	5
		050	9006	552	3013	JP Pct. 4	Educ,Comm, Eq & Supp	\$ 157		
A4		001	9800	981	9891	Reserves	CAR Reserves		\$ 84,375	6
		001	2420	822	3001	Criminal Cts	Office Equip,Furn & Supp	\$ 84,375		

TRANSFERS

BA #	Project Code	FUND	DEPT/DIV	ACT	ELM/OBI	Dept.	Line Item	Increase	Decrease	Pg #
T1		001	2702	549	0701	JP Pct. 2	Reg Salaries-Permnt Emp		\$ 11,900	9
		001	2702	549	3001	JP Pct. 2	Office Equip,Furn & Supp	\$ 11,900		
T2		001	4300	591	0401	Juv.Pub.Def	Reg Salaries-Apptd Ofcl		\$ 4,000	11
		001	4300	591	3001	Juv.Pub.Def	Office Equip,Furn & Supp	\$ 4,000		
		001	4300	591	0701	Juv.Pub.Def	Reg Salaries-Permnt Emp		\$ 2,000	11
		001	4300	591	3002	Juv.Pub.Def	Software	\$ 2,000		



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

314 W. 11th Street
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Sr. Budget Analyst

D. Ramirez

DATE: June 16, 2008

RE: Request by Facilities Management Department (FMD) to Access \$25,000 Earmark in CAR Reserve for Additional Security Items for Eastside Service Center

FMD is requesting to access the \$25,000 Earmark in the CAR Reserve to complete the installation of security items at the Eastside Service Center. The original security budget for the project is \$116,070 and would cover public parking lighting as well as other security equipment. The original estimate for the 30 poles of parking lighting was \$90,000. However, the cost today is \$107,224. This leaves only \$8,846 for the rest of the security items. The remaining security items cost an estimated \$59,500. After the earmark, the security budget will be short by \$25,654. FMD is planning to make up the difference from the existing project budget.

PBO concurs with this request.

cc: Rodney Rhoades, Leroy Nellis, Jessica Rio, PBO
Roger El Khoury, Director, FMD
John Carr, Amy Draper, FMD



FACILITIES MANAGEMENT DEPARTMENT

Roger A. El Khoury, M.S., P.E., Director

1010 Lavaca Street, Suite 400 • P.O. Box 1748, Austin, Texas 78767 • Phone: (512) 854-9661 • Fax: (512) 854-9226

MEMORANDUM

FMD Project: ESSC-01-06C-1N
File: 200

TO: Rodney Rhoades, Executive Manager, Planning and Budget Office

FROM: Roger A. El Khoury, M.S., P.E., Director *Roger El Khoury*

DATE: June 11, 2008

SUBJECT: Construction of New Buildings for the TNR Eastside Service Center
Earmarked Funds

Facilities Management Department (FMD) requests release of the \$25,000 in funding earmarked for the Eastside Service Center against the Capital Acquisition Resources account. This earmark was established to provide funding to complete the security enhancements for the new Eastside Service Center. Construction at the site has reached the stage where it is appropriate to complete the installation of these enhancements. Please obtain the necessary approval from the Commissioners Court to transfer this funding into the Eastside Service Center, project XESC01, line item 001-1405-821-8105. Thank you for your assistance.

COPY TO:

Alicia Perez, Executive Manager, Administrative Operations
 John Carr, Administrative Director, FMD
 Carolyn O'Hara, RA, Project Manager, FMD
 Amy Draper, CPA., Financial Manager, FMD
 Diana Ramirez, Sr. Budget Analyst, PBO

RECEIVED
 08 JUN 11 PM 3:36
 TRAVIS COUNTY
 PLANNING & BUDGET OFFICE

Budget Adjustment: 11010

Fyr _ Budget Type: 2008-Reg Author: 14 - DRAPER, AMY Created: 6/12/2008 9:33:30 AM
 PBO Category: Amendment Court Date: Tuesday, Jun 24 2008 Dept: RESERVES
 Just: Other Transfer from CAR for Eastside Service Center security enhancements earmark

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9891	CAPITAL ACQUISTN RESERVES			25,000
To Account		Project		Amount
001-1405-821-8105	BUILDINGS	XESC01	Eastside Service Center	25,000
				25,000

Approvals	Dept	Approved By	Date Approved
Originator	14	AMY DRAPER	6/12/2008 09:33:36 AM
DepOffice	14	AMY DRAPER	6/12/2008 09:33:37 AM
DepOfficeTo	14	AMY DRAPER	6/12/2008 09:33:39 AM

W

Budget Adjustment: 10611

Fyr _ Budget Type: 2008-Reg Author: 29 - CANTU, DIANA Created: 5/14/2008 2:23:10 PM
 PBO Category: Amendment Court Date: Tuesday, Jun 24 2008 Dept: RESERVES
 Just: Negbal TECHNOLOGY FUND/PHONE FOR TEMP. CUBICAL.

From Account	Acct Desc	Project	Proj Desc	Amount
050-9800-981-9892	ALLOCATED RESERVES			200
<hr/>				
To Account		Project		Amount
050-9006-552-3013	EDUC,COMMUNCATN,EQ & SUPP			200
<hr/>				

Approvals	Dept	Approved By	Date Approved
Originator	29	DIANA CANTU	5/14/2008 02:23:57 PM
DepOffice	29	DIANA CANTU	5/14/2008 02:24:05 PM
DepOfficeTo	6	SEAN O'NEAL	6/3/2008 11:25:39 AM

Transfer from Tech Fund Reserve to ITS for phone for temp staff cubicle. PBO concurs.

Dalamin
6/16/08

Budget Adjustment: 10980

Fyr _ Budget Type: 2008-Reg Author: 29 - CANTU, DIANA Created: 6/10/2008 2:18:27 PM
 PBO Category: Amendment Court Date: Tuesday, Jun 24 2008 Dept: RESERVES
 Just: TfrCentBud TECHNOLOGY RESERVES TO ITS EQUIP.

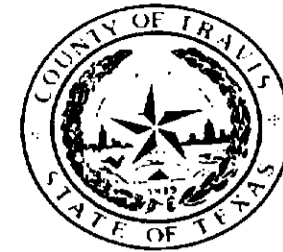
From Account	Acct Desc	Project	Proj Desc	Amount
050-9800-981-9892	ALLOCATED RESERVES			157
				157

To Account	Project	Amount
050-9006-552-3013	EDUC,COMMUNCATN,EQ & SUPP	157
		157

Approvals	Dept	Approved By	Date Approved
Originator	29	DIANA CANTU	6/10/2008 02:19:03 PM
DepOffice	29	DIANA CANTU	6/10/2008 02:19:18 PM
DepOfficeTo	12	NICHOLAS MACIK	6/13/2008 09:29:49 AM

Transfer for telephone for temp staff cubicle from Tech fund to ITS. PBO concurs.

*Dakamir
6/16/08*




PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

314 W. 11th Street
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Commissioners Court

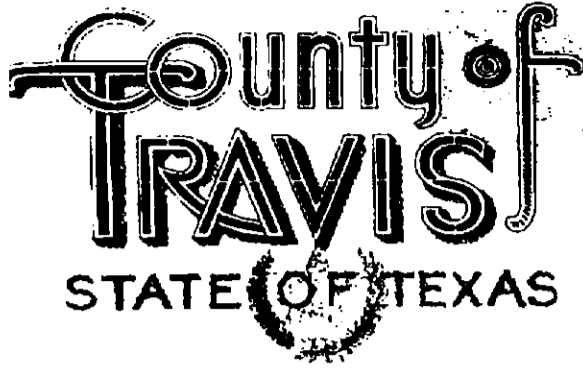
FROM: Jessica Rio, Assistant Budget Manager 

DATE: June 19, 2008

SUBJECT: Courtroom Technology and Sound Systems in New Courts

The Criminal Courts are requesting \$84,375. This request addresses the need for the installation of a sound system in the courtroom housing the new County Court at Law # 8 (under construction) and the second new courtroom, also under construction. These funds were not allocated previously and are not in the Facilities Management construction budget. PBO recommends funding from the CAR Reserve. However, PBO will also reduce the County Court at Law #8 earmark on the General Fund Allocated Reserve by the amount related to that new courtroom (\$67,125). Please let me know if you have any questions.

cc: Debra Hale (Criminal Courts)
Joseph Kertz (Criminal Courts)
Nolan Martin (Criminal Courts)
Leroy Nellis (PBO)
Rodney Rhoades (PBO)



Travis County Criminal Courts
Travis County Criminal Justice Center
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Jessica Rio, Budget Analyst

FROM: Debra Hale, Court Management Director *OH*

DATE: May 28, 2008

RE: Funding for New Courtroom Technology and Sound Systems

CC: Joseph Kertz, Financial Analyst
Nolan Martin, IT Manager

The Criminal Courts request a transfer in the amount of \$67,125 from fiscal year 2008 allocated reserves to the Criminal Courts budget. These funds were set aside for the implementation of courtroom technology (\$49,875) and a sound system (\$17,250) in the new County Court at Law #8. Construction of the new courtroom is already underway and it is necessary to use these funds now to order and install the components and equipment in advance of the courtroom's completion.

Additionally, the Criminal Courts request the allocation of \$17,250 for a sound system to be installed in the second new courtroom, also under construction. The Criminal Courts originally requested funding for this purpose in the fiscal year 2007 budget, but these funds were not provided in the final budget. At the time, it was determined that the location of the new courtroom would not require a new sound system. When plans changed, funding was not reinstated to provide for the sound system.

Please transfer the funds into account: 001-2420-822-3001

Please do not hesitate to contact me directly if you need any additional information or assistance with these requests.

Budget Adjustment: 11089

Fyr _ Budget Type: 2008-Reg

Author: 24 - KERTZ, JOSEPH

Created: 6/18/2008 1:07:31 PM

PBO Category:

Court Date: None

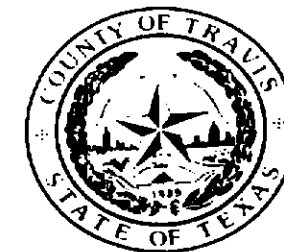
Dept: RESERVES

Just: Other

For the implementation of courtroom technology (\$49,875) and a sound system (\$17,250) in the new County Court at Law #8. Additionally, the Criminal Courts request the allocation of \$17,250 for a sound system to be installed in the second new courtroom, also under construction. Approved in CC on 06/24/08.

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9891	CAPITAL ACQUISTN RESERVES			84,375
				<hr/> 84,375
To Account		Project		Amount
001-2420-822-3001	OFFICE EQUIP,FURN, & SUPP			84,375
				<hr/> 84,375

Approvals	Dept	Approved By	Date Approved
Originator	24	JOSEPH KERTZ	6/18/2008 1:09:00 PM
DepOffice	9	LEROY NELLIS	6/18/2008 4:06:51 PM



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

314 W. 11th Street
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Sr. Budget Analyst

DATE: June 16, 2008

A handwritten signature in cursive script, appearing to read "D. Ramirez", is written over the date line.

RE: Request by Justice of the Peace, Pct. 2 to Transfer Temporary Salary Savings to Office Supplies to Purchase Replacement Office Furniture and Storage for Civil Division

JP2 is requesting to transfer \$11,900 in realized temporary salary savings from the regular salaries line item for the one-time purchase of office furniture and storage for the Civil Division. This office has been unable to hire three FTE approved during the FY 08 budget process due to the delay in the construction of the Second Floor of the Pct. 2 Office Building. This office has a critical space issue. This office furniture and storage will allow staff to work more efficiently in the existing confined space. In addition, the furniture and storage units will be moved to the second floor when it is completed and put to use there.

PBO has already accounted for this expenditure in the end of year projections for this office. PBO concurs with this request.

cc: Rodney Rhoades, Leroy Nellis, Jessica Rio, PBO
The Honorable Barbara Bembry, Justice of the Peace, Pct. 2
Cindy Muller, JP2 Office Manager

A small, handwritten mark resembling a stylized number '9' or a similar symbol is located in the bottom right corner of the page.

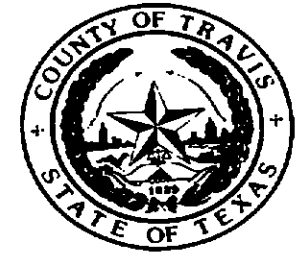
Budget Adjustment: 10882

Fyr _ Budget Type: 2008-Reg Author: 27 - MULLER, CINDY Created: 6/2/2008 4:18:20 PM
 PBO Category: Transfer Court Date: Tuesday, Jun 24 2008 Dept: JUSTICE OF PEACE 2
 Just: Other The purchase of replacement furniture in civil department

From Account	Acct Desc	Project	Proj Desc	Amount
001-2702-549-0701	REG SALARIES-PERMNT EMPL			11,900
To Account				Amount
001-2702-549-3001	OFFICE EQUIP, FURN, & SUPP	Project		11,900

Approvals Dept Approved By Date Approved
 Originator 27 CINDY MULLER 6/5/2008 07:19:45 PM
 DepOffice 27 CINDY MULLER 6/5/2008 07:19:56 PM

D. Ramirez
 4/16/08



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

314 W. 11th Street
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Commissioners Court
FROM: Katie Petersen Gipson, Planning and Budget Analyst
DATE: June 17, 2008
RE: Transfer for Gardner Betts Computers

A handwritten signature in black ink, appearing to read "Katie Petersen", is written over the "FROM:" line of the memorandum.

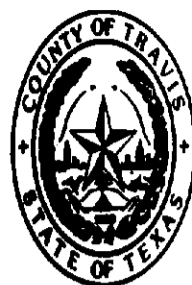
The Juvenile Public Defender's Office is requesting to use temporary salary savings to purchase two computers for their Gardner Betts satellite office. This is a FY09 Budget request, however there is an immediate need for this equipment and it was determined that the best option would be to internally fund this request in the FY08 fiscal year. PBO verifies that there are sufficient temporary salary savings for this purchase.

PBO recommends this transfer of \$4,000 from line item (001-4300-591.04-01) to (001-001-4300-591.30-01) and \$2,000 from line item (001-4300-591.07-01) to (001-4300-591.30-02) to provide funding for these computers.

cc: Roger Jeffries, Justice & Public Safety
Kameron Johnson, Juvenile Public Defender
Terry Esquivel, Juvenile Public Defender's Office
Rodney Rhoades, PBO
Leroy Nellis, PBO

Juvenile Public Defender

Kameron D. Johnson
Juvenile Public Defender
Austin, Travis County, Texas



Office 512.854.4128
Facsimile 512.854.4148
e-mail: kameron.johnson@co.travis.tx.us

Board Certified Criminal Law
Board Certified Juvenile Law
Texas Board of Legal Specialization

MEMORANDUM

To: Samuel Biscoe, County Judge
CC: County Commissioners, Katie Petersen PBO, Roger Jefferies
Criminal Justice Planning
FROM: Kameron D. Johnson, Juvenile Public Defender
DATE: June 17, 2008
RE: Budget Transfer

I am requesting a budget transfer of \$4,000.00 from line item 001-4300-591-0401 (Reg Salary-Apptd Ofcl(CC) and \$2,000.00 from line item 001-4300-591-0701 (Reg Salaries-Permt Empl – Temporary Salary Savings) into account number 001-4300-591-3001 (Office, Equip, Furn & Supp) & 001-4300-591-3002 (Software).

Our office submitted an expanded budget request in FY 09 for the purchase of two desktop computers for our Gardner Betts satellite office. Additionally the request, included monies for the purchase of CATV cable as well as two multi-line phones. The total cost of this request was \$7,520.00. After review of our budget submission by PBO, it was recommended that since there is an immediate need for the computer work stations that we reallocate monies available in our current years budget. Our department currently has accumulated temporary salary savings which are sufficient to pay for this request.

The computers we are requesting are needed as our department has court hearings daily at the Gardner-Betts Juvenile Justice Center located at 2515 South Congress. The Juvenile Public Defender operates a satellite office which allows the staff members to perform daily functions and duties such as interviewing clients and families, preparing court documents, and accessing office files and records while we are handling court cases. The Juvenile Public Defender has operated this office for several years. Juvenile Probation has previously provided computer and telephone equipment for this location. In February 2008 the Juvenile Probation Department removed the computer equipment from this location and reallocated it within its department. Having computers and telephone access is vital to the operation of our daily functions as the vast majority of our court hearings are held at the Gardner-Betts facility.

Essential functions such as interviewing clients and parents, preparing court documents and preparation for court hearings are conducted daily at the Gardner-Betts facility. The

department's main office is located at 2201 Post Road; without having a computer and telephone access at the satellite location vital and essential functions which are performed daily would have to be conducted at our main Post office location. The satellite office provides numerous benefits to the departments operations such as increased office production and reduction of travel costs.

If you require any further assistance or require any further documentation, please do not hesitate to contact me.

Budget Adjustment: 11051

Fyr _ Budget Type: 2008-Reg

Author: 43 - ESQUIVEL, TERRY

Created: 6/16/2008 3:12:09 PM

PBO Category: Transfer

Court Date: Tuesday, Jun 24 2008

Dept: JUVENILE PUBLIC DEFENDER

Just: Other

JUSTIFICATION MEMO SUBMITTED TO PBO FOR CC APPROVAL.

From Account	Acct Desc	Project	Proj Desc	Amount
001-4300-591-0401	REG SALARY-APPTD OFCL(CC)			4,000
				4,000
To Account		Project		Amount
001-4300-591-3001	OFFICE EQUIP,FURN, & SUPP			4,000
				4,000

Approvals	Dept	Approved By	Date Approved
Originator	43	TERRY ESQUIVEL	6/16/2008 3:13:13 PM
DepOffice	43	TERRY ESQUIVEL	6/16/2008 3:13:18 PM

Budget Adjustment: 11052

Fyr _ Budget Type: 2008-Reg
PBO Category: Transfer
Just: Other

Author: 43 - ESQUIVEL, TERRY
Court Date: Tuesday, Jun 24 2008
JUSTIFICATION MEMO SUBMITTED TO PBO FOR CC APPROVAL.

Created: 6/16/2008 3:13:01 PM
Dept: JUVENILE PUBLIC DEFENDER

From Account	Acct Desc	Project	Proj Desc	Amount
001-4300-591-0701	REG SALARIES-PERMNT EMPL			2,000
				2,000
To Account		Project		Amount
001-4300-591-3002	SOFTWARE			2,000
				2,000

Approvals	Dept	Approved By	Date Approved
Originator	43	TERRY ESQUIVEL	6/16/2008 3:13:12 PM
DepOffice	43	TERRY ESQUIVEL	6/16/2008 3:13:17 PM

Allocated Reserve Status (001-9800-981-9892)

Amount	Dept Transferred Into	Date	Explanation
\$4,254,933			Beginning Balance
(\$9,414)	Facilities	10/2/07	Lease Contracts, Drug Court and Parking
(\$350,000)	TNR	10/10/07	Eastside Service Center
(\$20,000)	Records Management	10/16/07	Partial Use of Secure Shredding Earmark
(\$10,000)	Records Management	10/16/07	Partial Use of Internet Live Streaming Earmark
(\$32,879)	Constable Pct. 2	11/6/07	IT & Office Equipment & Furniture
(\$5,400)	Medical Examiner	11/8/07	Parking Leases
(\$36,000)	County Attorney	11/13/07	Legal Services - Hamilton Pool
(\$35,000)	Facilities	11/27/07	Earnest money for Building Purchase
(\$160,000)	TNR	11/30/07	Park Rangers Mobile Data Computers
(\$19,900)	EMS	12/11/07	Line Item Correction
(\$1,796)	Constable Pct. 1	1/15/08	POPS Promotion
(\$25,000)	TNR	2/12/08	Envision Central Texas
(\$802,500)	Facilities	2/19/08	Purchase Bldg 5335 Airport Blvd.
(\$5,520)	PBO	3/11/08	Executive Manager Recruitment
(\$2,000)	Records Management	4/8/08	Partial Use of Internet Live Streaming Earmark
(\$34,620)	General Admin	4/15/08	Travis Central Appraisal Dist. 3rd Qtr. Fees
(\$74,452)	PBO	4/22/08	Establ Temp Slot, Exec Mgr. PBO Succession
\$802,500	Facilities	5/12/08	Reimbursement 910 Rusk Bldg Purchase
(\$5,000)	Medical Examiner	5/13/08	Medical Examiners Accreditation Expense
(\$46,000)	Facilities	5/27/08	CJC 3rd Floor Moves
(\$110,000)	Emergency Services	6/10/08	Fuel STAR Flight
(\$450,000)	TNR	6/10/08	Centralized Fuel
\$2,821,952	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$23,050)	Cadaver Transport Increase
(\$8,000)	Accreditation & Equipment Expenses
(\$15,000)	Secure Shredding
(\$23,000)	Channel 17 Webstream
(\$20,000)	Hazmat contracted disposal services
(\$30,000)	ISM Software Licenses for phone
(\$75,000)	Indigent Attorney Fees
(\$250,000)	Indigent Attorney Fees
(\$40,000)	Offsite Storage
(\$250,000)	County Court at Law #8
(\$112,000)	CSCD Day Treatment Center Lease
(\$100,000)	Civil Courthouse Planning/Programming
(\$500,000)	Capital Murder Case Costs
(\$250,000)	Additional Indigent Attorney Fees (markup)
(\$80,000)	FACTS Data Mgmt
(\$100,000)	Inmate Psychiatric Services
(\$1,876,050)	Total Possible Future Expenses (Earmarks)

\$945,902 Remaining Allocated Reserve Balance After Possible Future Expenditures

Capital Acquisition Resources Account Reserve Status (001-9800-981-9891)

Amount	Dept Transferred Into	Date	Explanation
\$4,206,937			Beginning Balance
(\$1,942,798)	ITS	10/2/07	Tiburon Ver. 7 Upgrade
(\$4,519)	Constable Pct. 2	11/6/07	IT & Office Equipment & Furniture
\$230,840	TNR	11/13/07	HMAC Project funded from existing CO's
(\$9,900)	Facilities	11/27/07	Remodeling @ 5501 Airport Blvd.
\$26,500	TNR	11/27/07	Vehicle not needed
(\$250,000)	TNR	11/30/07	Blake-Manor Rd Hike & Bike
\$19,900	EMS	12/11/07	Line Item Correction
(\$33,057)	Tax	12/18/07	Remittance Processing Device (RPD) replacement
(\$40,530)	Facilities	1/15/08	Post Road - Elevator Emergency Repairs
(\$87,166)	Facilities	2/12/08	Gault/CJC Complex Chiller Emergency Repair
(\$2,000,000)	Facilities	2/19/08	Purchase Bldg 5335 Airport Blvd
(\$1,106)	Constable Pct. 3	4/8/08	Technical Correction
(\$38,660)	Facilities	4/15/08	Security Fencing @ 5335 Airport Blvd.
\$1,140,298	ITS	4/9/08	Reimbursement Resolution-Tiburon Ver. 7
(\$10,078)	Facilities	5/13/08	Security Fencing @ 5335 Airport Blvd.
(\$190,619)	TNR	5/16/08	Replacement Vehicles
(\$27,000)	Tax	5/27/08	FACTS Software Upgrade
(\$550,000)	Facilities	5/27/08	Pct. 2 Office Building
(\$275,000)	Facilities	6/10/08	ITS Disaster Recovery Center
\$164,042 Current Reserve Balance			

Possible Future Expenses Against CAR Identified During the FY07 Budget Process:

Amount	Explanation
(\$53,000)	TNR - Failing Vehicles Contingency
(\$12,000)	Constable Pct. 2 - Vehicle Furnishings
(\$13,620)	District Clerk - Records Tracking - Printers
(\$25,000)	Facilities Management- Eastside Service Center
(\$103,620)	Total Possible Future Expenses (Earmarks)

\$60,422 Remaining CAR Balance After Possible Future Expenditures

Compensation Reserve Status (001-9800-981-9803)

Amount	Dept Transferred Into	Date	Explanation
\$83,430			Beginning Balance - Green Circles
\$83,430 Current Reserve Balance			

Jail Overcrowding Reserve Status (001-9800-981-9813)

Amount	Dept Transferred Into	Date	Explanation
\$453,040 (\$103,400)	Sheriff	11/27/07	Beginning Balance Out-of-County Inmate Housing
\$349,640 Current Reserve Balance			

Juvenile Justice TYC (001-9800-981-9829)

Amount	Dept Transferred Into	Date	Explanation
\$750,000			Beginning Balance
\$750,000 Current Reserve Balance			

Psychiatric Services Sheriff Status (001-9800-981-9835)

Amount	Dept Transferred Into	Date	Explanation
\$100,000 (\$100,000)	Sheriff	1/29/08	Beginning Balance Inmate Psychiatric Services
\$0 Current Reserve Balance			

Annualization Reserve Status (001-9800-981-9890)

Amount	Dept Transferred Into	Date	Explanation
\$653,176			Beginning Balance
\$653,176 Current Reserve Balance			

Unallocated Reserve Status (001-9800-981-9898)

Amount	Dept Transferred Into	Date	Explanation
\$40,355,884			Beginning Balance
(\$2,325,000)	Facilities	10/2/07	Property at 910 Lavaca
(\$3,483,000)	Facilities	12/4/07	Reimbursement Resolution for Eastside Serv Ctr, CJC/Gault and SMART Treatment Fac.
\$673,000	Facilities	4/2/08	Reversal of Reimbursement Resolu.
\$2,325,000	Facilities	4/21/08	Reimbursement Resolution for property at 910 Lavaca
\$1,810,000	Facilities	5/28/08	Reimbursement Resolution for CJC 3rd Floor Renovations
\$1,000,000	Facilities	6/9/08	Reimbursement Resolution for , CJC/Gault
\$40,355,884	Current Reserve Balance		



TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Please consider the following item for:
6-24-08

08 JUN 17 PM 2: 26

I. A. Request made by: Planning & Budget Office

Review and approve requests regarding grant proposals, applications, contracts, and permissions to continue, and take other appropriate actions:

- a) Approve grant application to the US Department of Justice – COPS Office to provide funding for the implementation of the Sheriff's Office to expand Phase II of the Travis County Regional Firing Range.
- b) Approve grant contract with the Texas Department of Housing and Community Affairs for Health and Human Services and Veterans Services to provide weatherization repairs for low income persons through the Low Income Home Energy Assistance Program (LIHEAP) weatherization program.
- c) Approve grant contract with the Texas Department of Housing and Community Affairs for Health and Human Services and Veterans Services to provide weatherization repairs for low income persons.
- d) Provide status report on the Juvenile Accountability Block Grant (JABG)- Local Funds-Juvenile Assessment Center Grant by the Juvenile Probation Department to move vacancy savings to internally fund additional services.

Approved by:

Signature of Commissioner(s) or County Judge

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies of agenda request and backup).
- B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them:

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

- _____ Additional funding for any department or for any purpose
- _____ Transfer of existing funds within or between any line item budget
- _____ Grant

Human Resources Department (854-9165)

- _____ A change in your department's personnel (reclassifications, etc.)

Purchasing Office (854-9700)

- _____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

- _____ Contract, Agreement, Policy & Procedure

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE
FY 2008

The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs.
This regular agenda item contains this summary sheet, as well as backup material that is attached for clarification.

Dept	Grant Title	Grant Period	Grant Amount	County Match	Indirect Costs	FTEs	Notes	Page #
Applications								
a	37 COPS FY 2008 Technology Program - Firing Range Phase II	9/1/2008 - 8/31/2011	\$350,738			1		10
Contracts								
b	58 LIHEAP Weatherization Assistance Program	4/1/2008 - 3/31/2009	\$175,646			1		69
c	58 DOE Weatherization Assistance Program	4/1/2008 - 3/31/2009	\$132,808			1		92
Status Report								
d	45 Juvenile Accountability Block Grant (JABG)-Local Funds-Juvenile Assessment Center Grant	8/1/2007 - 7/31/2008	\$80,943	\$8,994		1		115

Notes:

- 1 PBO recommends approval.
- 2 PBO does not recommend approval
- 3 Please see PBO recommendation for more information

FY 2008 Grants Summary Report

Outstanding Grant Applications

The following is a list of grants for which application has been made and notification of award has not yet been received.

Dept	Name of Grant	Grant Amount	County Match	Local Funds (Donation)	FTEs	Cm. Ct. Approval Date
24	Formula Grant - Indigent Defense Grants Program	\$ 424,700				10/2/2007
49	Hazard Mitigation Grant for DR-1709	\$588,307	\$196,102			11/6/2007
58	Emergency Food and Shelter program (EFSP) Phase 26	\$ 104,342				12/11/2007
59	Emergency Management Performance Grant	\$ 60,215	\$ 60,215			12/21/2007
49	C.APCOG FY08 Solid Waste Enforcement Grant	\$ 31,356				1/2/2008
45	Juvenile Accountability Block Grant (JABG)- Discretionary Funds Drug Court/In-Home Family Services Grant	\$ 177,686	\$ 19,743		0.25	1/29/2008
45	Juvenile Accountability Block Grant (JABG)-Local Funds-Juvenile Assessment Center Grant	\$ 80,889	\$ 8,988		1.5	1/29/2008
45	Victims of Crime Act (VOCA)	\$ 24,906	\$ 6,227		0.5	1/29/2008
40	Supervised Visitation and Safe Exchange Grant	\$ 133,333				2/12/2008
19	Underage Drinking Prevention Program	\$ 177,976	\$ 107,282		3	2/12/2008
23	Project Safe Neighborhoods	\$ 2,500				2/12/2008
24	Drug Diversion Court	\$ 188,474			1	2/19/2008
19	Family Violence Accelerated Prosecution Program	\$ 90,000	\$48,462		2	2/26/2008
37	TXDOT Selective Traffic Enforcement Program - FY 2009 STEP Wave	\$ 19,997	\$3,816			3/4/2008

49	Commute Solutions Innovative Grant - Rideshare Incentives					\$4,500		3/4/2008
49	Commute Solutions Innovative Grant - Rideshare Website Portal					\$4,500		3/4/2008
45	Juvenile Justice and Delinquency Prevention (JJDP)- Intensive In-Home Family Services Grant			\$ 28,000				3/11/2008
45	Juvenile Drug Court Grant		\$ 400,000				3	3/11/2008
58	Parenting in Recovery Project		\$ 489,937		\$91,203		1	3/25/2008
47	2007 Law Enforcement Terrorism Planning Program Grant		\$ 106,905					3/25/2008
49	Milton Reimers Ranch Park - TPWD Urban Outdoor Recreation Grant		\$ 1,000,000		\$950,000			4/1/2008
45	Access and Visitation		\$ 27,527		\$2,770			4/1/2008
47	Emergency Management Performance Grant		\$ 60,215		\$60,215			4/1/2008
55	Travis County Mental Health Public Defenders Office		\$ 375,000		\$250,000		8	4/8/2008
37	SCATIF - Sheriff's Combined Auto Theft Task Force		\$ 655,094		\$315,608		12	4/15/2008
45	USDA School Commodities Program		\$ 11,665					4/15/2008
58	AmeriCorps		\$ 230,020		\$230,886		15	4/15/2008
20	Help America Vote Act Making Polling Places Accessible		\$ 7,500					4/15/2008
20	Help America Vote Act Provide the Same Opportunity for Access and Participation to Individuals with Disabilities		\$ 2,000					4/15/2008
20	Help America Vote Act Grant Texas Election Administration Management "TEAM" Compatibility Grant Award Agreement		\$ 15,000					4/15/2008
37	State Criminal Alien Assistance Program - SCAAP 08		\$ 49,894,309					4/29/2008

45	Mental Health Court Expansion- Collaborative Opportunities for Positive Experiences (COPE)	\$	200,000	\$50,434	1.5	4/29/2008
49	TCEQ LIRAP Local Initiative Projects	\$	373,217	\$373,217		5/6/2008
58	2008 Phase XXVI Emergency Food and Shelter Program #08104	\$	101,533			5/6/2008
58	SVCI (Seniors and Volunteers for Childhood Immunization)			\$4,000	0.25	5/6/2008
58	RSVP	\$	61,281		0.5	5/6/2008
45	Residential Substance Abuse Treatment	\$	109,356	\$36,452	2	5/13/2008
22	Office of Parental Representation	\$	150,000	\$53,446	3	5/13/2008
22	Office of Child Representation	\$	150,000	\$53,446	3	5/13/2008
37	Target - Law Enforcement Grant			\$2,000		6/10/2008
49	Del Valle Composting Grant FY09 Regional Solid Waste Grants Program	\$	28,653			6/10/2008
55	Offender Workforce Development Specialist Training Program	\$	25,000			6/17/2008
17	A Cultural Resources Survey of Rural Properties in Northeast Travis County	\$	5,000	\$5,000		6/17/2008
45	Strengthening Youth Mentoring Through Community Partnerships		500,000		1	6/17/2008
Total Outstanding		\$	57,111,893	\$ 2,923,512		53.25

FY 2008 Grants Approved by Commissioners Court

The following is a list of grants that have been received by Travis County since October 1, 2007

Dept	Name of Grant	Grant Amount	County Match	Local Funds (Donation)	Indirect Costs	FTEs	Approval Date	Cm. Ct.
58	AmeriCorps	\$ 230,020	\$223,358			16	10/2/2007	
37	2007 Byrne Justice Assistance Grant (JAG)	\$ 203,846					10/9/2007	
55	Travis County Mental Health Public Defenders Office	\$ 500,000	\$125,000			8	10/16/2007	
49	FY 07 HCP Land Acquisition Assistance	\$ 5,742,500	\$1,914,167				10/16/2007	
19	Family Violence Accelerated Prosecution Program	\$ 90,837	\$63,260			2	11/13/2007	
23	Project Safe Neighborhoods	\$ 95,000				1	11/13/2007	
24	Drug Diversion Court	\$ 160,041				1	11/13/2007	
45	Juvenile Assessment Center [Juvenile Accountability Block Grant (JABG)-Local Funds]	\$ 80,943	\$8,994			1	11/20/2007	
45	Drug Court/In-Home Family Services Grant [Juvenile Accountability Block Grant (JABG)-Discretionary Funds]	\$ 117,500	\$13,056				11/20/2007	
45	Juvenile Justice and Delinquency Prevention (JJDP)-Intensive In-Home Family Services Grant	\$ 41,818					11/20/2007	
22	Drug Court (State) Program	\$ 100,000				1	11/20/2007	
37	2007 State Criminal Alien Assistance Program (SCAAP)	\$1,224,221					12/4/2007	
58	DOE Weatherization Assistance Program Amendment 1	\$145,942					12/11/2007	
58	LIHEAP Weatherization Assistance program	\$201,192			\$ 14,837		1/2/2008	
24	Formula Grant-Indigent Defense Grants Program	\$427,700					1/15/2008	
45	Residential Substance Abuse Treatment	\$109,356	\$36,452			2	1/29/2008	
58	Parenting in Recovery Project	\$500,000	\$88,000			1	1/29/2008	
45	Court Order Parent Education Project (COPE)	\$41,800				0.5	2/19/2008	
45	Access and Visitation	\$56,958	\$5,696					

49	Travis Co. East Metropolitan Park, TPWD Project #50 00338-Amendment	\$500,000	\$500,000	\$500,000	2/26/2008
49	Northridge Acres Non-Border Colonia Fund Application Non-Border Colonia Fund, Texas Community Development Program, Office of Rural Community Affairs	\$250,000	\$139,980		3/4/2008
58	SVCI (Seniors and Volunteers for Childhood Immunization)	\$8,424		0.25	4/8/2008
17	Manor Historic Resources Survey	\$6,000	\$3,000		4/8/2008
45	National School Lunch Program/School Breakfast Program	\$240,000			4/15/2008
45	Global Youth Services Day Mini Grant	\$400			4/15/2008
58	Retired and Seniors Volunteer Program (RSVP)	\$23,800	\$23,800		4/22/2008
45	USDA School Commodities Program	\$11,665			5/20/2008
12	SAVNS Statewide Automated Victim Notification Service	\$25,817			5/20/2008

FY 2008 Grants Summary Report
Amended Grant Applications

Dept	Name of Grant	Original Grant Amount	Amendment Amount	Total Revised	Total FTEs Associated	Cm. Ct. Approval Date
* 58	2007 Comprehensive Energy Assistance Program (CEAP)	\$ 1,145,321	\$17,672			10/2/2007
23	Project Safe Neighborhoods (Grant Number 07-02148)	\$ 74,251	\$20,000		1	2/5/2008
49	TCEQ LIRAP Grant Contract Amendment 3		\$ 2,088,021			5/6/2008
Total Outstanding		\$ 1,219,572	\$ 2,125,693	\$ -	1.00	

* Original Grant Column shows Beginning FY'08 Amount

FY 2008 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Original Grant Amount	Original County Match	Continuation Amount Total	Total FTEs	Cm. Ct. Original Approval Date	Cm. Ct. Approval Date for Continuation
24	Drug Diversion Court			\$160,041	1	FY 2002	10/9/2007
24	Drug Diversion Court			\$160,041	1	FY 2002	10/30/2007
55	Travis County Mental Health Public Defenders Office			\$ 88,748	8	10/16/2007	10/30/2007

19	Underage Drinking Prevention Program	\$ 171,443	\$ 107,282	\$ 278,726	3	9/4/2007	1/15/2008
22	Drug Court (State) Program	\$ 187,470			2		2/19/2008

Total Outstanding \$ 358,913 \$ 107,282 \$ 687,556 15.00

GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>

Department/Division:	Travis County Sheriff's Office		
Contact Person:	Michael G Hemby		
Title:	Planning Manager		
Phone Number:	854-4924		

Grant Title:	COPS FY 2008 Technology Program - Firing Range Phase II		
Grant Period:	From: 9/1/2008	To: 8/31/2011	
Grantor:	US Department of Justice - COPS Office		

Check One:	New: <input checked="" type="checkbox"/>	Continuation: <input type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	One-Time Award: <input checked="" type="checkbox"/>	Ongoing Award: <input type="checkbox"/>	
Type of Payment:	Advance: <input checked="" type="checkbox"/>	Reimbursement: <input type="checkbox"/>	

Grant Categories/ Funding Source	Federal Funds	State Funds	Local Funds	County Match	In-Kind	TOTAL
Personnel						0
Operating						0
Capital Equipment	350,738					350,738
Indirect Costs						0
Total:	350,738	0	0	0	0	350,738
FTEs:	0					0.00

Performance Measures	Projected FY 08 Measure	Progress To Date:				Projected FY 09 Measure
		12/31/07	3/31/08	6/31/08	9/30/08	
Applicable Depart. Measures:						
Annual Qualification						
Measures For Grant:						
Annual Qualifications						

Auditor's Office Contract Approval: <input checked="" type="checkbox"/>	Staff Initials:
Auditor's Office Comments:	

PBO Recommendation:

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

This grant is to supply funding for the implementation of Phase II of the Travis County Regional Firing Range located at the Del Valle Correctional Complex. Phase II will expand the range from the current capacity limitation of 25 yards.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

Not Applicable

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

No

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

No

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

This funding is to supplement county funding for the range and will allow for expansion and implementation of Phase II.

6. If this is a new program, please provide information why the County should expand into this area.

Annual firearms qualifications are required by the State of Texas for sworn officers in Travis County. This range will allow for staff to meet those requirements.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The firing range allows sworn officers to meet their required firearms qualifications as set forth by the State of Texas.

FY 2008 COPS Technology Program – Grant Application

Executive Summary

Travis County Sheriff's Office

Austin, Texas

POC: Michael Hemby – 512-854-4924

Award: \$350,738

This project is to complete Phase II of the Travis County Regional Firearms Training facility. This facility is designed to allow firearms training of local law enforcement officers utilizing the latest in environmentally safe ammunition. The transition from lead to “green bullet” technology is designed to allow for the continuation and expansion of firearms training in our area while reducing the environmental impact on our local community and watershed.

Phase II of this project expands the current 25 yard range to a 50 yard firing capacity. This will allow for enhanced training with multiple firearms including pistols, shotguns and rifles. The current 25 yard capacity does not allow for full training opportunities in all of these areas.

Phase II will continue to utilize the newly designed safety baffles and sidewalls which serve to protect the community from any possibility of rounds escaping from the facility.

Firearms qualification for sworn officers is both a state mandate as well as a best practice for officer safety. However, we find that in today's age we must also respect the environment in which we live and work. This funding assistance will allow us to re-gain our full training capacity using new technology and range designs so that both of our goals are achieved.

Travis County Sheriff's Office Regional Firearms Training Center – Phase II

Budget Narrative

Phase II of our ongoing Regional Law Enforcement Firearm Training Center involves the procurement and installation of the following.

- **Sidewall projectile containment barriers.** These barriers are necessary to contain any projectiles that stray from the normal trajectory designed for the instructional course.

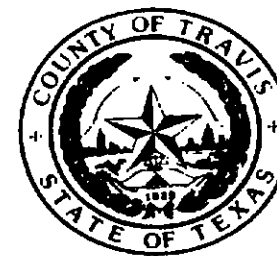
Cost - \$270,000.00

- **Overhead baffling systems for projectile containment.** These overhead barriers are constructed of materials designed to contain any projectiles that might inadvertently stray in the vertical position. They must be engineered and designed to meet the training curriculum and serve to protect both the students and the general area surrounding the facility.

Cost - \$80,738.00

All of the above listed materials must be designed and developed to be compatible with the use of non-toxic environmentally safe ammunition. Furthermore, they must be integrated into the current technologies utilized in the training center.

All materials are to be manufactured, delivered and installed in a manner that meets all current set safety standards and specifications as noted by our current engineer.



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

314 W. 11th Street
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Members of the Commissioners Court

FROM: Bill Derryberry, Senior Planning and Budget Analyst *Bill Derryberry*

DATE: June 13, 2008

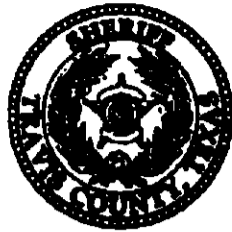
SUBJECT: 2008 Community Oriented Policing (COPS) Technology Program Grant Application – Firing Range Project Phase II

The Sheriff's Office is seeking approval of an application for a Community Oriented Policing (COPS) Technology Program grant from U. S. Department of Justice in the amount of \$350,738. This amount is included in the Consolidated Appropriations Act of 2008 within the U. S. Department of Justice. The proceeds from this grant will be for Phase II of the Firing Range Project (Firing Range) at Del Valle. Funding for the remaining construction of Phase I of the Firing Range was approved by Commissioners Court on May 6, 2008, in the total amount of \$688,000. Please see the attached memo and documents from the Sheriff's Office for additional information.

This 2008 grant application is for the three year period beginning September 1, 2008 and has no grant related ongoing costs or matching requirement.

There is no further financial obligation required of the County related to this grant. PBO concurs with applying for this grant.

Cc: Sheriff Greg Hamilton
Jim Sylvester, Chief Deputy Sheriff, TCSO
Scott Burroughs, Major, TCSO Law Enforcement
Michael G. Hemby, Planning Manager, TCSO
Rodney Rhoades, Executive Manager, PBO
Leroy Nellis, Budget Manager, PBO



JAMES SYLVESTER
Chief Deputy

GREG HAMILTON
TRAVIS COUNTY SHERIFF

P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheiff.org

DARREN LONG
Major - Corrections

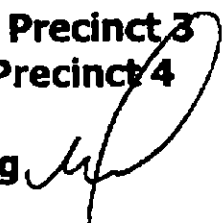
SCOTT BURROUGHS
Major - Law Enforcement

MARK SAWA
Major - Administration & Support

June 3, 2008

MEMORANDUM

TO: Honorable Sam Biscoe, County Judge
Honorable Ron Davis, Commissioner, Precinct 1
Honorable Sarah Eckhardt, Commissioner, Precinct 2
Honorable Gerald Daugherty, Commissioner, Precinct 3
Honorable Margaret Gomez, Commissioner, Precinct 4

FROM: Michael G Hemby 783, Research and Planning 

SUBJECT: 2008 COPS Technology Program

Attached you will find a grant application for the **Department of Justice Community Oriented Policing 2008 Technology Program**. This grant is to provide additional funding for the expansion and transition of the current TCSO firing range that is under construction.

Travis County Sheriff's Office in conjunction with our local congressional representatives had asked for a federal earmark for assistance in the construction of a regional firing range that could support all Travis County employees who are statutorily required to qualify and receive firearms training. We also included several of the smaller local law enforcement agencies as it is much less of an impact on our local environment to have one central range than several smaller ones in operation.

Recently, we were advised that Congress did earmark \$350,738 in funding requested to assist in the implantation of Phase II of this multi-year project. These funds are routed through the COPS Technology Office and follow the basic generic grant format in the GMS system required for all grants from the Department of Justice. This transfer was part of the newly enacted Consolidated Appropriations Act of 2008.

It is our intent to use these funds over the term of the grant to expand the firing range in accordance with the multi-year plan that was presented to Commissioners in 2005.

We would ask for your consideration of this grant application to the Bureau of Justice Assistance

Thus, the internet based application process will be for a total Travis County application for **\$350,738.00**. There is no required county match to these funds.

If I can be of any assistance in this matter, please feel free to contact me at 854-4924.

Cc: PBO, Co Atty, Co Auditor



COPS Application Forms

www.cops.usdoj.gov

Standard Application Forms

U.S. Department of Justice
Office of Community Oriented Policing Services
Carl R. Peed, Director

Standard Application Forms

The COPS Standard Application Forms are designed to assist applicants in applying for COPS grants and cooperative agreements.

For more information about COPS programs, call the COPS Office Response Center at 800 421 6770.



U.S. Department of Justice
Office of Community Oriented Policing Services
1100 Vermont Avenue, N.W.
Washington, DC 20530

www.cops.usdoj.gov

Revised March 2008 Previous versions of COPS Applications are no longer valid

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SF-424

Application for Federal Assistance SF-424 Version 02

* 1 Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2 Type of Application: <small>* If Revision, select appropriate letter(s):</small> <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <small>* Other (Specify)</small> <input type="checkbox"/> Revision
--	---

* 3 Date Received:	4 Applicant Identifier:
---------------------------	--------------------------------

5a Federal Entity Identifier:	* 5b Federal Award Identifier:
--------------------------------------	---------------------------------------

State Use Only:

6 Date Received by State:	7 State Application Identifier:
----------------------------------	--

8. APPLICANT INFORMATION:

*** a. Legal Name:** Travis County

* b Employer/Taxpayer Identification Number (EIN/TIN): 71-46000192	* c. Organizational DUNS: 030908842
--	---

d. Address:

* Street1	PO Box 1748
Street2	
* City:	Austin
County:	Travis
* State:	TX
Province:	
* Country:	United States of America
* Zip / Postal Code:	78767

e. Organizational Unit:

Department Name: Travis County Sheriff's Office	Division Name: Research and Planning
---	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix	* First Name: Michael	
Middle Name	Gene	
* Last Name	Hemby	
Suffix:		

Title: Planning Manager

Organizational Affiliation:
Travis County Sheriff's Office Research and Planning Unit

* Telephone Number: 512-854-4924	Fax Number: (512) 854-3289
---	-----------------------------------

*** Email:** michael.hemby@co.travis.tx.us

Application for Federal Assistance SF-424	Version 02
9. Type of Applicant 1: B Type of Applicant 2: Type of Applicant 3: * Other (specify)	
* 10. Name of Federal Agency: US Department of Justice - Office of Community Oriented Policing	
11. Catalog of Federal Domestic Assistance Number: 16.710 CFDA Title: Office of Community Oriented Policing Services, Department of Justice	
* 12. Funding Opportunity Number: COPS-OTHERECH-2008-1 * Title 2008 Community Oriented Policing Services Technology Program	
13. Competition Identification Number: Title:	
14. Areas Affected by Project (Cities, Counties, States, etc.): Travis County Texas	
* 15. Descriptive Title of Applicant's Project: Regional Firing Range Technology Expansion and Enhancement	
Attach supporting documents as specified in agency instructions	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 21, 25

* b. Program/Project 21, 25

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: 09/01/2008

* b. End Date: 08/31/2011

18. Estimated Funding (\$):

* a. Federal	350,738.00
* b. Applicant	_____
* c. State	_____
* d. Local	_____
* e. Other	_____
* f. Program Income	_____
* g. TOTAL	350,738.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on _____
- b. Program is subject to E.O. 12372 but has not been selected by the State for review
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent on Any Federal Debt? (If "Yes", provide explanation on the next page.)**

Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Standard Form 424 (Revised 10/2005)
Prescribed by OMB Circular A-102

Prefix: _____ * First Name: Samuel
Middle Name: T
* Last Name: Biscoe
Suffix: _____

* Title: County Judge

* Telephone Number: 512-854-9555 Fax Number: 512-854-9535

* Email: samuel.biscoe@co.travis.tx.us

* Signature of Authorized Representative: _____ * Date Signed: _____

Authorized for Local Reproduction

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043) Washington, DC 20503

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

Item	Entry	Item	Entry		
1.	Type of Submission: (Required) Select one type of submission in accordance with agency instructions <ul style="list-style-type: none"> • Preapplication • Application • Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date. 		f. Name and contact information of person to be contacted on matters involving this application: Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application		
2.	Type of Application: (Required) Select one type of application in accordance with agency instructions. <ul style="list-style-type: none"> • New – An application that is being submitted to an agency for the first time. • Continuation - An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision - Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided <ul style="list-style-type: none"> A Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration E. Other (specify) 	9.	Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions. <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority </td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify) </td> </tr> </table>	<ul style="list-style-type: none"> A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority 	<ul style="list-style-type: none"> M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)
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3.	Data Received: Leave this field blank. This date will be assigned by the Federal agency				
4.	Application Identifier: Enter the entity identifier assigned by the Federal agency if any, or applicant's control number, if applicable.				
5a.	Federal Award Identifier: Enter the number assigned to your organization by the Federal Agency, if an				
5b.	Federal Award Identifier: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a changed/corrected application, enter the Federal Identifier in accordance with agency instructions				
6.	Data Received by State: Leave this field blank. This date will be assigned by the State, if applicable				
7.	State Application Identifier: Leave this field blank. This identifier will be assigned by the State, if applicable.				
8.	Applicant Information: Enter the following in accordance with agency instructions: <p>a. Legal Name: (Required) Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website</p> <p>b. Employer/Taxpayer Number (EIN/TIN): (Required) Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.</p> <p>c. Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website</p> <p>d. Address: Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if country is US), Province, Country (Required), Zip/Postal Code (Required, if country is US).</p> <p>e. Organizational Unit: Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the assistance activity, if applicable</p>	10.	Name Of Federal Agency: (Required) Enter the name of the Federal agency from which assistance is being requested with this application.		
		11.	Catalog Of Federal Domestic Assistance Number/ Title: Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable		
		12.	Funding Opportunity Number/Title: (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement		
		13.	Competition Identification Number/Title: Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable		
		14.	Areas Affected By Project: List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed		

Item	Entry	Item	Entry
15.	Descriptive Title of Applicant's Project: (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.	19.	Is Application Subject to Review by State Under Executive Order 12372 Process? Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State.
16.	Congressional Districts Of: (Required) 16a Enter the applicant's Congressional District, and 16b Enter all District(s) affected by the program or project. Enter in the format 2 characters State Abbreviation - 3 characters District Number, e.g., CA-005 for California 5th district, CA-012 for California 12th district, NC-103 for North Carolina's 103rd district. <ul style="list-style-type: none"> • If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. • If nationwide, i.e. all districts within all states are affected, enter US-all • If the program/project is outside the US enter 00-000. 	20.	Is the Applicant Delinquent on any Federal Debt? (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes. If yes, include an explanation on the continuation sheet
17.	Proposed Project Start and End Dates: (Required) Enter the proposed start date and end date of the project.	21.	Authorized Representative: (Required) To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required), telephone number (Required), fax number, and email address (Required) of the person authorized to sign for the applicant. A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)
18.	Estimated Funding: (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.		

COPS Application Attachment to SF-424

COPS Application Attachment to SF-424

SECTION 1: COPS PROGRAM REQUEST

Federal assistance is being requested under the following COPS program:

Select the COPS grant program for which you are requesting federal assistance. Please DO NOT use this form to apply for multiple programs at one time. A separate application must be completed for each COPS program for which you are applying. Please ensure that you read, understand, and agree to comply with the applicable grant terms and conditions as outlined in the COPS Application Guide before finalizing your selection.

CHECK ONE PROGRAM OPTION ONLY

- Child Sexual Predator Program
- Community Policing Development
- Secure Our Schools
- Targeted - Methamphetamine Initiative
- Targeted - Technology Program
- Tribal Resources Grant Program
- Universal Hiring Program

SECTION 2: EXECUTIVE INFORMATION

Note: Listing individuals without ultimate programmatic and financial authority for the grant could delay the review of your application, or remove your application from consideration.

A. Applicant ORI Number: T X 2 2 7 0 0

The ORI number is assigned by the FBI and is your agency's unique identifier. The first two letters are your state abbreviation, the next three numbers are your county's code, and the final two numbers identify your jurisdiction within your county. If you do not currently have an ORI number, the COPS Office will assign one to your agency for the purpose of tracking your grant.

Check here if your agency has not been assigned an ORI number.

B. Law Enforcement Executive/Program Official Information:

For Law Enforcement Agencies: Enter the law enforcement executive's name and contact information. This is the highest ranking law enforcement official within your jurisdiction (e.g., Chief of Police, Sheriff, or equivalent). **For Non-Law Enforcement Agencies:** Enter the program official's name and contact information. If the grant is awarded, this position would be responsible for the programmatic implementation of the award. If your agency is a "start-up" this section can remain blank.

Title: Sheriff

First Name: Greg MI: _____ Last Name: Hamilton Suffix: _____

Agency Name: Travis County Sheriff's Office

Street Address 1: PO Box 1748

Street Address 2: Attn: Research and Planning

City: Austin State: TX Zip Code: 78767

Telephone: 512-854-9770 Fax: 512-854-3289

E-mail: greg.hamilton@co.travis.tx.us

Type of Agency:

- Municipal State County Police Department Sheriff Tribal Transit* School*
- Consortium* University/College* (Public or Private) Public Housing*
- New Start-Up* (please specify): _____ Non-profit Organization Profit Organization
- Other* (please specify): _____

*Agency types that have no other text to them and that are applying for COPS funding grants must provide additional information. Please refer to the COPS Application Guide, "Agency Supplemental Information" section for the questions that you will need to answer. Please attach this information to your application.

C. Government Executive/Financial Official Information:

For Government Agencies: Enter the government executive's name and contact information. This is the highest ranking official within your jurisdiction (e.g., Mayor, City Administrator, Tribal Chairman, or equivalent).

For Non-Government Agencies: Enter the financial official's name and contact information. If the grant is awarded, this position would be responsible for the financial management of the award. Please note that information for non-executive positions (e.g., clerk, trustees, etc.) are not acceptable.

Title: County Judge
 First Name: Samuel MI Last Name: Biscoe Suffix:
 Agency Name: Travis County
 Street Address 1: PO Box 1748
 Street Address 2:
 City: Austin State: TX Zip Code: 78767
 Telephone: 512-854-9555 Fax: 512-854-9535
 E-mail: samuel.biscoe@co.travis.tx.us

Type of Government Entity:

- State City Town County Village Borough Township Territory
 Region Council Community Pueblo Tribal Nation School District
 Not applicable. Please check here if applying as a non-government agency (e.g., non-profit agency)

SECTION 3: GENERAL AGENCY INFORMATION

A. General Applicant Information

1. Cognizant Federal Agency: US Department of Justice

Enter the legal applicant's Cognizant Federal Agency. A Cognizant Federal Agency generally is the federal agency from which your jurisdiction receives the most federal funding. Your Cognizant Federal Agency also may have been previously designated by the Office of Management and Budget.

2. Fiscal Year: 10 / 1 / 2008 to 9 / 30 / 2009 (mo/day/yr)

Enter the legal applicant's fiscal year.

3. Population served as of the 2000 U.S. Census: 812280

4. If the population served is not represented by U.S. Census figures (e.g., colleges, special agencies, school police departments, MSAs, etc.), please indicate the size of the population served:

B. Law Enforcement Agency Information

1. Is your agency contracting for law enforcement services?

Contractual arrangements for law enforcement services are not fundable under the Universal Hiring Program

Yes No

If "yes," the Legal Name and address information listed on the SF-424 under section 8 (Applicant Information) should be for the jurisdiction that will be contracting to receive law enforcement services, and NOT the law enforcement agency that will actually provide those services. Also be sure to enter the name and agency information of the contract law enforcement department under section 2 part B (law enforcement executive information) of this document. In all contracting arrangements, the jurisdiction that is applying for assistance is ultimately responsible for ensuring compliance with all grant requirements. For additional clarification on contracting guidelines, please see the program-specific section of the COPS Application Guide.

If you are a tribal law enforcement agency, instead of providing your own law enforcement services, does your tribe exclusively contract with a non-BIA local law enforcement agency for services?

Yes No

If "yes," please refer to the program-specific section of the COPS Application Guide for additional eligibility information

2. Population Served By Law Enforcement Agency

Do officers have primary law enforcement authority for the population to be served?

Yes No

An agency with primary law enforcement authority is defined as the first responder to calls for service and has ultimate and final responsibility for the prevention, detection, and/or investigation of crime within its jurisdiction

If "yes," what is the actual population for which your department has primary law enforcement authority? [In other words, the 2000 Census population minus the incorporated towns and cities that have their own police departments.] 150000

If "no," please explain. Include the date by which your agency anticipates having primary law enforcement authority for this population. [Please limit your response to a maximum of 250 words.]

[Empty text box for explanation]

3. Current Budgeted Sworn Force Strength as of the Date of This Application:

Full-time: 297

Part-time: 0

Enter the budgeted sworn force strength. The budgeted sworn force strength is the number of sworn officer positions your department has allocated within its budget, including state, Bureau of Indian Affairs, and locally-funded vacancies. Do not include unpaid reserve officers, or detention staff.

4. Current Actual Sworn Force Strength as of the Date of This Application:

Full-time: 297

Part-time: 0

Enter the actual sworn force strength. The actual sworn force strength is the actual number of sworn officer positions employed by your department as of the date of application. Do not include vacant positions or unpaid reserve positions.

SECTION 4: LAW ENFORCEMENT & COMMUNITY POLICING STRATEGY

COPS Office grants must be used to reorient the mission and activities of law enforcement agencies toward the community policing philosophy or enhance their involvement in community policing. The following is the COPS Office definition of community policing that emphasizes the primary components of community partnerships, organizational transformation, and problem solving.

Community policing is a philosophy that promotes organizational strategies, which support the systematic use of partnerships and problem-solving techniques, to proactively address the immediate conditions that give rise to public safety issues, such as crime, social disorder, and fear of crime.

The COPS Office has completed the development of a comprehensive community policing self-assessment tool for use by law enforcement agencies. Based on this work, we have developed the following list of primary sub-elements of community policing. Please refer to the COPS Office web site (www.cops.usdoj.gov) for further information regarding these sub-elements.

Community Partnerships:

Collaborative partnerships between the law enforcement agency and the individuals and organizations they serve to both develop solutions to problems and increase trust in police.

- Other Government Agencies
- Community Members/Groups
- Non-Profits/Service Providers
- Private Businesses
- Media

Organizational Transformation:

The alignment of organizational management, structure, personnel and information systems to support community partnerships and proactive problem-solving efforts

Agency Management

- Climate and culture
- Leadership
- Labor relations
- Decision-making
- Strategic planning
- Policies
- Organizational evaluations
- Transparency

Organizational Structure

- Geographic assignment of officers
- Despecialization
- Resources and finances

Personnel

- Recruitment, hiring and selection
- Personnel supervision/evaluations
- Training

Information Systems (Technology)

- Communication/access to data
- Quality and accuracy of data

Problem Solving:

The process of engaging in the proactive and systematic examination of identified problems to develop effective responses that are rigorously evaluated

- Scanning: Identifying and prioritizing problems
- Analysis: Analyzing problems
- Response: Responding to problems
- Assessment: Assessing problem-solving initiatives
- Using the Crime Triangle to focus on immediate conditions (Victim/Offender/Location)

COMMUNITY POLICING PLAN

COPS grants must be used to initiate or enhance community policing. Please complete the following questions to describe the types of community policing activities that will be initiated or enhanced as a result of COPS funding. You may find more detailed information about community policing at the COPS Office web site (www.cops.usdoj.gov).

Community Partnerships

The COPS Office is interested in determining if your organization will use the grant to assist in increasing the capacity to develop collaborative partnerships with individual and organizational stakeholders in communities to increase trust and to develop shared solutions to community problems.

If awarded funding, my organization will implement or enhance:

P1-Sharing of relevant crime and disorder information with community members.

Yes No Not Sure

P2-Seeking input from the community to identify and prioritize neighborhood problems.

Yes No Not Sure

P3-Engagement with the community in the development of responses to community problems.

Yes No Not Sure

P4-Collaboration with other agencies that deliver public services (e.g., parks and recreation, social services, public health, mental health, code enforcement).

Yes No Not Sure

Please provide specific examples of the types of activities you plan to engage in to enhance community partnerships if awarded grant funding (150 word maximum):

Our agency is already engaged in these community policing activities.

Problem Solving

The COPS Office is interested in determining if your organization will use the grant to assist in increasing the capacity to use problem solving. Problem solving is an analytical process for systematically 1) identifying and prioritizing problems, 2) analyzing problems, 3) responding to problems, and 4) evaluating problem-solving initiatives. Problem solving involves an agency-wide commitment to go beyond traditional police responses to crime to proactively address a multitude of problems that adversely affect quality of life.

If awarded funding, my organization will implement or enhance:

PS1-Integration of problem solving into patrol work

Yes No Not Sure

PS2-Identification and prioritization of crime and disorder problems by examining patterns and trends involving repeat victims, offenders, and locations.

Yes No Not Sure

PS3-Exploring the underlying factors and conditions that contribute to crime and disorder problems

Yes No Not Sure

PS4-Developing tailored responses to crime and disorder problems that address the underlying conditions that contribute to them.

Yes No Not Sure

Please provide specific examples of the types of activities you plan to engage in to enhance problem-solving activities if awarded grant funding (150 word maximum):

TCSO currently reviews criminal statistical data and patterns at both an overview and command level. Responses to criminal activity are developed in response to these patterns and modified as required.

Organizational Transformation

The COPS Office is interested in determining if your organization will use the grant to assist in increasing the capacity to transform organizational environment, organizational structure, personnel practices, and policies to support the community policing philosophy and community policing activities.

If awarded funding, my organization will implement or enhance:

OC1-Institutionalization of organizational changes that support the implementation of community policing strategies.

Yes No Not Sure

OC2-Incorporation of community policing principles into the agency's mission/vision statement and strategic plan.

Yes No Not Sure

OC3-Institutionalization of community policing principles into a corresponding set of policies, practices and procedures.

Yes No Not Sure

OC4-Institutionalization of community policing agency-wide.

Yes No Not Sure

Please provide specific examples of the types of activities you plan to engage in to enhance organizational alignment towards community policing if awarded grant funding (150 word maximum).

Community policing is currently one of the core principles of our law enforcement activities. We will continue to reinforce the basic ideology of community policing with our staff.

Technology

The COPS Office is interested in determining if your organization will use the grant to assist in increasing technological capacity to better prevent and/or respond to crime and disorder incidents.

If awarded funding, my organization will implement or enhance:

T1-Ensuring that agency staff have proper access to relevant data (e.g. calls for service, incident and arrest data, etc)

Yes No Not Sure

T2-Analysis and understanding of problems in the community.

Yes No Not Sure

T3-Improvements to the agency's overall efficiency and effectiveness.

Yes No Not Sure

T4-Providing officers with necessary equipment to better prevent and/or respond to crime and disorder incidents.

Yes No Not Sure

Please provide specific examples of the types of activities you plan to engage in to enhance alignment of technology towards community policing if awarded grant funding (150 word maximum):

Our agency currently uses technology to both analyze and communicate information relevant to activity that occurs in our jurisdiction.

If your organization receives this COPS grant funding, it should use your responses to these questions as your organization's community policing plan. Your organization may be audited or monitored to ensure that it is initiating or enhancing community policing in accordance with this plan.

We understand that your community policing needs may change during the life of your COPS grant (if awarded), and we welcome minor changes to this plan without prior approval. We also recognize that this plan may incorporate a broad range of possible community policing strategies and activities, and that your agency may implement particular community policing strategies from the plan on an as-needed basis throughout the life of the grant. If your agency's community policing plan changes significantly, however, you must submit those changes in writing to the COPS Office for approval. Changes are "significant" if they deviate from the range of possible community policing activities identified and approved in this original community policing plan submitted with your application.

SECTION 5: CONTINUATION OF PROJECT AFTER FEDERAL FUNDING ENDS

Retention for COPS Hiring Grants

This section is applicable to COPS applicants applying for sworn officer positions under the FY2008 Universal Hiring Program.

Check here if not applying under the Universal Hiring Program.

Hiring grantees are required to retain all additional officer positions awarded for at least one full local budget cycle following the expiration of COPS grant funding for each COPS-funded officer position. The additional officer positions should be added to your agency's law enforcement budget with state, local, or tribal funds for at least one full local budget cycle, over and above all other locally-funded officer positions (including other school resource officers) that would have existed regardless of the grant, from the time that the thirty six (36) months of grant funding for each COPS position expires. Absorbing COPS-funded officers through attrition (rather than adding the extra positions to your budget with additional funding) does not meet the retention requirement. Please be aware that if your agency has additional sworn officer hiring grants that are active when one hiring grant expires, the officer positions that were awarded under the expired grant are added to your baseline of locally-funded officer positions and must be maintained throughout the implementation of all additional hiring grants.

Use the space below to explain how your agency currently plans to retain any additional officer positions awarded. Please be as specific as possible about the source(s) of retention funding (General Fund revenues, local ballot item, etc.) your agency plans to utilize. A missing or incomplete response could affect your ability to receive funding. [Please limit your response to a maximum of 250 words.]

SECTION 6: NEED FOR FEDERAL ASSISTANCE

All applicants are required to provide a brief explanation of their agency's public safety needs and an explanation of their agency's inability to implement this project and/or address these public safety needs without federal assistance.

In the space below, please provide a brief explanation of your agency's inability to implement this project without federal assistance. [Please limit your response to a maximum of 250 words.]

Our agency has been engaged in a project to transition our firearms training facility from the traditional lead ammunition firing range to a more modern and environmentally safe range. This has been a multi-year project and had used a variety of funding resources.

The current range is limited to a 25 yard capacity which does not meet the required training needs of our agency.

This request for federal assistance would be for the implementation of the Phase II expansion of the training facility to a 50 yard range.

Again, we are utilizing new technology bullet traps, baffles and sidewall traps which allow us to operate a safe and secure training program.

SECTION 7: WAIVERS OF THE LOCAL MATCH

Please refer to the Application Guide for information on whether waivers of the local match are available under the grant program for which you are applying.

Check here if not applicable

Are you requesting a waiver of the local match based upon severe fiscal distress?

Yes No

If requesting a waiver, you will be required to attach a detailed waiver justification to your application. Please refer to the COPS Application Guide - "Waiver of the Local Match" section for information on what to include in your justification, as well as the program-specific portion of the Guide to review the local match requirements.

SECTION 8: EXECUTIVE SUMMARY

This section is applicable to COPS applicants applying under the Child Sexual Predator Program, Community Policing Development Program, Methamphetamine Initiative, Secure Our Schools, and the Technology Program.

Check here if not applicable

Please attach to your application a brief summary of how your agency will use this federal funding. Be sure to include a description of how you expect this grant to impact public safety and/or crime prevention in your community. Please refer to the COPS Application Guide for clarification on specific information to include in your summary. The Executive Summary may be used to keep Congress or other executive branch agencies informed on law enforcement strategies to deter crime in your community. [Please limit your response to a maximum of 400 words.]

SECTION 9: PROJECT DESCRIPTION (NARRATIVE)

This section is applicable to all agencies applying for COPS programs in FY2008.

Please attach to your application an in-depth narrative response detailing your proposed project. Please refer to the program-specific section of the COPS Application Guide: "How to Apply" section for information on what should be included in your response, as well as any additional formatting requirements and page length limitations.

SECTION 10: BUDGET NARRATIVE

This section is applicable to COPS applicants applying under the Child Sexual Predator Program, Community Policing Development Program, Methamphetamine Initiative, Secure Our Schools, Technology Program, and the Tribal Resources Grant Program.

Check here if not applicable

In the Budget Narrative, you must attach a brief description of each item proposed for purchase, its purpose and how the items relate to the overall project. Like items may be grouped together for ease of reporting. The structure of the Budget Narrative must mirror the structure of the Budget Detail Worksheet included in this application. In other words, each item reported in the Budget Narrative must fall under one of the following budget categories: Sworn Officer Positions, Civilian/Non-Sworn Personnel, Equipment/Technology, Other Costs, Supplies, Travel/Training, Contracts/Consultants, and Indirect Costs. For your information, a sample Budget Narrative and a sample Budget Detail Worksheet are included in the COPS Application Guide. Every item included on the Budget Detail Worksheet must be included in the Budget Narrative.

Note that allowable/unallowable costs will vary widely between different COPS grant programs and cooperative agreements. Please ensure that you refer to the program-specific portion of the COPS Application Guide - "Federal Funding Allowable & Unallowable Costs" section for a complete list of the allowable and unallowable costs associated with the particular program for which you are applying. Including unallowable items on your application may delay the processing of your application and could ultimately result in the denial of your request.

SECTION 11: MEMORANDUM OF UNDERSTANDING

This section is applicable to COPS applicants applying under the Child Sexual Predator Program.

Check here if not applicable

Please attach a Memorandum of Understanding (MOU) to your application that defines the roles and responsibilities of the individuals and partner(s) involved in your proposed project. Please refer to the program-specific portion of the Guide for a complete description of information pertaining to the required MOU.

SECTION 12: OFFICIAL PARTNER(S) CONTACT INFORMATION

Check here if not applicable

An official "partner" under the grant may be a governmental or private entity that has established a legal, contractual, or other agreement with the applicant for the purpose of supporting and working together for mutual benefits of the grant. **Please refer to the Application Guide for a complete description of partnership requirements under the grant program for which you are applying.**

Please attach additional partner information pages to your application, if necessary.

Title			
First Name	MI	Last Name	Suffix
Name of Partner Agency (e.g., School District):			
Type of Partner Agency (e.g., School District):			
Street Address 1:			
Street Address 2:			
City:	State	Zip Code	
Telephone:	Fax:		
E-mail:			

Title			
First Name:	MI	Last Name:	Suffix:
Name of Partner Agency (e.g., School District):			
Type of Partner Agency (e.g., School District):			
Street Address 1			
Street Address 2:			
City:	State	Zip Code	
Telephone:	Fax:		
E-mail:			

Title

First Name: MI: Last Name: Suffix:

Name of Partner Agency (e.g. School District)

Type of Partner Agency (e.g. School District)

Street Address 1

Street Address 2

City: State Zip Code:

Telephone: Fax

E-mail

Title

First Name MI Last Name Suffix:

Name of Partner Agency (e.g. School District):

Type of Partner Agency (e.g. School District)

Street Address 1

Street Address 2

City State Zip Code

Telephone: Fax:

E-mail

SECTION 13: INCIDENT DATA

Incident data is required for the Secure Our Schools grant program. The data reported should cover the time period of September 1, 2006 to August 31, 2007, and should only include incidents that took place in and around the partnering schools. Please refer to the program guide for specific information and instructions regarding the data required for this submission.

▪ Check here if not applicable.

Type of Incident	# of Incidents Reported
Homicide	
Sexual Offenses	
Aggravated/Major Assaults—for example, an attack with hands, fist, feet, or weapons on an individual.	
Simple/Minor Assaults—stalking, intimidation, bullying, coercion, etc.	
Thefts (Includes Reports of Stolen Property)	
Possession/Sale of Illegal Weapons	
Vandalism/Destruction of Property	
Alcohol-Related Offenses	
Possession, Use or Sale of Drugs	
Disorderly Conduct	

School Data	Totals
Truancy	
Detentions	
Suspensions	
Expulsions	
Threats to School Property	
# of Schools Involved in Project	
Total Student Population for Involved Schools	

SECTION 14: CERTIFICATION OF REVIEW AND REPRESENTATION OF COMPLIANCE WITH REQUIREMENTS

Certification of Review of 28 C.F.R. Part 23: Criminal Intelligence Systems

You must answer this question regardless of the type of COPS grant for which you are applying. Please review the COPS Application Guide Legal Requirements Section for additional information.

Please check one of the following, as applicable to your agency's intended use of this grant:

- No, my agency will not use these COPS grant funds (if awarded) to operate an interjurisdictional criminal intelligence system.
- Yes, my agency will use these COPS grant funds (if awarded) to operate an interjurisdictional criminal intelligence system. By signing below, we assure that our agency will comply with the requirements of 28 C.F.R. Part 23.

The signatures of the Law Enforcement Executive/Program Official and Government Executive/Financial Official, and any applicable program partners on the Certification of Review and Representation of Compliance with Requirements:

- 1) Assures the COPS Office that the applicant will comply with all legal, administrative, and programmatic requirements that govern the applicant for acceptance and use of federal funds as outlined in the applicable COPS Application Guide; AND
- 2) Attests to the accuracy of the information submitted with this application (including the Budget Detail Worksheets).

The signatures on the reverse side of this page must be made by the actual executives named on this application unless there is an officially documented authorization for a delegated signature. If your jurisdiction has such an official document, it must be attached to this application. Applications with missing, incomplete, or inaccurate signatures or responses may not be considered for funding. Stamped or electronic signatures (unless applying online via Grants.gov) also will not be accepted. Original signatures are required. Faxed copies will not be accepted. Applications postmarked after the final application deadline date may not be considered for funding.

Signatures shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered grant.

Please be advised that a hold may be placed on this application if it is deemed that the applicant agency is not in compliance with federal civil rights laws, and/or is not cooperating with an ongoing federal civil rights investigation, and/or is not cooperating with a COPS Office compliance investigation concerning a current grant award.

By signing on the reverse side of this page, I certify that I have read, understand, and agree, if awarded, to abide by all of the applicable grant compliance terms and conditions as outlined in the COPS Application Guide. In addition, I certify that the information provided on this form and any attached forms is true and accurate to the best of my knowledge. I understand that false statements or claims made in connection with COPS programs may result in fines, imprisonment, debarment from participating in federal grants, cooperative agreements, or contracts, and/or any other remedy available by law to the federal government.

Law Enforcement Executive/Program Official's Signature:

(Signature of person named in Section 2 of this form) Date: _____

Government Executive/Financial Official's Signature:

(Signature of person named in Section 2 of this form) Date: _____

Official Partner(s) Signature:

(Signature of person(s) named in Section 12 of this form, if applicable) Date: _____

(Signature of person(s) named in Section 12 of this form, if applicable) Date: _____

(Signature of person(s) named in Section 12 of this form, if applicable) Date: _____

(Signature of person(s) named in Section 12 of this form, if applicable) Date: _____

SECTION 15: ASSURANCES

Several provisions of federal law and policy apply to all grant programs. We (the Office of Community Oriented Policing Services) need to secure your assurance that the applicant will comply with these provisions. If you would like further information about any of these assurances, please contact your state's COPS Grant Program Specialist at (800) 421-6770.

By the applicant's authorized representative's signature, the applicant assures that it will comply with all legal and administrative requirements that govern the applicant for acceptance and use of federal grant funds. In particular, the applicant assures us that:

1. It has been legally and officially authorized by the appropriate governing body (for example, mayor or city council) to apply for this grant and that the persons signing the application and these assurances on its behalf are authorized to do so, and to act on its behalf with respect to any issues that may arise during processing of this application.
2. It will comply with the provisions of federal law, which limit certain political activities of grantee employees whose principal employment is in connection with an activity financed in whole or in part with this grant. These restrictions are set forth in 5 U.S.C. § 1501 et seq.
3. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, if applicable.
4. It will establish safeguards, if it has not done so already, to prohibit employees from using their positions for a purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
5. It will give the Department of Justice or the Comptroller General access to and the right to examine records and documents related to the grant.
6. It will comply with all requirements imposed by the Department of Justice as a condition or administrative requirement of the grant, including but not limited to: the requirements of 28 CFR Part 66 and 28 CFR Part 70 (governing administrative requirements for grants and cooperative agreements), 2 CFR Part 225 (OMB Circular A-87), 2 CFR 220 (OMB Circular A-21), 2 CFR Part 230 (OMB Circular A-122) and 48 CFR Part 31.000, et seq. (FAR 31.2) (governing cost principles), OMB Circular A-133 (governing audits) and other applicable OMB circulars, the applicable provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 28 CFR Part 38.1, the current edition of the COPS Grant Monitoring Standards and Guidelines, the applicable COPS Grant Services Manuals, and with all other applicable program requirements, laws, orders, regulations, or court orders.
7. If applicable, it will, to the extent practicable and consistent with applicable law, seek, recruit, and hire qualified members of racial and ethnic minority groups, and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions in the agency.
8. It will not, on the ground of race, color, religion, national origin, gender, disability or age, unlawfully exclude any person from participation in, deny the benefits of or employment to any person, or subject any person to discrimination in connection with any programs or activities funded in whole or in part with federal funds. These civil rights requirements are found in the non-discrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. § 3789(d)); Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); Title II Subtitle A of the Americans with Disabilities Act (ADA) (42 U.S.C. § 12101, et seq.); the Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.) and Department of Justice Non-Discrimination Regulations contained in Title 28, Parts 35 and 42 (subparts C, D, E and G) of the Code of Federal Regulations.
 - A. In the event that any court or administrative agency makes a finding of discrimination on grounds of race, color, religion, national origin, gender, disability or age against the applicant after a due process hearing, it agrees to forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs, 810 7th Street, NW, Washington, D.C. 20531.
 - B. Grantees that have 50 or more employees and grants over \$500,000 (or over \$1,000,000 in grants over an eighteen-month period), must submit an acceptable Equal Employment Opportunity Plan ("EEOP") or EEOP short form (if grantee is required to submit an EEOP under 28 CFR 42.302) that is approved by the Office of Justice Programs, Office for Civil Rights within 60 days of the award start date. For grants under \$500,000, but over \$25,000, or for grantees with fewer than 50 employees, the grantee must submit an EEOP Certification (Grantees of less than \$25,000 are not subject to the EEOP requirement).
9. Pursuant to Department of Justice guidelines (June 18, 2002 Federal Register (Volume 67, Number 117, pages 41455-41472)) under Title VI of the Civil Rights Act of 1964, it will ensure meaningful access to its programs and activities by persons with limited English proficiency.
10. It will ensure that any facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities, and that it will notify us if advised by the EPA that a facility to be used in this grant is under consideration for such listing by the EPA.

11. If the applicant's state has established a review and comment procedure under Executive Order 12372 and has selected this program for review, it has made this application available for review by the state Single Point of Contact

12. It will submit all surveys, interview protocols, and other information collections to the COPS Office for submission to the Office of Management and Budget for clearance under the Paperwork Reduction Act of 1995 if required

13. It will comply with the Human Subjects Research Risk Protections requirements of 28 CFR Part 46 if any part of the funded project contains non-exempt research or statistical activities which involve human subjects and also with 28 CFR Part 22, regarding the safeguarding of individually identifiable information collected from research participants

14. Pursuant to Executive Order 13043, it will enforce on-the-job seat belt policies and programs for employees when operating agency-owned, rented or personally-owned vehicles.

15. It will not use COPS funds to supplant (replace) state, local, or Bureau of Indian Affairs funds that otherwise would be made available for the purposes of this grant, as applicable

16. If the awarded grant contains a retention requirement, it will retain the increased officer staffing level and/or the increased officer redeployment level, as applicable, with state or local funds for a minimum of one full local budget cycle following expiration of the grant period.

17. It will not use any federal funding directly or indirectly to influence in any manner a Member of Congress, a jurisdiction, or an official of any government, to favor, adopt, or oppose, by vote or otherwise, any legislation, law, ratification, policy or appropriation whether before or after the introduction of any bill, measure, or resolution proposing such legislation, law, ratification, policy or appropriation as set forth in the Anti-Lobby Act, 18 U.S.C. 1913.

False statements or claims made in connection with COPS grants (including cooperative agreements) may result in fines, imprisonment, disbarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge

Elections or other selections of new officials will not relieve the grantee entity of its obligations under this grant

Signature of Law Enforcement Executive (or Official with Programmatic Authority, as applicable)

Date

Signature of Government Executive (or Official with Financial Authority, as applicable)

Date

SECTION 16: CERTIFICATIONS

Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements

Coordination with Affected Agencies.

Although the Department of Justice has made every effort to simplify the application process, other provisions of federal law require us to seek your agency's certification regarding certain matters. Applicants should read the regulations cited below and the instructions for certification included in the regulations to understand the requirements and whether they apply to a particular applicant. Signing this form complies with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 28 CFR Part 67, "Government-Wide Debarment and Suspension (Nonprocurement)," 28 CFR Part 83, "Government-Wide Requirements for Drug-Free Workplace (Grants)," and the coordination requirements of the Public Safety Partnership and Community Policing Act of 1994. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered grant.

1. Lobbying

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

A. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal grant or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

C. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Part 2867, Section 2867.417.

A. The applicant certifies that it and its principals:

(i) Are not presently debarred, suspended, proposed for debarment, or barred from being awarded a federal benefit by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;

(ii) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) or private agreement or transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects your present responsibility;

(iii) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (A)(ii) of this certification, and

(iv) Have not within a three-year period preceding this application had one or more public transactions (federal, state or local) terminated for cause or default, and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. Drug-Free Workplace (Grantees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, for grantees, as defined at 28 CFR Part 83, Sections 83 and 83.510 -

A. The applicant certifies that it will, or will continue to, provide a drug-free workplace by:

(i) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(ii) Establishing an on-going drug-free awareness program to inform employees about -

- (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug-abuse violations occurring in the workplace;
- (iii) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (i).
- (iv) Notifying the employee in the statement required by paragraph (i) that, as a condition of employment under the grant, the employee will -
- (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (v) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (iv)(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to COPS Office, 1100 Vermont Ave., NW, Washington, D.C. 20530. Notice shall include the identification number(s) of each affected grant.
 - (vi) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (iv)(b) with respect to any employee who is so convicted -

- (a) Taking appropriate personnel action against such an employee up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency;
- (vii) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (i), (ii), (iii), (iv), (v) and (vi).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant

Place of performance (street address, city, county, state, zip code)

.....
.....

Check if there are workplaces on file that are not identified here

4. Coordination

The Public Safety Partnership and Community Policing Act of 1994 requires applicants to certify that there has been appropriate coordination with all agencies that may be affected by the applicant's grant proposal if approved. Affected agencies may include, among others, the Office of the United States Attorney, state or local prosecutors, or correctional agencies. The applicant certifies that there has been appropriate coordination with all affected agencies

Grantee Agency Name and Address Travis County Sheriff's Office - PO Box 1748 Austin, TX 78767

Grantee IRS/ Vendor Number

False statements or claims made in connection with COPS grants (including cooperative agreements) may result in fines, imprisonment, disbarment from participating in federal grants or contracts, and/or any other remedy available by law

I certify that the assurances provided are true and accurate to the best of my knowledge.

Elections or other selections of new officials will not relieve the grantee entity of its obligations under this grant

Typed Name and Title of Law Enforcement Executive (or Official with Programmatic Authority, as applicable):

Sheriff Greg Hamilton

Signature, Date

Typed Name and Title of Government Executive (or Official with Financial Authority, as applicable):

Judge Samuel Biscoe

Signature, Date

PAPERWORK REDUCTION ACT NOTICE

The public reporting burden for this collection of information is estimated to be up to 10 average hours per response, depending upon the COPS program being applied for, including time for searching existing data sources, gathering the data needed, and completing and reviewing the application. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing this burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 1100 Vermont Avenue, N.W., Washington, D.C. 20530, and to the Public Use Reports Project, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

You are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number for this application is 1103-0098 and the expiration date is 06/30/2008.

Disclosure of Lobbying Activities

Disclosure of Lobbying Activities

Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District number, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example: Department of Transportation, United States Coast Guard
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract, grant, or loan award number, the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFPD E-90-001 "
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting registrant identified in item 4 to influence the covered Federal action.
(b) Enter the full name(s) of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046) Washington, D.C. 20503

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.

<p>1. Type of Federal Action:</p> <ul style="list-style-type: none"> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance 	<p>2. Status of Federal Action:</p> <ul style="list-style-type: none"> a. bid/offer/application b. initial award c. post-award <p>3. Report Type: _____</p>	<ul style="list-style-type: none"> a. initial filing b. material change <p><i>For Material Change Only:</i> Year: _____ Quarter: _____ Date of last report: _____</p>
<p>4. Name and Address of Reporting Entity:</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____ if known.</p> <p>Congressional District (number), if known: _____</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District (number), if known: _____</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDANumber, if applicable: _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p> <p>\$ _____</p>	
<p>10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i></p>	<p>10. b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i></p>	
<p>11. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>	<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Telephone No: _____ Date: _____</p>	
<p>Federal Use Only:</p>	<p>Authorized for Local Reproduction Standard Form _____</p>	

Budget Detail Worksheets

Budget Detail Worksheets

Instructions for Completing the Budget Detail Worksheets

The Budget Detail Worksheets are designed to allow all COPS grant and cooperative agreement applicants to use the same budget form to request funding. Allowable and unallowable costs vary widely and depend upon the type of COPS program. In addition, the maximum federal funds that can be requested and the federal/local share breakdown requirements also vary.

To determine the allowable/unallowable costs, the maximum amount of federal funds that can be requested, and the federal/local share requirements for the COPS program for which your agency is applying, please refer to the COPS Application Guide. To assist you, sample Budget Detail Worksheets and a Budget Narrative (if applicable) for each COPS program are included in the Application Guide.

Please complete each required page of the Budget Detail Worksheets (see the Application Guide for each program's requirements) and the Budget Summary. If you did not request anything under a particular budget category, please check the appropriate box indicating that no positions or items were requested. When you complete the Budget Detail Worksheets, transfer the total for each of the budget categories to the applicable category total field on the Budget Summary.

All calculations should be rounded to the nearest whole dollar. *In addition, the Budget Summary should be completed with the federal/local share (if applicable) calculations regardless of whether the applicant is requesting a waiver of the local match.*

Failure to complete all of the required Budget Detail Worksheet pages and the Budget Summary, and/or including unallowable items in your funding request, may delay the processing of your application, and could ultimately result in the denial of your application.

If you need assistance in completing this form, you may call the COPS Office Response Center at 800.421.6770.

A. SWORN OFFICER POSITIONS No Sworn Officer Positions Requested

Instructions: For COPS programs which fund sworn officer positions, you may apply for entry-level salaries and benefits of newly-hired, additional sworn law enforcement officers. Please refer to the Application Guide for information on the length of the grant term for the specific program under which you are applying.

This worksheet will assist your agency in properly organizing your **maximum estimated** salary and benefit costs and providing the necessary financial details for review by the COPS Office. Please list the entry-level base salary and fringe benefits **rounded to the nearest whole dollar** for one sworn officer position within your agency. COPS hiring funds may also be used to pay for entry-level salaries and benefits of newly-hired, additional officers who will backfill the positions of locally-funded veteran officers that will be deployed into community policing specialty areas (e.g., School Resource Officers). **Do not include employee contributions.**

Complete part 1 if you are requesting funds for full-time officer positions. Part-time officer positions will not be funded.

Officer Positions Requested:

Full-time Officer Positions Requested: 0

Enter the number of new entry-level full-time officer positions that are being requested. Do not include any officers already funded (or for which funding has been requested) under any other COPS grants or any positions otherwise funded with state, local, tribal, or BIA funds. Your request should be consistent with your agency's law enforcement needs. Do not request more positions than your agency can support and retain.

A. SWORN OFFICER POSITIONS

Part 1: Full-Time Sworn Officer Information			
A. Total Entry-Level Base Salary for One Position \$ _____ .00 x _____ Years = \$ _____ .00			
Fringe Benefit Costs Should Be Calculated Based on the Full Grant Term Shown in Section A.			
B. FRINGE BENEFITS:	COST:	% OF BASE:	ADDITIONAL INFORMATION:
Social Security	\$ _____ .00	_____ %	Exempt: _____ Fixed Rate: _____ <i>Cannot exceed 6.2% of Total Base Salary. If less than 6.2%, exempt, or fixed rate, provide an explanation in "Sworn Officer Position Budget Summary" on page 45.</i>
Medicare	\$ _____ .00	_____ %	Exempt: _____ Fixed Rate: _____ <i>Cannot exceed 1.45% of Total Base Salary. If less than 1.45%, exempt, or fixed rate, provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Health Insurance	\$ _____ .00	_____ %	Family Plan: _____ Fixed Rate: _____ <i>Cannot exceed 30% of the Total Base Salary for individual plans, or 45% for family plans. If it exceeds these rates or is a fixed rate, provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Life Insurance	\$ _____ .00	_____ %	
Vacation	\$ _____ .00	_____ %	Number of Hours Annually: _____
Sick Leave	\$ _____ .00	_____ %	Number of Hours Annually: _____
Retirement	\$ _____ .00	_____ %	Fixed Rate: _____ <i>Cannot exceed 20% of the Total Base Salary (unless a fixed rate). If a fixed rate, provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Worker's Compensation	\$ _____ .00	_____ %	Exempt: _____ Fixed Rate: _____ <i>Cannot exceed 10% of the Total Base Salary. If exempt or if it exceeds this rate, provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Unemployment Insurance	\$ _____ .00	_____ %	Exempt: _____ Fixed Rate: _____ <i>Cannot exceed 5% of the Total Base Salary. If exempt or if it exceeds this rate, please provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Other	\$ _____ .00	_____ %	Describe: _____
Other	\$ _____ .00	_____ %	Describe: _____
Other	\$ _____ .00	_____ %	Describe: _____
Total Benefits (1 Position) = \$ _____			
C. Total Salary \$ _____	+ Total Benefits \$ _____	x _____	# of Positions = \$ _____
Part A <i>(One Position)</i>	Part B <i>(One Position)</i>		<i>Transfer to Budget Summary Line 1</i>

Part 2: Sworn Officer Position Budget Summary (all applicants requesting officer positions must complete this section)

After completing Part 1 of this form, answer the following questions. If necessary, attach an explanation of how you computed salaries and benefits for this worksheet. Be sure to answer EVERY question. Missing or erroneous information could significantly delay the review of your agency's request.

1. If your agency's second and/or third-year costs for salaries and/or fringe benefits increase after the first year, check the reason(s) why in the space below:

- Cost of living adjustment (COLA) Step raises Change in benefit costs
- Other - please explain briefly: _____

**2. If an explanation is required for any of the following categories, please provide in the space below:
1) Social Security, 2) Medicare, 3) Health Insurance, 4) Retirement, 5) Worker's Compensation, and
6) Unemployment Insurance**

1) Social Security: _____

2) Medicare _____

3) Health Insurance: _____

4) Retirement _____

5) Worker's Compensation: _____

6) Unemployment Insurance _____

B. CIVILIAN/NON-SWORN PERSONNEL No Civilian/Non-Sworn Personnel Positions Requested

Instructions: Each position must be listed and computed separately. If additional space is necessary, please make copies of this table and attach them to your application.

Part 1: Total Base Salary and Fringe Benefits for Civilian/Non-Sworn Personnel

A. POSITION TITLE: _____

Base Salary Computation: (\$ _____ X _____) X _____ = \$ _____ 00 **(Base Salary Subtotal)**

(Annual Base Salary X Percent of Time Devoted to the Project) X Number of Years Devoted to the Project

Fringe Benefit Costs Should Be Calculated Based on the Full Grant Term Shown in Section A.

B. FRINGE BENEFITS: **COST:** **% OF BASE:** **ADDITIONAL INFORMATION:**

Social Security \$ _____ .00 _____ % Exempt: Fixed Rate:
 Cannot exceed 6.2% of Total Base Salary. If less than 6.2%, exempt, or fixed rate, provide an explanation in "Civilian/Non-Sworn Personnel Budget Summary" on page 50.

Medicare \$ _____ .00 _____ % Exempt: Fixed Rate:
 Cannot exceed 1.45% of Total Base Salary. If less than 1.45%, exempt, or fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.

Health Insurance \$ _____ .00 _____ % Family Plan: Fixed Rate:
 Cannot exceed 30% of the Total Base Salary for individual plans, or 45% for family plans. If it exceeds these rates or is a fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.

Life Insurance \$ _____ .00 _____ %

Vacation \$ _____ .00 _____ % Number of Hours Annually: _____

Sick Leave \$ _____ .00 _____ % Number of Hours Annually: _____

Retirement \$ _____ .00 _____ % Fixed Rate:
 Cannot exceed 20% of the Total Base Salary (unless a fixed rate). If a fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.

Worker's Compensation \$ _____ .00 _____ % Exempt: Fixed Rate:
 Cannot exceed 10% of the Total Base Salary. If exempt or if it exceeds this rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.

Unemployment Insurance \$ _____ .00 _____ % Exempt: Fixed Rate:
 Cannot exceed 5% of the Total Base Salary. If exempt or if it exceeds this rate, please provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.

Other \$ _____ .00 _____ % Describe: _____

Other \$ _____ .00 _____ % Describe: _____

Other \$ _____ .00 _____ % Describe: _____

Benefits Subtotal (1 Position): \$ _____

C. Total Salary \$ _____ + **Total Benefits** \$ _____ = \$ _____
 Part A (One Position) Part B (One Position) Please be sure to complete Part D on page 4!

Please include a detailed position description for all positions listed in the Budget Narrative.

Total Base Salary and Fringe Benefits for Civilian/Non-Sworn Personnel

A. POSITION TITLE: _____

Base Salary Computation: (\$ _____ X _____) X _____ = \$ _____ 00 **(Base Salary Subtotal)**
 (Annual Base Salary X Percent of Time Devoted to the Project) X Number of Years Devoted to the Project

Fringe Benefit Costs Should Be Calculated Based on the Full Grant Term Shown in Section A.

B. FRINGE BENEFITS: COST: % OF BASE: ADDITIONAL INFORMATION:

Social Security \$ _____ .00 _____ % **Exempt:** **Fixed Rate:**
 Cannot exceed 6.2% of Total Base Salary. If less than 6.2%, exempt or fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Medicare \$ _____ .00 _____ % **Exempt:** **Fixed Rate:**
 Cannot exceed 1.45% of Total Base Salary. If less than 1.45%, exempt or fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Health Insurance \$ _____ .00 _____ % **Family Plan:** **Fixed Rate:**
 Cannot exceed 30% of the Total Base Salary for individual plans, or 45% for family plans. If it exceeds these rates or is a fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Life Insurance \$ _____ .00 _____ %

Vacation \$ _____ .00 _____ % **Number of Hours Annually:** _____

Sick Leave \$ _____ .00 _____ % **Number of Hours Annually:** _____

Retirement \$ _____ .00 _____ % **Fixed Rate:**
 Cannot exceed 20% of the Total Base Salary (unless a fixed rate). If a fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Worker's Compensation \$ _____ .00 _____ % **Exempt:** **Fixed Rate:**
 Cannot exceed 10% of the Total Base Salary. If exempt or if it exceeds this rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Unemployment Insurance \$ _____ .00 _____ % **Exempt:** **Fixed Rate:**
 Cannot exceed 5% of the Total Base Salary. If exempt or if it exceeds this rate, please provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Other \$ _____ .00 _____ % **Describe:** _____

Other \$ _____ .00 _____ % **Describe:** _____

Other \$ _____ .00 _____ % **Describe:** _____

Benefits Subtotal (1 Position): \$ _____

C. Total Salary \$ _____ + Total Benefits \$ _____ = \$ _____
 Part A (One Position) Part B (One Position) Please be sure to complete Part D

D. Civilian/Non-Sworn Personnel Total: \$ _____

Add up all Subtotals per position. Transfer Total Civilian/Non-Sworn Personnel Cost to Budget Summary Line 2.

Please include a detailed position description for all positions listed in the Budget Narrative.

Part 2: Civilian/Non-Sworn Personnel Budget Summary (all applicants requesting civilian/non-sworn positions must complete this section)

After completing Part 1 of this form, answer the following questions. If necessary, attach an explanation of how you computed salaries and benefits for this worksheet. Be sure to answer EVERY question. Missing or erroneous information could significantly delay the review of your agency's request.

1. If your agency's second and/or third-year costs for salaries and/or fringe benefits increase after the first year, check the reason(s) why in the space below:

- Cost of living adjustment (COLA) Step raises Change in benefit costs
- Other - please explain briefly:

**2. If an explanation is required for any of the following categories, please provide in the space below:
1) Social Security, 2) Medicare, 3) Health Insurance, 4) Retirement, 5) Worker's Compensation, and 6) Unemployment Insurance**

1) Social Security: _____

2) Medicare: _____

3) Health Insurance: _____

4) Retirement: _____

5) Worker's Compensation: _____

6) Unemployment Insurance: _____

C. EQUIPMENT/TECHNOLOGY

No Equipment/Technology Requested

Instructions: List non-expendable items that are to be purchased. Non-expendable equipment is tangible property (e.g. technology) having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Expendable items should be included either in the "SUPPLIES" or "OTHER" categories. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially for high-price items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "CONTRACTS / CONSULTANTS" category.

Pursuant to the Consolidated Appropriations Act, 2008 (P.L. 110-161), be advised that, to the greatest extent practical, all equipment and products purchased with these funds must be American-made.

For agencies purchasing items related to enhanced communications systems, the COPS Office expects and encourages that, wherever feasible, such voice or data communications equipment should be incorporated into an intra- or interjurisdictional strategy for communications interoperability among federal, state, and local law enforcement agencies.

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Unit/Item Description	Computation (# of Items/Units X Unit Cost)	Per Item Subtotal
Sidewall Bullet Containment	(1 X270,000.00)	\$ 270,000.00
Overhead Baffle System	(1 X80,738.00)	\$ 80,738.00
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
Equipment/Technology Total:		\$ 350,738.00
		Transfer to Budget Summary Line 3

Please include a detailed description for all items listed in the Budget Narrative

D. OTHER COSTS

No Other Costs Requested

Instructions: List other requested items that will support the project goals and objectives as outlined in your application. Other costs may include items such as overtime and background investigations for law enforcement officer positions and/or civilian positions if allowable under the program for which you are applying.

Pursuant to the Consolidated Appropriations Act, 2008 (P.L. 110-161) be advised that to the greatest extent practical, all equipment and products purchased with these funds must be American-made.

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Unit/Item Description	Computation (# of Items/Units X Unit Cost)	Per Item Subtotal
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
Other Cost Total:		\$
		Transfer to Budget Summary Line 4

Please include a detailed description for all items listed in the Budget Narrative

E. SUPPLIES

No Supplies Requested

Instructions: List items by type (office supplies, postage, training materials, copying paper, books, hand-held tape recorders, etc.). Generally, supplies include any materials that are expendable or consumed during the course of the project.

See the CCPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Unit/Item Description	Computation (# of Items/Units X Unit Cost)	Per Item Subtotal
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
Supplies Total:		\$ _____ Transfer to Budget Summary Line 5

Please include a detailed description for all items listed in the Budget Narrative

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F. TRAVEL/TRAINING

No Travel/Training Requested

Instructions: Itemize travel expenses of project personnel by purpose (e.g., mandatory training, staff to training, field interviews, advisory group meetings). Show the basis of computation (e.g., 6 staff members times the unit cost per person for lodging for 3 days). Training projects, training fees, travel, lodging and per diem rates for trainees should be listed as separate travel items. Show the number of staff attending any event and the unit costs per person involved. Identify the location of travel, when possible. Note: Any local training costs (within a 50-mile radius) should be listed under Section D ("Other Costs").

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying

Reason for Travel/Training & Location of Travel/Training	Travel/Training Item	Computation (# of Staff X Unit Cost X # of Days/Trips/Events)	Per Item Subtotal
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
		(___ X ___ X ___)	\$
Travel/Training Total:			\$ _____ Transfer to Budget Summary Line 6

Please include a detailed description and justification for travel listed in the Budget Narrative

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G. CONTRACTS/CONSULTANTS

No Contracts/Consultants Costs Requested

Instructions: See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. If awarded, requests for sold order procurements of equipment, technology, or services in excess of \$100,000 must be submitted to the COPS Office for prior approval.

Contract Description	Per Contract Subtotal
	\$
	\$
	\$
	\$
Contracts Subtotal:	\$ (G1)

Consultant Fees: For each consultant enter the name (if known), service to be provided, hourly or daily fee (based upon an 8-hour day), and estimated length of time on the project. Unless otherwise approved by the COPS Office, approved consultant rates will be based on the salary a consultant receives from his or her primary employer. Consultant fees in excess of \$550 per day require additional written justification in the Budget Narrative and must be pre-approved in writing by the COPS Office.

Consultant Name/Title	Service Provided	Computation (Cost X # Days or # Hours)	Per Consultant Fee Subtotal
		(X)	\$
		(X)	\$
		(X)	\$
Consultant Fees Subtotal:			\$ (G2)

Consultant Expenses: List all expenses to be paid from the grant to the individual consultants separate from their consultant fees (e.g. travel, meals, lodging).

Consultant Name/Title	Service Provided	Computation (Cost X # Days)	Per Consultant Expenses Subtotal
		(X)	\$
		(X)	\$
		(X)	\$
		(X)	\$
Consultant Expenses Subtotal:			\$ (G3)

Contracts/Consultants Total: \$ _____

Contracts (G1) + Consultant Fees (G2) + Consultant Expenses (G3) Transfers to Budget Category 1000

Please include a detailed description for all contracts listed in the Budget Narrative

H. INDIRECT COSTS

No Indirect Costs Requested

Instructions: Indirect costs are allowed under a **very limited** number of specialized COPS Training and Technical Assistance programs. Please see the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

If indirect costs are requested, a copy of the agency's fully-executed, negotiated Federal Rate Approval Agreement must be attached to this application

Indirect Cost Description	Computation	Per Indirect Cost Subtotal
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
Indirect Costs Total:		\$ _____ Transfer to Budget Summary Line 8

BUDGET SUMMARY

Instructions: When you have completed the Budget Detail Worksheets, please transfer the category totals to the spaces below. Please compute the Total Project Amount, Total Federal Share Amount, and Total Local Share (if applicable). Please see the Application Guide for information on the maximum federal share and local matching requirements for the grant for which you are applying.

Budget Category	Category Total	Line #
A. Sworn Officer Positions	\$ 00	1
B. Civilian/Non-Sworn Personnel	\$ 00	2
C. Equipment/Technology	\$ 350,738 00	3
D. Other Costs	\$ 00	4
E. Supplies	\$ 00	5
F. Travel/Training	\$ 00	6
G. Contracts/Consultants	\$ 00	7
H. Indirect Costs	\$ 00	8
Total Project Amount:	\$ 350,738 00	
Total Federal Share Amount: (Total Project Amount X Federal Share Percentage Allowable)	\$ 350,738 00	
Total Local Share Amount (If applicable): (Total Project Amount - Total Federal Share Amount)	\$ 350,738 00	

Contact Information for Budget Questions

Please provide contact information of the financial official that the COPS Office may contact with questions related to your budget submission.

Authorized Official's Typed Name: Michael G Hemby

Title: Planning Manager

Phone: 512-854-4924

Fax: 512-354-3289

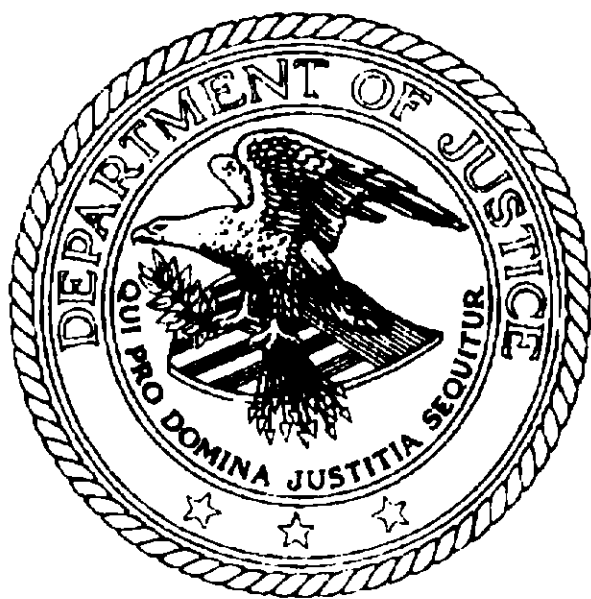
E-mail Address: michael.hemby@co.travis.tx.us

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Paperwork Reduction Act Notice

The public reporting burden for this collection of information is estimated to be up to two hour per response, depending upon the COPS program being applied for, which includes time for reviewing instructions. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing this burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 1100 Vermont Avenue, N.W., Washington, DC 20530; and to the Public Use Reports Project, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

You are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number for this application is 1103-0097 and the expiration date is 06/30/2008.



FOR MORE INFORMATION:

U.S. Department of Justice
Office of Community Oriented Policing Services
1100 Vermont Avenue, N.W.
Washington, DC 20530

To obtain details on COPS programs, call the
COPS Response Center at 800.421.6770

Visit COPS Online at the address listed below.

<http://www.cops.dhs.gov>

GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>

Department/Division:	58/57
Contact Person:	Lisa Sindermann
Title:	Contract Specialist
Phone Number:	854-4594

Grant Title:	LIHEAP Weatherization Assistance Program			
Grant Period:	From:	4/1/2008	To:	3/31/2009
Grantor:	Texas Department of Housing and Community Affairs			

Check One:	New: <input type="checkbox"/>	Continuation: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	One-Time Award: <input type="checkbox"/>	Ongoing Award: <input checked="" type="checkbox"/>	
Type of Payment:	Advance: <input type="checkbox"/>	Reimbursement: <input checked="" type="checkbox"/>	

Grant Categories/ Funding Source	Federal Funds	State Funds	Local Funds	County Match	In-Kind	TOTAL
Personnel:		57,038				57,038
Operating:		105,926				105,926
Capital Equipment:						0
Indirect Costs:		12,682				12,682
Total:	0	175,646	0	0	0	175,646
FTEs:						0.00

Performance Measures Applicable Dept. Measures	Projected FY 08 Measure	Progress To Date:				Projected FY 09 Measure
		12/31/07	3/31/08	6/31/08	9/30/08	
Number of referrals required to support Housing programs from emergency assistance centers (includes DOE, LIHEAP, CEAP and Home Repair only)	215	45	81	45 projected	45 projected	215
Measures For Grant						
# of Households receiving LIHEAP Weatherization Assistance Program	60	NA for this grant period	NA for this grant period	7 projected	10 projected	60

PBO Recommendation:

Health and Human Services and Veterans Services (HHS & VS) is requesting Commissioners Court approval of a grant contract with Texas Department of Housing and Community Affairs for the Low Income Home Energy Assistance Program (LIHEAP) weatherization program. This program utilizes grant funds from the Texas Department of Housing and Community Affairs to provide weatherization repairs for low income persons. Travis County has received this grant for many years, but the contract language has typically been finalized after the contract term has begun.

The contract for the past two years includes new language that may require the County to use all the funds provided by the grant. The County has typically spent at between 92% to 98% of the total award. This new language has been discussed with HHS & VS and the department believes based on the current award, they will not have any problem meeting this new added criteria and it will not adversely impact the program.

This agreement does not require a County match or a specific level of service upon termination of the grant.

PBO recommends Commissioner Court approval of this request.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The department has received this grant for a number of years. These funds will be utilized to assist low-income households to achieve a level of energy efficiency by providing weatherization assistance and minor roof repair to the residences. The benefit of weatherizing these households and reducing their home energy needs will further improve the ability to become energy self-sufficient.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

No additional funds are required.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There is no commitment by the Commissioners Court to fund these services if funds are discontinued.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

This grant's funding source (Texas Department of Housing and Community Affairs) only allows for indirect costs at the rate of 7.22% of the total allowable expenditures.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the

proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

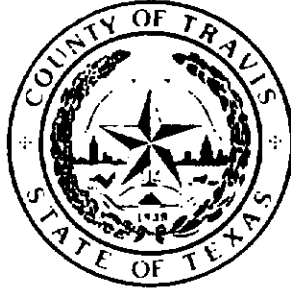
Yes

6. If this is a new program, please provide information why the County should expand into this area.

N/A

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

Travis County Health and Human Services & Veterans Service Family Support Services division staff will perform the client eligibility interviews for assistance provided by this program and other programs available through the department. The Family Support Services staff will make referrals to the Housing Services division staff of those households deemed eligible for weatherization assistance. This assistance helps the department meet the requests of low-income clients who are seeking basic needs services, minor home repair, roof repair and weatherization services.



03 JUN 10 PM 4: 23
TRAVIS COUNTY
PLANNING & BUDGET OFFICE

**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
Executive Manager
(512) 854-4100
Fax (512) 854-4115**

Date: June 9, 2008

TO: MEMBERS OF THE COMMISSIONERS COURT

FROM: *Sherri E. Fleming*
Sherri E. Fleming, Executive Manager
Travis County Health and Human Services and Veterans Service

SUBJECT: Acceptance of 2008 – 09 LIHEAP Weatherization Assistance Program Contract

Proposed Motion: Consider and take appropriate action to approve the contract with Texas Department of Housing and Community Affairs for the LIHEAP Weatherization Assistance Program for 2008 - 09.

Summary and Staff Recommendation: Staff requests the acceptance of this contract from the Texas Department of Housing and Community Affairs (TDHCA). The total grant funding for this contract is in the amount of \$175,646. The LIHEAP grant funds awarded to Travis County are used to provide weatherization services and minor home and roof repair assistance for low-income households. Some examples of the program's weatherization services are providing attic and wall insulation, repair or replacement of the heating and cooling household appliances, minor household repairs such as replacing doors or patching interior walls, minor roof repair, addressing health and safety issues by adding or replacing smoke and carbon monoxide detectors and replacing household natural gas stoves as necessary. The distribution of assistance will be to qualified Travis County residents with household income levels at or below 125% of the current Federal Poverty Income Guidelines with household weatherization needs.

Budgetary and Fiscal Impact: We will be able to use the LIHEAP funds for administration, materials, and labor. The funds for materials will be budgeted in the line items for contracted services and supplies and funding for labor will be budgeted in the corresponding salaries and benefit line items. No matching funds are required for this grant. This contract period is 04/01/08 through 03/31/09.

Issues and Opportunities: We were able to provide weatherization services for 67 dwelling units with use of these grant funds in the last allocation period. The department utilizes this program to obtain a goal of assisting low-income households in achieving a level of energy efficiency, giving priority to households with one or more persons age 60 or above and/or an individual with a disability. Priority also is given to those households with young children age six and under and to those with the lowest incomes that pay the highest portion of their incomes for home energy.

It should be noted that this contract is made available electronically to Travis County from the Texas Department of Housing and Community Affairs. Therefore, in addition to the Commissioners Court authorizing Judge Biscoe to sign the hard copy of the contract, it is also necessary for the Judge to authorize the County Purchasing Agent to sign off on the electronically transmitted contract.

cc: Rodney Rhoades, Executive Manager, Planning and Budget Office
✓ Travis Gatlin, Analyst III, Planning and Budget Office
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Ellen Heath, Financial Analyst III, Travis County Auditor
Mary Etta Gerhardt, Assistant County Attorney
Cyd Grimes C.P.M., Travis County Purchasing Agent
Rebecca Gardner, Assistant Purchasing Agent, Travis County Purchasing Office
Scott Worthington, Business Analyst II, Travis County Purchasing Office
Roberto Ortiz, Interim Housing Manager, Housing Services

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
CONTRACT NUMBER: 818070 FOR THE
LIHEAP WEATHERIZATION ASSISTANCE PROGRAM (CFDA# 93.568)

SECTION 1. PARTIES TO CONTRACT

This contract (hereinafter "Contract") is made by and between the Texas Department of Housing and Community Affairs, an agency of the State of Texas (hereinafter the "Department") and TRAVIS COUNTY (hereinafter the "Subrecipient"). The term of this Contract shall be for the period identified under Attachment A - Budget and Performance Document (hereinafter Attachment A).

SECTION 2. CONTRACT TERM

The period for performance of this contract, unless earlier terminated, is April 1, 2008 through March 31, 2009 (hereinafter the "Contract Term").

SECTION 3. SUBRECIPIENT PERFORMANCE

Subrecipient shall, on an equitable basis throughout its service area, develop and implement a Weatherization Assistance Program (WAP) in accordance with Attachment A of this Contract. Subrecipient shall develop and implement the WAP to assist in achieving a prescribed level of energy efficiency in the dwellings of low-income persons. WAP services will be provided to owner occupied units as well as rental units. Priority will be given to households with elderly, persons with disabilities, households with young children under 6 years of age and/or households with a high energy burden and households with high energy consumption. Subrecipient shall implement WAP in accordance with the provisions of Part A of the Energy Conservation in Existing Buildings Act of 1976, as amended (42 U.S.C. Sec. 6861 et seq.); the U.S. Department of Energy (DOE) regulations codified in 10 C.F.R. Parts 440 and 600; any applicable Office of Management and Budget (OMB) Circulars; the Texas WAP State Plan; the Texas LIHEAP State Plan; the State weatherization regulations; the Low-Income Home Energy Assistance Act of 1981 as amended (42 U.S.C. Sec. 8621 et seq.); the implementing regulations in 45 C.F.R. Part 96; Texas Administrative Code: (LIHEAP - WAP) 10 TAC Sec. 6.101 - Sec. 6.121; The 2000 International Residential Code; 2000 International Energy Conservation Code; and the terms of this Contract.

SECTION 4. DEPARTMENT FINANCIAL OBLIGATIONS

- A. In consideration of Subrecipient's satisfactory performance of this Contract, Department shall reimburse Subrecipient for the actual allowable costs incurred by Subrecipient in the amount specified in Attachment A of this Contract.
- B. Department's obligations under this Contract are contingent upon the actual receipt by Department of federal LIHEAP program funds. If sufficient funds are not available, Department shall notify Subrecipient in writing within a reasonable time after such fact is determined. Department shall then terminate this Contract and will not be liable for the failure to make any payment to Subrecipient under this Contract.
- C. Department is not liable for any cost incurred by Subrecipient which:

- (1) is incurred to weatherize a dwelling unit which is not an eligible dwelling unit as defined in 10 C.F.R. Sec. 440.22;
 - (2) is incurred to weatherize a dwelling unit which is designated for acquisition or clearance by a federal, state, or local program within twelve months from the date weatherization of the dwelling unit is scheduled to be completed;
 - (3) is incurred to weatherize a dwelling unit previously weatherized with weatherization assistance program funds, except as provided for in 10 C.F.R. Sec. 440.18(e)(2);
 - (4) is for Subrecipient's administrative costs incurred in excess of the maximum limitation set forth in Section 8 of this Contract;
 - (5) is not incurred during the Contract year;
 - (6) is not reported to Department on a LIHEAP Progress Expenditure Report/Monthly Funding Report (hereinafter "Funding Report") within sixty (60) days of the termination of this Contract year;
 - (7) is subject to reimbursement by a source other than Department; or
 - (8) is made in violation of any provision of this Contract or any provision of federal or state law or regulation, including, but not limited to those enumerated in this Contract.
- D. Subrecipient shall refund, within fifteen (15) days of Department's request, any sum of money paid to Subrecipient which Department determines has resulted in an overpayment or has not been spent in accordance with the terms of this Contract. Department may offset or withhold any amount otherwise owed to Subrecipient under this Contract against any amount owed by Subrecipient to Department arising under this or any other Contract between the parties.

SECTION 5. METHOD OF PAYMENT / CASH BALANCES

- A. Each month, Subrecipient may request an advance payment of LIHEAP funds under Attachment A by submitting a Funding Report to Department (through the electronic reporting system) at its offices in Travis County, Texas. Subrecipient must maintain and follow written procedures to minimize the time elapsing between the transfer of funds from Department and the disbursement of such funds by Subrecipient.
- B. Subrecipient's requests for advances shall be limited to the minimum amount needed to perform contractual obligations and timed to be in accordance with actual, immediate cash requirements of the Subrecipient in carrying out the purpose of this Contract. The timing and amount of cash advances shall be as close as administratively feasible, not to exceed a 30-day projection of the actual disbursements by the Subrecipient to direct program costs and the proportionate share of any allowable indirect costs.
- C. Subsection 4(A) notwithstanding, Department reserves the right to use a cost reimbursement method of payment for all funds if (1) Department determines that Subrecipient has maintained excess cash balances; (2) Department identifies any deficiency in the cash controls or financial management system maintained by Subrecipient; (3) Department determines that a cost reimbursement method would

benefit the program; (4) Department's funding sources require the use of a cost reimbursement method; or (5) Subrecipient fails to comply with any of the reporting requirements of Section 10.

- D. All funds paid to Subrecipient under this Contract are paid in trust for the exclusive benefit of the eligible recipients of the weatherization assistance program and for the payment of the allowable expenditures identified in Section 9 of this Contract.

SECTION 6. COST PRINCIPLES AND ADMINISTRATIVE REQUIREMENTS

Except as expressly modified by law or the terms of this Contract, Subrecipient shall comply with the cost principles and uniform administrative requirements set forth in the Uniform Grant and Contract Management Standards, 1 T.A.C. Sec. 5.141 et seq. (the "Uniform Grant Management Standards"). All references to "local government" shall be construed to mean "Subrecipient." Uniform cost principles for local governments are set forth in OMB Circular No. 87, and for non-profits in OMB Circular No. 122. Uniform administrative requirements for local governments are set forth in OMB Circular No. 102 and for non-profits in OMB Circular No. 110.

SECTION 7. USE OF ALCOHOLIC BEVERAGES

None of the funds provided under this Contract shall be used for the payment of salaries to any employee who uses alcoholic beverages while on active duty. No funds provided under this Contract shall be used for the purchase of alcoholic beverages.

SECTION 8. TERMINATION AND SUSPENSION

- A. Department may terminate this Contract, in whole or in part, at any time Department determines that there is cause for termination. Cause for termination includes but is not limited to Subrecipient's failure to comply with any term of this Contract, the Texas Administrative Code (LIHEAP WAP) 10 TAC Sec. 6.107 (Contract Expiration, Termination, and Nonrenewal), any State weatherization regulation, and the WAP State Plan. Department shall notify Subrecipient in writing at least thirty (30) days before the date of termination.
- B. Nothing in this Section shall be construed to limit Department's authority to withhold payment and immediately suspend Subrecipient's performance under this Contract if Department identifies possible instances of fraud, abuse, waste, fiscal mismanagement, or other serious deficiencies in Subrecipient's performance. Suspension shall be a temporary measure pending either corrective action by Subrecipient or a decision by Department to terminate this Contract.
- C. Department shall not be liable for any costs incurred by Subrecipient after termination or during the suspension of this Contract. The termination or suspension of this Contract notwithstanding, Subrecipient shall not be relieved of any liability for damages due to Department by virtue of any prior or future breach of this Contract by Subrecipient. Department may withhold any payment otherwise due to Subrecipient until such time as the exact amount of damages owed to Department by Subrecipient is determined and paid.

SECTION 9. ALLOWABLE EXPENDITURES

- A. The allowance of Subrecipient's costs incurred in the performance of this Contract shall be determined in accordance with the provisions of Section 5 and the regulations set forth in 10 C.F.R. Sec. 440.18, subject to the limitations and exceptions set forth in this Section.
- B. To the maximum extent practicable, Subrecipient shall utilize funds provided under this Contract for the purchase of weatherization materials. All weatherization materials installed must have an approved State of Texas Energy Audit savings-to-investment ratio (SIR) of one or greater unless otherwise indicated. All measures related to the insulation of ceilings, exterior walls and floors are included as proposed measures in the approved State of Texas Energy Audit on all units not insulated to prescribed standards and suitable to receive these measures. Weatherization measures installed shall begin with those having the greatest SIR (on approved State of Texas Energy Audit) and proceed in descending order to the materials with the smallest SIR or until the maximum allowable per unit expenditures are achieved. Subrecipient shall weatherize eligible dwelling units using only weatherization materials which meet or exceed the standards prescribed by DOE in 10 C.F.R. Part 440, Appendix A, and are installed in compliance with the Texas Weatherization Field Guide and Texas Mechanical Systems Field Guide.

Allowable WAP expenditures under Attachment A include:

- (1) the purchase and delivery of weatherization materials as defined in 10 C.F.R. Sec. 440.3;
- (2) labor costs for doors, primary windows and storm windows that will result in approved energy savings with a SIR of one or greater in accordance with 10 C.F.R. Sec. 440.19;
- (3) the cost of weatherization materials and labor for heating and cooling system tune ups, repairs, modification, or replacements if such will result in improved energy efficiency as demonstrated by SIR of one or better in the approved State of Texas Energy Audit and, whenever available, heating and cooling systems must have an Energy Star rating;
- (4) transportation of weatherization and repair materials, tools, equipment, and work crews to a storage site and to the site of weatherization work;
- (5) maintenance, operation, and insurance of vehicles used to transport weatherization materials;
- (6) maintenance of tools and equipment;
- (7) purchase or lease of tools or equipment;
- (8) employment of on-site supervisory personnel;
- (9) storage of weatherization materials, tools, and equipment;
- (10) incidental repairs (such as repairs to roofs, walls, floors, and other parts of a dwelling unit) if such repairs are necessary for the effective performance or preservation of weatherization materials. If incidental repairs are necessary to make the installation of the weatherization materials effective, the cost of incidental repair materials charged to WAF funds awarded under Attachment A shall not exceed the cost of weatherization materials charged to WAP funds and

shall have a whole house SIR of one or greater on the approved State of Texas Energy Audit.);

- (11) allowable health and safety measures; and
 - (12) allowable base load reduction measures. Health and Safety funds not expended may be moved to the labor, materials, and program support category. These changes will require a Contract action; therefore, Subrecipient must provide written notification to the Department at least 90 days prior to the end of the Contract term before these funds can be moved.
- C. Administrative costs incurred by Subrecipient in performing this Contract are to be based on actual programmatic expenditures and shall be allowed up to the amount outlined in the Attachment A. Allowable administrative costs may include reasonable costs associated with Subrecipient's administrative personnel, travel (out of service area), audit fees, office space, equipment, and supplies which are necessary for the administration of WAP. Administrative costs are earned based upon the allowable percentage of total allowable expenditures, excluding the allowance for Department / LIHEAP Training Travel or special equipment purchases. Subrecipient may use any or all of the funds allowed for administrative purposes under this Contract for the purchase and delivery of weatherization materials. These changes will require a contract action; therefore, Subrecipient must provide written notification to the Department at least 90 days prior to the end of the Contract term before these funds can be moved.
- D. To the maximum extent practicable, Subrecipient shall secure the services of (1) volunteers, (2) training participants, and (3) public service employment workers assisted pursuant to the Job Training Partnership Act, to weatherize dwelling units under the direction of qualified supervisors.

SECTION 10. RECORD KEEPING REQUIREMENTS

- A. Subrecipient shall comply with the record keeping requirements set forth at 10 C.F.R. Sec. 440.24 and with such additional record keeping requirements as specified by Department.
- B. For each dwelling unit weatherized with funds received from WAP under this Contract, Subrecipient shall maintain a file containing the following information:
- (1) completed "Application for Weatherization Services" indicating the ages of the residents, presence in the household of children under age 6, elderly persons, and persons with disabilities;
 - (2) 12 month customer billing history for utilities or consumption disclosure release form;
 - (3) eligibility documentation (proof of income eligibility shall consist of checks, check stubs, award letters, employer statements, or other similar documents including total income and public assistance payments); no dwelling unit shall be weatherized without documentation that the dwelling unit is an eligible dwelling unit as defined in 10 C.F.R. Sec. 440.22. All proof of income must reflect earnings from within 12 months of the start date indicated on the building weatherization report (BWR). Proof of income documentation requirements are the same for both single and multifamily housing; effective January 1, 2005, all new applications must

have proof of income, or affidavit of no income for the previous 30 days;

- (4) EWR to include certification of final inspection;
- (5) invoices of materials purchased or inventory removal sheets;
- (6) invoices of labor;
- (7) if a rental unit, Landlord Agreement Form (including Exhibits A and B), and Landlord Financial Participation Form and Permission to Conduct Energy Audit Form (Department form); and all forms as required by WAP Policy Issuance #04-11.30;
- (8) Self-help Certification (Department form), if applicable;
- (9) Notice of Denial (Department form), if applicable;
- (10) Signed and dated Building Assessment form;
- (11) Attic Inspection (local design allowed);
- (12) Wall Inspection (local design allowed);
- (13) Justification for Omission of Priorities (local design allowed), if applicable;
- (14) Documentation of pre weatherization carbon monoxide readings for all combustible appliances;
- (15) Documentation of post weatherization carbon monoxide readings for all combustible appliances;
- (16) Blower Door Data Sheet;
- (17) Copy of the cover sheet, SIR page, and Suggested Repairs and Measures page for the approved State of Texas Energy Audit;
- (18) A complete approved State of Texas Energy Audit on disk and a disk back-up for all units weatherized (unless using computer based audit);
- (19) Signed client receipt of Lead Safe Information (for homes built in 1978 or prior); and
- (20) Refrigerator assessment form (if applicable).

WAP unit files for this Contract shall be kept separate from "DOE-WAP" files and assigned a numerical unit identification number. Each number shall be preceded by the Contract year.

- C. Materials standards documentation for weatherization materials purchased under this Contract must be maintained. These standards must meet the requirements according to Appendix A of 10 CFR 440 and the Texas Weatherization Field Guide and Texas Mechanical Systems Field Guide.
- D. Subrecipient shall give the federal and state funding agencies, the Comptroller General of the United States, and Department access to and the right to reproduce all records pertaining to this contract. All such records shall be maintained for at least three years after final payment has been made and all other pending matters are closed. Subrecipient shall include the requirements of this subsection in all subcontracts.

- E. All WAP records maintained by Subrecipient, except records made confidential by law, shall be available for inspection by the public during Subrecipient's normal business hours to the extent required by the Texas Public Information Act, TEX. GOV'T CODE ANN. Chapter 552.
- F. All subrecipients must conduct a full household assessment addressing all possible allowable weatherization measures.

SECTION 11. REPORTING REQUIREMENTS

- A. Subrecipient shall electronically submit to Department no later than fifteen (15) days after the end of each month of the Contract term a Performance Report listing demographic information on all units completed in the previous month and an Expenditure Report listing all expenditures of funds under this Contract during the previous month. These reports are due even if Subrecipient has no new activity to report during the month. Both reports shall be submitted electronically.
- B. Subrecipient shall electronically submit to Department no later than sixty (60) days after the end of the Contract term a final expenditure and programmatic report utilizing the Funding Report. The failure of Subrecipient to provide a full accounting of all funds expended under this Contract may result in ineligibility to receive additional funds or additional contracts.
- C. Subrecipient shall submit to Department no later than sixty (60) days after the end of the Contract term an inventory of all vehicles, tools, and equipment with a unit acquisition cost of \$5,000.00 or more and a useful life of more than one year, if purchased in whole or in part with funds received under this or previous weatherization assistance program Contracts. The inventory shall reflect the tools and equipment on hand as of the last day of the Contract term.
- D. Subrecipient shall submit other reports, data, and information on the performance of this Contract as may be required by DOE pursuant to 10 C.F.R. Sec. 440.25, by HHS, or by the Department.
- E. If Subrecipient fails to submit, in a timely and satisfactory manner, any report or response required by this Contract, including responses to monitoring reports, Department may withhold any and all payments otherwise due or requested by Subrecipient hereunder. Payments may be withheld until such time as the delinquent report or response is received by Department. If the delinquent report or response is not received within forty-five (45) days of its due date, Department may suspend or terminate this Contract. If Subrecipient receives WAP funds from the Department over two or more Contracts of subsequent terms, funds may be withheld or this Contract suspended or terminated by Subrecipient's failure to submit a past due report or response (including a report of audit) from a prior Contract term.

SECTION 12. CHANGES AND AMENDMENTS

Any change in the terms of this Contract required by a change in state or federal law or regulation is automatically incorporated herein effective on the date designated by such law or regulation and Subrecipient is on constructive notice of this change whether actual notice is provided. Except as otherwise specifically provided herein, any other change in the terms of this Contract shall require agreement in writing and signed by both parties to this contract or by a letter of

Notification (LON) signed by Department and Subrecipient.

SECTION 13. DEPARTMENT INFORMATION ACTION ITEMS

Department may issue information action items which serve to interpret and clarify the terms of this Contract. Such Information Action Items or Memorandums shall not alter the terms of this Contract so as to relieve Department of any obligation of reimbursement of an allowable cost incurred by Subrecipient prior to the effective date of the Information Action Item. All information action items issued by Department, whether before or after the date this Contract is executed, shall govern the performance of this Contract until specifically rescinded by Department. Durable program rules and other features described in issuances will become incorporated into the Texas Administrative Code - 10 TAC Sec. 6.101 - Sec. 6.121.

SECTION 14. INDEPENDENT SUBRECIPIENT

It is agreed that Department is contracting with Subrecipient as an independent contractor.

SECTION 15. PROCUREMENT STANDARDS & SUBCONTRACTS

- A. Subrecipient shall develop and implement procurement procedures, which conform to the uniform administrative requirements referenced in Section 6 of this Contract. Subrecipient shall not procure supplies, equipment, materials, or services except in accordance with its procurement procedures and WAP Policy Issuance #02-10.2. All procurement Contracts, other than "small purchases" as defined in WAP Policy Issuance #02-10.2, shall be in writing and shall contain the provisions required by WAP Policy Issuance #02-10.2. Subrecipient must obtain advance written permission from the Department before purchasing any vehicle. Subrecipient shall include language in any subcontract that provides the Department the ability to directly review, monitor, and/or audit the operational and financial performance and/or records of work performed under this Contract.
- B. Subrecipient shall ensure that its subcontractors comply with all applicable terms of this Contract as if the performance rendered by the subcontractor was being rendered by Subrecipient. Subrecipient shall inspect all subcontractors' work and shall be responsible for ensuring that it is completed in a good and workmanlike manner. Subrecipient shall make no payment to subcontractor until all work is complete and has passed a final inspection.
- C. It is the sole responsibility of Subrecipient's authorized weatherization staff to perform every initial assessment, every approved State of Texas Energy Audit, and every final inspection. In an emergency situation, Subrecipient may request in writing that the Department waive this requirement. The Department will review each request separately to determine whether a waiver will be granted, the conditions for the waiver, and the maximum time allotted for the waiver. Under no circumstances will a waiver be granted for longer than six months. Failure to strictly adhere to this policy will result in disallowed costs.

SECTION 16. AUDIT

- A. Subrecipient shall arrange for the performance of an annual financial and compliance audit of funds received and performance rendered under this Contract, subject to the following conditions

and limitations:

1. Subrecipients expending \$500,000 or more in federal financial assistance for any fiscal year ending on or after December 31, 2003, shall have an audit made in accordance with Department's supplemental audit guide, the Single Audit Act Amendments of 1996, 31 U.S.C. 7501, et seq. and OMB Circular No. 133 - Revised June 27, 2003, "Audits of States, Local Governments, and Non-Profit Organizations." For purposes of this Section 16, "federal financial assistance" means assistance provided by a federal agency in the form of grants, contracts, loans, loan guarantees, property, cooperative agreements, interest subsidies, insurance or direct appropriations, but does not include direct federal cash assistance to individuals. The term includes awards of federal financial assistance received directly from federal agencies, or indirectly through other units of state and local government.
2. Subrecipient may utilize funds budgeted under this Contract to pay for that portion of the cost of such audit services properly allocable to the activities funded by Department under this Contract.
3. Subrecipient shall submit two (2) copies of the report of such audit to Department within thirty (30) days after the completion of the audit, and no later than nine (9) months after the end of the audit period. However, for fiscal years beginning on or before June 30, 1998, the audit shall be completed and submitted within the earlier of 30 days after receipt of the auditor's report or 13 months after the end of the audit period. Subrecipient shall ensure that the audit report is made available for public inspection within thirty (30) days after completion of the audit. Audits performed under this Section 16 are subject to review and resolution by Department or its authorized representative.
4. The audit report must include verification of all expenditures by budget category, in accordance with the final Funding Report submitted to close out the Contract year.

B. Subsection A notwithstanding, Subrecipients expending less than \$500,000 in Federal financial assistance may arrange for the performance of an annual financial statement audit. Such audit should include verification as required in Sec. 16(A)(4).

C. Subsection A notwithstanding, Department reserves the right to conduct an annual financial and compliance audit of funds received and performances rendered under this Contract. Subrecipient agrees to permit Department or its authorized representative to audit Subrecipient's records and to obtain any documents, materials, or information necessary to facilitate such audit.

D. Subrecipient understands and agrees that it shall be liable to Department for any costs disallowed pursuant to financial and compliance audits of funds received under this Contract. Subrecipient further understands and agrees that reimbursement to Department of such disallowed costs shall be paid by Subrecipient from funds which were not provided or otherwise made available to Subrecipient under this Contract.

E. Subrecipient shall take such action to facilitate the performance of such audit or audits conducted pursuant to this section as Department may require of Subrecipient.

F. Subrecipient shall procure audit services by a program approved

by Commissioners' Court. County will make every effort to ensure that the external auditor provides audit documentation including the following: the auditor shall retain working papers and reports for a minimum of three years after the date of issuance of the auditor's report to the auditee. Audit working papers shall be made available upon request to Department at the completion of the audit, as a part of a quality review, to resolve audit findings, or to carry out oversight responsibilities consistent with the purposes of this part. Access to working papers includes the right to obtain copies of working papers, as is reasonable and necessary.

SECTION 17. PROPERTY MANAGEMENT

- A. Subrecipient acknowledges that any vehicles, tools, and equipment with a unit acquisition cost of \$5,000.00 or more and a useful life of more than one year, if purchased in whole or in part with funds received under this or previous weatherization assistance program Contracts, are not assets of either the subrecipient or the Department but are held in trust for the Weatherization Assistance Program and as such are assets of the Weatherization Assistance Program. Any equipment, tools, or vehicles having a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit must receive prior approval from the Department before the purchase is made.
- B. Subrecipient shall develop and implement a property management system, which conforms to the uniform administrative requirements referenced in Section 6. Subrecipient shall not use, transfer, or dispose of any property acquired in whole or in part with funds provided under this or a previous weatherization assistance program Contract except in accordance with its own property management system and Department Issuances.
- C. Upon termination or non-renewal of this contract, the Department may transfer the title of equipment to a third party named by the Department. Such a transfer shall be subject to the following standards:
 - 1) The equipment shall be appropriately identified in the award or otherwise made known to the recipient in writing.
 - 2) The Department will issue disposition instructions after receipt of final inventory.
- D. Subrecipient shall establish adequate safeguards to prevent loss, damage, or theft of property acquired hereunder and shall promptly report to Department any loss, damage, or theft of property with an acquisition cost of Five Thousand and no/100 Dollars (\$5,000.00) or more.
- E. In addition to the inventory of tools and equipment required under Section 10, Subrecipient shall take a physical inventory of all WAP materials and shall reconcile the results with its property records at least once every year. Any differences between quantities determined by the inventory and those shown in the property records shall be investigated by Subrecipient to determine the cause of the difference.

SECTION 18. INSURANCE REQUIREMENTS

Subrecipient shall maintain adequate personal injury and property damage liability insurance or, if Subrecipient is a unit of local government, shall maintain sufficient reserves to protect against the hazards arising out of or in connection with the performance of this

Contract. Subrecipient shall also maintain adequate pollution occurrence insurance in addition to the general liability insurance. Generally, regular liability insurance policies do not provide coverage for potential effects of many health & safety measures, such as lead disturbances and other pollution occurrence items. Subrecipient should review existing policies to ensure that lead contamination is covered and if not, secure adequate coverage for all units to be weatherized. Note: The pollution occurrence insurance is based on the number of units the subrecipient plans to weatherize with the following different funding sources, i.e., LIHEAP and DCE.

If Subrecipient is not a unit of local government, Subrecipient shall provide Department with certificates of insurance evidencing Subrecipient's current and effective insurance coverage. Subrecipient agrees to notify the Department immediately upon receipt of notification of the termination, cancellation, expiration, or modification of any insurance coverage or required policy endorsements. Subrecipient agrees to suspend the performance of all work performed under this Contract until Subrecipient satisfies the coverage requirements and obtains the policy endorsements, and has delivered to Department certificates of insurance evidencing that such coverage and policy endorsements are current and effective, and has been notified by Department that such performance of the work under this Contract may recommence. Subrecipients must also require all independent subcontractors to have general liability insurance. Subrecipients' insurance must cover the pollution occurrence insurance coverage for their independent subcontractors or the independent subcontractors must obtain the coverage.

SECTION 19. LITIGATION AND CLAIMS

Subrecipient shall give Department immediate written notice of any claim or action filed with a court or administrative agency against Subrecipient and arising out of the performance of this Contract or any subcontract hereunder. Subrecipient shall furnish to Department copies of all pertinent papers received by Subrecipient with respect to such action or claim.

SECTION 20. TECHNICAL ASSISTANCE AND MONITORING

Department or its designee may conduct periodic desk and on-site monitoring to evaluate the efficiency, economy, and effectiveness of Subrecipient's performance of this Contract. Department will advise Subrecipient in writing of any deficiencies noted during such monitoring. Department may provide technical assistance to Subrecipient and may request changes in Subrecipient's accounting, personnel, procurement, and management procedures in order to correct any deficiencies noted. Such requests shall not be unreasonably denied by Subrecipient. Subrecipient may be required by Department to return to dwelling units to correct identified problems. Department may further review and assess the efforts Subrecipient has made to correct previously noted deficiencies. Department may withhold funds, place Subrecipient on a cost reimbursement basis, deobligate funds, suspend performance, terminate this Contract, or invoke other remedies in the event monitoring reveals material deficiencies in Subrecipient's performance or if Subrecipient fails to correct any deficiency within a reasonable period of time.

SECTION 21. LEGAL AUTHORITY

A. Subrecipient represents that it possesses the practical ability and the legal authority to enter into this Contract, receive and manage the funds authorized by this Contract, and to perform the services

Subrecipient has obligated itself to perform under this Contract.

- B. The person signing this Contract on behalf of Subrecipient hereby warrants that he/she has been authorized by Subrecipient to execute this Contract on behalf of Subrecipient and to bind Subrecipient to all terms herein set forth.
- C. Department shall have the right to suspend or terminate this Contract if there is a dispute as to the legal authority of either Subrecipient or the person signing this Contract to enter into this Contract or to render performances hereunder. Should suspension or termination occur, Subrecipient is liable to Department for any money it has received from Department for performance of the provisions of this Contract.

SECTION 22. PREVENTION OF FRAUD AND ABUSE

- A. Subrecipient shall establish, maintain, and utilize internal control systems and procedures sufficient to prevent, detect, and correct incidents of waste, fraud, and abuse in the WAP and to provide for the proper and effective management of all program and fiscal activities funded by this Contract. Subrecipient's internal control systems and all transactions and other significant events must be clearly documented and the documentation made readily available for review by Department.
- B. Subrecipient shall give Department complete access to all of its records, employees, and agents for the purpose of monitoring or investigating the WAP. Subrecipient shall fully cooperate with Department's efforts to detect, investigate, and prevent waste, fraud, and abuse. Subrecipient shall immediately notify the Department of any identified instances of waste, fraud, or abuse.
- C. Department will notify the funding source upon identification of possible instances of waste, fraud, and abuse or other serious deficiencies.
- D. Subrecipient may not discriminate against any employee or other person who reports a violation of the terms of this Contract or of any law or regulation to Department or to any appropriate law enforcement authority, if the report is made in good faith.

SECTION 23. CONFLICT OF INTEREST/NEPOTISM

- A. Subrecipient represents that neither it nor any member of its governing body presently has any interest or shall acquire any interest in, directly or indirectly, which would conflict with the performance of this Contract and that no person having such interest shall be employed by Subrecipient or appointed as a member of Subrecipient's governing body.
- B. Subrecipient shall establish safeguards to prohibit its employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
- C. Subrecipient agrees that it will comply with TEX. GOV'T CODE ANN. Chapter 573 by ensuring that no officer, employee, or member of the governing body of Subrecipient shall vote for or confirm the employment of any person related within the second degree by affinity or third degree by consanguinity to any member of the governing body or to any officer or employee authorized to employ

or supervise such person. This prohibition shall not prohibit the continued employment of a person who has been continuously employed for a period of two years prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.

SECTION 24. POLITICAL ACTIVITY AND LOBBYING PROHIBITED

- A. None of the funds provided under this Contract shall be used for influencing the outcome of any election, or the passage or defeat of any legislative measure. This prohibition shall not be construed to prevent any official or employee of Subrecipient from furnishing to any member of its governing body upon request, or to any other local or state official or employee or to any citizen information in the hands of the employee or official not considered under law to be confidential information. Any action taken against an employee or official for supplying such information shall subject the person initiating the action to immediate dismissal from employment.
- B. No funds provided under this Contract may be used directly or indirectly to hire employees or in any other way fund or support candidates for the legislative, executive, or judicial branches of government of Subrecipient, the State of Texas, or the government of the United States.
- C. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Contract, Subrecipient shall complete and submit a Certification Regarding Lobbying form in accordance with its instructions. No state funds may be given to persons who are required to register under TEX GOV'T CODE ANN. 305
- D. None of the funds provided under this Contract shall be paid to any official or employee who violates any of the provisions of this section.

SECTION 25. NON-DISCRIMINATION AND EQUAL OPPORTUNITY

No person shall on the ground of race, color, religion, sex, national origin, age, disability, political affiliation or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment in the administration of or in connection with any program or activity funded in whole or in part with funds made available under this Contract.

SECTION 26. SPECIAL COMPLIANCE PROVISIONS

Subrecipient shall comply with the requirements of all applicable laws and regulations, including those specified in 16 C.F.R. Part 6.6.

SECTION 27. TRAINING AND TECHNICAL ASSISTANCE FUNDS

- A. Training and technical assistance funds shall be used only for Department and/or LIHEAP training events.
- B. Allowable travel costs under this Contract shall be determined in accordance with CME Circulars A-122 or A-87, as applicable, any

Department Issuance on travel, and with Subrecipient's written travel policy. Subrecipient's written travel policy shall delineate the rates which Subrecipient shall use in computing the travel and per diem expenses of its board members and employees. Prior to incurring any costs for travel, subrecipient must provide Department with a copy of its travel policy and evidence that such policy has been approved by Subrecipient's governing body. If Subrecipient has no established written travel policy, the travel regulations applicable to Department employees shall apply.

- C. Department may, from time to time, provide funds in this category that are for the sole purpose of purchasing designated weatherization equipment.

SECTION 28. MAINTENANCE OF EFFORT

Funds provided to Subrecipient under this Contract may not be substituted for funds or resources from any other source or in any way serve to reduce the funds or resources, which would have been available to or provided through Subrecipient, had this Contract never been executed.

SECTION 29. DEBARRED AND SUSPENDED PARTIES

- (1) Subrecipient must not make any award (subgrant or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension and 45 CFR Part 76."
- (2) Subrecipient certifies that neither it or its principles is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (3) Where Subrecipient is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Contract.
- (4) Subrecipient shall include in any subcontracts that failure to adequately perform under this Contract may result in penalties up to and including Debarment from performing additional work for the Department.

SECTION 30. NO WAIVER

No right or remedy given to Department by this Contract shall preclude the existence of any other right or remedy, nor shall any action taken in the exercise of any right or remedy be deemed a waiver of any other right or remedy. The failure of Department to exercise any right or remedy on any occasion shall not constitute a waiver of Department's right to exercise that or any other right or remedy at a later time.

SECTION 31. PRIOR ORAL AND WRITTEN AGREEMENTS

All prior oral or written agreements between the parties hereto relating to the subject matter of this Contract have been reduced to writing and are contained herein.

SECTION 32. SEVERABILITY

If any portion of this Contract is held to be invalid by a court of competent jurisdiction, the remainder of it shall remain valid and binding.

TRAVIS COUNTY

BY: _____ on _____
Travis County Judge, Samuel T. Biscoe Date

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

BY: _____
Michael Garber, Executive Director

This Contract is not effective unless signed by the Executive Director of the Department or their authorized designee.



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
 CONTRACT NUMBER: 818070 FOR THE
 LIHEAP WEATHERIZATION ASSISTANCE PROGRAM (CFDA# 93.168)

ATTACHMENT A - BUDGET AND PERFORMANCE DOCUMENT

DEPARTMENT FINANCIAL OBLIGATIONS

\$175,646.00 LIHEAP FUNDS CURRENTLY AVAILABLE
 \$.00 TRAINING & TECHNICAL ASSISTANCE FUNDS CURRENTLY AVAILABLE

\$175,646.00 TOTAL ANTICIPATED LIHEAP FUNDS
 \$.00 TOTAL ANTICIPATED TRAINING & TECHNICAL ASSISTANCE FUNDS

Additional funds may be obligated via Amendment(s). Funds may only be obligated and expended during the current contract year. Unexpended fund balances will be recaptured.

BUDGET FOR AVAILABLE ALLOCATIONS*

CATEGORIES	AVAILABLE AMOUNT
ADMINISTRATION**	\$12,682.00
MATERIALS/PROGRAM SUPPORT/LABOR***	\$146,668.00
HEALTH AND SAFETY****	\$16,296.00
SUB-TOTAL	\$175,646.00
TRAINING AND TECHNICAL ASSISTANCE*****	\$.00
TOTAL	\$175,646.00

FOOTNOTES TO BUDGET FOR AVAILABLE ALLOCATIONS:

- * Denotes that the subrecipient must request in writing any adjustment needed to a budget category before TDHCA will make any adjustments to the budget categories. The only categories that can be reduced are the Administration and/or in the Health and Safety categories. Subrecipients are limited to two (2) requested budget revisions during the current contract term. Only those written request(s) from the subrecipients received at least 90 days prior to the end of the contract term (by December 31, 2008) will be reviewed. TDHCA may decline to review written request received during the final 90 days of the contract term.
- ** Denotes maximum for administration based on 7.22% of total allowable expenditures.
- *** Expenses incurred under Roof Repair will come out of your Materials / Program Support / Labor budget.
- **** Denotes the maximum allowed (10% of Materials / Program Support / Labor) for Health and Safety expenditures.
- ***** Department approved training / travel only.

PERFORMANCE

Subrecipient's service area consists of the following Texas counties:
 Travis County

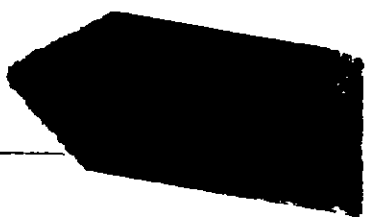
Subrecipient shall provide weatherization program services sufficient to expend

the contract funds during the contract term. WAP costs per unit, excluding health and safety expenses and roof repair as allowed by the state regulation, shall not exceed \$4,000 without prior written approval from the Department.

By signing this Contract the parties expressly understand and agree to the terms set forth word for word therein. This Contract shall be binding upon the parties hereto and their respective successors and assigns.

EFFECTIVE: 04/01/2008

TRAVIS COUNTY

BY: Travis County Judge, Samuel T. Biscoe on _____ Date 

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

BY: Michael Gerber, Executive Director

This contract is not effective unless signed by the Executive Director of the Department or their authorized designee.

GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>

Department/Division:	58/57
Contact Person:	Lisa Sindermann
Title:	Contract Specialist
Phone Number:	854-4594

Grant Title:	DOE Weatherization Assistance Program		
Grant Period:	From:	4/1/2008	To: 3/31/2009
Grantor:	Texas Department of Housing and Community Affairs		

Check One:	New: <input type="checkbox"/>	Continuation: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	One-Time Award: <input type="checkbox"/>	Ongoing Award: <input checked="" type="checkbox"/>	
Type of Payment:	Advance: <input type="checkbox"/>	Reimbursement: <input checked="" type="checkbox"/>	

Grant Categories/ Funding Source	Federal Funds	State Funds	Local Funds	County Match	In-Kind	TOTAL
Personnel:		40,030				40,030
Operating:		79,697				79,697
Capital Equipment:						0
Indirect Costs:		13,081				13,081
Total:	0	132,808	0	0	0	132,808
FTEs:						0.00

Performance Measures Applicable Dept. Measures	Projected FY 08 Measure	Progress To Date:				Projected FY 09 Measure
		12/31/07	3/31/08	6/31/08	9/30/08	
Number of referrals required to support Housing programs from emergency assistance centers (includes DOE, LIHEAP, CEAP and Home Repair only)	215	45	81	45 projected	45 projected	215
Measures For Grant						
# of Households receiving DOE Weatherization Assistance Program	52	NA for this grant period	NA for this grant period	7 projected	9 projected	52

Auditor's Office Contract Approval: <input checked="" type="checkbox"/>	Staff Initials: _____
Auditor's Office Comments: EH	

PBO Recommendation:

Health and Human Services and Veterans Services (HHS & VS) is requesting Commissioners Court approval of a grant contract with Texas Department of Housing and Community Affairs for the Department of Energy (DOE) weatherization program. This program utilizes grant funds from the Texas Department of Housing and Community Affairs that originate from the DOE to provide weatherization repairs for low income persons. Travis County has received this grant for many years, but the contract language has typically been finalized after the contract term has begun.

The contract for the past two years has included new language that may require the County to use all the funds provided by the grant. The County has typically spent between 92% to 98% of the total award. This new language has been discussed with HHS & VS and the department believes based on the current award, they will not have any problem meeting this new added criteria and it will not adversely impact the program.

This agreement does not require a County match or a specific level of service upon termination of the grant.

PBO recommends Commissioner Court approval of this request.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The department has received this grant for a number of years. These funds will be utilized to assist low-income households to achieve a level of energy efficiency by providing weatherization assistance to the residences. The benefit of weatherizing these households and reducing their home energy needs will further improve the ability to become energy self-sufficient.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

No additional funds are required.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There is no commitment by the Commissioners Court to fund these services if funds are discontinued.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

This grant's funding source (Texas Department of Housing and Community Affairs) only allows for indirect costs at the rate of 10% of the total allowable expenditures excluding funds for travel and training (\$1994).

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the

proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

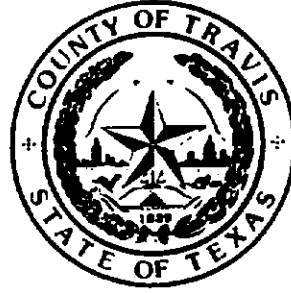
Yes

6. If this is a new program, please provide information why the County should expand into this area.

N/A

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

Travis County Health and Human Services & Veterans Service Family Support Services division staff will perform the client eligibility interviews for assistance provided by this program and other programs available through the department. The Family Support Services staff will make referrals to the Housing Services division staff of those households deemed eligible for weatherization assistance. This assistance helps the department meet the requests of low-income clients who are seeking basic needs services, minor home repair and weatherization services.



RECEIVED
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TRAVIS COUNTY
PLANNING & BUDGET OFFICE


**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE**

100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767

Sherri E. Fleming
Executive Manager
(512) 854-4100
Fax (512) 854-4115

Date: June 9, 2008

TO: MEMBERS OF THE COMMISSIONERS COURT

FROM: 
Sherri E. Fleming, Executive Manager
Travis County Health and Human Services and Veterans Service

SUBJECT: Acceptance of 2008 – 09 DOE Weatherization Assistance Program Contract

Proposed Motion: Consider and take appropriate action to approve the contract with Texas Department of Housing and Community Affairs for the DOE Weatherization Assistance Program for 2008 - 09.

Summary and Staff Recommendation: Staff requests the acceptance of this contract from the Texas Department of Housing and Community Affairs (TDHCA). The total grant funding for this contract is in the amount of \$132,808. The DOE grant funds awarded to Travis County are used to provide weatherization services and minor home repair assistance for low-income households. Some examples of the program's weatherization services are providing attic and wall insulation, repair or replacement of the heating and cooling household appliances, minor household repairs such as replacing doors or patching interior walls, addressing health and safety issues by adding or replacing smoke and carbon monoxide detectors and replacing household natural gas stoves. The distribution of assistance will be to qualified Travis County residents with household income levels at or below 125% of the current Federal Poverty Income Guidelines with household weatherization needs.

Budgetary and Fiscal Impact: We will be able to use the DOE funds for administration, materials, labor, insurance, single audits costs and training. The funds for materials will be budgeted in the line items for contracted services and supplies and

funding for labor will be budgeted in the corresponding salaries and benefit line items. The insurance, single audit costs and training will be budgeted in the corresponding insurance, audit, travel, and training line items. No matching funds are required for this grant. This contract period is 04/01/08 through 03/31/09.

Issues and Opportunities: We were able to provide weatherization services for 54 dwelling units with use of these grant funds in the last allocation period. The department utilizes this program to obtain a goal of assisting low-income households in achieving a level of energy efficiency, giving priority to households with one or more persons age 60 or above and/or an individual with a disability. Priority also is given to those households with young children age six and under and to those with the lowest incomes that pay the highest portion of their incomes for home energy.

It should be noted that this contract is made available electronically to Travis County from the Texas Department of Housing and Community Affairs. Therefore, in addition to the Commissioners Court authorizing Judge Biscoe to sign the hard copy of the contract, it is also necessary for the Judge to authorize the County Purchasing Agent to sign off on the electronically transmitted contract.

cc: Rodney Rhoades, Executive Manager, Planning and Budget Office
✓ Travis Gatlin, Analyst III, Planning and Budget Office
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Ellen Heath, Financial Analyst III, Travis County Auditor
Mary Etta Gerhardt, Assistant County Attorney
Cyd Grimes C.P.M., Travis County Purchasing Agent
Rebecca Gardner, Assistant Purchasing Agent, Travis County Purchasing Office
Scott Worthington, Business Analyst II, Travis County Purchasing Office
Roberto Ortiz, Interim Housing Manager, Housing Services

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
CONTRACT NUMBER: 568070 FOR THE
DOE WEATHERIZATION ASSISTANCE PROGRAM (CFDA# 81.042)

SECTION 1. PARTIES TO CONTRACT

This contract (hereinafter "Contract") is made by and between the Texas Department of Housing and Community Affairs, an agency of the State of Texas (hereinafter the "Department") and TRAVIS COUNTY (hereinafter the "Subrecipient"). The term of this Contract shall be for the period identified under Attachment A - Budget and Performance Document (hereinafter Attachment A).

SECTION 2. CONTRACT TERM

The period for performance of this contract, unless earlier terminated, is April 1, 2008 through March 31, 2009 (hereinafter the "Contract Term").

SECTION 3. SUBRECIPIENT PERFORMANCE

Subrecipient shall, on an equitable basis throughout its service area, develop and implement a Weatherization Assistance Program (WAP) in accordance with Attachment A of this Contract. Subrecipient shall develop and implement the WAP to assist in achieving a prescribed level of energy efficiency in the dwellings of low-income persons. WAP services will be provided to owner occupied units as well as rental units. Priority will be given to households with elderly, persons with disabilities, households with young children under 6 years of age, and/or households with a high energy burden and households with high energy consumption. Subrecipient shall implement WAP in accordance with the provisions of Part A of the Energy Conservation in Existing Buildings Act of 1976, as amended (42 U.S.C. Sec. 6861 et seq.); the U.S. Department of Energy (DOE) regulations codified in 10 C.F.R. Parts 440 and 600; any applicable Office of Management and Budget (OMB) Circulars; the Texas DOE WAP State Plan; State weatherization regulations; Texas Administrative Code: (DOE-WAP) 10 TAC Sec. 6.1 - Sec. 6.21; The 2000 International Residential Code; 2000 International Energy Conservation Code; and the terms of this Contract.

SECTION 4. DEPARTMENT FINANCIAL OBLIGATIONS

- A. In consideration of Subrecipient's satisfactory performance of this Contract, Department shall reimburse Subrecipient for the actual allowable costs incurred by Subrecipient in the amount specified in Attachment A of this Contract.
- B. Department's obligations under this Contract are contingent upon the actual receipt by Department of adequate federal funds. If sufficient funds are not available, Department shall notify Subrecipient in writing within a reasonable time after such fact is determined. Department shall then terminate this Contract and will not be liable for the failure to make any payment to Subrecipient under this Contract.
- C. Department is not liable for any cost incurred by Subrecipient which:
 1. is incurred to weatherize a dwelling unit which is not an eligible dwelling unit as defined in 10 C.F.R. Sec. 602.2;

- (2) is incurred to weatherize a dwelling unit which is designated for acquisition or clearance by a federal, state, or local program within twelve months from the date weatherization of the dwelling unit is scheduled to be completed;
 - (3) is incurred to weatherize a dwelling unit previously weatherized with WAP funds, except as provided for in 10 C.F.R. Sec. 440.18(e)(2);
 - (4) is for Subrecipient's administrative costs incurred in excess of the maximum limitation set forth in Section 6 of this Contract;
 - (5) is not incurred during the Contract term;
 - (6) is not reported to Department on a WAP Progress Expenditure Report/Monthly Funding Report (hereinafter "Funding Report"), within sixty (60) days of the termination of the Contract term;
 - (7) is subject to reimbursement by a source other than Department; or
 - (8) is made in violation of any provision of this Contract or any provision of federal or state law or regulation, including, but not limited to, those enumerated in this Contract.
- D. Subrecipient shall refund, within fifteen (15) days of Department's request, any sum of money paid to Subrecipient which Department determines has resulted in an overpayment or has not been spent in accordance with the terms of this Contract. Department may offset or withhold any amount otherwise owed to Subrecipient under this Contract against any amount owed by Subrecipient to Department arising under this or any other contract between the parties.

SECTION 5. METHOD OF PAYMENT / CASH BALANCES

- A. Each month, Subrecipient may request an advance payment of WAP funds under Attachment A by submitting a Funding Report to Department (through the electronic reporting system) at its offices in Travis County, Texas. Subrecipient must maintain and follow written procedures to minimize the time elapsing between the transfer of funds from Department and the disbursement of such funds by Subrecipient.
- B. Subrecipient's requests for advances shall be limited to the minimum amount needed to perform contractual obligations and timed to be in accordance with actual, immediate cash requirements of the Subrecipient in carrying out the purpose of this Contract. The timing and amount of cash advances shall be as close as administratively feasible, not to exceed a 30 day projection of the actual disbursements by the Subrecipient to direct program costs and the proportionate share of any allowable indirect costs.
- C. Subsection 4(A) notwithstanding, Department reserves the right to use a cost reimbursement method of payment for all funds if (1) Department determines that Subrecipient has maintained excess cash balances; (2) Department identifies any deficiency in the cash controls or financial management system maintained by Subrecipient; (3) Department determines that a cost reimbursement method would benefit the program; (4) Department's funding source requires the use of a cost reimbursement method; or (5) Subrecipient fails to comply with any of the reporting requirements of Section 10.

- D. All funds paid to Subrecipient under this Contract are paid in trust for the exclusive benefit of the eligible recipients of the weatherization assistance program and for the payment of the allowable expenditures identified in Section 9 of this Contract.

SECTION 6. CCST PRINCIPLES AND ADMINISTRATIVE REQUIREMENTS

Except as expressly modified by law or the terms of this Contract, Subrecipient shall comply with the cost principles and uniform administrative requirements set forth in the Uniform Grant and Contract Management Standards, 1 T.A.C. Sec. 5.141 et seq. (the "Uniform Grant Management Standards"); all references therein to "local government" shall be construed to mean Subrecipient. Uniform cost principles for local governments are set forth in OMB Circular No. 87, and for non-profits in OMB Circular No. 122. Uniform administrative requirements for local governments are set forth in OMB Circular No. 102 and for non-profits in OMB Circular No. 110.

SECTION 7. USE OF ALCOHOLIC BEVERAGES

None of the funds provided under this Contract shall be used for the payment of salaries to any employee who uses alcoholic beverages while on active duty. No funds provided under this Contract shall be used for the purchase of alcoholic beverages.

SECTION 8. TERMINATION AND SUSPENSION

- A. Department may terminate this Contract, in whole or in part, at any time Department determines that there is cause for termination. Cause for termination includes but is not limited to Subrecipient's failure to comply with any term of this Contract, the Texas Administrative Code (DOE-WAP) 10 TAC Sec. 6.7 (Contract Expiration, Termination, and Nonrenewal), any state weatherization regulation and the WAP State Plan. Department shall notify Subrecipient in writing at least thirty (30) days before the date of termination.
- B. Nothing in this Section shall be construed to limit Department's authority to withhold payment and immediately suspend Subrecipient's performance under this Contract if Department identifies possible instances of fraud, abuse, waste, fiscal mismanagement, or other serious deficiencies in Subrecipient's performance. Suspension shall be a temporary measure pending either corrective action by Subrecipient or a decision by Department to terminate this Contract.
- C. Department shall not be liable for any costs incurred by Subrecipient after termination or during the suspension of this Contract. The termination or suspension of this Contract notwithstanding, Subrecipient shall not be relieved of any liability for damages due to Department by virtue of any prior or future breach of this Contract by Subrecipient. Department may withhold any payment otherwise due to Subrecipient until such time as the exact amount of damages owed to Department by Subrecipient is determined and paid.

SECTION 9. ALLOWABLE EXPENDITURES

- A. The allowability of Subrecipient's costs incurred in the performance of this Contract shall be determined in accordance with the provisions of Section 5 and the regulations set forth in 16

C.F.R. Sec. 440.19, subject to the limitations and exceptions set forth in this Section.

- B. To the maximum extent practicable, Subrecipient shall utilize funds provided under this Contract for the purchase of weatherization materials. All weatherization materials installed must have an approved State of Texas Energy Audit savings-to-investment ratio (SIR) of one or greater unless otherwise indicated. All measures related to the insulation of ceilings, exterior walls and floors are included as proposed measures in the approved State of Texas Energy Audit on all units not previously insulated to prescribed standards and suitable to receive these measures. Weatherization measures installed shall begin with those having the greatest SIR (on approved State of Texas Energy Audit) and proceed in descending order to the materials with the smallest SIR or until the maximum allowable per unit expenditures are achieved. Subrecipient shall weatherize eligible dwelling units using only weatherization materials which meet or exceed the standards prescribed by DOE in 10 C.F.R. Part 440, Appendix A, and are installed in compliance with the Texas Weatherization Field Guide and Texas Mechanical Systems Field Guide.

Allowable WAP expenditures under Attachment A include:

- (1) purchase and delivery of weatherization materials as defined in 10 C.F.R. Sec. 440.3, but not to include storm doors;
- (2) labor costs for doors, primary windows and storm windows that will result in approved energy savings with SIR of one or greater in accordance with 10 C.F.R. Sec. 440.19;
- (3) weatherization materials and labor for heating and cooling system tune ups, repairs, modification, or replacements if such will result in improved energy efficiency as demonstrated by SIR of one or better in the approved State of Texas Energy Audit and, whenever available, heating and cooling systems must have an Energy Star rating;
- (4) transportation of weatherization and repair materials, tools, equipment, and work crews to a storage site and to the site of weatherization work;
- (5) maintenance, operation, and insurance of vehicles used to transport weatherization materials;
- (6) maintenance of tools and equipment;
- (7) purchase or lease of tools, equipment, and vehicles (purchase of vehicles must be approved in advance by DOE);
- (8) employment of on-site supervisory personnel;
- (9) storage of weatherization materials, tools, and equipment;
- (10) incidental repairs (such as repairs to roofs, walls, floors, and other parts of a dwelling unit) if such repairs are necessary for the effective performance or preservation of weatherization materials. If incidental repairs are necessary to make the installation of the weatherization materials effective, the cost of incidental repair materials charged to WAP funds awarded under Attachment A shall not exceed the cost of weatherization materials charged to WAP funds and shall have a whole house SIR of one (1) or greater on the approved State of Texas Energy Audit.);

- (11) allowable health and safety measures; and
- (12) allowable base load reduction measures. Health and Safety funds not expended may be moved to the labor, materials, and program support category. These changes will require a contract action; therefore, Subrecipient must provide written notification to the Department at least 90 days prior to the end of the Contract term before these funds can be moved.
- C. Administrative costs incurred by Subrecipient in performing this Contract are to be based on actual programmatic expenditures and shall be allowed up to the amount outlined in Attachment A. Allowable administrative costs may include reasonable costs associated with Subrecipient's administrative personnel, travel (out of service area), office space, equipment, and supplies which are necessary for the administration of WAP. Administrative costs are earned based upon the allowable percentage of total allowable expenditures, excluding the allowance for Department / DOE Training Travel or special equipment purchases. Subrecipient may use any or all of the funds allowed for administrative purposes under this Contract for the purchase and delivery of weatherization materials. These changes will require a contract action; therefore, Subrecipient must provide written notification to the Department at least 90 days prior to the end of the Contract term before these funds can be moved.
- D. The cost of liability insurance for the weatherization program for personal injury and for property damage, not to exceed Fifteen Hundred Dollars (\$1,500.00) shall be an allowable WAP expenditure under Attachment A. Subrecipient may request in writing a waiver of the limit on liability insurance. The waiver request must provide price quotes from at least three (3) insurance carriers. If subrecipient is allowed to waive the liability insurance limit, amounts in excess of the \$1,500 may be charged to the administrative or program support category. The liability insurance category has increased to enable subrecipient to purchase pollution occurrence insurance in addition to the general liability insurance. Generally, regular liability insurance policies do not provide coverage for potential effects of many health and safety measures, such as lead disturbances and other pollution occurrence items. Subrecipient should review existing policies to ensure that lead is covered and if not, secure adequate coverage for all units to be weatherized. Subrecipients' insurance must cover the pollution occurrence insurance coverage for their independent contractors or the independent contractors must obtain the coverage. Note: The pollution occurrence insurance is based on the number of units the subrecipient plans to weatherize with all of the different funding sources, i.e., LIHEAP and DOE.
- E. Fiscal audit expenses for the weatherization program not to exceed Eight Hundred Dollars (\$800.00) shall be allowed under Attachment A, subject to Section 15.
- F. To the maximum extent practicable, Subrecipient shall secure the services of (1) volunteers, (2) training participants, and (3) public service employment workers assisted pursuant to the Job Training Partnership Act, to weatherize dwelling units under the direction of qualified supervisors.

SECTION 19. RECORD KEEPING REQUIREMENTS

- A. Subrecipient shall comply with the record keeping requirements set forth at 16 C.F.R. Sec. 440.34 and with such additional record keeping requirements as specified by Department.

B. For each dwelling unit weatherized with funds received from WAP under this Contract, Subrecipient shall maintain a file containing the following information:

- (1) completed Application for Weatherization Services indicating the ages of the residents, presence in the household of children under age 6, elderly persons, and persons with disabilities;
- (2) 12 month customer billing history for utilities or consumption disclosure release form;
- (3) eligibility documentation (proof of income eligibility shall consist of checks, check stubs, award letters, employer statements, or other similar documents including total income and public assistance payments); no dwelling unit shall be weatherized without documentation that the dwelling unit is an eligible dwelling unit as defined in 10 C.F.R. Sec. 440.22. All proof of income must reflect earnings from within 12 months of the start date indicated on the building weatherization report (BWR). Proof of income documentation requirements are the same for both single and multifamily housing; effective January 1, 2005, all new applications must have proof of income or affidavit of no income for the previous 30 days;
- (4) BWR to include certification of final inspection;
- (5) invoices of materials purchased and/or inventory removal sheets;
- (6) invoices of labor;
- (7) if a rental unit, Landlord Agreement Form (including Exhibits A and B), Landlord Financial Participation Form and Permission to Conduct Energy Audit Form (Department form); and all forms as required by WAP Policy Issuances #04-11.30;
- (8) Self-help Certification (Department form), if applicable;
- (9) Notice of Denial (Department form), if applicable;
- (10) Signed and dated Building Assessment form;
- (11) Attic Inspection (local design allowed);
- (12) Wall Inspection (local design allowed);
- (13) Justification for Omission of Priorities (local design allowed), if applicable;
- (14) Documentation of pre weatherization carbon monoxide readings for all combustible appliances.;
- (15) Documentation of post weatherization carbon monoxide readings for all combustible appliances.
- (16) Blower Door Data Sheet;
- (17) copy of the cover sheet, SIR page, and Suggested Repairs and Measures page for the approved State of Texas Energy Audit;
- (18) A complete approved State of Texas Energy Audit on disk and a disk backup for all units weatherized (to be a using computer

based audit);

(19) Signed client receipt of Lead Safe Information (for homes built in 1978 or prior); and

(20) Refrigerator replacement form (if applicable).

WAP unit files for this Contract shall be kept separate from LIHEAP WAP files and each shall be identified with contract year number followed by "DCE-WAF".

- C. Materials standards documentation for weatherization materials purchased under this Contract must be maintained. These standards must meet the requirements according to Appendix A of 10 CFR 440 and the Texas Weatherization Field Guide and Texas Mechanical Systems Field Guide.
- D. Subrecipient shall give the federal and state funding agencies, the Comptroller General of the United States, and Department access to and the right to reproduce all records pertaining to this Contract. All such records shall be maintained for at least three years after final payment has been made and all other pending matters are closed. Subrecipient shall include the requirements of this Subsection in all subcontracts.
- E. All WAP records maintained by Subrecipient, except records made confidential by law, shall be available for inspection by the public during Subrecipient's normal business hours to the extent required by the Texas Public Information Act, TEX. GOV'T CODE ANN. Chapter 552.
- F. All subrecipients must conduct a full household assessment addressing all possible allowable weatherization measures.

SECTION 11. REPORTING REQUIREMENTS

- A. Subrecipient shall electronically submit to Department no later than fifteen (15) days after the end of each month of the Contract term a Performance Report listing demographic information on all units completed in the previous month and an Expenditure Report listing all expenditures of funds under this Contract during the previous month. These reports are due even if Subrecipient has no new activity to report during the month. Both reports shall be submitted electronically.
- B. Subrecipient shall electronically submit to Department no later than sixty (60) days after the end of the Contract term of this Contract a final expenditure and programmatic report. The failure of Subrecipient to provide a full accounting of all funds expended under this Contract may result in ineligibility to receive additional funds or additional contracts.
- C. Subrecipient shall submit to Department no later than sixty (60) days after the end of the Contract term an inventory of all vehicles, tools, and equipment with a unit acquisition cost of \$5,000.00 or more and a useful life of more than one year, if purchased in whole or in part with funds received under this or previous weatherization assistance program contracts. The inventory shall reflect the vehicles, tools, and equipment on hand as of the last day of the Contract term.
- D. Subrecipient shall submit other reports, data, and information on the performance of this Contract as may be required by DOE pursuant to 10 CFR Part 440.11, or by Department.

E. If Subrecipient fails to submit, in a timely and satisfactory manner, any report or response required by this Contract, including responses to monitoring reports, Department may withhold any and all payments otherwise due or requested by Subrecipient hereunder. Payments may be withheld until such time as the delinquent report or response is received by Department. If the delinquent report or response is not received within forty-five (45) days of its due date, Department may suspend or terminate this Contract. If Subrecipient receives Weatherization Program funds from the Department over two or more Contracts of subsequent terms, funds may be withheld or this Contract suspended or terminated by Subrecipient's failure to submit a past due report or response (including a report of audit) from a prior Contract term.

SECTION 12. CHANGES AND AMENDMENTS

Any change in the terms of this Contract required by a change in state or federal law or regulation is automatically incorporated herein effective on the date designated by such law or regulation and subrecipient is on constructive notice of this change whether actual notice is provided. Except as otherwise specifically provided herein any other change in the terms of this Contract shall be by amendment in writing and signed by both parties to this Contract or by a Letter of Notification (LON) signed by Department and Subrecipient.

SECTION 13. DEPARTMENT INFORMATION ACTION ITEMS

Department may issue information action items which serve to interpret and clarify the terms of this Contract. Such Information Action Items or Memorandums shall not alter the terms of this Contract so as to relieve Department of any obligation of reimbursement of an allowable cost incurred by Subrecipient prior to the effective date of the Information Action Item. All information action items issued by Department, whether before or after the date this Contract is executed, shall govern the performance of this Contract until specifically rescinded by Department. Durable program rules and other features described in issuances will become incorporated into the Texas Administrative Code - 10 TAC Sec. 6.1 - 6.21.

SECTION 14. INDEPENDENT SUBRECIPIENT

It is agreed that Department is contracting with Subrecipient as an independent contractor.

SECTION 15. PROCUREMENT STANDARDS & SUBCONTRACTS

A. Subrecipient shall develop and implement procurement procedures, which conform to the uniform administrative requirements referenced in Section 6 of this Contract. Subrecipient shall not procure supplies, equipment, materials, or services for this Contract except in accordance with its procurement procedures and WAP Policy Issuance #02-10.2. All procurement contracts, other than "small purchases" as defined in WAP Policy Issuance #02-10.2, shall be in writing and shall contain the provisions required by WAP Policy Issuance #02-10.2. Subrecipient must obtain advance written permission from DOE through Department before purchasing any vehicle. Subrecipient shall include language in any subcontract that provides the Department the ability to directly review, monitor, and/or audit the operational and financial performance and/or records of work performed under this Contract.

- B. Subrecipient shall ensure that its subcontractors comply with all applicable terms of this Contract as if the performance rendered by the subcontractor was being rendered by Subrecipient. Subrecipient shall inspect all subcontractors' work and shall be responsible for ensuring that it is completed in a good and workmanlike manner. Subrecipient shall make no payment to subcontractor until all work is complete and has passed a final inspection.
- C. It is the sole responsibility of Subrecipient's authorized weatherization staff to perform every initial assessment, every approved State of Texas Energy Audit, and every final inspection. In an emergency situation, Subrecipient may request in writing that the Department waive this requirement. The Department will review each request separately to determine whether a waiver will be granted, the conditions for the waiver, and the maximum time allotted for the waiver. Under no circumstances will a waiver be granted for longer than six months. Failure to strictly adhere to this policy will result in disallowed costs.

SECTION 16. AUDIT

- A. Subrecipient shall arrange for the performance of an annual financial and compliance audit of funds received and performances rendered under this Contract, subject to the following conditions and limitations:
 - 1. Subrecipients expending \$500,000 or more in federal financial assistance for any fiscal year ending on or after December 31, 2003, shall have an audit made in accordance with Department's supplemental audit guide, the Single Audit Act Amendments of 1996, 31 U.S.C. 7501 et seq. and OMB Circular No. 133 - Revised June 27, 2003, "Audits of States, Local Governments, and Non-Profit Organizations." For purposes of this Section 15, "federal financial assistance" means assistance provided by a federal agency in the form of grants, contracts, loans, loan guarantees, property, cooperative agreements, interest subsidies, insurance or direct appropriations, but does not include direct federal cash assistance to individuals. The term includes awards of federal financial assistance received directly from federal agencies, or indirectly through other units of state and local government.
 - 2. Subrecipient may utilize funds budgeted under this Contract to pay for that portion of the cost of such audit services properly allocable to the activities funded by Department under this Contract.
 - 3. Subrecipient shall submit two (2) copies of the report of such audit to Department within thirty (30) days after the completion of the audit, and no later than nine (9) months after the end of the audit period. However, for fiscal years beginning on or before June 30, 1998, the audit shall be completed and submitted within the earlier of 30 days after receipt of the auditor's report or 13 months after the end of the audit period. Subrecipient shall ensure that the audit report is made available for public inspection within thirty (30) days after completion of the audit. Audits performed under this Section 16 are subject to review and resolution by Department or its authorized representative.
 - 1. The audit report must include verification of all expenditures by budget category, in accordance with the final Budget Report submitted to close out the contract year.

- B. Subsection A notwithstanding, Subrecipients expending less than \$100,000 in Federal financial assistance may arrange for the performance of an annual financial statement audit. Such audit should include verification as required in Sec. 16(A)(4).
- C. Subsection A notwithstanding, Department reserves the right to conduct an annual financial and compliance audit of funds received and performances rendered under this Contract. Subrecipient agrees to permit Department or its authorized representative to audit Subrecipient's records and to obtain any documents, materials, or information necessary to facilitate such audit.
- D. Subrecipient understands and agrees that it shall be liable to Department for any costs disallowed pursuant to financial and compliance audit(s) of funds received under this Contract. Subrecipient further understands and agrees that reimbursement to Department of such disallowed costs shall be paid by Subrecipient from funds which were not provided or otherwise made available to Subrecipient under this Contract.
- E. Subrecipient shall take such action to facilitate the performance of such audit or audits conducted pursuant to this section as Department may require of Subrecipient.
- F. Subrecipient shall procure audit services by a process approved by Commissioners' Court. The County will make every effort to ensure that the external auditor provides audit documentation, including the following: the auditor shall retain working papers and reports for a minimum of three years after the date of issuance of the auditor's report to the auditee. Audit working papers shall be made available upon request to Department at the completion of the audit, as a part of a quality review, to resolve audit findings, or to carry out oversight responsibilities consistent with the purposes of this part. Access to working papers includes the right to obtain copies of working papers, as is reasonable and necessary.

SECTION 17. PROPERTY MANAGEMENT

- A. Subrecipient acknowledges that any vehicles, tools, and equipment with a unit acquisition cost of \$5,000.00 or more and a useful life of more than one year, if purchased in whole or in part with funds received under this or previous weatherization assistance program Contracts, are not assets of either the subrecipient or the Department but are held in trust for the Weatherization Assistance Program and as such are assets of the Weatherization Assistance Program. Any equipment, tools, or vehicles having a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit must receive prior approval from the Department before the purchase is made.
- B. Subrecipient shall develop and implement a property management system, which conforms to the uniform administrative requirements referenced in Section 6. Subrecipient shall not use, transfer, or dispose of any property acquired in whole or in part with funds provided under this or a previous weatherization assistance program contract except in accordance with its own property management system and Department issuances.
- C. Upon termination or non-renewal of this contract, the Department may transfer the title of equipment to a third party named by the Department. Such a transfer shall be subject to the following standards:
 - a. The equipment shall be appropriately identified in the ward or otherwise well known to the recipient in writing.

2) The Department will issue disposition instructions after receipt of final inventory.

- D. Subrecipient shall establish adequate safeguards to prevent loss, damage, or theft of property acquired hereunder and shall promptly report to Department any loss, damage, or theft of property with an acquisition cost of Five Thousand Dollars (\$5,000.00) or more.
- E. In addition to the inventory of vehicles, tools, and equipment required under Section 10, Subrecipient shall take a physical inventory of all WAP materials and shall reconcile the results with its property records at least once every year. Any differences between quantities determined by the inventory and those shown in the property records shall be investigated by Subrecipient to determine the cause of the difference.

SECTION 18. INSURANCE REQUIREMENTS

Subrecipient shall maintain adequate personal injury and property damage liability insurance or, if Subrecipient is a unit of local government, shall maintain sufficient reserves to protect against the hazards arising out of or in connection with the performance of this Contract. Subrecipient shall also maintain adequate pollution occurrence insurance in addition to the general liability insurance. Generally, regular liability insurance policies do not provide coverage for potential effects of many health & safety measures, such as lead disturbances and other pollution occurrence items. Subrecipient should review existing policies to ensure that lead contamination is covered and if not, secure adequate coverage for all units to be weatherized. Note: The pollution occurrence insurance is based on the number of units the subrecipient plans to weatherize with the following different funding sources, i.e., LIHEAP and DOE. If subrecipient requires additional funding for liability insurance, they must first provide the Department with three price quotes. When approved, additional liability insurance costs may be paid from administrative or program support categories. The Department strongly recommends the subrecipient require their contractors to carry pollution occurrence insurance to avoid being liable for any mistakes the contractors may make. Each agency should get a legal opinion regarding the best course to take for implementing the pollution occurrence insurance coverage.

If Subrecipient is not a unit of local government, Subrecipient shall provide Department with certificates of insurance evidencing Subrecipient's current and effective insurance coverage. Subrecipient agrees to notify the Department immediately upon receipt of notification of the termination, cancellation, expiration, or modification of any insurance coverage or required policy endorsements. Subrecipient agrees to suspend the performance of all work performed under this Contract until Subrecipient satisfies the coverage requirements and obtains the policy endorsements, and has delivered to Department certificates of insurance evidencing that such coverage and policy endorsements are current and effective, and has been notified by Department that such performance of the work under this Contract may recommence. Subrecipients must also require all contracting independent subcontractors to have general liability insurance. Subrecipients' insurance must cover the pollution occurrence insurance coverage for their independent subcontractors or the independent subcontractors must obtain the coverage.

SECTION 19. LITIGATION AND CLAIMS

Subrecipient shall give Department immediate written notice of any

claim or action filed with a court or administrative agency against Subrecipient and arising out of the performance of this Contract or any subcontract hereunder. Subrecipient shall furnish to Department copies of all pertinent papers received by Subrecipient with respect to such action or claim.

SECTION 20. TECHNICAL ASSISTANCE AND MONITORING

Department or its designee may conduct periodic desk and on-site monitoring to evaluate the efficiency, economy, and effectiveness of Subrecipient's performance of this Contract. Department will advise Subrecipient in writing of any deficiencies noted during such monitoring. Department may provide technical assistance to Subrecipient and may request changes in Subrecipient's accounting, personnel, procurement, and management procedures in order to correct any deficiencies noted. Such requests shall not be unreasonably denied by Subrecipient. Subrecipient may be required by Department to return to dwelling units to correct identified problems. Department may further review and assess the efforts Subrecipient has made to correct previously noted deficiencies. Department may withhold funds, place Subrecipient on a cost reimbursement basis, deobligate funds, suspend performance, terminate this Contract, or invoke other remedies in the event monitoring reveals material deficiencies in Subrecipient's performance or if Subrecipient fails to correct any deficiency within a reasonable period of time.

SECTION 21. LEGAL AUTHORITY

- A. Subrecipient represents that it possesses the practical ability and the legal authority to enter into this Contract, receive and manage the funds authorized by this Contract, and to perform the services Subrecipient has obligated itself to perform under this Contract.
- B. The person signing this Contract on behalf of Subrecipient hereby warrants that he/she has been authorized by Subrecipient to execute this Contract on behalf of Subrecipient and to bind Subrecipient to all terms herein set forth.
- C. Department shall have the right to suspend or terminate this Contract if there is a dispute as to the legal authority of either Subrecipient or the person signing this Contract to enter into this Contract or to render performances hereunder. Should such suspension or termination occur, subrecipient is liable to Department for any money it has received for performance of the provisions of this Contract.

SECTION 22. PREVENTION OF FRAUD AND ABUSE

- A. Subrecipient shall establish, maintain, and utilize internal control systems and procedures sufficient to prevent, detect, and correct incidents of waste, fraud, and abuse in the WAP and to provide for the proper and effective management of all program and fiscal activities funded by this Contract. Subrecipient's internal control systems and all transactions and other significant events must be clearly documented and the documentation made readily available for review by Department.
- B. Subrecipient shall give Department complete access to all of its records, employees, and agents for the purpose of monitoring or investigating the weatherization program. Subrecipient shall fully cooperate with Department's efforts to detect, investigate, and prevent waste, fraud, and abuse. Subrecipient shall immediately notify the Department of any identified instances of waste, fraud,

or abuse.

- C. Department will notify the funding source upon identification of possible instances of waste, fraud, and abuse or other serious deficiencies.
- D. Subrecipient may not discriminate against any employee or other person who reports a violation of the terms of this Contract or of any law or regulation to Department or to any appropriate law enforcement authority, if the report is made in good faith.

SECTION 23. CONFLICT OF INTEREST/NEPOTISM

- A. Subrecipient represents that neither it nor any member of its governing body presently has any interest or shall acquire any interest in, directly or indirectly, which would conflict with the performance of this Contract and that no person having such interest shall be employed by Subrecipient or appointed as a member of Subrecipient's governing body.
- B. Subrecipient shall establish safeguards to prohibit its employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
- C. Subrecipient agrees that it will comply with TEX. GOV'T CODE ANN. Chapter 573 by ensuring that no officer, employee, or member of the governing body of Subrecipient shall vote for or confirm the employment of any person related within the second degree by affinity or third degree by consanguinity to any member of the governing body or to any officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the continued employment of a person who has been continuously employed for a period of two years prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.

SECTION 24. POLITICAL ACTIVITY AND LOBBYING PROHIBITED

- A. None of the funds provided under this Contract shall be used for influencing the outcome of any election, or the passage or defeat of any legislative measure. This prohibition shall not be construed to prevent any official or employee of Subrecipient from furnishing to any member of its governing body upon request, or to any other local or state official or employee or to any citizen information in the hands of the employee or official not considered under law to be confidential information. Any action taken against an employee or official for supplying such information shall subject the person initiating the action to immediate dismissal from employment.
- B. No funds provided under this Contract may be used directly or indirectly to hire employees or in any other way fund or support candidates for the legislative, executive, or judicial branches of government of Subrecipient, the State of Texas, or the government of the United States.
- C. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Contract, Subrecipient

shall complete and submit a Certification Regarding Lobbying form in accordance with its instructions. No state funds may be given to persons who are required to register under TX GOV'T CODE ANN. 385.

- D. None of the funds provided under this Contract shall be paid to any official or employee who violates any of the provisions of this section.

SECTION 25. NON-DISCRIMINATION AND EQUAL OPPORTUNITY

No person shall on the ground of race, color, religion, sex, national origin, age, disability, political affiliation or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment in the administration of or in connection with any program or activity funded in whole or in part with funds made available under this Contract.

SECTION 26. SPECIAL COMPLIANCE PROVISIONS

Subrecipient shall comply with the requirements of all applicable laws and regulations, including those specified in 10 C.F.R. Part 600.

SECTION 27. TRAINING AND TECHNICAL ASSISTANCE FUNDS

- A. Training and technical assistance funds shall be used only for Department and/or DOE training events.
- B. Allowable travel costs under this Contract shall be determined in accordance with OMB Circulars A-122 or A-87, as applicable, any Department Issuance on travel, and with Subrecipient's written travel policy. Subrecipient's written travel policy shall delineate the rates which Subrecipient shall use in computing the travel and per diem expenses of its board members and employees. Prior to incurring any costs for travel, subrecipient must provide Department with a copy of its travel policy and evidence that such policy has been approved by Subrecipient's governing body. If Subrecipient has no established written travel policy, the travel regulations applicable to Department employees shall apply.
- C. Department may, from time to time, provide funds in this category that are for the sole purpose of purchasing designated weatherization equipment.

SECTION 28. MAINTENANCE OF EFFORT

Funds provided to Subrecipient under this Contract may not be substituted for funds or resources from any other source nor in any way serve to reduce the funds or resources, which would have been available to or provided through Subrecipient, had this Contract never been executed.

SECTION 29. DEBARRED AND SUSPENDED PARTIES

- (1) Subrecipient must not make any award (subgrant or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension" and 49 CFR Part 76."

- (2) Subrecipient certifies that neither it or its principles is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (3) Where Subrecipient is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Contract.
- (4) Subrecipient shall include in any subcontracts that failure to adequately perform under this Contract may result in penalties up to and including Debarment from performing additional work for the Department.

SECTION 30. NO WAIVER

No right or remedy given to Department by this Contract shall preclude the existence of any other right or remedy, nor shall any action taken in the exercise of any right or remedy be deemed a waiver of any other right or remedy. The failure of Department to exercise any right or remedy on any occasion shall not constitute a waiver of Department's right to exercise that or any other right or remedy at a later time.

SECTION 31. PRIOR ORAL AND WRITTEN AGREEMENTS

All prior oral or written agreements between the parties hereto relating to the subject matter of this Contract have been reduced to writing and are contained herein.

SECTION 32. SEVERABILITY

If any portion of this Contract is held to be invalid by a court of competent jurisdiction, the remainder of it shall remain valid and binding.

TRAVIS COUNTY

BY: Travis County Judge, Samuel T. Biscoe on _____ Date _____

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

BY: Michael Gerber, Executive Director

This Contract is not effective unless signed by the Executive Director of the Department or their authorized designee.



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
 CONTRACT NUMBER: 568070 FOR THE
 DOE WEATHERIZATION ASSISTANCE PROGRAM (CFDA# 81.042)

ATTACHMENT A - BUDGET AND PERFORMANCE DOCUMENT

SUBRECIPIENT NAME: TRAVIS COUNTY

DEPARTMENT FINANCIAL OBLIGATIONS

\$130,814.00 DOE WAP FUNDS CURRENTLY AVAILABLE
 \$1,994.00 TRAINING & TECHNICAL ASSISTANCE FUNDS CURRENTLY AVAILABLE
 \$130,814.00 TOTAL ANTICIPATED DOE WAP FUNDS
 \$1,994.00 TOTAL ANTICIPATED TRAINING & TECHNICAL ASSISTANCE FUNDS

Additional funds may be obligated via Amendment(s). Funds may only be obligated and expended during the current contract period. Unexpended fund balances will be recaptured.

BUDGET FOR AVAILABLE ALLOCATIONS*

CATEGORIES	DEPARTMENT SHARE
ADMINISTRATION**	\$13,081.00
LIABILITY/POLLUTION OCCURRENCE INSURANCE***	\$2,563.00
FISCAL AUDIT	\$800.00
MATERIALS/PROGRAM SUPPORT/LABOR	\$102,933.00
HEALTH AND SAFETY****	\$11,437.00
SUB-TOTAL	\$130,814.00
TRAINING AND TECHNICAL ASSISTANCE*****	\$1,994.00
TOTAL	\$132,808.00

FOOTNOTES TO BUDGET FOR AVAILABLE ALLOCATIONS:

- * Denotes that the subrecipient must request in writing any adjustments needed to a budget category before TDHCA will make any adjustments to the budget categories. The only categories that can be reduced are the Administration, Insurance, Fiscal Audit and/or in the Health and Safety categories. Subrecipients are limited to (2) requested budget revisions during the current contract term. Only those written request(s) from the subrecipients at least 90 days prior to the end of the contract term (by December 31, 2008) will be reviewed. TDHCA may decline to review written requests received during the final 90 days of contract term.
- ** Denotes maximum for administration based on 10% of the total allowable expenditures excluding travel for training.
- *** Denotes \$1,500 for liability insurance and the remaining balance for pollution occurrence insurance.
- **** Denotes the maximum allowed (10% of Materials/ Program Support / Labor) for Health and Safety expenditures.
- ***** Department approved training / travel only.

PERFORMANCE

Subrecipient's service area consists of the following Texas counties:
 Travis County

Subrecipient shall provide weatherization program services sufficient to expend the contract funds during the contract term. WAP costs per unit, excluding health and safety expenses, shall not exceed \$2,966 without prior written approval from the Department.

By signing this Contract, the parties expressly understand and agree to the terms set forth word for word therein. This Contract shall be binding upon the parties hereto and their respective successors and assigns.

EFFECTIVE: 04/01/2008

TRAVIS COUNTY

BY: Travis County Judge, Samuel T. Biscoe on _____ Date _____

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

BY: Michael Gerber, Executive Director

This contract is not effective unless signed by the Executive Director of the Department or their authorized designee.

GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Contract Approval: <input type="checkbox"/>	Status Report: <input checked="" type="checkbox"/>
------------	--	---	--

Department/Division:	Juvenile Probation Department/Assessment Center
Contact Person:	Michael Williams
Title:	Senior Financial Analyst
Phone Number:	(512) 854-7011

Grant Title:	Juvenile Accountability Block Grant (JABG)-Local Funds- Juvenile Assessment Center Grant		
Grant Period:	From:	8/1/07	To: 7/31/08
Grantor:	Office of the Governor's Criminal Justice Division		

Check One:	New: <input type="checkbox"/>	Continuation: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	One-Time Award: <input type="checkbox"/>	Ongoing Award: <input checked="" type="checkbox"/>	
Type of Payment:	Advance: <input type="checkbox"/>	Reimbursement: <input checked="" type="checkbox"/>	

Grant Categories/ Funding Source	Federal Funds	State Funds	Local Funds	<i>County Match</i>	In-Kind	TOTAL
Personnel:	\$16,231			\$8,994		\$25,225
Operating:	\$63,125					\$63,125
Capital Equipment:						
Indirect Costs:	\$1,587					\$1,587
Total:	\$80,943	0	0	\$8,994	0	\$89,937
FTEs:	1					1

Performance Measures	Projected FY 07 Measure	Progress To Date:				Projected FY 08 Measure
		12/31/06	3/31/07	6/31/07	9/30/07	
Applicable Dept. Measures						
Total substance abuse assessments (Comprehensive Assessment Severity Inventories-CASIs) administered	1301	360	N/A	N/A	N/A	1356
Number and percent of assessed youth needing substance abuse treatment and/ or prevention	1005 and 77%	283 and 79%	N/A	N/A	N/A	988 and 73%
Number and percent of juveniles referred and/ or participating in substance abuse treatment/education	797 and 80%	199 and 70%	N/A	N/A	N/A	800 and 81%
Measures For Grant						
Number or sources used in assessment process	3	N/A	N/A	N/A	N/A	3

Number and percent of assessment staff with specialized training	9 and 100%	N/A	N/A	N/A	N/A	9 and 100%
Average time in hours from first justice contact for current offense to youth screening	1 hour	N/A	N/A	N/A	N/A	1 hour
Number of youth fully assessed using risk and needs assessments	1301	360	N/A	N/A	N/A	1356
Number and percent of assessed youth needing substance abuse treatment and/ or prevention	1005 and 77%	283 and 79%	N/A	N/A	N/A	988 and 73%
Number and percent of times services identified through youth assessment are actually received by the assessed youth	797 and 80%	199 and 70%	N/A	N/A	N/A	800 and 81%

Auditor's Office Approval: <input checked="" type="checkbox"/>	Staff Initials: <u>NS</u>
Auditor's Office Comments:	

PBO Recommendation:

Juvenile Probation is requesting Commissioners Court approval to submit a budget adjustment for the Juvenile Accountability Block Grant (JABG)-Local Funds - Juvenile Assessment Center Grant to Office of the Governor, Criminal Justice Division. The adjustment will move \$35,241 in vacancy savings to internally fund additional contracted assessments, psychological evaluations and assessment testing materials for youth by the program and requires Commissioners Court approval per the requirements of the grant. The grant augments other assessment center funding, which provides juveniles with a comprehensive Adolescent Severity Inventory (substance abuse), a mental status examination and screening for developmental disabilities

PBO recommends approval of this request.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The Juvenile Accountability Block Grant may be used on various prescribed purpose areas related to juvenile justice. This application request funds to augment the existing Juvenile Assessment Center that provides juveniles a Comprehensive Adolescent Severity Inventory (substance abuse screening and assessment), a mental status examination, and screening for developmental disabilities.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

There are no long term County funding requirements of this grant.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

The 10% match will be allocated from an Juvenile Assessment Center Coordinator position that is designated as an Assessment Center staff person and is funded 100% through the General Fund. No additional general fund dollars are needed to meet the match requirement.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

A 2% indirect cost of \$1,587 has been included.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

The Department intends to request subsequent year continuation funding for the Juvenile Assessment Center through proposals submitted to the Federal and State government, as well as private foundations. As previously presented to the Court, the County will have the opportunity

to consider investment in the assessment center as well as other areas of Substance Abuse Services.

6. If this is a new program, please provide information why the County should expand into this area.

N/A. This is not a new program.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The Juvenile Assessment Center will continue to improve systems of screenings and assessments which result in more appropriate treatment placement.

#9

Travis County Commissioners Court Agenda Request

Voting Session June 24, 2008
(Date)

Work Session _____
(Date)

I. Request:

Request made by: Alicia Perez, Executive Manager Phone # 854-9343
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney.

Requested text:

Review and approve the immediate release of reimbursement payment to United Health Care for claims paid for participants in the Travis County Employee Health Care Fund for payment of \$689,863.14, for the period of June 6, 2008 to June 12, 2008.

Approved by: _____
Signature of Commissioner or County Judge

II. Additional Information:

A. Backup memorandum is attached.

B. Affected agencies and officials.

Linda Moore-Smith	854-9170
Dan Mansour	854-9499
Susan Spataro	854-9125
Christian Smith	854-9465

III. Required Authorizations: Checked if applicable:

- _____ Planning and Budget Office (854-9106)
- _____ Human Resources Management Department (854-9165)
- _____ Purchasing Office (854-9700)
- _____ County Attorney's Office (854-9415)
- _____ County Auditor's Office (854-9125)

RECEIVED
COUNTY JUDGE'S OFFICE
09 JUN 20 PM 1:15

**TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS**

DATE: June 24, 2008

TO: Members of the Travis County Commissioners Court

FROM: Dan Mansour, Risk Manager

COUNTY DEPT. Human Resources Management Department (HRMD)

DESCRIPTION: United Health Care (UHC) (The Third Party Administrator for Travis County's Hospital and Self Insurance Fund) has requested reimbursement for health care claims paid on behalf of Travis County employees and their dependents.

PERIOD OF PAYMENTS MADE: June 6, 2008 to June 12, 2008

REIMBURSEMENT REQUESTED FOR THIS PERIOD: \$689,863.14

HRMD RECOMMENDATION: The Director or Risk Manager has reviewed the reimbursement submitted and concurs with the findings of the audits by the Financial Analyst and the Benefits Contract Administrator and therefore recommends reimbursement of \$689,863.14

Please see the attached reports for supporting detail information.

**TRAVIS COUNTY
HOSPITAL AND INSURANCE FUND
SUPPORTING DETAIL FOR THE
WEEKLY REIMBURSEMENT REQUEST TO
COMMISSIONERS COURT
FOR THE PAYMENT PERIOD
JUNE 6, 2008 TO JUNE 12, 2008**

- Page 1. Detailed Recommendation to Travis County Auditor for transfer of funds.**
- Page 2. Notification of amount of request from United Health Care (UHC).**
- Page 3. Last page of the UHC Check Register for the Week.**
- Page 4. List of payments deemed not reimbursable.**
- Page 5. Journal Entry for the reimbursement.**

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE: June 24, 2008
 TO: Susan Spataro, County Auditor
 FROM: Dan Mansour, Risk Manager
 COUNTY DEPT. Human Resources Management Department (HRMD)

United Health Care (UHC) (Travis County's Third Party Administrator for our Self Insured Health Care Fund) has requested reimbursement for health care claim payments made on behalf of Travis County employees and their dependents as follows:

PERIOD OF PAYMENTS PAID:
 FROM: June 6, 2008
 TO: June 12, 2008

REIMBURSEMENT REQUESTED: \$ 689,863.14

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$	1,112,342.41
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: June 17, 2008	\$	(422,479.44)
	\$	-
Adjust to balance per UHC	\$	0.17
TOTAL REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$	689,863.14
 PAYMENTS DEEMED NOT REIMBURSABLE	 \$	 -
 TRANSFER OF FUNDS REQUESTED:	 \$	 <u>689,863.14</u>

The claims have been audited for eligibility and all were eligible in the period covered by the claim.

All claims over \$25,000 (3 this week totaling \$134,799.06) have been audited for data entry accuracy and the following information is correct for each claim audited: date of service, eligibility, nature of service, name of and amount billed by provider, amount billed by date and amount paid by UHC.

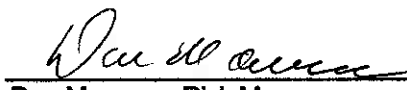
Fifteen percent (15%) of all claims under \$25,000 (\$85,312.95) have been audited for data entry accuracy and the following information is correct for each claim identified for this random review: date of service, eligibility, nature of service, name of and amount billed by provider, date and amount paid by UHC. Claims in this random audit met the above requirements but may qualify for more detailed analysis through other resources.

All claims have been reviewed to determine if they have exceeded the \$175,000 stop loss limit. For claims that have exceeded the limit, it has been verified that UHC has complied with the contract. This week credits for stop loss and other reimbursements totaled \$55,787.28.

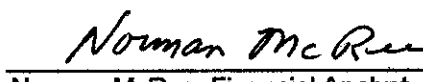
All claims submitted in this transfer have been audited to confirm accuracy of billing and legitimacy of claim under the service provisions of the health care contract and all are contractually legitimate, legally incurred and accurately billed claims.

I certify that all data listed on this recommendation for transfer of funds is correct and that the payments shown have been made solely for the purpose of health insurance claims.

 6/17/08
 Linda Moore Smith, Director Date

 6/13/08
 Dan Mansour, Risk Manager Date

 6-13-08
 Cindy Purinton, Benefit Contract Administrator Date

 6/13/08
 Norman McRee, Financial Analyst Date

** Agrees to the total payments for this period per the check register received from UHC. See the final page of this period's check register attached.

TO: NORMAN MCREE
 FAX NUMBER: (512) 854-3128
 PHONE: (512) 854-3828

FROM: UNITED-HEALTH GROUP
 AB5

NOTIFICATION OF AMOUNT OF REQUEST FOR: TRAVIS COUNTY

DATE: 2008-06-13 REQUEST AMOUNT: \$1,112,342.41

CUSTOMER ID: 00000701254
 CONTRACT NUMBER: 00701254 00709445
 BANK ACCOUNT NUMBER: 0475012038
 FUNDING ABA NUMBER: 021000021
 FREQUENCY: FRIDAY INITIATOR: CUST METHOD: ACH BASIS: BALANCE
 ADVICE FREQUENCY: DAILY

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2008-06-12	\$888,191.58
- REQUIRED BALANCE TO BE MAINTAINED:	\$1,938,718.00
+ PRIOR DAY REQUEST:	\$00.00
<hr/>	
= UNDER DEPOSIT:	\$1,050,526.42
+ CURRENT DAY NET CHARGE:	\$61,815.99
+ FUNDING ADJUSTMENTS:	\$00.00
<hr/>	
REQUEST AMOUNT:	\$1,112,342.41

ACTIVITY FOR WORK DAY: 2008-06-06

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$237,445.39	\$00.00	\$237,445.39
TOTAL:	\$237,445.39	\$00.00	\$237,445.39

ACTIVITY FOR WORK DAY: 2008-06-09

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$108,092.88	\$00.00	\$108,092.88

Page: 1 of 2

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2008_06_12

CONTR_NBR	PLN_ID	TRANS_AMT	SRS_DESG_NBR	CHK_NBR	GRP_ID	CLM_ACCT_NBR	ISS_NBR	ISS_DT	TRANS_TYP_CD	TRANS_DT	WK_END_DT
701254	632	\$ (111.16)	NN	1832460	AI	3	3	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (118.02)	NN	1772435	AH	9	9	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (123.83)	NN	1805953	AE	9	9	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (135.56)	NN	1846608	AF	46	46	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (158.78)	NN	1798419	AH	9	9	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (161.17)	NN	1845362	AE	6	6	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (177.28)	NN	1864573	AH	1	1	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (177.82)	NN	1811689	AI	3	3	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (200.87)	NN	1730504	AH	5	5	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (215.06)	NN	1815281	AA	1	1	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (219.05)	NN	1832457	AI	3	3	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (233.81)	NN	1847197	AH	9	9	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (325.50)	NN	1808864	AH	9	9	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (390.23)	NN	1747034	AE	9	9	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (673.81)	NN	SSN0000CAL		0	0	6/3/2008	600	6/9/2008	6/12/2008
701254	632	\$ (1,681.61)	NN	SSN0000CAL		0	0	6/9/2008	600	6/13/2008	6/12/2008
701254	632	\$ (1,897.51)	NN	1841266	AA	1	1	6/12/2008	200	6/9/2008	6/12/2008
701254	632	\$ (1,961.69)	UT	4035474	AI	11	11	6/3/2008	50	6/9/2008	6/12/2008
701254	632	\$ (55,787.28)	NN	SSN0000CAL		0	0	6/3/2008	600	6/9/2008	6/12/2008

689,863.14

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 06/12/2008

CONTR_#	TRANS_AMT	SRS	CHK_#	GRP	ACCT#	ISS_DATE	TRANS_CODE	TRANS_DATE
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Total: \$0.00

Travis County - Hospital and Self Insurance Fund (526)

Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 6/12/2008

TYPE	MEMBER TYPE	TRANS_AMT	
CEPO			
	EE		
	526-1145-522.45-28	55,160.70	
	RR		
	526-1145-522.45-29	5,851.18	
Total CEPO			\$61,011.88
EPO			
	EE		
	526-1145-522.45-20	142,164.76	
	RR		
	526-1145-522.45-21	29,012.63	
Total EPO			\$171,177.39
PPO			
	EE		
	526-1145-522.45-25	396,193.38	
	RR		
	526-1145-522.45-26	61,480.49	
Total PPO			\$457,673.87
Grand Total			\$689,863.14

Travis County Commissioners Court Agenda Request

Voting Session 6/24/08
(Date)

Work Session _____
(Date)

I. Request made by:

Alicia Perez, Executive Manager, Administrative Operations Phone # 854-9343
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

Routine Personnel Actions

Approved by: _____
Signature of Commissioner(s) or County Judge

II. Additional Information

- A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (original and eight copies of request and backup).
- B. List all of the agencies or official names and telephone numbers that might be affected or be involved with the request. Send a copy of request and backup to each party listed.

III. Required Authorizations: Please check if applicable:

_____ Planning and Budget Office (854-9106)

_____ Human Resources Management Department (854-9165)

_____ Purchasing Office (854-9700)

_____ County Attorney's Office (854-9415)

_____ County Auditor's Office (854-9125)



HRMD *Human Resources Management Department*

1010 Lavaca Street, 2nd Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-4203

June 24, 2008

ITEM # :

DATE: June 13, 2008

TO: Samuel T. Biscoe, County Judge
Ron Davis, Commissioner, Precinct 1
Sarah Eckhardt, Commissioner, Precinct 2
Gerald Daugherty, Commissioner, Precinct 3
Margaret Gomez, Commissioner, Precinct 4

VIA: Alicia Perez, Executive Manager, Administrative Operations

FROM: Linda Moore Smith, Director, HRMD *LMS/LAS*

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 9.

FY 07 Green-Circled Slots Compensation Reserve Close Out. Page 8.

If you have any questions or comments, please contact me.

LMS/LAS/clr

Attachments

cc: Planning and Budget Department
County Auditor
County Auditor-Payroll (Certified copy)
County Clerk (Certified copy)

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE

NEW HIRES				
Dept.	Slot	Position Title	Dept. Requests Level/Salary	HRMD Recommends Level/Salary
County Clerk	53	Court Clerk Asst*	11 / Level 1 / \$26,540.80	11 / Level 1 / \$26,540.80
Juv Public Defender	7	Office Asst	8 / Level 2 / \$22,276.80	8 / Level 2 / \$22,276.80
TCCES	36	Chem Dependency Counselor	15 / \$35,470.38	15 / \$35,470.38
Sheriff	994	Cadet**	80 / Step 1 / \$33,750.91	80 / Step 1 / \$33,750.91
Sheriff	1693	Deputy Sheriff Law Enforcement	72 / Step 3 / \$47,322.91	72 / Step 3 / \$47,322.91
Tax Collector	125	Office Asst* ** Part-time	8 / Minimum / \$10,508.58	8 / Minimum / \$10,508.58
* Temporary to Regular		** Actual vs Authorized		

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
Civil Courts	50023	Court Bailiff	8 / \$10.10	8 / \$10.10	05
Co Agricultural Ext Serv	20020	Office Asst	8 / \$10.75	8 / \$10.75	02
County Atty	20016	Office Asst	8 / \$10.10	8 / \$10.10	02
County Clerk	20190	Elec Clk – Erly Vting Clk	6 / \$9.00	6 / \$9.00	02
County Clerk	20195	Elec Clk – Erly Vting Clk	6 / \$9.00	6 / \$9.00	02
County Clerk	20327	Elec Clk – Erly Vting Clk	6 / \$9.00	6 / \$9.00	02
County Clerk	20527	Elec Clk – Erly Vting Clk	6 / \$9.00	6 / \$9.00	02
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

TEMPORARY APPOINTMENTS

Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
District Atty	20038	Court Bailiff	8 / \$10.10	8 / \$10.10	02
HHS	20034	Office Asst	8 / \$12.10	8 / \$12.10	02
HHS	20035	Office Asst	8 / \$12.10	8 / \$12.10	02
HHS	20038	Office Asst	8 / \$12.10	8 / \$12.10	02
HHS	20039	Office Asst	8 / \$13.00	8 / \$13.00	02
HHS	20044	Social Svcs Asst	11 / \$14.60	11 / \$14.60	02
HHS	20048	Social Svcs Asst	11 / \$13.50	11 / \$13.50	02
Juv Public Defender	20024	Office Asst	8 / \$10.10	8 / \$10.10	02
Juvenile Court	50306	Registered Nurse II	20 / \$22.76	20 / \$22.76	05
Probate Court	20006	Law Clerk I	14 / \$17.37	14 / \$17.37	02
TCCES	50139	Counselor	15 / \$16.23	15 / \$16.23	05
TCCES	50141	Counselor	15 / \$16.23	15 / \$16.23	05
TNR	20053	Park Tech II	7 / \$11.00	7 / \$11.00	02
TNR	20055	Park Tech II	7 / \$11.00	7 / \$11.00	02
TNR	20070	Park Tech I	6 / \$10.00	6 / \$10.00	02
TNR	20071	Park Tech I	6 / \$10.00	6 / \$10.00	02
TNR	20103	Planner	18 / \$19.88	18 / \$19.88	02

****Temporary Status Type Codes:** (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).

TEMPORARY PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS

Dept. (From)	Slot - Position Title - Salary	Dept. (To)	Slot - Position Title - Salary	Comments
County Clerk	Slot 50224 / Office Asst / Grd 8 / \$10.45	County Clerk	Slot 50060 / Court Clerk Asst / Grd 11 / \$12.39	Promotion.

CAREER LADDERS – POPS

Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Constable 4	6	Deputy Constable* / Grd 61	Deputy Constable Sr / Grd 63	\$42,604.43	\$46,252.54	Career Ladder. Peace Officer Pay Scale (POPS).
Constable 4	23	Deputy Constable* / Grd 61	Deputy Constable Sr / Grd 63	\$42,604.43	\$46,252.54	Career Ladder. Peace Officer Pay Scale (POPS).
Constable 4	25	Deputy Constable* / Grd 61	Deputy Constable Sr / Grd 63	\$42,604.43	\$46,252.54	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	290	Cadet* / Grd 80	Corrections Officer / Grd 81	\$33,750.91	\$38,737.92	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	327	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$33,750.91	\$38,737.92	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	397	Cadet* / Grd 80	Corrections Officer / Grd 81	\$33,750.91	\$38,737.92	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	405	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$33,750.91	\$38,737.92	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	763	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$33,750.91	\$38,737.92	Career Ladder. Peace Officer Pay Scale (POPS).

* Actual vs Authorized

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS

Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Co Agricultural Ext Serv	Slot 23 / Education Instructional Spec / Grd 11 / Part-time \$14,180.20	Co Agricultural Ext Serv	Slot 28 / Social Svcs Prgm Spec Assoc / Grd 13 / Full-time \$33,051.20	Promotion. Pay is between min and midpoint of pay grade. Status change from part-time to full-time (20 hrs to 40 hrs).
County Atty	Slot 77 / Law Clerk I / Grd 14 / Part-time \$16,330.50	County Atty	Slots 77 & 85 (2 Part-time Slots) / Law Clerk I / Grd 14 / Full-time \$32,661.00	Status change from part-time to full-time (20 hrs to 40 hrs).

* Actual vs Authorized

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS

Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
County Atty	Slot 88 / Office Specialist Sr* / Grd 12 / \$33,457.54	County Atty	Slot 88 / Legal Secretary / Grd 15 / \$33,764.43 (Slot removed from green-circled table)	Promotion. Pay is at minimum of pay grade.
District Clerk	Slot 120 / Court Clerk Asst* / Grd 11 / \$27,596.26	District Clerk	Slot 120 / Court Clerk I / Grd 13 / \$29,501.26 (Slot removed from green-circled table)	Promotion. Pay is at minimum of pay grade.
HHS	Slot 27 / Home Repair Supv / Grd 16 / \$47,613.59	HHS	Slot 27 / Home Repair Supv / Grd 16 / \$52,374.95	Travis County Code § 10.03012 - Temporary assignment. Additional duties performed, Social Svcs Prgm Admin, PG 20. 10% pay increase.
HHS	Slot 209 / Planner / Mgmt / Res Spec Assoc / Grd 15 / \$44,507.33	HHS	Slot 209 / Planner / Mgmt / Res Spec Assoc / Grd 15 / \$48,958.06	Travis County Code § 10.03012 - Temporary assignment. Additional duties performed, Social Svcs Prgm Admin, PG 20. 10% pay increase.
ITS	Slot 17 / Customer Support Mgr / Grd 25 / \$82,776.85	ITS	Slot 87 / Customer Support Specialist / Grd 23 / \$68,452.80	Voluntary job change. Pay is between min and midpoint of pay grade.
ITS	Slot 87 / Customer Support Analyst / Grd 20 / \$62,517.31	ITS	Slot 17 / Customer Support Mgr / Grd 25 / \$76,398.40	Promotion. Pay is between min and midpoint of pay grade.
Sheriff	Slot 256 / Cert Peace Officer Sr / Grd 84 / \$61,933.04	Sheriff	Slot 228 / Cert Peace Officer Sr / Grd 84 / \$61,933.04	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 258 / Corrections Officer Sr / Grd 83 / \$46,475.10	Sheriff	Slot 1143 / Corrections Officer Sr / Grd 83 / \$46,475.10	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.

*** Actual vs Authorized**

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Sheriff	Slot 605 / Building Maint Worker Sr* / Grd 11 / \$37,369.90	Sheriff	Slot 605 / Locksmith / Grd 14 / \$39,238.40	Promotion. Pay is between midpoint and max of pay grade.
Sheriff	Slot 609 / Building Maint Worker Sr* / Grd 11 / \$34,630.68	Sheriff	Slot 609 / Locksmith / Grd 14 / \$38,657.22	Promotion. Pay is at midpoint of pay grade.
Sheriff	Slot 625 / Deputy Sheriff Sr Law Enfrmnt / Grd 74 / \$67,318.99	Sheriff	Slot 1606 / Deputy Sheriff Sr Law Enfrmnt / Grd 74 / \$67,318.99	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 629 / Telecomm 9-1-1 Spec Sr / Grd 15 / \$37,100.87	Sheriff	Slot 1248 / Telecomm 9-1-1 Spec Supv / Grd 16 / \$42,619.20	Promotion. Pay is between min and midpoint of pay grade.
Sheriff	Slot 669 / Telecomm 9-1-1 Spec Supv / Grd 16 / \$41,265.12	Sheriff	Slot 669 / Telecomm 9-1-1 Spec Supv / Grd 16 / \$42,619.20	Salary adjustment. Pay is between min and midpoint of pay grade.
Sheriff	Slot 869 / Building Maint Worker Sr* / Grd 11 / \$31,602.27	Sheriff	Slot 869 / Equipment Tech / Grd 13 / \$36,138.96	Promotion. Pay is at midpoint of pay grade.
Sheriff	Slot 911 / Training Education Coord Sr* / Grd 17 / \$55,830.61	Sheriff	Slot 911 / Marketable Skills Prog Supv / Grd 18 / \$58,622.14	Promotion. Pay is between midpoint and max of pay grade.
Sheriff	Slot 1021 / Security Coord / Grd 12 / \$39,980.93	Sheriff	Slot 1274 / Law Enforcement Spec / Grd 13 / \$41,979.98	Promotion. Pay is between midpoint and max of pay grade.
Sheriff	Slot 1143 / Corrections Officer Sr / Grd 83 / \$42,107.10	Sheriff	Slot 258 / Corrections Officer Sr / Grd 83 / \$42,107.10	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
* Actual vs Authorized				

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Sheriff	Slot 1248 / Telecomm 9-1-1 Spec Supv / Grd 16 / \$41,265.12	Sheriff	Slot 669 / Telecomm 9-1-1 Spec Supv / Grd 16 / \$41,265.12	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 1527 / Corrections Officer Sr* / Grd 83 / \$45,374.99	Sheriff	Slot 256 / Corrections Officer Sr* / Grd 83 / \$45,374.99	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 1606 / Deputy Sheriff Sr Law Enfrmnt / Grd 74 / \$52,580.94	Sheriff	Slot 625 / Deputy Sheriff Sr Law Enfrmnt / Grd 74 / \$52,580.94	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 1617 / Security Coord / Grd 12 / \$29,907.80	Sheriff	Slot 1539 / Security Coord / Grd 12 / \$29,907.80	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
TNR	Slot 146 / Accountant Assoc / Grd 13 / \$36,722.17	District Atty	Slot 91 / Accountant / Grd 16 / \$39,374.40	Correction to Pers Amend 5/13/08. Correcting "To" department.
* Actual vs Authorized				

THIS SECTION INTENTIONALLY LEFT BLANK.

FY 07 Green-Circled Slots Compensation Reserve Close Out

As directed by Commissioners Court, departments had the opportunity to fund from the reserve for underfilled positions that remain below the minimum of their pay grade by 6/30/08. HRMD and affected departments have resolved 7 Green-Circled slots; 2 incumbents meet the new minimum job requirements; 5 incumbents do not have the skills or performance of duties of the authorized title, an ad hoc classification change to the actual title is recommended.

Dept.	Slot #	Job Class Title	PG	Current Salary	Green-Circled Pay Adj.	Prop Salary
County Atty	88	Legal Secretary	15	\$33,457.54	\$306.89	\$33,764.43
District Clerk	120	Court Clerk I	13	\$27,596.26	\$1,905.00	\$29,501.26

AD HOC CLASSIFICATION CHANGE

Dept.	Slot #	Current			HRMD Recommends		
		Auth Job Title	FLSA	PG	Job Title	FLSA	PG
Tax Collector	70	Tax Specialist I	NE	12	Office Specialist	NE	10
Tax Collector	102	Tax Specialist I	NE	12	Office Specialist	NE	10
Tax Collector	126	Tax Specialist I	NE	12	Office Specialist	NE	10
Juvenile Court	215	Registered Nurse II	NE	20	Licensed Voc Nurse	NE	15
Juvenile Court	217	Registered Nurse II	NE	20	Licensed Voc Nurse	NE	15

THIS SECTION INTENTIONALLY LEFT BLANK.

AD HOC CLASSIFICATION CHANGE							
		Current			HRMD Recommends		
Dept.	Slot #	Auth Position Title / Position #	FLSA	Pay Grade	Position Title / Position #	FLSA	Pay Grade
HRMD	33	Registered Nurse II / 20493	NE	20	Health Services Supv / 22322	E	22
Department requested in order to meet departmental needs. PBO has confirmed funding.							

BY ORDER OF THE COMMISSIONERS COURT, THE PRECEDING PERSONNEL AMENDMENTS ARE APPROVED.

Samuel T. Biscoe, County Judge

Ron Davis, Commissioner, Pct. 1

Sarah Eckhardt, Commissioner, Pct. 2

Gerald Daugherty, Commissioner, Pct. 3

Margaret Gomez, Commissioner, Pct. 4

11 ✓

Travis County Commissioners Court Agenda Request

Voting Session June 24, 2008 **Work Session** _____
(Date)

A. Request made by Alicia Perez, Executive Manager Phone 854-9343
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text

Consider and take appropriate action on Group Benefits Health Plan FY2009 rates and issues.

A. Approve maintaining FY2008 rates and subsidy amounts for the FY2009 plan year for all plans.

B. Approve continuing the life, AD&D and disability coverages at the current rates for FY2009.

- C. C-1 Approve increasing the ER co-pay from \$50 to \$100 on all three plans
- C-2 Approve covering colonoscopies at 100% on all three plans
- C-3 Approve covering diabetic supplies at 100% on all three plans

C. Approved by: _____
Signature of Commissioner(s) or County Judge

I. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies of agenda request and backup).

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them:

II. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

Human Resources Department (854-9165)

Purchasing Office (854-9700)

County Attorney's Office (854-9415)

County Auditors Office (854-9125)

RECEIVED
COUNTY JUNE 19 2008
08 JUN 19 AM 10:57



Human Resources Management Department

1010 Lavaca

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-3128

June 24, 2008

TO: Members of Commissioners Court

FROM: Employee Benefits Committee

SUBJECT: Group Benefit Health Plan
Insurance Rates and Subsidies
Group Life Insurance, AD&D and Disability

The Employee Benefits Committee met 4-24-2008 with the actuary to discuss the health benefits and the FY2009 employee premiums and County contributions. The Employee Public Hearing was held 6-18-2008 in which the Commissioners received comments from the employees regarding benefits.

Actuarial Summary:

The actuaries indicated the plan experience continues to be much better than the norm. A 12% trend was used by Milliman in projecting our rates for FY2009 (medical and pharmacy combined). That was not the actual historical trend for Travis County, but the trend developed by looking at commercial and public sector business and adjusted for geographic differences. The actual historical trend was approximately 5% for Travis County based on our claims experience.

The actuaries determined that for FY2009 the rates could remain at the FY2008 levels and the funding would be adequate, taking into account the \$31 million dollar reserve:

- The Counties portion would be \$33,077,484
- The participants portion would be \$5,931,420
- The projected annual cost of the plan would be \$39,008,904

The actuarial analysis of the plan experience of Travis Counties three health plans indicated the following: (see attachment 2)

	Required Increase	Required Increase	Adjusted for participation
Plan	Active	Retiree	Combined
EPO	7.84%	43.67%	11.80%
PPO & Co-Insured EPO	-6.34%	13.74%	-3.76%
All Plans Combined			0.93%

The overall required rate increase was less than 1%, therefore the actuary suggested that no rate increase would be acceptable.

Issues and Recommendations:

Item A- Health Insurance Rates and Subsidies –

Based on current health fund reserves the committee and the actuary suggest rates and subsidies can remain in place for all premium and contribution tiers on all plans. (See attachments 1, 2 & 3 for rates and subsidy amounts.)

Item A Recommendation:

Approve maintaining FY2008 rates and subsidy amounts for the FY2009 plan year for all plans

Item B- Group Life Insurance, AD&D, and Disability-

The current coverage amounts and rates will remain in place for FY2009 for Basic Life, AD&D, Supplemental Life, Dependent and Spouse Life, Retiree Life, and Short and Long Term Disability. All of these lines of coverage are with UNUM Provident.

The stand alone AD&D coverage through CIGNA will also remain unchanged.

(See Attachment 4 for rates.)

Item B Recommendation:

Approve continuing the life, AD&D and disability coverages at the current rates for FY2009

Item C- Benefit Plan Changes-

The committee is recommending three plan changes to all three of the benefit plans. These recommendations are based on suggestions from UHC during our annual executive meeting, and have been reviewed by the actuaries.

1. **Increase the emergency room co-pay from \$50 to \$100.** This is due to high utilization of the emergency room. We utilized the ER 36% more than the last year and nearly 30% more than our peer groups. (ER visits increased from 1337 to 1420) Note that the co-pay is waived if patient is admitted to hospital. This will provide approximately -.6% savings on our renewal.
2. **Cover Colonoscopies at 100%.** The plan costs for treating most types of cancer increased last year. This screening test is necessary to identify pre-cancerous colon polyps and cancer at an early stage when it is most treatable. Employees sometimes do not do this procedure because it is subject to calendar year deductible and co-insurance making the out of pocket expense a deterrent.
3. **Cover Diabetic supplies at 100%.** For the first time since we have been tracking the cost of diabetes on our plan, the costs went down slightly in 2007. We hear from employees that the main reason many of them are not compliant in checking blood sugar as often as necessary is the cost of the supplies. Glucometers are already paid for at 100%. Currently diabetic supplies are covered under the RX co-pays. (see attachment 5 for benefit brief)

Item C Recommendation: Effective 10-1-2008

C-1: Approve increasing the ER co-pay from \$50 to \$100 on all 3 plans.

C-2 : Approve covering colonoscopies at 100% on all 3 plans

C-3 : Approve covering diabetic supplies at 100% on all 3 plans.

Attachment 1

Rate worksheet for active employees

Attachment 2

Rate worksheet for under 65 retirees

Attachment 3

Rate worksheet for over 65 employees

Attachment 4

Rates for Life and Disability

Attachment 5

Benefit Brief

PROPOSED FY09 RATES- KEEP EPO AND CURRENT RATES - ACTIVES						
FY08 County Subsidy (prior year)	Employee subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy
EPO	85%	48%	51%	53%	49%	49%
PPO	100%	59%	63%	65%	60%	60%
Coinsured EPO	100%	67%	82%	75%	66%	66%
FY09 County Subsidy -	Employee subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy
EPO	85%	48%	51%	53%	49%	49%
PPO	100%	59%	63%	65%	60%	60%
Coinsured EPO	100%	67%	82%	75%	66%	66%
FY2009 Total Premium- per employee per month	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	588.00	1250.00	802.00	1121.00	1587.00	1907.00
PPO	497.00	1036.00	670.00	931.00	1315.00	1575.00
Coinsured EPO	497.00	974.00	630.00	875.00	1234.00	1479.00
County Cost (per employee per month)	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	497.00	814.00	606.00	778.00	984.00	1143.00
PPO	497.00	814.00	606.00	778.00	984.00	1143.00
Coinsured EPO	497.00	814.00	606.00	778.00	984.00	1143.00
Employee Contributions- Proposed (per employee per month)	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	91.00	435.00	196.00	343.00	604.00	764.00
PPO	0.00	222.00	64.00	153.00	331.00	432.00
Coinsured EPO	0.00	159.00	24.00	97.00	251.00	336.00
FY08 Employee Premiums (prior year)	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	91.00	435.00	196.00	343.00	604.00	764.00
PPO	0.00	222.00	64.00	153.00	331.00	432.00
Coinsured EPO	0.00	159.00	24.00	97.00	251.00	336.00
Amount of Monthly Increase to Employee	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	0.00	0.00	0.00	0.00	0.00	0.00
PPO	0.00	0.00	0.00	0.00	0.00	0.00
Coinsured EPO	0.00	0.00	0.00	0.00	0.00	0.00
Employee Percent of change						
EPO	0%	0%	0%	0%	0%	0%
PPO	0%	0%	0%	0%	0%	0%
Coinsured EPO	0%	0%	0%	0%	0%	0%
MAINTAINED RATES AT FY08 LEVEL				Proposed County Composite Rate per emp per month	\$ 629.00	

PROPOSED FY09 RATES- UNDER AGE 65 Retirees						
FY08 County Subsidy (prior year)	Retiree subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy
EPO	79%	0%	0%	0%	0%	0%
PPO	86%	0%	0%	0%	0%	0%
Coinsured EPO	91%	0%	0%	0%	0%	0%
FY09 County Subsidy -	Retiree subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy
EPO	79%	34%	51%	45%	25%	19%
PPO	86%	45%	68%	61%	34%	26%
Coinsured EPO	91%	51%	77%	68%	38%	29%
FY2009 Total Premium- per retiree per month	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	1424.00	2018.00	1622.00	1867.00	2216.00	2462.00
PPO	1298.00	1739.00	1445.00	1627.00	1886.00	2069.00
Coinsured EPO	1225.00	1621.00	1355.00	1519.00	1751.00	1914.00
County Cost- (per retiree per month)	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	1120.00	1320.00	1220.00	1320.00	1320.00	1320.00
PPO	1120.00	1320.00	1220.00	1320.00	1320.00	1320.00
Coinsured EPO	1120.00	1320.00	1220.00	1320.00	1320.00	1320.00
Employee Contributions- (per retiree per month)	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	304.00	698.00	402.00	547.00	896.00	1142.00
PPO	178.00	419.00	225.00	307.00	566.00	749.00
Coinsured EPO	105.00	301.00	135.00	199.00	431.00	594.00
Previous FY08 retiree Premiums	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	304.00	698.00	402.00	547.00	896.00	1142.00
PPO	178.00	419.00	225.00	307.00	566.00	749.00
Coinsured EPO	105.00	301.00	135.00	199.00	431.00	594.00
Retiree	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	0.00	0.00	0.00	0.00	0.00	0.00
PPO	0.00	0.00	0.00	0.00	0.00	0.00
Coinsured EPO	0.00	0.00	0.00	0.00	0.00	0.00
Percent of change						
EPO	0%	0%	0%	0%	0%	0%
PPO	0%	0%	0%	0%	0%	0%
Coinsured EPO	0%	0%	0%	0%	0%	0%
				Proposed Annual County Composite Rate <65	\$	1,170.00

PROPOSED FY09 RATES-			OVER AGE 65 RETIREES			
FY08 County Subsidy (prior year)	Retiree subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy
EPO	72%	0%	0%	0%	0%	0%
PPO	86%	0%	0%	0%	0%	0%
Coinsured EPO	91%	0%	0%	0%	0%	0%
Pharmacy only Plan	86%	0%				
FY09 County Subsidy	Retiree subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy	dependent subsidy
EPO	72%	30%	35%	18%	16%	11%
PPO	86%	40%	47%	24%	22%	15%
Coinsured EPO	91%	44%	52%	27%	24%	17%
Pharmacy only Plan	86%	0%				
FY2009 Total Premium- per retiree per month	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	454.00	589.00	568.00	680.00	703.00	816.00
PPO	382.00	482.00	467.00	551.00	568.00	651.00
Coinsured EPO	360.00	450.00	437.00	511.00	526.00	601.00
Pharmacy only Plan	265.00	302.00				
County Cost- (per retiree per month)	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	327.00	367.00	367.00	367.00	367.00	367.00
PPO	327.00	367.00	367.00	367.00	367.00	367.00
Coinsured EPO	327.00	367.00	367.00	367.00	367.00	367.00
Pharmacy only Plan	228.00	228.00				
Retiree Contributions- (per retiree per month)	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	127.00	222.00	201.00	313.00	336.00	449.00
PPO	55.00	115.00	101.00	184.00	201.00	284.00
Coinsured EPO	33.00	83.00	70.00	144.00	159.00	234.00
Pharmacy only Plan	37.00	74.00				
Previous FY08 Retiree Premiums	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	127.00	222.00	201.00	313.00	336.00	449.00
PPO	55.00	115.00	101.00	184.00	201.00	284.00
Coinsured EPO	33.00	83.00	70.00	144.00	159.00	234.00
Pharmacy only Plan	37.00	74.00				
Amount of Monthly Increase to Retiree	Emp only	Emp+1 Adult	Emp+1 Child	Emp+ Children	Emp+adult +Child	Emp+adult +Children
EPO	0.00	0.00	0.00	0.00	0.00	0.00
PPO	0.00	0.00	0.00	0.00	0.00	0.00
Coinsured EPO	0.00	0.00	0.00	0.00	0.00	0.00
Pharmacy only Plan	0.00	0.00	N/A	N/A	N/A	N/A
Retiree Percent of change						
EPO	0%	0%	0%	0%	0%	0%
PPO	0%	0%	0%	0%	0%	0%
Coinsured EPO	0%	0%	0%	0%	0%	0%
Pharmacy only Plan	0%	0%				
				Proposed County Composite Rate >65	\$ 339.00	

6

Attachment 4

POLICY #	DESCRIPTION	2008 Rate	2009 Rate	REMINDER OF CHANGES MADE in FY2008
560725	Basic Life- \$50,000	.106/\$1000	.106/\$1000	changed from \$25,000 basic to
100% County paid	Basic AD&D - \$50,000	0.025/\$1000	0.025/\$1000	\$50,000 life and AD&D
				Disability plus rider
				SS normal retirement age wording
	retiree admin rates	1.90	1.90	Per month per insured retiree or surviving spouse
595328	Supplemental life	see below	see below	increased max to \$250,000
100% Employee paid	Supplemental AD&D	0.035	0.035	increased max to \$250,000
	Dependent Life	1.54	1.54	no change
	Retiree Life <71	2.08	2.08	increased to \$15,000 < 71
	Retiree spouse life <71	2.08	2.08	increased to \$7,500 < 71
	Retiree Life <71	4.84	4.84	optional \$10,000 - UNUM EOI approval required
	Retiree spouse life <71	4.84	4.84	optional \$5,000 -UNUM EOI approval required
	Retiree Life >71	5.90	5.90	no change
	Retiree spouse life>71	2.95	2.95	no change
	optional supplemental life & optional spouse \$10,000 life	per \$1,000	per \$1,000	
	<30	0.0570	0.0570	
	30.39	0.0950	0.0950	
	40.44	0.1430	0.1430	
	44.49	0.2280	0.2280	
	50.54	0.3800	0.3800	
	55.59	0.5230	0.5230	
	60.64	0.8550	0.8550	
	65.69	1.2830	1.2830	
	>70	2.2420	2.2420	
595327	Short Term Disability	.32 per \$10	.32 per \$10	of weekly benefit
100% Employee paid	Long Term Disability	.56 per \$100	.56 per \$100	of monthly salary
595327	Cigna AD&D	.025 Emp .042 Family	.025 Emp .042 Family	per \$1,000 of coverage per \$1,000 of coverage
OK 960892	100% Employee paid			

Attachment 5

I T E M	Benefits	EPO	PPO-	Co-Insured EPO-	Pharmacy Only (Available to Medicare elig retirees only)
1	Active Employee contribution	\$91 / month	None	None	<i>No medical benefits- see pharmacy below</i>
2	Calendar year deductible In network	None	\$200/ indiv \$600 family	\$400/ indiv \$1200/ family	
3	Calendar year deductible Out of Network	None	\$750 / indiv none / family	NONE <i>Must use in network provider</i>	
4	Co-Insurance In- Network	None <i>Plan pays 100% after co-pays</i>	90/10 %	80/20%	
5	Co-Insurance Out of network	NONE <i>Must use in network provider</i>	70/30%	NONE <i>Must use in network provider</i>	
6	Office visit co-pay In network only	\$25 \$40-specialist	\$20 \$35-specialist	\$15 \$25-specialist	
7	Out of pocket Maximum In network	\$1,000 indiv none /family	\$1500 / indiv \$3,000 /family	\$1500 / indiv \$3,000 /family	
8	Out of pocket Maximum Out of network	none	\$2500/ indiv \$7,500 family	NONE <i>Must use in network provider</i>	
9	Hospital Admit co-pay	\$100 per confinement	\$100 per confinement	\$100 per confinement	
10	Emergency Room Co-pay	\$100 (increased from \$50)	\$100 (increased from \$50)	\$100 (increased from \$50)	
11	Colonoscopies	Plan pays 100%	Plan pays 100% no deductible	Plan pays 100% no deductible	
12	Diabetic Supplies	Plan pays 100%	Plan pays 100% no deductible	Plan pays 100% no deductible	↓

BENEFIT PLAN CHANGES FOR FY2009 ARE SHOWN ABOVE SHADED IN YELLOW

13	Pharmacy Program (same for all plans) Retail 90 day Mail Order	Generic		\$10
		Name Brand only		\$25
		Name Brand if generic avail	\$45 active,	\$35
		retiree		
		3 month supply for 2 co-pays (1 month free) x2 copays		



TRAVIS COUNTY PURCHASING OFFICE

Cyd V. Grimes, C.P.M., Purchasing Agent

314 W. 11th Street, Room 400 Austin, Texas 78701 (512) 854-9700 Fax (512) 854-9185

12

Approved by: _____

Cyd V. Grimes 6/16/08

Voting Session: Tuesday, June 24, 2008

REQUESTED ACTION: APPROVE MODIFICATION NO. 5 TO CONTRACT NO. PS000068DR, PHOENIX HOUSES OF TEXAS, INC., FOR RESIDENTIAL SUBSTANCE ABUSE TREATMENT SERVICES (JUVENILE PROBATION)

Points of Contact:

Purchasing: Vania Ramaekers

Department: (JUVENILE PROBATION) Estela Medina, Chief Juvenile Probation Officer; Sylvia Mendoza

County Attorney (when applicable): Jim Connolly

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spataro and Jose Palacios

Other:

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action met the compliance requirements as outlined by the statutes.

This contract is for the provision of residential substance abuse treatment services for juvenile offenders within the Juvenile Probation Department. The exemption order for this professional service was approved by Commissioners Court on August 1, 1995. Travis County currently has over 37 active Residential Treatment Service Contracts throughout Central Texas, which are used on an as needed basis, according to the specific needs of the youth (s) being placed.

Since 1995, the Residential Treatment Services overall program, requirements and legal clauses have evolved. There were several modifications processed which addressed critical changes. The Juvenile Probation Department, The County Attorney and the Purchasing Office are in agreement regarding the replacement of the current contract form in order to have a complete updated document that addresses the current level of services being provided, the current needs of the department and the legal clauses.

Modification No. 5 will replace the current agreement PS000068DR documents in its entirety with contract number PS000068VR. The replacement will update the standard clauses, Attachment A - Scope of Services, and update the State mandated rates by incorporation of Attachment B Fee Schedule and Attachment F - services level and facilities certification requirements.

Modification No. 4 changed Section 7.0 of the contract to establish the renewal terms and the NTE amount for FY2001 and FY2002.

Modification No. 3 changed Section 7.0 of the contract to establish the renewal terms and the NTE amount for FY1999 and FY2000.

Modification No. 2 changed Section 2.0 of the contract to establish the auto renewal terms.

Modification No. 1 extended the contract for an additional 3 months, and set the NTE amount to the remainder of the contract.

Contract Expenditures: Within the last 12 months \$0.00 has been spent against this contract not applicable

➤ **Contract-Related Information:**

Award Amount: **AS NEEDED** (Estimated quantity)
Contract Type: Professional Services Contract
Contract Period: 6/27/2000 – Until terminated by either party

➤ **Contract Modification Information:**

Modification Amount: **AS NEEDED** (Firm Amount) (Add'l. comments)
Modification Type: Price Adjustment
Modification Period: Date approved – Until terminated by either party

➤ **Solicitation-Related Information:**

Solicitations Sent: N/A Responses Received: N/A
HUB Information: Not Applicable % HUB Subcontractor: N/A

➤ **Special Contract Considerations:**

- Award has been protested; interested parties have been notified.
- Award is not to the lowest bidder; interested parties have been notified.
- Comments:

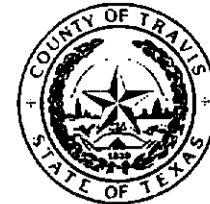
➤ **Funding Information:**

- Purchase Requisition in H.T.E.: N/A
- Funding Account(s): **001-4530-593-6205 and 627-4573-593-6205**
- Comments: **On as Needed Basis**

➤ **Statutory Verification of Funding:**

Contract Verification Form: Funds Verified ____ Not Verified ____ by Auditor.

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT



ESTELA P. MEDINA
Chief Juvenile Probation Officer

ADMINISTRATIVE SERVICES
COURT SERVICES
DETENTION SERVICES
PROBATION SERVICES
RESIDENTIAL SERVICES
SUBSTANCE ABUSE SERVICES
DOMESTIC RELATIONS OFFICE
JUVENILE JUSTICE
ALTERNATIVE EDUCATION
PROGRAM

TO: Cyd Grimes, CPM, Purchasing Agent
Purchasing Agent

FROM: Estela P. Medina
Estela P. Medina
Chief Juvenile Probation Officer

DATE: May 14, 2008

RE: Request for Residential Substance Abuse Treatment Services contract-
and Chemical Dependency Counseling services from Phoenix House.

RECEIVED
TRAVIS COUNTY
MAY 20 PM 11:52
PURCHASING
OFFICE

The Travis County Juvenile Probation Department is interested in entering into a new contract with Phoenix House in Austin and Dallas. The vendor will provide Residential Substance Abuse Treatment Services and Chemical Dependency counseling services for boys and girls. They are a state licensed facility to provide these services.

Juvenile Probation requests your assistance in facilitating a contract under the same terms and conditions as our other contracts for Residential Treatment Centers. Attached is a copy of the Professional Services Agreement.

The following details the funding line item to be used for this contract:

Account Number: 001-4530-593-6205,
627-4573-593-6205, project M08627

Term of Contract: 12 Month Period – Auto Renewal-as need basis

Contract Information: Phoenix House of Texas, Inc.
Address: 2345 Reagan Street
Dallas, TX. 75201
Phone: 214/999-1044

Phoenix House of Texas, Inc.
400 W. Live Oak
Austin, TX. 78704
512/440-0613

If you have questions or need additional information, please do not hesitate to contact me.

cc: Barbara Swift
Gail Penney-Chapmond
Sylvia Mendoza
Mike Williams

EPM: gc



Account number : 1-4530-593.62-05
Fund : 001 GENERAL FUND
Department : 45 JUVENILE PROBATION
Division : 30 PROBATION SERVICES
Activity basic : 59 JUSTICE SYSTM (JUV SRVCS)
Sub activity : 3 JUVENILE PROBATION
Element : 62 JUVENILE COURT
Object : 05 CHILD CARE INSTITUTIONS

Original budget : 0
Revised budget : 296,964 06/10/2008
Actual expenditures - current . . : 12,880.94
Actual expenditures - ytd . . . : 178,973.93
Unposted expenditures : .00
Encumbered amount : 104,108.13
Unposted encumbrances : .00
Pre-encumbrance amount : .00
Total expenditures & encumbrances: 295,963.00 99.7%
Unencumbered balance : 1,001.00 0.3

F5=Encumbrances **F7=Project data** **F8=Misc inquiry**
F10=Detail trans **F11=Acct activity list** **F12=Cancel** **F24=More keys**

Fiscal Year 2008

Account Balance Inquiry

Account number . . . : 627-4573-593.62-05
Fund : 627 TC Juv Treatment Drg Crts
Department : 45 JUVENILE PROBATION
Division : 73 SUBSTANCE ABUSE TREATMENT
Activity basic : 59 JUSTICE SYSTM (JUV SRVCS)
Sub activity : 3 JUVENILE PROBATION
Element : 62 JUVENILE COURT
Object : 05 CHILD CARE INSTITUTIONS

Original budget :	0	
Revised budget :	281,175	01/31/2008
Actual expenditures - current . . . :	.00	
Actual expenditures - ytd :	66,872.40	
Unposted expenditures :	.00	
Encumbered amount :	.00	
Unposted encumbrances :	.00	
Pre-encumbrance amount :	.00	
Total expenditures & encumbrances:	66,872.40	23.8%
Unencumbered balance :	214,302.60	76.2

F5=Encumbrances F7=Project data F8=Misc inquiry
F10=Detail trans F11=Acct activity list F12=Cancel F24=More keys

TRAVIS COUNTY
AUDITOR'S OFFICE

SUSAN A. SPATARO, CPA, CMA
COUNTY AUDITOR



TRAVIS COUNTY
ADMINISTRATION BUILDING
P.O. BOX 1748
AUSTIN, TX. 78767
(512) 854-9125
FAX: (512) 854-9164

COUNTY AUDITOR VERIFICATION FORM

CONTRACTOR:

Phoenix Houses of Texas, Inc.

TYPE OF GOODS/SERVICE:

Residential Treatment Services
(Mod. 5)

FUNDS VERIFIED:

1) Requisition number _____ processed through the
Purchasing system to pre-encumber funds.

2) Amount pre-encumbered: \$ _____

1) Contract did not specify a total contract amount.

2) Goods/services to be provided on a "as needed basis" to be
invoiced in accordance with a contract unit price, not to exceed
the budget amount in the line item for this contract.

CONTRACT #:

PS000068VR

LINE ITEM VERIFIED:

YES 001-4530-593-6205, 627-4573-593-6205

NO

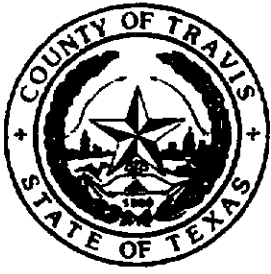
Verified by:

Date: 5-10-08

Approved by:

Date: _____

RECEIVED
TRAVIS COUNTY
PURCHASING
OFFICE
2008 JUN 11 PM 1:47



TRAVIS COUNTY PURCHASING OFFICE

Cyd V. Grimes, C.P.M., Purchasing Agent

314 W. 11th Street, Room 400 Austin, Texas 78701 (512) 854-9700 Fax (512) 854-9185

13

Approved by: _____

Cyd V. Grimes 6/16/08

Voting Session: Tuesday, June 24, 2008

REQUESTED ACTION: APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 5) TO INTERLOCAL CONTRACT NO. IL040149ML, LIMESTONE COUNTY, FOR INMATE HOUSING SERVICES.(SHERIFF)

Points of Contact:

Purchasing: Michael Long

Department: Sheriff Greg Hamilton; Major Darren Long, Travis County Sheriff's Office

County Attorney (when applicable): Jim Connolly

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spataro And Jose Palacios

Other:

➤ **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action met the compliance requirements as outlined by the statutes.

This Interlocal Agreement allows Travis County to transport inmates to the Limestone County Detention Center for secure custody, care and safekeeping. Limestone County will provide housing, care, meals and routine medical services for such inmates on the same basis as it provides for its own inmates. Limestone County Detention Center is in Groesbeck, Texas, which is operated by CiviGenics Texas, Inc.

The department agrees that before use of Limestone County services, Court approval will be sought and funding identified.

Modification No. 5 will extend the Contract through March 7, 2009.

Modification No. 4 increased the per diem rate from \$40.00 to \$44.00 per man-day as allowed in Article V section 5.3

Modification No. 3 extended the Contract through March 7, 2008.

Modification No. 2 extended the Contract through March 7, 2007.

Modification No. 1 extended the contract through March 7, 2006 as allowed in Article III section 3.02.

Contract Expenditures: Within the last 12 months \$0.00 has been spent against this contract. Cost per inmate is \$44.00 per day.

Not applicable

➤ **Contract-Related Information:**

Award Amount: as needed

Contract Type: (Professional Services Agreement)

Contract Period: March 8, 2005-March 7, 2006

➤ **Contract Modification Information:**

Modification Amount: No change

Modification Type: Amendment

Modification Period: March 8, 2008 - March 7, 2009

➤ **Solicitation-Related Information:**

Solicitations Sent: N/A

Responses Received: N/A

HUB Information: Not Applicable

% HUB Subcontractor: N/A

➤ **Special Contract Considerations:**

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

➤ **Funding Information:**

Purchase Requisition in H.T.E.: N/A

Funding Account(s)

Comments: **Department will seek approval and verify funding before services are used under contract.**

➤ **Statutory Verification of Funding:**

Contract Verification Form: Funds Verified __ Not Verified __ by Auditor.

From: Maria Wedhorn
To: Mike Long
Date: 1/9/2008 4:21 PM
Subject: Re: reminder

CC: Bill Campbell; Darren LONG; David Balagia
Mike,

The Sheriff's Office would like to exercise the option to renew contract IL040149ML with Limestone County for Inmate Housing Services for an additional twelve month term. The funding line item will continue to be 00137355836015.

>>> Mike Long 1/8/2008 1:57 PM >>>
need a memo to allow mod to extend Limstone to another year.
thanks

Michael E. Long, CPPB
Travis County Purchasing Office
Purchasing Assistant III
314 W. 11th St.
Austin, TX 78701
ph # 512 854 4850
fax # 512 854 9185
mike.long@co.travis.tx.us

ISSUED BY: PURCHASING OFFICE
314 W. 11TH ST., RM 400
AUSTIN, TX 78701

PURCHASING AGENT ASST: Michael Long
TEL. NO: (512) 854-4850
FAX NO: (512) 854-9185

DATE PREPARED:
January 8, 2008

ISSUED TO: Limestone County
200 West State Street Ste 101
Groesbeck, TX 76642

MODIFICATION NO.:
5

EXECUTED DATE OF ORIGINAL CONTRACT:
March 8, 2004

ORIGINAL CONTRACT TERM DATES: 3/8/04 - 3/7/05

CURRENT CONTRACT TERM DATES: 3/8/08 - 3/7/09

FOR TRAVIS COUNTY INTERNAL USE ONLY:

Original Contract Amount: \$0.00 Current Modified Amount \$0.00.

DESCRIPTION OF CHANGES: Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

Upon execution of this modification, the contract is modified as provided below:

- As allowed in Article III section 3.02, the new contract period begins March 8, 2008 and extends through March 7, 2009.

Note to Vendor:

- Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.
- DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: Limestone County
BY: Dail Burk
SIGNATURE
BY: DARREN BURKEEN
PRINT NAME
TITLE: Co. Judge
ITS DULY AUTHORIZED AGENT

DBA
 CORPORATION
 OTHER

DATE:
1-28-08

TRAVIS COUNTY, TEXAS
BY: Cyd V. Grimes
CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT

DATE:
1/31/08

TRAVIS COUNTY, TEXAS
BY: _____
SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE

DATE:



TRAVIS COUNTY PURCHASING OFFICE

Cyd V. Grimes, C.P.M., Purchasing Agent

314 W. 11th Street, Room 400 Austin, Texas 78701 (512) 854-9700 Fax (512) 854-9185

14

Approved by: _____

Cyd V. Grimes 6/11/08 MB

Voting Session: Tuesday June 24, 2008

REQUESTED ACTION: APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 1) TO INTERLOCAL AGREEMENT NO IL070240ML, FALLS COUNTY, FOR INMATE HOUSING SERVICES (SHERIFF'S OFFICE).

Points of Contact:

Purchasing: Michael Long

Department: Sheriff Greg Hamilton; Major Darren Long, Travis County Sheriff's Office

County Attorney (when applicable): Jim Connolly

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spataro And Jose Palacios

Other:

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action met the compliance requirements as outlined by the statutes.

This Interlocal Agreement allows Travis County to transport inmates to the Falls County Detention Center for secure custody, care and safekeeping. Falls County will provide housing, care, meals and routine medical services for such inmates on the same basis as it provides for its own inmates. Falls County Detention Center is in Groesbeck, Texas, which is operated by CiviGenics Texas, Inc.

The department agrees that before use of Falls County services, Court approval will be sought and funding identified.

Modification No. 1 extends the Contract through June 4, 2009.

Contract Expenditures: Within the last 12 months \$0.00 has been spent against this contract. Cost per inmate is \$44.00 per day.

Not applicable

➤ **Contract-Related Information:**

Award Amount: as needed

Contract Type: (Professional Services Agreement)

Contract Period: June 5, 2007 thru June 4, 2008

➤ **Contract Modification Information:**

Modification Amount: No Change

Modification Type: Amendment

Modification Period: June 5, 2008 – June 4, 2009

➤ **Solicitation-Related Information:**

Solicitations Sent: N/A

Responses Received: N/A

HUB Information: Not Applicable

% HUB Subcontractor: N/A

➤ **Special Contract Considerations:**

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

➤ **Funding Information:**

Purchase Requisition in H.T.E.: N/A

Funding Account(s) 001-3735-583-6015

Comments: **Department will seek approval and verify funding before services are used under contract.**

➤ **Statutory Verification of Funding:**

Contract Verification Form: Funds Verified _ Not Verified ___ by Auditor.

From: Maria Wedhorn
To: Mike Long
Date: 3/19/2008 4:25 PM
Subject: Falls County IL070240ML

CC: Darren LONG; Mark Sawa

The Sheriff's Office would like to exercise the option of renewing Contract IL070240ML for an additional twelve months for Inmate Housing. The funds will continue to be budgeted within General Fund 00137355836015.

Please forward a copy of the Contract Modification to TCSO Finance for file. Thanks.

MODIFICATION OF CONTRACT NUMBER: IL070240ML-Inmate Housing**PAGE 1 OF 1 PAGES**ISSUED BY: PURCHASING OFFICE
314 W. 11TH ST., RM 400
AUSTIN, TX 78701PURCHASING AGENT ASST: Michael Long
TEL. NO: (512) 854-4850
FAX NO: (512) 854-9185DATE PREPARED:
April 10, 2008ISSUED TO: Falls County Judge
PO Box 458
Marlin, TX 76661MODIFICATION NO.:
1EXECUTED DATE OF ORIGINAL
CONTRACT:
June 5, 2007ORIGINAL CONTRACT TERM DATES: 6/5/07 - 6/4/08CURRENT CONTRACT TERM DATES: 6/5/08 - 6/4/09**FOR TRAVIS COUNTY INTERNAL USE ONLY:**Original Contract Amount: \$0.00Current Modified Amount \$0.00.**DESCRIPTION OF CHANGES:** Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

Upon execution of this modification, the contract is modified as provided below:

- As allowed in Article III section 3.02, the new contract period begins June 5, 2008 and extends through June 4, 2009.

LEGAL BUSINESS NAME: Falls County, TexasBY: [Signature]
SIGNATUREBY: R. S. Sharp
PRINT NAMETITLE: Falls County Judge
ITS DULY AUTHORIZED AGENT

-
- DBA
-
-
- CORPORATION
-
-
- OTHER

DATE:

TRAVIS COUNTY, TEXAS

BY: [Signature]
CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENTDATE:
6/11/08

TRAVIS COUNTY, TEXAS

BY: _____
SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE

DATE:

RECEIVED
COUNTY JUDGE'S OFFICE

Travis County Commissioners Court Agenda Request

18 ✓

08 MAY 28 AM 9:30
Voting Session

06/03/08
(Date)

Work Session _____
(Date)

I. A. Request made by: Joseph P. Gieselman Phone # 854-9383
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text:

Approve setting the public hearing for June 24, 2007 to receive comments on:

A. Resubdivision of Dessau Point Lot 1 in Precinct Two (Resubdivision of Dessau Point Lot 1: Four commercial lots – 9.90 Acres – Immanuel Road at Gregg Lane - No Fiscal required – Sewage service to be provided by City of Austin – City of Austin 2 mile ETJ).

C. Approved by:

Commissioner Sarah Eckhardt, Precinct Two

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (original and eight (8) copies of agenda request and backup).

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of the Agenda Request and backup to them:

SW Sarah C. Sumner: 854-7563 _____ Gayla Dembkowski: 854-7642 _____
Anna Bowlin: 854-7561 _____
Dennis Wilson: 854-4217 _____

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

- ____ Additional funding for any department or for any purpose
- ____ Transfer of existing funds within or between any line item budget
- ____ Grant

Human Resources Department (854-9165)

- ____ A change in your department's personnel (reclassifications, etc.)

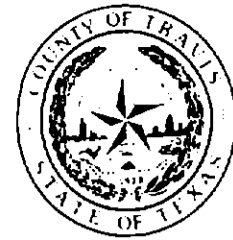
Purchasing Office (854-9700)

- ____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

- ____ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits **MUST** be submitted to the County Judge's Office no later than 5:00 p.m. on Tuesday for the following week's meeting. Late or incomplete requests will be deferred.



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383

MEMORANDUM

May 23, 2008

TO: Members of the Commissioners Court

THROUGH: Joseph P. Gieselman, Executive Manager

FROM:  Anna Bowlin, Division Director, Development Services

SUBJECT: Resubdivision of Dessau Point Lot 1, Precinct Two

PROPOSED MOTION:

A. Resubdivision of Dessau Point Lot 1 in Precinct Two (Resubdivision of Dessau Point Lot 1: Four commercial lots – 9.90 Acres – Immanuel Road at Gregg Lane - No Fiscal required – Sewage service to be provided by City of Austin – City of Austin 2 mile ETJ).

SUMMARY AND STAFF RECOMMENDATION:

This resubdivision will change the 1 existing commercial lot into 4 total commercial and office lots. No parkland dedication or fiscal is required for this non residential plat with no public infrastructure. The applicant had originally dedicated their joint use access driveway to the County as right of way without verifying if Travis County would accept and maintain it. As it only provides access to the two rear lots and is not critical to the road network and the applicant had not vacated an underlying easement, the county would not accept the dedication. Concurrently with the plat, the applicant is now processing the right of way rejection and has gotten approval from the City and all effected utilities. Notification for the resubdivision was completed and a sign will be posted at the site.

As this plat application meets all Travis County standards and has been approved by the City of Austin, TNR staff recommends approval of the plat.

ISSUES:

Staff has received no inquiries about this project at this time.

BUDGETARY AND FISCAL IMPACT:

None.

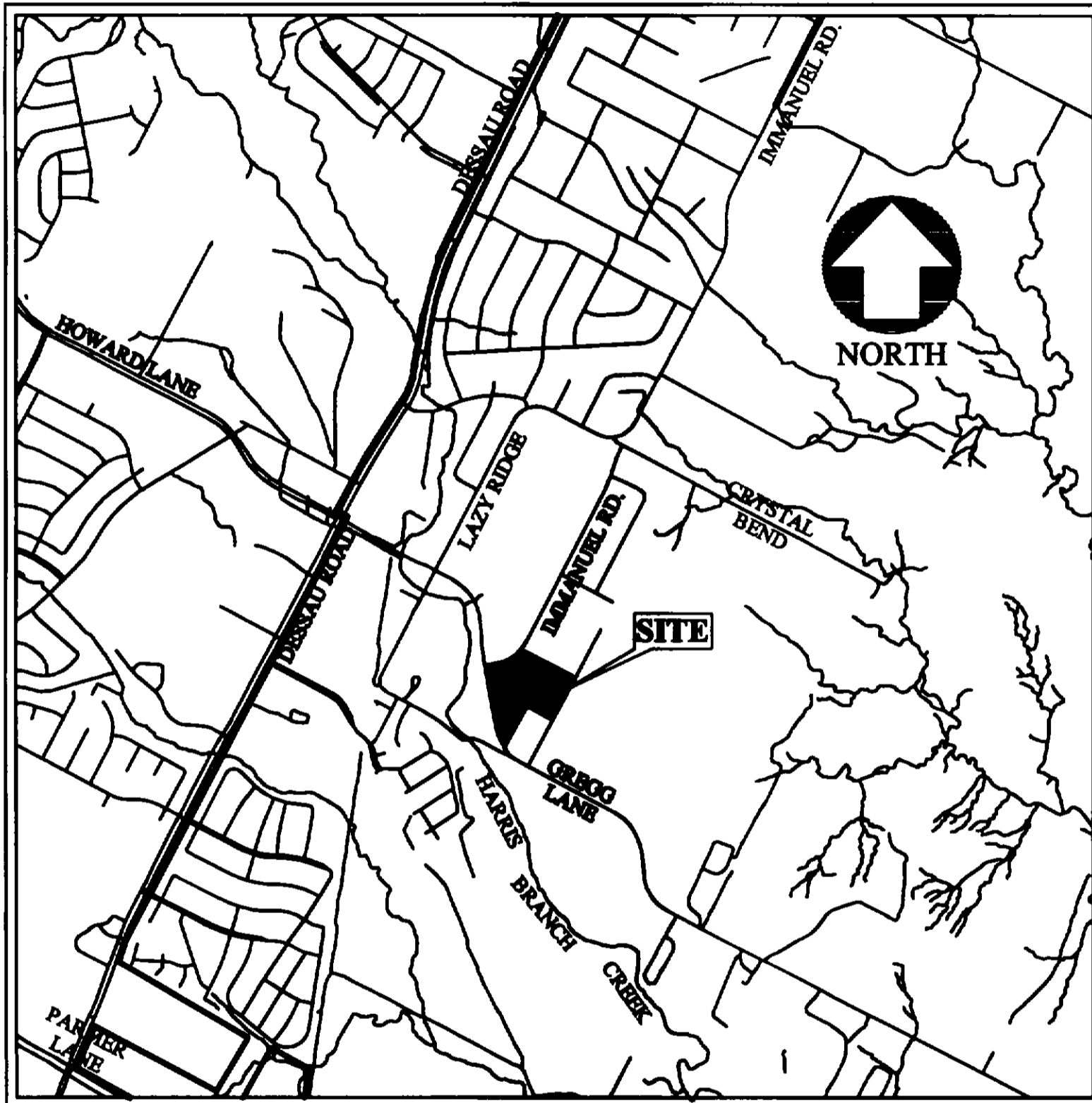
REQUIRED AUTHORIZATIONS:

None.

EXHIBITS:

Location map, Original Plat, Final Plat, Precinct Map

SCS 0508



VICINITY MAP
(NTS)

**Boyer &
Associates**

DEVELOPMENT AND
ENGINEERING SERVICES, L.P.
106 S. HARRIS ST., STE. 231
ROUND ROCK, TEXAS 78664
(512) 255-2300 PHONE
(512) 532-6247 FAX

VICINITY MAP

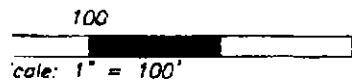
**LOT 1, DESSAU POINT
13401 IMMANUEL ROAD**

PROJECT NO.: 1043	EXHIBIT NAME: 1043VICINITYMAPEXH.DWG	PLOT DATE/TIME: 11/16/2007 4:42 PM	REV.
SCALE: NTS	PREPARED BY: JB	SHEET: 1 OF 1	

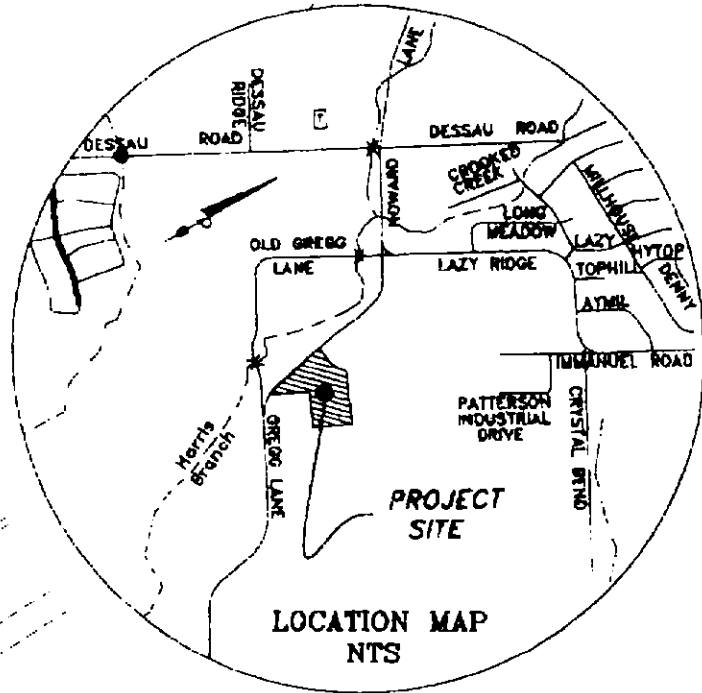
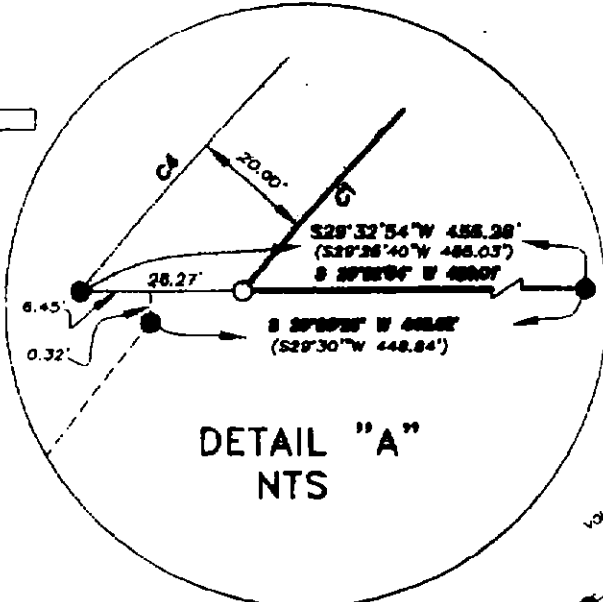
Original Plat

2.00100243

DESSAU POINT
Sheet 1 OF 2



- SEND**
- Monument Set
 - Rod Found
 - Rod Set
 - RK
 - COUNTY PLAT RECORDS
 - COUNTY REAL PROPERTY RECORDS
 - COUNTY DEED RECORDS
 - COUNTY OFFICIAL PUBLIC RECORDS
 - SED SIDEWALK
 - QUALITY TRANSITION ZONE



CURVE DATA

C2	C3
Delta= 88°37'07"	Delta= 38°28'44"
CH. BRG = N 38°18'08" E	CH. BRG = N 88°37'17" E
CH = 49.88'	CH = 318.86'
L = 34.88'	L = 381.28'
R = 38.00'	R = 388.00'

C4
Delta= 15°02"
CH. BRG = N 14°48'54" W
CH = 1.39'
L = 5'
R = 9'

VALEX ESTATES
VOLUME 98, PAGE 364
T.C.D.P.R.

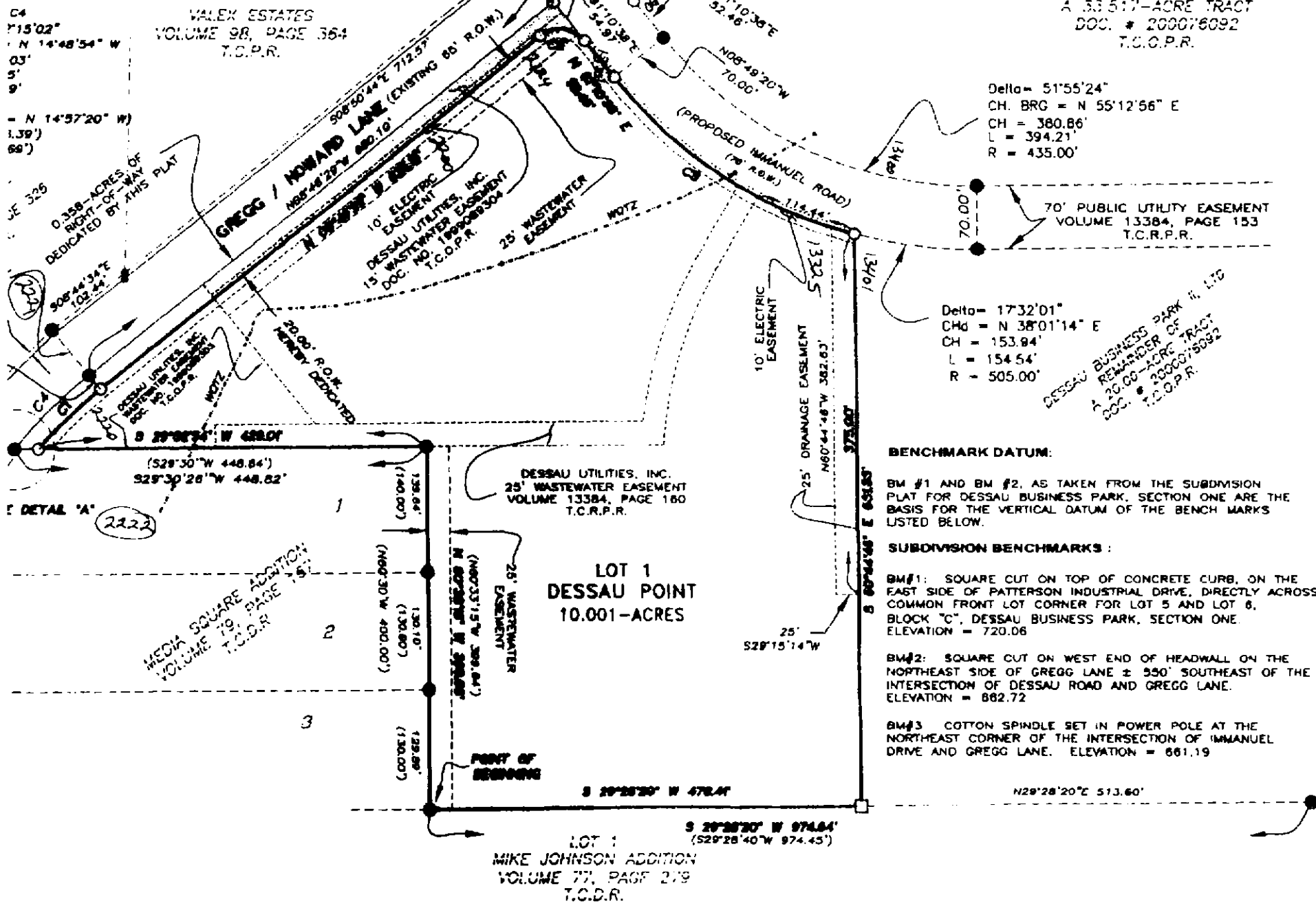
Delta= 89°51'23"
CH. BRG = N 53°42'10" W
CH = 49.44'
L = 54.89'
R = 35.00'

DESSAU BUSINESS PARK II, LTD
REMAINDER OF
A 33.517-ACRE TRACT
DOC. # 200076092
T.C.D.P.R.

Delta= 51°55'24"
CH. BRG = N 55°12'56" E
CH = 380.86'
L = 394.21'
R = 435.00'

Delta= 17°32'01"
CH = N 38°01'14" E
CH = 153.94'
L = 154.54'
R = 505.00'

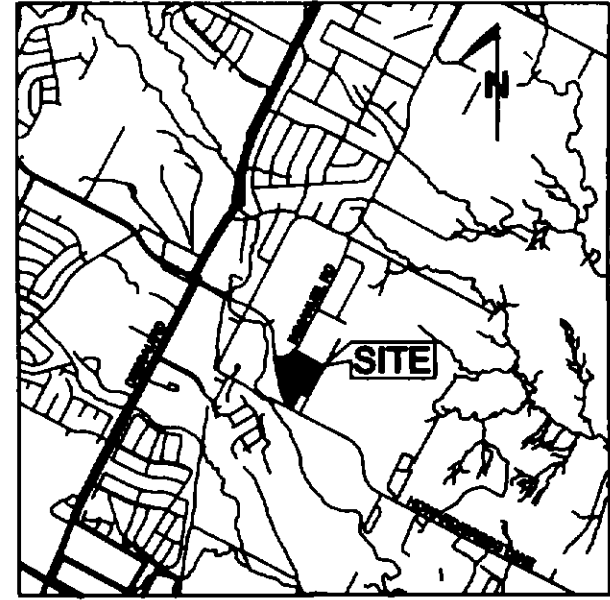
DESSAU BUSINESS PARK II, LTD
REMAINDER OF
A 20.00-ACRE TRACT
DOC. # 200076092
T.C.D.P.R.



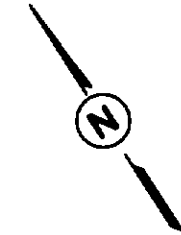
BENCHMARK DATUM:
BM #1 AND BM #2, AS TAKEN FROM THE SUBDIVISION PLAT FOR DESSAU BUSINESS PARK, SECTION ONE ARE THE BASIS FOR THE VERTICAL DATUM OF THE BENCHMARKS LISTED BELOW.

SUBDIVISION BENCHMARKS:
BM#1: SQUARE CUT ON TOP OF CONCRETE CURB, ON THE EAST SIDE OF PATTERSON INDUSTRIAL DRIVE, DIRECTLY ACROSS COMMON FRONT LOT CORNER FOR LOT 5 AND LOT 6, BLOCK "C", DESSAU BUSINESS PARK, SECTION ONE. ELEVATION = 720.06
BM#2: SQUARE CUT ON WEST END OF HEADWALL ON THE NORTHEAST SIDE OF GREGG LANE ± 550' SOUTHEAST OF THE INTERSECTION OF DESSAU ROAD AND GREGG LANE. ELEVATION = 882.72
BM#3: COTTON SPINDLE SET IN POWER POLE AT THE NORTHEAST CORNER OF THE INTERSECTION OF IMMANUEL DRIVE AND GREGG LANE. ELEVATION = 661.19

Proposed Resubdivision



VICINITY MAP
NOT TO SCALE



BEARING BASIS - MONUMENTED SOUTH LINE OF LOT 5, BLOCK D, DESSAU BUSINESS PARK SECTION TWO, DOC. NO. 200100244, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS. (S80°44'46"E)

LEGEND

- 1/2" STEEL PIN FOUND (UNLESS NOTED)
- 1/2" STEEL PIN SET W/ CAP MARKED LINE & ASSOC.
- 1/2" STEEL PIN SET IN CONCRETE W/ CAP MARKED LINE & ASSOC.
- P.S.E. PUBLIC UTILITY EASEMENT
- D.U.E. DRAINAGE EASEMENT
- J.U.E. JOINT USE EASEMENT
- W.W.E. WASTEWATER EASEMENT
- W.Q.T.Z. WATER QUALITY TRANSITION ZONE
- R.O.W. RIGHT-OF-WAY
- (SRS-087) RECORD DALL
- PROPOSED SIDEWALK

CURVE TABLE

CURVE NO	LENGTH	RADIUS	DELTA	TANGENT	CHORD	BEARING
C1	158.89'	1082.00'	8°28'41"	77.97'	186.92'	N22°28'08"W
C2	37.28'	25.00'	86°22'08"	23.08'	33.90'	N38°28'35"E
C3	123.80'	808.00'	14°03'48"	62.08'	123.19'	N74°10'18"E
C4	48.23'	808.00'	5°28'21"	24.14'	48.22'	N84°28'45"E
C5	48.08'	808.00'	5°34'08"	24.98'	48.07'	N88°54'28"E
C6	100.41'	808.00'	11°23'30"	60.97'	108.24'	N88°28'38"E
C7	22.82'	15.00'	88°28'00"	14.08'	20.54'	S12°54'54"W
C8	128.24'	482.00'	18°51'34"	63.02'	124.84'	S38°13'23"E
C9	15.98'	15.00'	81°01'23"	8.94'	16.23'	S79°38'58"W
C10	127.88'	75.00'	87°48'28"	65.93'	113.91'	S88°17'28"E
C11	124.83'	487.00'	14°38'48"	62.88'	124.28'	S37°37'01"E
C12	21.81'	15.00'	82°32'28"	13.18'	18.78'	S71°33'51"E
C13	152.89'	622.00'	16°48'13"	77.01'	162.38'	S38°40'42"E
C14	13.88'	15.00'	82°08'41"	7.34'	13.18'	S20°08'33"E
C15	98.88'	78.00'	73°50'21"	68.35'	80.10'	S31°48'17"E

LINE TABLE

LINE NO	LENGTH	DIRECTION
L1	49.99'	N81°10'36"E
L2	80.58'	S30°17'38"E
L3	91.45'	S30°17'38"E
L4	77.18'	S30°17'38"E
L5	183.45'	S44°58'28"E
L6	30.73'	N79°37'45"E

RESUBDIVISION OF LOT 1, DESSAU POINT

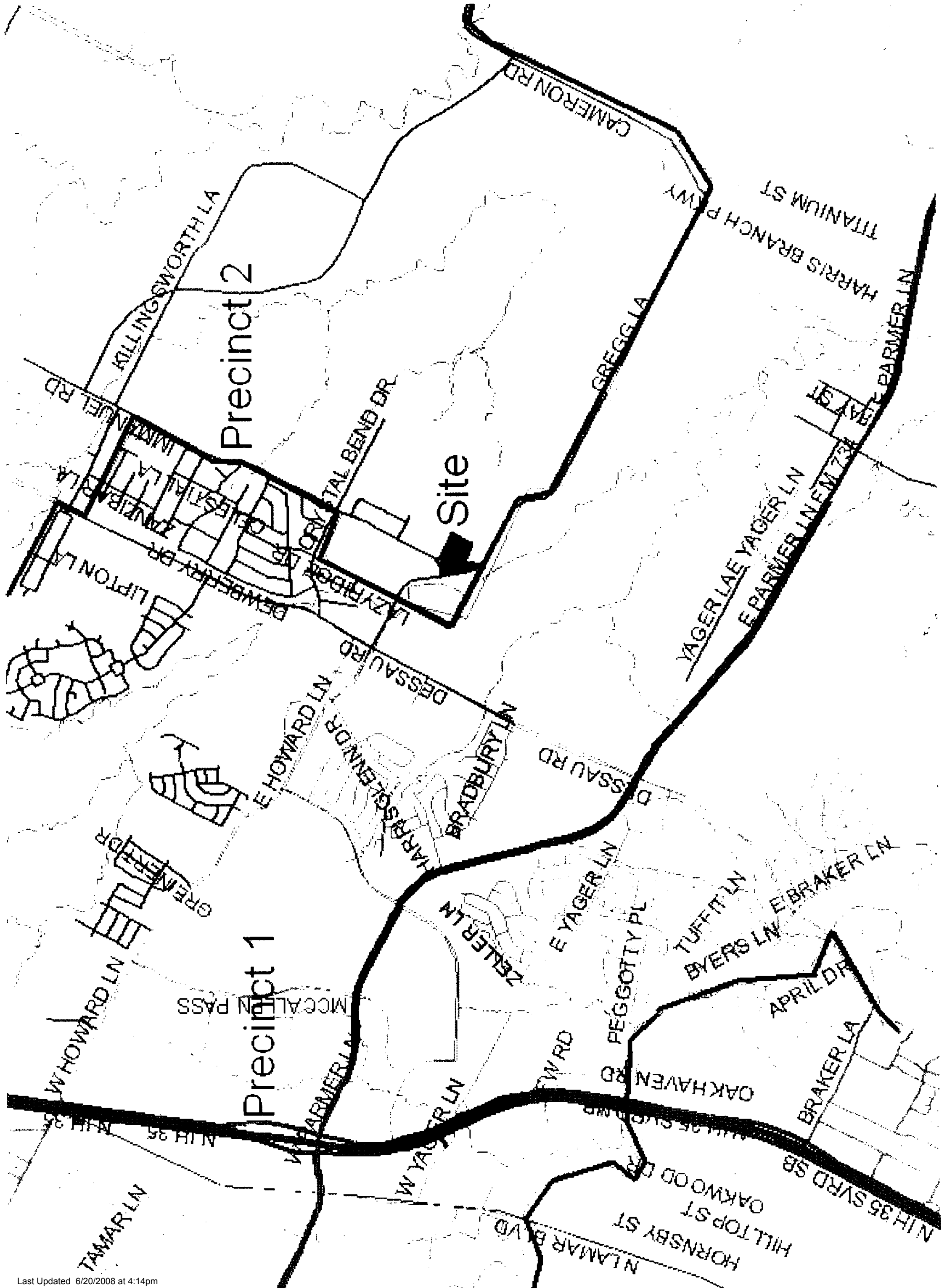
A 4 LOT SUBDIVISION
CONSISTING OF 9.89 ACRES

DATE: APRIL 21, 2008

Boyer & Associates

DEVELOPMENT AND
ENGINEERING SERVICES, L.P.
185 S. BARRIS ST., SUITE 231
ROUND ROCK, TEXAS 78664
(512) 255-2388 PHONE
(512) 532-8277 FAX

LAND USE		
DESCRIPTION	ACRES	USE
LOT 1A, BLOCK A	3.82	INDUSTRIAL/OFFICE/RETAIL
LOT 2A, BLOCK A	2.17	INDUSTRIAL/OFFICE/RETAIL
LOT 3A, BLOCK A	2.82	INDUSTRIAL/OFFICE/RETAIL
LOT 4A, BLOCK A	1.29	INDUSTRIAL/OFFICE/RETAIL
TOTAL LOTS:	4	
TOTAL LOT ACREAGE:	9.89	



Precinct 2

Site

Precinct 1

03 JUN 17 PM 2:40

Travis County Commissioners Court Agenda Request

Voting Session 06/24/08
(Date)

Work Session _____
(Date)

I. A. Request made by: Joseph P. Gieselman Phone # 854-9383
Executive Manager, TNR

B. Requested Text: **Approve a variance to Chapter 82, Standards for Construction of Streets and Drainage in Subdivisions to allow the acceptance of dedication of a portion of street and drainage facilities in Cardinal Hills Estates Unit 1, a subdivision in Precinct 3.**

C. Approved by: _____
Commissioner Gerald Daugherty, Precinct Three

II. A. Is backup material attached*: Yes X No _____

*Any backup material to be presented to the court must be submitted with this Agenda Request (original and 8 copies).

B. Have the agencies affected by this request been invited to attend the Work Session?

Yes X No _____ Please list those contacted and their phone numbers:

- | | |
|---------------------------|--------------------------|
| Donald W. Ward - 854-9383 | Anna Bowlin - 854-9383 |
| David Greear - 854-9383 | Howard Herrin - 854-9383 |
| Scott Lambert - 854-9383 | Johnny Anglin - 266-3314 |

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (473-9106)

- _____ Additional funding for any department or for any purpose
- _____ Transfer of existing funds within or between any line item budget
- _____ Grant

Human Resources Department (473-9165)

- _____ A change in your department's personnel (reclassifications, etc.)

Purchasing Office (473-9700)

- _____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (473-9415)

- _____ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits should be submitted to the County Judge's Office no later than 5:00 PM on Tuesday for the following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.



TRANSPORTATION AND NATURAL RESOURCES

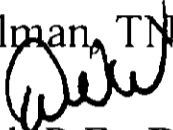
JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

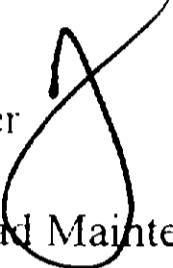
411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

MEMORANDUM

DATE: June 13, 2008

TO: Members of the Commissioners' Court

THROUGH: Joseph P. Gieselman, TNR Executive Manager 

FROM: Donald W. Ward, P.E., Division Director, Road Maintenance, Bridge and Fleet 

SUBJECT: Approve variance to Chapter 82, Standards for Construction of Streets and Drainage in Subdivisions to allow the acceptance of dedication of a portion of street and drainage facilities in Cardinal Hills Unit 1, a subdivision in Precinct 3.

Summary and TNR Staff Recommendation:

A developer, Red Bird Investors, Ltd., bought many lots in Cardinal Hills Unit 1, which was recorded in September 1962, but the streets were never constructed. Red Bird Investors, Ltd. has built portions of the streets in construction phases. Portions of three streets were accepted for maintenance February 25, 2003.

This action completes the acceptance of the rest of the streets Red Bird Investors, Ltd. were permitted to build. The developer has furnished TNR with all of the items required to achieve Approval of Construction according to the Standards for Construction of Streets and Drainage in Subdivisions. After approval of this action, the Performance Bonds for all of the construction phases will be released. The streets and drainage, for this portion of Cardinal Hills Unit 1, have been inspected for conformance with approved plans and specifications as listed. There are no items on the punch list to be corrected. This action will add 0.62 miles to the Travis County road system. TNR staff recommends approval of the proposed motion.

Budgetary and Fiscal Impacts:

This action adds 0.62 miles to our road maintenance program.

Issues and Opportunities:

This action shows our acceptance of a developer's initiative to build streets in older subdivisions where the original developer did not carry through on his obligation. This relieves the county of the possibility of building roads at taxpayers' expense. This action also allows the new residents protection of the Travis County Sheriff's Department.

Page 2
June 13, 2008

Required Authorizations:

None Required

Exhibits:

Inspector's report

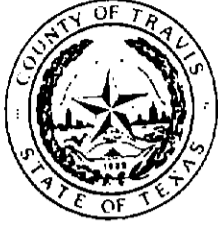
Requirements list

List of streets

Attached maps

DV:DWW:dv

1102 Cardinal Hills Unit 1



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

APPROVAL OF CONSTRUCTION

DATE:

TO:

Developer

Redbird Investors, Ltd.
James Duncan, President
6601 A Bee Caves Rd.
Austin, TX 78746
Fx: 457-9822

Engineer

Carlson, Brigance & Doering, Inc.
Charles Brigance, Jr., P.E.
3401 Slaughter Lane West
Austin, TX 78748
Fx: 280-5165

SUBJECT: Cardinal Hills Unit 1 Construction Phases 3 and 4

Effective this date, street and drainage construction within this subdivision appear to be in conformance with the Permitted Construction Documents. All Performance Period maintenance punchlist items have been completed and/or corrected. The subdivision will be recommended for Accepted for Dedication in Travis County Commissioners Court.

OTHER REMARKS:

None

BY

Johnny Anglin 6-13-08
TNR Construction Inspection - Johnny Anglin

Darla Vasterling
TNR Engineering Specialist - Darla Vasterling

Donald W. Ward
TNR Division Director, Road and Bridge - Donald W. Ward



TRANSPORTATION AND NATURAL RESOURCES

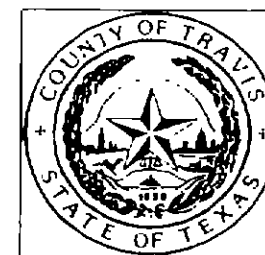
JOSEPH P. GIESLIMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4649

Cardinal Hills Unit 1 Construction Phases 3 and 4
**REQUIREMENTS FOR APPROVAL OF CONSTRUCTION
PUBLIC STREET SUBDIVISIONS PER STANDARDS FOR CONSTRUCTION OF
STREETS AND DRAINAGE IN SUBDIVISIONS - AUGUST 28, 1997**

- 9/07/05 1. Professional Engineer's certification of quantities of work completed (Engineer's Concurrence Letter). § 82.401(c)(1)(A) § 82.604(c)(2)
- NA 2. Construction Summary Report, signed by COA inspector. § 82.604(c)(1)
- 9/07/05 3. Contractor's (signed) invoice or receipt of payment for work completed. §82.401(c)(1)(B)
- 9/07/05 4. Reproducible Plans, certified as "Record Drawings", by the Owner's Consulting Engineer [§ 82.604(c)(3)] including a Signage and Striping Plan [§82.303(c)] and accompanying Stop Sign Warrant sheet for each sign.
- 9/14/06 5. Performance Period Fiscal for 10% of the actual construction cost of street and drainage construction plus fiscal for residential sidewalks, if applicable. If bond, it must be in a form acceptable to Travis County and dated near the time of the TNR inspection report. Must be posted by owner/developer. § 82.604(c)(4), § 82.401(8)
- NA 6. If applicable, a copy of the Conditional Letter of Map Amendment or Revision from FEMA to begin Performance Period and the completed Letter of Map Revision (LOMR) to accept streets for maintenance. § 82.604(c)(5)
- NA 7. A letter from Texas Department of Licensing and Regulation (or a Registered Accessibility Specialist) approving subdivision construction (when sidewalks are required per plat and when the total construction costs of sidewalks exceed \$50,000.00 or when a variance is required). Plan approval required at time of Approval of Construction. Substantial compliance (inspection approval), including residential sidewalks, required at time of street acceptance for maintenance. § 82.202(q)(2), § 82.301 (13)
- 6/13/08 8. A TNR inspection report, indicating the completion of that portion of the work represented by the reduction of fiscal (streets and drainage, including detention ponds and common area sidewalks and traffic control devices shown on the approved traffic control plan). § 82.401(c)(1)(C)

ACCEPTANCE OF DEDICATION OF STREETS AND DRAINAGE



Atlas No. L-05

Cardinal Hills Unit 1

Pct.# 3

Mapsco No. 520A

RECORDED AT Book 16 Page 7 OF THE PLAT RECORDS OF TRAVIS COUNTY 9-10-62

#	STREET NAME	FROM - TO	L.F.	MILES	ROW	TYPE OF WIDTH OF CURB &	
						PVMNT	PVMNT GUTTER
1	Falcon Drive	NW cor Lot 125 Blk D to Nightingale Lane	277	0.05	50	HMAC	24 No
2	Meadowlark Street	NW cor Lot 79 Blk F to Nightingale Lane	415	0.08	50	HMAC	24 No
3	Nightingale Lane	FM 620 to NW cor Lot 136 Blk D	205	0.39	50	HMAC	24 No
4	Eagles Court	Nightingale Lane plus 250'	263	0.05	50	HMAC	24 No
5	Robin Court	Nightingale Lane plus 275'	288	0.05	50	HMAC	24 No
6							
7							
8							
9							
10							

CONSTRUCTION OF STREETS AND DRAINAGE EXCEEDS MINIMUM COUNTY STANDARD FOR STREETS NUMBERED 1-5

IT IS RECOMMENDED THAT MAINTENANCE OF 5 STREETS TOTALING 0.62 MILES BE ACCEPTED BY THE TRAVIS COUNTY COMMISSIONERS' COURT IN PRECINCT 3.

24-Jun-08

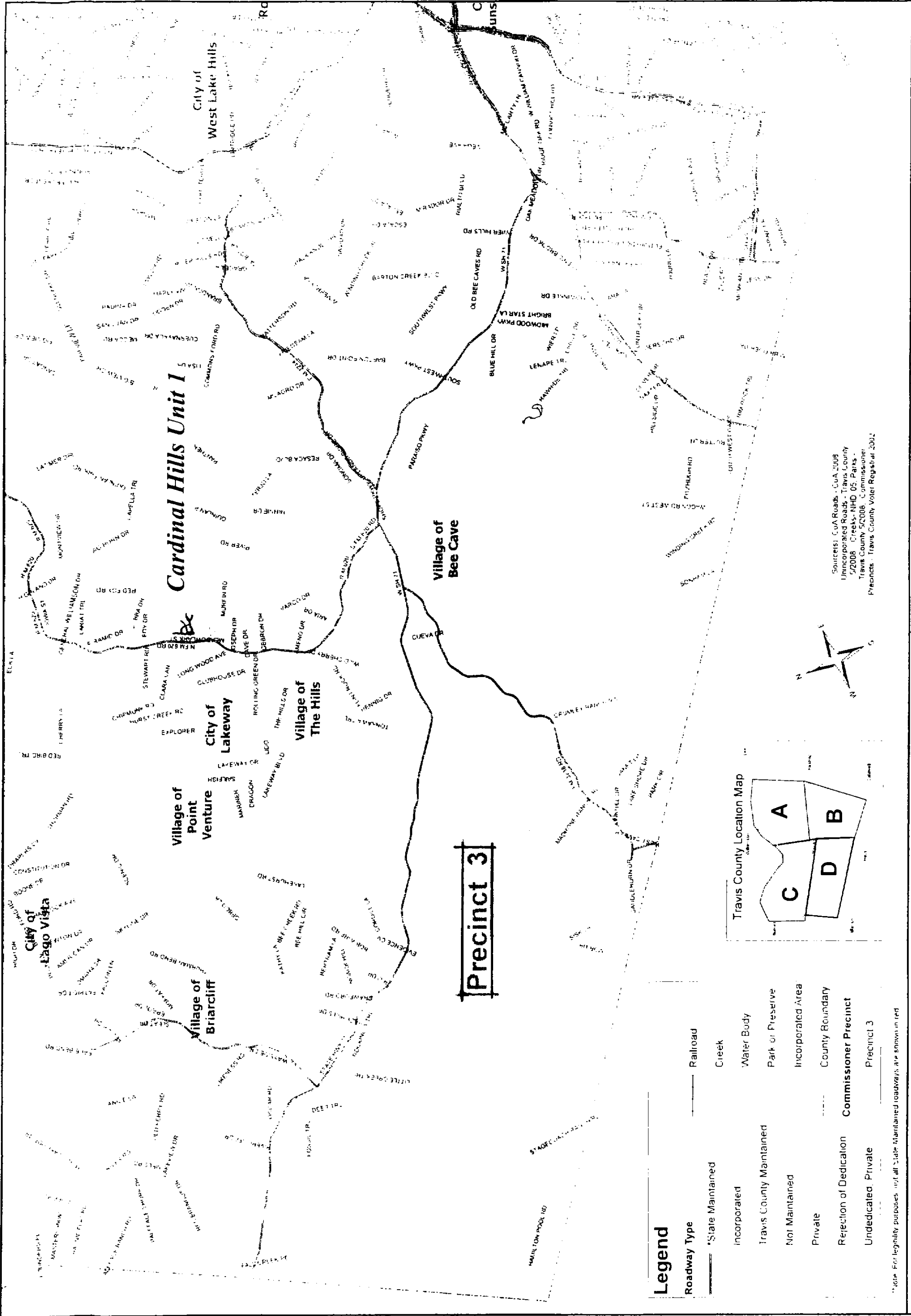
DATE

DP = DOUBLE PENETRATION
 HMAC = HOT MIX ASPHALT
 C = CONCRETE
 UPP = UNPAVED, PIT RUN
 UPS = UNPAVED, SELECT

Donald W. Ward, P. E.
 Division Director, Road, Bridge, and Fleet
 TRANSPORTATION AND ENGINEERING SERVICES

DATE APPROVED BY TRAVIS COUNTY COMMISSIONERS COURT



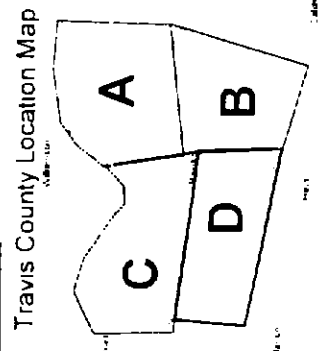


Map Prepared by: Travis County
 Department of Transportation - Technical
 Services Unit - Date: 11/2008
 Title: traviscountytravismaps

Miles

Travis County Roadways, Map D

Source(s): CVA Roads - CVA, 2008
 Unincorporated Roads - Travis County
 5/2008 - Creeks - NHD 05 - Parks -
 Travis County 5/2008 - Commissioner
 Precincts - Travis County Voter Registrar, 2002



Legend	
	State Maintained
	Incorporated
	Travis County Maintained
	Not Maintained
	Private
	Rejection of Dedication
	Undedicated, Private
	Railroad
	Creek
	Water Body
	Park or Preserve
	Incorporated Area
	County Boundary
	Commissioner Precinct
	Precinct 3

*Note: For legality purposes, not all State Maintained roadways are shown in red.

Map Disclaimer: This map was created for the Travis County GIS Portal for identifying Travis County's maintained roadways. The data is provided as is with no warranties of any kind. For questions, contact the Travis County GIS Coordinator at (512) 854-9383.

Text Scale
 1 inch equals 0.297 miles
 1 inch equals 0.297 km

RECEIVED
COUNTY CLERK'S OFFICE

20

Travis County Commissioners Court Agenda Request

08 JUN 17 PM 2:40

Voting Session 6/24/08
(Date)

Work Session _____
(Date)

I. A. Request made by: Joseph P. Gieselman Phone # 854-9383
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text:

Consider and take appropriate action on:

A. A variance request from Chapter 82, Section 82.202(e)(2), Dual Access (Requires a new subdivision must have at least two access streets connecting to a different external street) for the Reserve at Lake Travis Preliminary Plan in Precinct 3

B. A variance request from Chapter 82, Section 82.209(c)(3)(D), Buffer Zones for Waterways (Requires a 75 foot buffer from the 681 foot mean sea level contour line) for the Reserve at Lake Travis Preliminary Plan in Precinct 3

C. A variance request from Chapter 82, Section 82.209(c)(D), Buffer Zones for Environmentally Valuable Features (Establishes a 50-foot buffer zone behind canyon rim rock and bluff crest lines) for the Reserve at Lake Travis Preliminary Plan in Precinct 3

D. A variance request from Chapter 82, Section 82.209(d)(1), Cut and Fill (Requires all cut and fill land balancing to be limited to a maximum of 8 feet) for the Reserve at Lake Travis Preliminary Plan in Precinct 3


E. Reserve at Lake Travis Preliminary Plan in Precinct Three (Preliminary Plan – 129 Lots – 291.65 Acres – Thurman Bend Road – Fiscal is not required with the preliminary plan – Sewage service to be provided by on-site septic facilities – No ETJ).

F. Approved by:

Commissioner Gerald Daugherty, Precinct Three

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (original and eight (8) copies of agenda request and backup).

- B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of the Agenda Request and backup to them:

 Michael Hettenhausen: 854-7563 Chris Gilmore: 854-9455
Anna Bowlin: 854-7561 Dennis Wilson: 854-4217

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

- Additional funding for any department or for any purpose
 Transfer of existing funds within or between any line item budget
 Grant

Human Resources Department (854-9165)

- A change in your department's personnel (reclassifications, etc.)

Purchasing Office (854-9700)

- Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

- Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits **MUST** be submitted to the County Judge's Office no later than 5:00 p.m. on Tuesday for the following week's meeting. Late or incomplete requests will be deferred.

08 JUN 20 PM 3:13

21

Travis County Commissioners Court Agenda Request

Voting Session 06/24/08
(Date)

Work Session _____
(Date)

I. A. Request made by: Joseph P. Gieselman Phone #
854-9383 Signature of Elected Official/Appointed Official/Executive Manager/County
Attorney

B. Requested Text:

**A. Consider and take appropriate action on a Final Plat in Precinct 1:
Martin-Cole Subdivision, (Total Number of Lots 5 – 12.635 acres, 4
Single Family lots and 1 Critical Environmental Feature Lot. –
Burleson-Manor Road – No Fiscal is required from Travis County
with this final plat – Sewage service to be provided by a private
onsite system – City of Austin 5 ETJ).**

C. Approved by:

Commissioner Ron Davis, Precinct 1

II. A. Backup memorandum and exhibits should be attached and submitted with
this Agenda Request (original and eight (8) copies of agenda request and
backup).

B. Please list all of the agencies or officials names and telephone numbers
that might be affected or be involved with the request. Send a copy of the
Agenda Request and backup to them:

Joe Arriaga: 854-7562 Dennis Wilson, 854-4217
Anna Bowlin: 854-7561

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

- ___ Additional funding for any department or for any purpose
- ___ Transfer of existing funds within or between any line item budget
- ___ Grant

Human Resources Department (854-9165)

- ___ A change in your department's personnel (reclassifications, etc.)

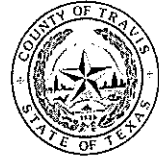
Purchasing Office (854-9700)

- ___ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

_____ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits MUST be submitted to the County Judge's Office no later than 5:00 p.m. on Tuesday for the following week's meeting. Late or incomplete requests will be deferred.



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767

MEMORANDUM

June 6, 2008

TO: Members of the Commissioners Court

THROUGH: Joseph P. Gieselman, Executive Manager

FROM:  Anna Bowlin, Director of Development Services 

SUBJECT: Martin-Cole Subdivision

PROPOSED MOTION:

- A. Consider and take appropriate action on a Final Plat in Precinct 1: Martin-Cole Subdivision, (Total Number of Lots 5 – 12.635 acres, 4 Single Family lots and 1 Critical Environmental Feature Lot. – Burleson-Manor Road – No Fiscal is required from Travis County with this final plat – Sewage service to be provided by a private onsite system – City of Austin 5 ETJ).**

SUMMARY AND STAFF RECOMMENDATION:

This final plat subdivision consists of 5 Total lots (4 residential lots and 1 environmental feature lot). There are no linear feet of public streets being proposed with this plat. The applicant is proposing to construct private streets with a gate at the entrance of this subdivision. Parkland fees were not assessed because they are proposing only 4 residential units. The applicant requested the following variances: Variance to Title 30-3-191 to not provide sidewalks for 8817 Burleson-Manor Road for a subdivision in Precinct One: Martin-Cole Final Plat. Variance to Title 30-2-151 which require streets of a new subdivision to align to existing streets (Tree Top Drive) for a subdivision in Precinct One: Martin-Cole Final Plat. The variances were considered by Court on June 17, 2008.

If the Court approves the variances, this subdivision application will meet all Travis County standards and has been approved by the City of Austin; TNR staff recommends approval of the proposed subdivision.

ISSUES:

Staff has not received any inquiries from any adjacent property owners or from anyone else.

BUDGETARY AND FISCAL IMPACT:

None.

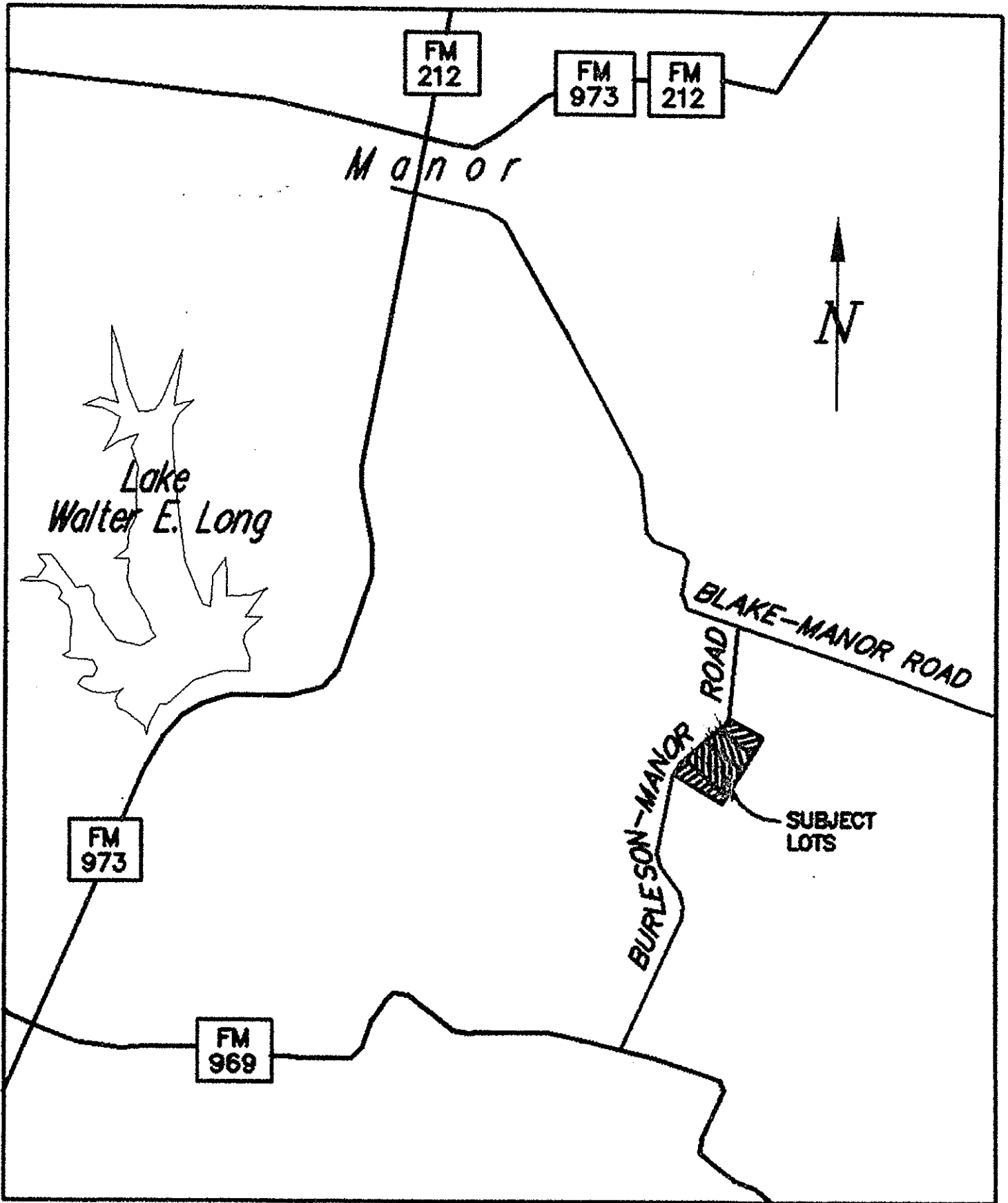
REQUIRED AUTHORIZATIONS:

None.

EXHIBITS:

Location map and plat

AMB: ja 408



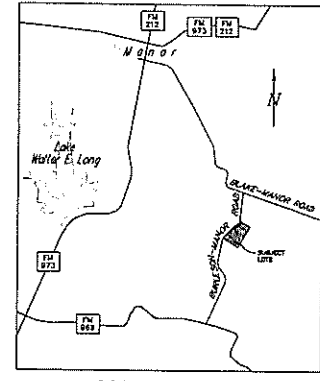
LOCATION MAP
(N.T.S.)

MARTIN-COLE SUBDIVISION

TRAVIS COUNTY, TEXAS
MARCH 21, 2007

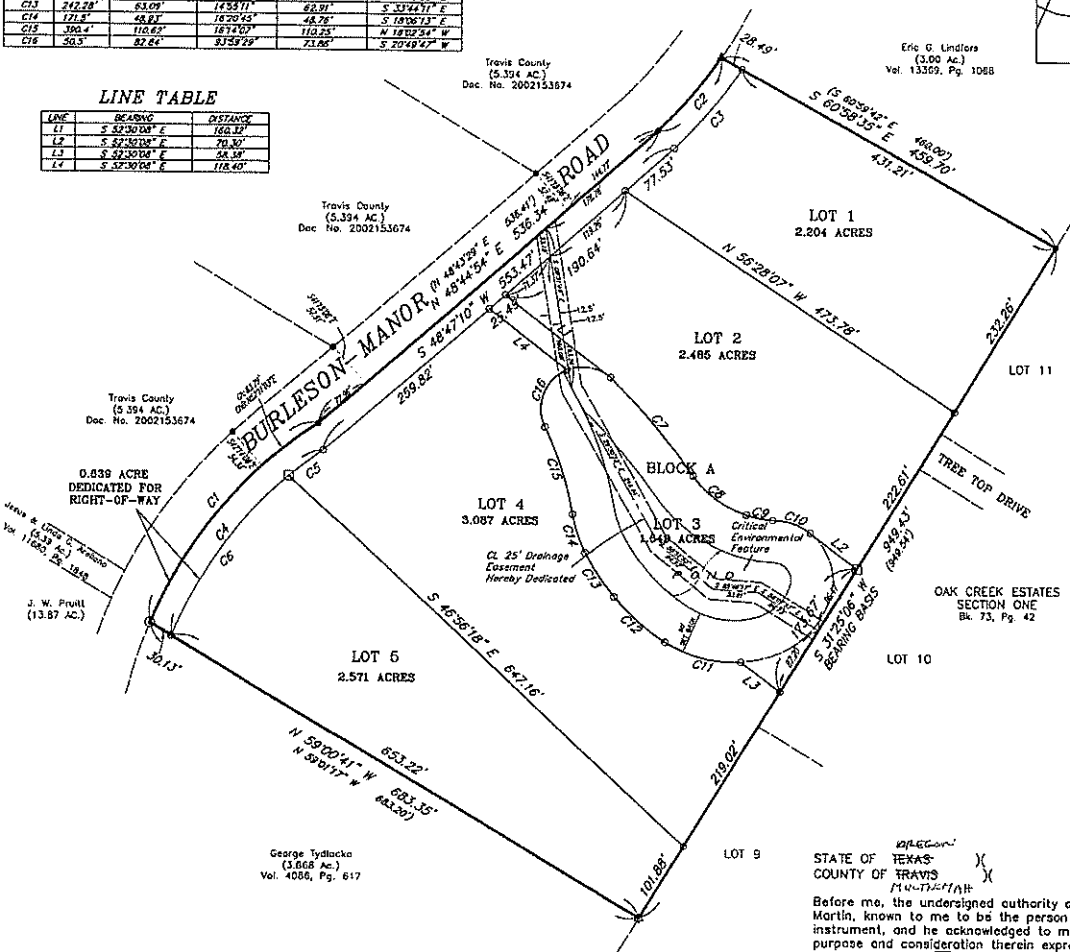
CURVE TABLE

CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD LENGTH	CHORD BEARING
C1	543.69'	317.86'	33°27'54"	313.06'	N 39°52'17" E
C2	374.78'	118.34'	11°33'59"	118.15'	S 40°52'51" W
C3	686.14'	124.53'	11°33'27"	124.12'	S 40°52'51" W
C4	513.65'	291.65'	32°07'11"	287.76'	S 38°56'22" W
C5	513.65'	51.31'	05°43'15"	51.25'	N 52°20'14" E
C6	513.65'	240.35'	26°47'58"	238.17'	N 36°04'47" E
C7	402.77'	154.14'	10°01'40"	153.91'	N 40°13'26" W
C8	129.71'	88.93'	33°05'15"	79.84'	S 53°51'29" E
C9	117.82'	31.8'	16°22'52"	31.71'	S 78°30'10" E
C10	28.13'	47.26'	37°57'06"	46.81'	N 71°53'37" W
C11	152.73'	25.18'	36°12'21"	31.65'	S 75°41'48" E
C12	239.21'	82.68'	16°15'06"	82.11'	S 48°49'25" E
C13	242.28'	63.09'	14°53'11"	62.91'	S 51°14'57" E
C14	121.87'	48.83'	18°20'45"	48.76'	S 18°08'13" E
C15	380.4'	116.82'	18°14'01"	116.25'	N 18°22'54" W
C16	58.5'	82.64'	33°52'29"	73.88'	S 20°48'47" W



LINE TABLE

LINE	BEARING	DISTANCE
L1	S 52°30'03" E	184.49'
L2	S 52°30'03" E	70.40'
L3	S 52°30'03" E	58.40'
L4	S 52°30'03" E	118.40'



LOCATION MAP
(N.T.S.)

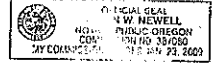
LEGEND

- 1/2" IRON ROD FOUND (UNLESS NOTED)
- 1" IRON PIPE FOUND
- 1/2" IRON ROD SET WITH CAP
- STAMPED TERRA FIRMA
- AXLE FOUND
- CONCRETE MONUMENT SET
- ▲ 600 NAIL FOUND
- △ CALCULATION POINT
- () RECORD INFORMATION

STATE OF TEXAS
COUNTY OF TRAVIS
MUNICIPALITY OF
Before me, the undersigned authority on this day personally appeared Kenneth T. Martin, known to me to be the person whose name is subscribed to the foregoing instrument, and he acknowledged to me that he executed the same for the purpose and consideration therein expressed and in the capacity therein stated.

BRANN W. NEWELL
Notary Public, State of Texas - OREGON

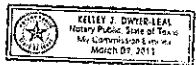
Print Notary's Name
My Commission Expires: 1/23/09



STATE OF TEXAS
COUNTY OF TRAVIS
Before me, the undersigned authority on this day personally appeared Thomas L. Cole, known to me to be the person whose name is subscribed to the foregoing instrument, and he acknowledged to me that he executed the same for the purpose and consideration therein expressed and in the capacity therein stated.

Thomas L. Cole
Notary Public, State of Texas

Print Notary's Name
My Commission Expires: 02/02/2011



STATE OF TEXAS)
COUNTY OF TRAVIS)
KNOW ALL MEN BY THESE PRESENTS:
That we, Kenneth T. Martin and Thomas L. Cole, owners of 12.635 acres of land out of the Oliver Buckman Survey No. 40, Travis County, Texas, as conveyed to us by warranty deed with vendor's lien recorded in Volume 13318, Page 513 of the Real Property Records of Travis County, Texas, do hereby subdivide said 12.635 acres, pursuant to Section 212 of the Texas Local Government Code, in accordance with this plat, to be known as MARTIN-COLE SUBDIVISION, and do hereby dedicate to the public the use of the streets and easements shown hereon subject to any easements, covenants or restrictions heretofore granted and not released.

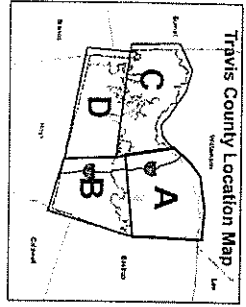
WITNESS MY HAND, this the 21 day of March, 2007, A.D.
Kenneth T. Martin
Kenneth T. Martin
8817 Bursleson-Manor Road
Manor, TX 78653
Thomas L. Cole
Thomas L. Cole
8817 Bursleson-Manor Road
Manor, TX 78653

SHEET 1 OF 2

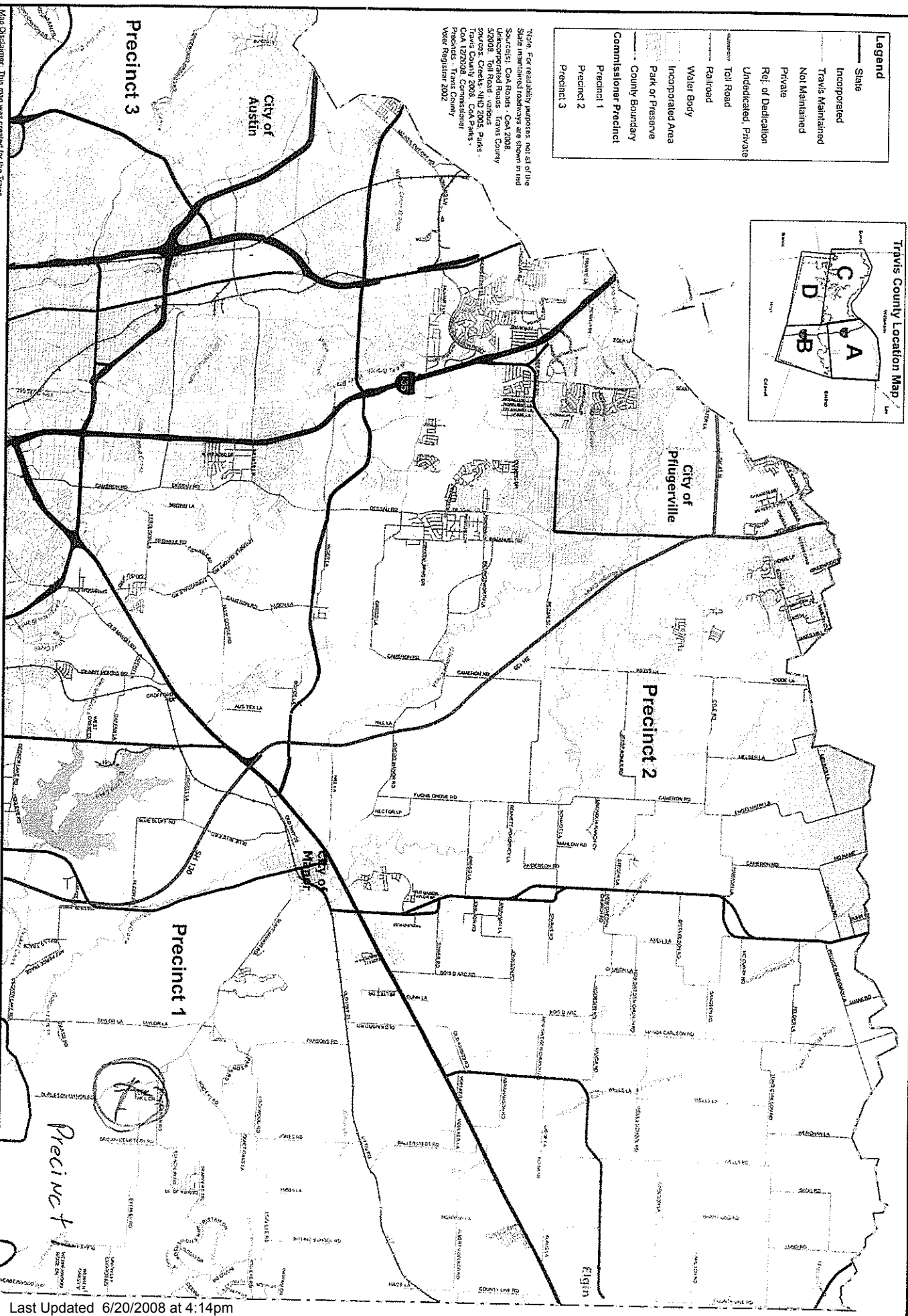
FILE # [Project] 12/07/07 Martin-Cole 12 Acres [2007] 12/07/07	Revised By
FILE # [Project] 12/07/07 Martin-Cole 12 Acres [2007] 12/07/07	Drawn By
FILE # [Project] 12/07/07 Martin-Cole 12 Acres [2007] 12/07/07	Checked By
FILE # [Project] 12/07/07 Martin-Cole 12 Acres [2007] 12/07/07	Created By
FILE # [Project] 12/07/07 Martin-Cole 12 Acres [2007] 12/07/07	Printed Date

Legend

- State
- Incorporated
- Travis Maintained
- Not Maintained
- Private
- Rel. of Dedication
- Undedicated Private
- Toll Road
- Railroad
- Water Body
- Incorporated Area
- Park or Preserve
- County Boundary
- Commissioner Precinct
- Precinct 1
- Precinct 2
- Precinct 3



Note: For readability purposes, not all of the State maintained roadways are shown in red. State-maintained roadways are shown in red. Source: CAH Roads - COA 2008. Undedicated Roads - Travis County 2008. Toll Roads - Various. Parks - Travis County 2008. CAH Parks - Travis County 2008. CAH Parks - COA 1/2008. Commissioner Precincts - Travis County Voter Registrar 2002.



Precinct 3

City of Austin

City of Pflugerville

Precinct 2

Precinct 1

Precinct 1

Travis County Roadways, Map A

Map Disclaimer: This map was created for the Travis County Sign Crew for identifying Travis County's maintained roadways. The data is provided "as is" with no warranties of any kind. For questions, contact the Travis County GIS Coordinator at (512) 854-9383.

Text Scale:
1 inch equals 1.002 miles
1 inch equals 5,292 feet

Map Prepared by: Travis County, Dept. of Transportation & Natural Resources Date: 6/20/2008
http://www.travis.texas.gov

ITEM # 22

STATE OF TEXAS)
)
COUNTY OF TRAVIS)

Whereas, it appears to the Commissioners Court of Travis County, Texas that there are sufficient funds on hand over and above those of immediate need for operating demand,

Now, Therefore, the Commissioners Court hereby orders

- 1.) that the County Treasurer of Travis County, Texas execute the investment of these funds in the total amount of \$8,961,237.65 in legally authorized securities as stipulated in the Travis County Investment Policy for the periods as indicated in Attachment A which consists of 12 pages.
- 2.) that the County Treasurer take and hold in safekeeping these investment instruments, relinquishing same only by order of the Court or for surrender at maturity.

Date: June 24, 2008

COUNTY JUDGE

COMMISSIONER, PRECINCT 1

COMMISSIONER, PRECINCT 2

COMMISSIONER, PRECINCT 3

COMMISSIONER, PRECINCT 4

ATTACHMENT A

TRAVIS COUNTY
INVESTMENT DEPARTMENT
SECURITY TRANSACTION FORM

DATE: 06/16/2008

TIME: 9:30

The following transaction was executed on behalf of Travis County:

DESCRIPTION:	TEXPOOL	FUND NAME:	OPERATING
PAR VALUE:	254,375.00	SAFEKEEPING NO:	N/A
CPN/DISC RATE:	N/A	PRICE:	100%
MATURITY DATE:	N/A	BOND EQ. YIELD:	2.2726%
PRINCIPAL:	254,375.00	PURCHASED THRU:	TEXPOOL
ACCRUED INT:	N/A	BROKER:	N/A
TOTAL DUE:	254,375.00	CUSIP #:	N/A
TRADE DATE:	06/16/2008	SETTLEMENT DATE:	06/16/2008

AUTHORIZED BY:

Mary E. Mayes
CASH/INVESTMENT MANAGER

ATTACHMENT A

DESCRIPTION: TEXPOOL

PAR VALUE:\$254,375.00

SETTLEMENT DATE:06/16/2008

INTEREST RATE:2.2726

FUND#	FUND NAME	AMOUNT INVESTED
-------	-----------	-----------------

899	OPERATING ACCOUNT	\$254,375.00
-----	-------------------	--------------

TOTAL DUE:		\$254,375.00
------------	--	--------------

ATTACHMENT A

TRAVIS COUNTY
INVESTMENT DEPARTMENT
SECURITY TRANSACTION FORM

DATE: 06/16/2008

TIME: 9:30

The following transaction was executed on behalf of Travis County:

DESCRIPTION:	TEXPOOL	FUND NAME:	OPERATING
PAR VALUE:	109,375.00	SAFEKEEPING NO:	N/A
CPN/DISC RATE:	N/A	PRICE:	100%
MATURITY DATE:	N/A	BOND EQ. YIELD:	2.2726%
PRINCIPAL:	109,375.00	PURCHASED THRU:	TEXPOOL
ACCRUED INT:	N/A	BROKER:	N/A
TOTAL DUE:	109,375.00	CUSIP #:	N/A
TRADE DATE:	06/16/2008	SETTLEMENT DATE:	06/16/2008

AUTHORIZED BY:

Mary E. Mayes
CASH/INVESTMENT MANAGER

ATTACHMENT A

DESCRIPTION: TEXPOOL

PAR VALUE:\$109,375.00

SETTLEMENT DATE:06/16/2008

INTEREST RATE:2.2726

FUND#	FUND NAME	AMOUNT INVESTED
-------	-----------	-----------------

899	OPERATING ACCOUNT	\$109,375.00
-----	-------------------	--------------

TOTAL DUE:		\$109,375.00
------------	--	--------------

ATTACHMENT A

TRAVIS COUNTY
INVESTMENT DEPARTMENT
SECURITY TRANSACTION FORM

DATE: 06/16/2008

TIME: 9:30

The following transaction was executed on behalf of Travis County:

DESCRIPTION:	TEXPOOL	FUND NAME:	POOLED BOND
PAR VALUE:	67,500.00	SAFEKEEPING NO:	N/A
CPN/DISC RATE:	N/A	PRICE:	100%
MATURITY DATE:	N/A	BOND EQ. YIELD:	2.2726%
PRINCIPAL:	67,500.00	PURCHASED THRU:	TEXPOOL
ACCRUED INT:	N/A	BROKER:	N/A
TOTAL DUE:	67,500.00	CUSIP #:	N/A
TRADE DATE:	06/16/2008	SETTLEMENT DATE:	06/16/2008

AUTHORIZED BY:

Mary E. Mayes
CASH/INVESTMENT MANAGER

ATTACHMENT A

DESCRIPTION: TEXPOOL

PAR VALUE:\$67,500.00

SETTLEMENT DATE:06/16/2008

INTEREST RATE:2.2726

FUND#	FUND NAME	AMOUNT INVESTED
-------	-----------	-----------------

897	POOLED BOND FUND	\$67,500.00
-----	------------------	-------------

TOTAL DUE: \$67,500.00

ATTACHMENT A

TRAVIS COUNTY
INVESTMENT DEPARTMENT
SECURITY TRANSACTION FORM

DATE: 06/18/2008

TIME: 9:30

The following transaction was executed on behalf of Travis County:

DESCRIPTION:	TEXPOOL	FUND NAME:	POOLED BOND
PAR VALUE:	277,987.65	SAFEKEEPING NO:	N/A
CPN/DISC RATE:	N/A	PRICE:	100%
MATURITY DATE:	N/A	BOND EQ. YIELD:	2.1977%
PRINCIPAL:	277,987.65	PURCHASED THRU:	TEXPOOL
ACCRUED INT:	N/A	BROKER:	N/A
TOTAL DUE:	277,987.65	CUSIP #:	N/A
TRADE DATE:	06/18/2008	SETTLEMENT DATE:	06/18/2008

AUTHORIZED BY:

Mary E Hayes
CASH INVESTMENT MANAGER

ATTACHMENT A

DESCRIPTION: TEXPOOL

PAR VALUE:\$277,987.65

SETTLEMENT DATE:06/18/2008

INTEREST RATE:2.1977

FUND#	FUND NAME	AMOUNT INVESTED
897	POOLED BOND FUND	\$277,987.65

TOTAL DUE: \$277,987.65

ATTACHMENT A

TRAVIS COUNTY
INVESTMENT DEPARTMENT
SECURITY TRANSACTION FORM

DATE: 06/19/2008

TIME: 9:30

The following transaction was executed on behalf of Travis County:

DESCRIPTION:	TEXPOOL	FUND NAME:	OPERATING
PAR VALUE:	42,000.00	SAFEKEEPING NO:	N/A
CPN/DISC RATE:	N/A	PRICE:	100%
MATURITY DATE:	N/A	BOND EQ. YIELD:	2.1490%
PRINCIPAL:	42,000.00	PURCHASED THRU:	TEXPOOL
ACCRUED INT:	N/A	BROKER:	N/A
TOTAL DUE:	42,000.00	CUSIP #:	N/A
TRADE DATE:	06/19/2008	SETTLEMENT DATE:	06/19/2008

AUTHORIZED BY:


CASH/INVESTMENT MANAGER

ATTACHMENT A

DESCRIPTION: TEXPOOL

PAR VALUE:\$42,000.00

SETTLEMENT DATE:06/19/2008

INTEREST RATE:2.1490

FUND#	FUND NAME	AMOUNT INVESTED
-------	-----------	-----------------

899	OPERATING ACCOUNT	\$42,000.00
-----	-------------------	-------------

TOTAL DUE:		\$42,000.00
------------	--	-------------

ATTACHMENT A

TRAVIS COUNTY
INVESTMENT DEPARTMENT
SECURITY TRANSACTION FORM

DATE: 06/20/2008

TIME: 9:30

The following transaction was executed on behalf of Travis County:

DESCRIPTION:	TEXPOOL	FUND NAME:	POOLED BOND
PAR VALUE:	8,210,000.00	SAFEKEEPING NO:	N/A
CPN/DISC RATE:	N/A	PRICE:	100%
MATURITY DATE:	N/A	BOND EQ. YIELD:	2.1630%
PRINCIPAL:	8,210,000.00	PURCHASED THRU:	TEXPOOL
ACCRUED INT:	N/A	BROKER:	N/A
TOTAL DUE:	8,210,000.00	CUSIP #:	N/A
TRADE DATE:	06/20/2008	SETTLEMENT DATE:	06/20/2008

AUTHORIZED BY:


CASH/INVESTMENT MANAGER

ATTACHMENT A

DESCRIPTION: TEXPOOL

PAR VALUE:\$8,210,000.00

SETTLEMENT DATE:06/20/2008

INTEREST RATE:2.1630

FUND#	FUND NAME	AMOUNT INVESTED
-------	-----------	-----------------

897	POOLED BOND FUND	\$8,210,000.00
-----	------------------	----------------

TOTAL DUE:		\$8,210,000.00
------------	--	----------------

TRAVIS COUNTY INVESTMENT REPORT
 PORTFOLIO STATISTICS
 DATE: June 20, 2008

By Fund Type		
Operating	\$ 346,724,516.10	60.64%
Debt Service	25,019,410.47	4.38%
Pooled Bond Fund	199,976,166.75	34.97%
Other	65,992.35	0.01%
Total Portfolio	<u>\$ 571,786,085.67</u>	<u>100.00%</u>

By Security Type		
Operating-		
Government Agencies	\$ 233,067,197.46	67.22%
Government Treasuries	9,942,951.76	2.87%
Certificates of Deposit	2,097.52	0.00%
Commercial Paper	9,802,152.78	2.83%
TexasDAILY	33,013,915.18	9.52%
TexSTAR	3,585,649.91	1.03%
TexPool	57,310,551.49	16.53%
Total	<u>\$ 346,724,516.10</u>	<u>100.00%</u>

Debt Service-		
Government Agencies	0.00	0.00%
TexSTAR	10,940,499.19	43.73%
TexPool	14,078,911.28	56.27%
Total	<u>\$ 25,019,410.47</u>	<u>100.00%</u>

Pooled Bond Fund-		
Government Agencies	\$ 130,404,157.23	65.21%
Government Treasuries	21,866,167.05	10.93%
TexSTAR	7,620,085.02	3.81%
TexPool	40,085,757.45	20.05%
Total	<u>\$ 199,976,166.75</u>	<u>100.00%</u>

Other-		
Certificates of Deposit	\$ 65,992.35	100.00%
	<u>\$ 65,992.35</u>	<u>100.00%</u>

Summary	Investment	Actual	Guidelines
Combined Portfolio-			
Certificates of Deposit	\$ 68,089.87	0.01%	50.00%
Government Agencies	363,471,354.69	63.57%	75.00%
Government Treasuries	31,809,118.81	5.56%	100.00%
Commercial Paper	9,802,152.78	1.71%	20.00%
Texas DAILY	33,013,915.18	5.77%	20.00%
TexSTAR	22,146,234.12	3.87%	20.00%
TexPool	111,475,220.22	19.50%	60.00%
Total	<u>\$ 571,786,085.67</u>	<u>100.00%</u>	

Commercial Paper by Firm as a Percentage of Portfolio	Investment	Actual	Guidelines
Operating-			
General Electric Capital Services	<u>9,802,152.78</u>	<u>2.83%</u>	5.00%
Total Operating	<u>\$ 9,802,152.78</u>	<u>2.83%</u>	

Combined Portfolio-			
General Electric Capital Services	<u>9,802,152.78</u>	<u>1.71%</u>	5.00%
Total Combined Portfolio	<u>\$ 9,802,152.78</u>	<u>1.71%</u>	20.00%

Travis County Commissioners Court Agenda Request

Please consider the following item for:

Voting Session: June 24, 2008

I. A. Request made by: Bob Vann Phone 854-9697
Constable Bob Vann

B. Requested text: Approval and confirmation of licensed peace officers as per Texas Local Government Code, Section 86.011

C. Approved by: _____
Signature of Commissioner or County Judge

II. A. All backup material needs to be attached to the Agenda and submitted with this Agenda Request (Original and eight copies).

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request and send a copy of this Agenda Request and backup to them:

III. BUDGET OR PERSONNEL REQUESTS. Please check if applicable:

- Additional funding for any department or for any purpose
- _____ Transfer of existing funds within or between any budget
- _____ A change in your department's personnel (reclassifications, etc.)

Please coordinate through the County Planning and Budget Office (473-9106) or the Human Resources Department BEFORE submitting any agenda item that involves any budget or personnel issue.

AGENDA REQUEST DEADLINES

All Agenda Requests and supporting materials **MUST** be submitted to the County Judge's Office in writing by 5:00 PM on Monday for the next week's meeting. Agenda Requests missing this deadline will be considered for the next subsequent Commissioners Court meeting, as will Agenda Items without appropriate back-up material, including a signed budget transfer form.

RECEIVED
COUNTY CLERK'S OFFICE
08 JUN 11 PM 1:49

**APPLICATION TO THE TRAVIS COUNTY
COMMISSIONERS' COURT
FOR APPOINTMENT OF DEUPTY CONSTABLE(S)**

In compliance with Section 86.011 of the Texas Local Government Code, I do hereby request Commissioners' Court approval and confirmation of the individual(s) named below for appointment to the position of Deputy Constable.

The appointment of the named individual(s) is necessary so that the official business of the Constable's office that originates in the precinct may be properly handled.

The names(s) of the individual(s) are:

Lynn Snowden

Daniel Johnson

Request Date: June 24, 2008

Requested by Bob Van
Signature

Constable, Pct. 2, Travis County, Texas

24

Travis County Commissioners Court Agenda Request

Voting Session 6/24/08
(Date)

Working Session 6/24/08
(Date)

I. A. Request made by: COUNTY ATTORNEY FT Phone # 854-9513

Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text:

RECEIVE BRIEFING FROM COUNTY ATTORNEY AND/OR TAKE APPROPRIATE ACTION IN; SANDRA LUNA, INDIVIDUALLY AND A/N/F KASANDRA LUNA V. CITY OF AUSTIN, TRAVIS COUNTY, AND MICHAEL HARLEY ALT (EXECUTIVE SESSION ALSO, PURSUANT TO TEX. GOVT. CODE ANN., SECTIONS 551.071(1)(A) AND 551.071(1)(B)).

C. Approved by: _____
Signature of Commissioner(s) or County Judge

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies for agenda request and backup).

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them.

Dan Mansour, Risk Management, 854-9499

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

_____ Additional funding for any department or for any purpose
_____ Transfer of existing funds within or between any line item budget
_____ Grant

Human Resources Department (854-9165)

_____ A change in your department's personnel (reclassifications, etc.)

Purchasing Office

_____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9513)

_____ Contract, Agreement, Policy & Procedure

08 JUN 19 PM 2:02
RECEIVED
COUNTY CLERK'S OFFICE

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits should be submitted to the County Judge's Office no later than 5:00 PM on Monday for the following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.

VS # 25

TRAVIS COUNTY COMMISSIONERS' COURT

AGENDA REQUEST

Please consider the following item for: (fill in date of meeting in blank)

VOTING SESSION June 24, 2008 EXEC. SESSION _____x_____

I. A. Request made by: Susan A. Spataro
County Auditor _____ PH # 49125

B. Requested Text:

Receive briefing from County Attorney and take appropriate action in relation to negotiations for external audit services.

County Judge or Commissioner

II. A. Is backup material attached: Yes _____ No x_____

Any backup material to be presented to the Court must be submitted with this Agenda Request (original and 8 copies).

B. Have the agencies affected by this request been invited to attend the Voting Session. Yes x No _____. Please list those contacted and their phone numbers:

Barbara Wilson, County Attorney's Office #49415

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COUNTY JUDGE'S OFFICE
08 JUN 20 PM 4:06

III. PERSONNEL

_____ A change in your department's personnel for _____

IV. BUDGET REQUESTS

If your request involves any of the following please check appropriately:

- _____ Additional funding for your department
- _____ Transfer of funds within your department budget
- _____ A change in your department's personnel

All agenda requests and backup materials must be submitted to County Judge's office by Tuesdays, 5:00 p.m. for next week's meeting.

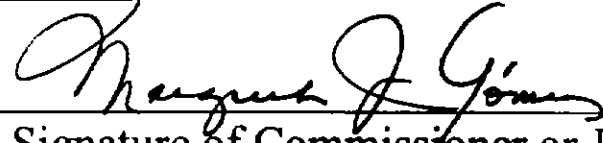
C2 ✓

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Voting Session: July 8, 2008

I. A. Request made by: Margaret J. Gómez Phone #: 854-9444
(Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested text: Re-Appoint Nancy Bellows to serve on the Board of the Children's Protective Services

C. Approved by: 
Signature of Commissioner or Judge

- II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)
 Additional funding for any department or for any purpose
 Transfer of existing funds within or between any line item
 Grant

Human Resources Department (854-9165)
 Change in your department's personnel (reorganization, restructuring etc.)

Purchasing Office (854-9700)
 Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)
 Contract, Agreement, Policy & Procedure

RECEIVED
 COUNTY JUDGE'S OFFICE
 08 JUN 18 PM 4:16

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 5:00pm on Mondays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.

TRAVIS COUNTY HOUSING FINANCE CORPORATION
AGENDA REQUEST

Work Session _____ Voting Session June 24, 2008 Executive Session _____
Date Date Date

- I. A. Request made by: Samuel T. Biscoe, President
Elected Official
- B. Requested Text: Consider and take appropriate action on request to approve scholarship grant agreement for the Oak Hill Regional Fire Academy #6.

Approved by: _____
Signature of Samuel T. Biscoe, President

- II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies of agenda request and backup).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

III. Required Authorizations: Please check if applicable.

- Planning and Budget Office (473-9106)
- ___ Additional funding for any department or for any purpose
- ___ Transfer of existing funds within or between any line item
- ___ Grant
- Human Resources Department (473-9165)
- ___ A change in your department's personnel (reclassifications, etc.)
- Purchasing Office (473-9700)
- ___ Bid, Purchase Contract, Request for Proposal, Procurement
- County Attorney's Office (473-9415)
- ___ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 5:00 PM on Tuesdays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.

TRAVIS COUNTY HOUSING FINANCE CORPORATION

DATE: June 24, 2008
TO: Board of Directors, Travis Housing Finance Corporation
FROM: Miguel Gonzalez, Sr. Financial Analyst
SUBJECT: Scholarship Grant for Oak Hill Regional Fire Academy #6

Proposed Motion:

To approve attached agreement for the scholarship grant for Oak Hill Regional Fire Academy #6, and to authorize Board President, Samuel Biscoe, to execute the agreement.

On April 1, 2008, the Board approved a request by the Oak Hill Fire Department (i.e. Travis County Emergency Services District No. 3, "TCESD03") to provide \$15,000 for five (5) scholarship grants.

Attached is the grant agreement drafted by TCHFC staff and reviewed by Cliff Blount. The agreement has been signed by R.L. Taylor, TCESD03 President and is pending final execution by TCHFC President, Samuel T. Biscoe.

Agreement Highlights:

Parties: *TCHFC and TCESD03*

Total funding: *\$15,000*

Date funds are available: *on or before June 30, 2008*

Purpose of funds: *provide five (5), \$3,000 scholarships to cadets attending the Oak Hill Regional Fire Academy #6.*

Eligibility: *Cadets must reasonably prove actual financial hardship for self funding and be at or below 80% Area Median Family Income.*

cc: Cliff Blount, Esq.
Leroy Nellis, Budget Manager
Harvey Davis, Manager
Mary Mayes, Assistant Manager

Travis County Housing Finance Corporation

Scholarship Grant for Oak Hill Regional Fire Academy #6

Travis County Housing Finance Corporation ("TCHFC") is pleased to approve a grant to Travis County Emergency Services District No. 3 ("TCESD03") in the amount of \$15,000 (the "Funds"), which is made under the terms and conditions set forth in this agreement. In accordance with the proposal and any relevant correspondence regarding the proposal (including the approved budget, all of which are incorporated by reference and made a part hereof) (collectively, the "Proposal"), TCESD03 will use this grant in order to implement the following program: Scholarship Grant for Oak Hill Regional Fire Academy #6

As a condition of the grant, the parties agree as follows:

1. *Use of Funds.*

The overall purpose of this grant is to provide tuition scholarships for five (5) cadets in the Oak Hill Regional Fire Academy #6 (April 5, 2008 thru November 15, 2008) (the "Program"). Any changes in the implementation of the Program will require the prior written approval of TCHFC.

The TCESD03 agrees to award the scholarships to five (5) deserving cadets that have reasonably proven and documented an actual financial hardship in self funding their tuition and are at or below 80% Area Median Family Income. The five (5) selected candidates are listed in Appendix A.

TCESD03 agrees to waive their \$500 fee for fire clothing and gear for the five (5) scholarship candidates. TCESD03 further agrees to sponsor the five (5) scholarship cadets in the Oak Hill Regional Emergency Medical Technician – Basic Academy that follows the Fire Academy at no additional cost to TCHFC or the five (5) scholarship cadets.

TCESD03 agrees to require the scholarship candidates to complete a scholarship application and sign an agreement that requires the cadet to volunteer for a Travis County Emergency Services District for 24 months after the completion of the Oak Hill Regional Fire Academy #6, which requirement would be waived if the Cadet is employed by a fire department located within Travis County.

The Funds shall be payable in one (1) payment in the amount of \$15,000, on or before June 30, 2008.

2. *Repayment of Unused or Improperly Used Funds.*

TCESD03 will repay to TCHFC any portion of the Funds not used for the purposes identified in the Proposal and this agreement, including any unexpended Funds on or before November 15, 2008. TCESD03 will repay TCHFC \$3,000 for

each candidate that fails to complete the Oak Hill Regional Fire Academy #6 (April 5, 2008 thru November 15, 2008).

3. *Reports.*

TCESD03 will submit to TCHFC a summary report at the end of the Oak Hill Regional Fire Academy #6. TCESD03 will provide to the TCHFC an Annual Report and Audited Financial Statements for the fiscal year(s) corresponding with the grant period covered.

4. *Accounts and Recordkeeping.*

TCESD03 shall maintain books and records regarding the Program and the Funds and make them available for inspection by TCHFC upon TCHFC's request, subject to any limitations imposed by applicable law.

5. *Warranties and Representations.*

In order to induce TCHFC to make the grant, TCESD03 represents and warrants to TCHFC that:

- a. This grant agreement is the legal and binding obligation of TCESD03, enforceable in accordance with its terms, except as limited by bankruptcy, insolvency or other applicable laws.
- b. The Program and the use of Funds will comply with the objectives set forth in the Proposal, as well as all applicable laws, rules and regulations to which the TCESD03 is subject.
- c. There is no fact known to TCESD03 or its agents or employees which would materially affect TCHFC's decision to provide funding under this grant agreement which has not been disclosed to TCHFC.
- d. TCESD03 shall maintain insurance with responsible and reputable companies in such amounts and covering such risks as is prudent and is usually carried by entities engaged in operation similar to that of TCESD03, particularly in the conducting of Oak Hill Regional Fire Academy #6. To the extent permitted by law, TCESD03 hereby agrees to indemnify, defend and hold harmless TCHFC from and against, and in respect to, any and all losses, expenses, costs, obligations, liabilities and damages, including interest, penalties and reasonable attorney's fees and expenses, that TCHFC may incur as a result of any negligent or willful acts or omissions of TCESD03 or any of its agents or employees.

6. *Miscellaneous.*

- a. TCESD03 agrees that no portion of the Funds will be used for any of the following: (i) to lobby or otherwise attempt to influence legislations; (ii) to influence outcome of any specific public election or participate or intervene in any political campaign on behalf of any candidate for public office or conduct, directly or indirectly, any voter registration drive; or

(iii) to distribute funds to any entity or individual, other than as detailed in the Proposal.

- b. No press releases or publicity will be issued/conducted regarding the Program without obtaining TCHFC's comments and prior written approval thereof.
- c. This grant agreement constitutes the entire agreement between the parties hereto. No oral representations or other agreements have been made by the parties except as stated herein. The grant agreement may not be changed in any way except as herein provided, and no term or provision hereof may be waived except in writing signed by a duly authorized officer or agent. TCESD03 acknowledges and represents that it completed, submitted and presented to TCHFC the Proposal, and that all statements therein were true, accurate and complete, and remain true, accurate and complete, and that TCHFC has relied on such statements in deciding to enter into this agreement. The titles of any paragraph of this grant agreement are for convenience only and shall not be deemed to limit, restrict or alter the content, meaning or effect thereof.

In Witness Whereof, the parties have set their hands and seals as of the date(s) written below.

TRAVIS COUNTY HOUSING FINANCE CORPORATION

By: Samuel T. Biscoe, President Date

TRAVIS COUNTY EMERGENCY SERVICE DISTRICT NO. 3



By: R. L. Taylor, President 6/11/08
Date

TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION.
TRAVIS COUNTY HOUSING FINANCE CORPORATION
CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION
CAPITAL HEALTH FACILITIES DEVELOPMENT CORPORATION
TRAVIS COUNTY DEVELOPMENT AUTHORITY
TRAVIS COUNTY CULTURAL EDUCATION FACILITIES FINANCE CORPORATION
AGENDA REQUEST

Work Session _____ Voting Session June 24, 2008 Executive Session _____
Date Date Date

I. A. Request made by: Samuel T. Biscoe, President
Elected Official

B. Requested Text: CONSIDER AND TAKE APPROPRIATE ACTION ON AN AMENDMENT ONE TO EXTERNAL AUDITING CONTRACT BETWEEN TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION, CAPITAL HEALTH FACILITIES DEVELOPMENT CORPORATION, TRAVIS COUNTY HOUSING FINANCE CORPORATION, CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION, TRAVIS COUNTY DEVELOPMENT AUTHORITY, AND TRAVIS COUNTY CULTURAL EDUCATION FACILITIES FINANCE CORPORATION AND DELOITTE & TOUCHE, LLP

Approved by: _____
Signature of Samuel T. Biscoe, President

- II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies of agenda request and backup).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

III. Required Authorizations: Please check if applicable.

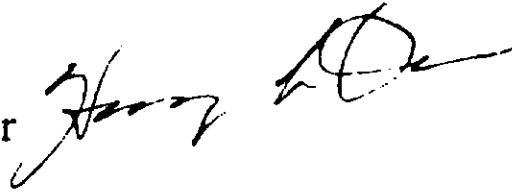
- Planning and Budget Office (473-9106)
____ Additional funding for any department or for any purpose
____ Transfer of existing funds within or between any line item
____ Grant
- Human Resources Department (473-9165)
____ A change in your department's personnel (reclassifications, etc.)
- Purchasing Office (473-9700)
____ Bid, Purchase Contract, Request for Proposal, Procurement
- County Attorney's Office (473-9415)
____ Contract, Agreement, Policy & Procedure

**TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION
TRAVIS COUNTY HOUSING FINANCE CORPORATION
CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION
CAPITAL HEALTH FACILITIES DEVELOPMENT CORPORATION
TRAVIS COUNTY DEVELOPMENT AUTHORITY
TRAVIS COUNTY CULTURAL EDUCATION FACILITIES FINANCE
CORPORATION**

DATE: June 24, 2008

TO: Board of Directors

FROM: Harvey L. Davis, Manager



SUBJECT: Deloitte & Touche LLP contract extension

Proposed Motion:

Approve Amendment One to External Auditing Contract Between the six Corporations and Deloitte & Touche, LLP

Summary and Background Information:

Currently the external audit of the corporations is performed by Deloitte & Touche LLP. ("Deloitte"). This contract began on October 1, 2004 and is scheduled to end June 30, 2008.

This year the Purchasing Office included the corporations in its solicitation for external audit services when it issued RFQ Q080199-ML. Deloitte submitted the only response. Staff believes that it would be desirable to negotiate a novation of the current contract with Deloitte instead of drafting an entirely new document. To allow sufficient time before the expiration of the current contract to consider revisions needed in the audit services for the next five years adequately and to negotiate the needed changes into a novation, Deloitte and the Corporations want to extend the term of the current contract for one month.

Staff believes that this extension is in the Corporations' best interest as the most efficient means to complete that solicitation process by reducing the time and costs needed for negotiation and drafting of a contract because only provisions needing changes must be addressed instead of negotiating all of the provisions anew.

Cc: Cliff Blount, Attorney
Rodney Rhoades, Executive Manager, Planning and Budget
Barbara Wilson, Asst. County Attorney
Leroy Nellis, Budget Manager

Mary Mayes, Assistant Manager

AMENDMENT ONE TO
EXTERNAL AUDITING CONTRACT
BETWEEN
TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION,
CAPITAL HEALTH FACILITIES DEVELOPMENT CORPORATION,
TRAVIS COUNTY HOUSING FINANCE CORPORATION,
CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION,
TRAVIS COUNTY DEVELOPMENT AUTHORITY, AND
TRAVIS COUNTY CULTURAL EDUCATION FACILITIES FINANCE CORPORATION
AND
DELOITTE & TOUCHE, LLP

This Amendment One to the External Auditing Contract ("Contract") is entered into by the following parties:

Travis County Health Facilities Development Corporation, a public non-profit corporation incorporated under the TEX. HEALTH & SAFETY CODE ANN., ch. 221,

Capital Health Facilities Development Corporation, a public non-profit corporation incorporated under the TEX. HEALTH & SAFETY CODE ANN., ch. 221,

Travis County Housing Finance Corporation, a public non-profit corporation incorporated under the TEX. LOC. GOV'T CODE ANN., ch. 394,

Capital Industrial Development Corporation a public non-profit corporation incorporated under the TEX. REV. CIV. STAT. ANN., art. 5190.6,

Travis County Development Authority, a public non-profit corporation incorporated under TEX. TRANS. CODE ANN., ch. 431, subch. D and TEX. LOC. GOV'T CODE ANN., ch. 394, and

Travis County Cultural Education Facilities Finance Corporation, a public non-profit corporation incorporated under the TEX. REV. CIV. STAT. ANN., art. 1528m, (collectively called the "Corporations") and

Deloitte & Touche LLP, a registered limited liability partnership under the laws of the State of Delaware ("Contractor").

RECITALS

Contractor and Corporations entered into a contract for audit services beginning on October 1, 2004 that is scheduled to end June 30, 2008.

In 2008, Corporations in conjunction with Travis County issued RFQ Q080199-ML. Contractor submitted a response susceptible of award. If possible, Corporations desire to

negotiate a novation of the current contract with Contractor instead of drafting an entirely new document. To allow sufficient time before the expiration of the current contract to consider the revisions needed in the audit services for the next five years adequately and to negotiate the needed changes into a novation, Contractor and Corporations desire to extend the term of the current contract for one month. Contractor and Corporations believe that this extension is in the best interest of each of them as the most efficient means to complete that solicitation process by reducing the time and costs needed for negotiation and drafting of a contract because only provisions needing changes must be addressed instead of negotiating all of the provisions anew.

AGREEMENT

1. Extension of term of Contract

1.01 In consideration for the mutual cost savings to result from this modification, Contractor and Corporations agree to amend Contract Number: PS040221-ML by extending the term of this contract for one month to end on July 31, 2008.

2. Incorporation of Agreement

2.01 County and Corporations hereby incorporate the Contract into this amendment. Except for the changes made in this Amendment One, County and Corporations hereby ratify all of the terms and conditions of the Contract.

TRAVIS COUNTY

By:

Honorable Samuel T. Biscoe
Travis County Judge

Date: _____

TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION

By:

Samuel T. Biscoe
President

Date:

CAPITAL HEALTH FACILITIES DEVELOPMENT CORPORATION

By:

**Samuel T. Biscoe
President**

Date:

TRAVIS COUNTY HOUSING FINANCE CORPORATION

By:

**Samuel T. Biscoe
President**

Date:

CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION

By:

**Samuel T. Biscoe
President**

Date:

TRAVIS COUNTY DEVELOPMENT AUTHORITY

By:

**Samuel T. Biscoe
President**

Date:

TRAVIS COUNTY CULTURAL EDUCATION FACILITIES FINANCE CORPORATION

By:

**Samuel T. Biscoe
President**

Date: