

Travis County Commissioners Court Agenda Request

Voting Session January 13, 2009
(Date)

Work Session _____
(Date)

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

Phone # 854-9383

B. Requested Text:

Consider and take appropriate action regarding a request to temporarily close Manda Road in Precinct One for drainage improvements beginning January 14, 2009, and continuing through February 4, 2009 or until construction is completed.

C. C. Approved by: _____
Ron Davis, Travis County Commissioner, Precinct One

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 this Agenda Request and backup to them.

- Don Ward, TNR (854-9317)
- David Greear, TNR (854-7650)
- Richard Duane, TNR
- Cheryl McVey, TNR Dispatch (854-9433)
- Manor ISD (278-4085)
- Manor Fire Dept., ESD #12 (272-4502)
- ESD #13 (281-4116)
- Greg Hamilton, County Sheriff, (854-9770)
- TCSO Dispatch (974-0800)

RECEIVED
COUNTY JUDGES OFFICE
09 JAN -7 PM 4:57

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 the backup memorandum and exhibits should be submitted to the County Judges 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 DEPARTMENT
JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 W. 13th St.
Eleventh Floor
P.O. Box 1748
Austin, Texas 78767
(512) 854 -9383
FAX (512) 854 -4697

MEMORANDUM

January 7, 2009

TO: Members of the Commissioners Court
THROUGH: Joseph P. Gieselman, Executive Manager
FROM: Donald W. Ward, P.E., Division Director, Road Maintenance and Fleet Services
SUBJECT: Temporary closure of Manda Road for drainage improvements

PROPOSED MOTION:

Consider and take appropriate action regarding a request to temporarily close Manda Road in Precinct One for drainage improvements beginning January 14, 2009, and continuing through February 4, 2009 or until construction is completed.

SUMMARY AND STAFF RECOMMENDATION:

Staff recommends closing Manda Road. Construction is scheduled to begin on January 14, 2009 and continue for an estimated 3 weeks to February 4, 2009, or until construction is completed. The road closure is required for the replacement and upgrade of an existing cross culvert under the roadway.

ISSUES AND OPPORTUNITIES:

The road closure is necessary for the safety of the construction workers and the motoring public.

BUDGETARY ISSUE:

This closure will require some work by Travis County road maintenance crews to post public notices.

REQUIRED AUTHORIZATIONS:

This recommendation is made in accordance with Chapter 251 of the Transportation Code.

BACKGROUND:

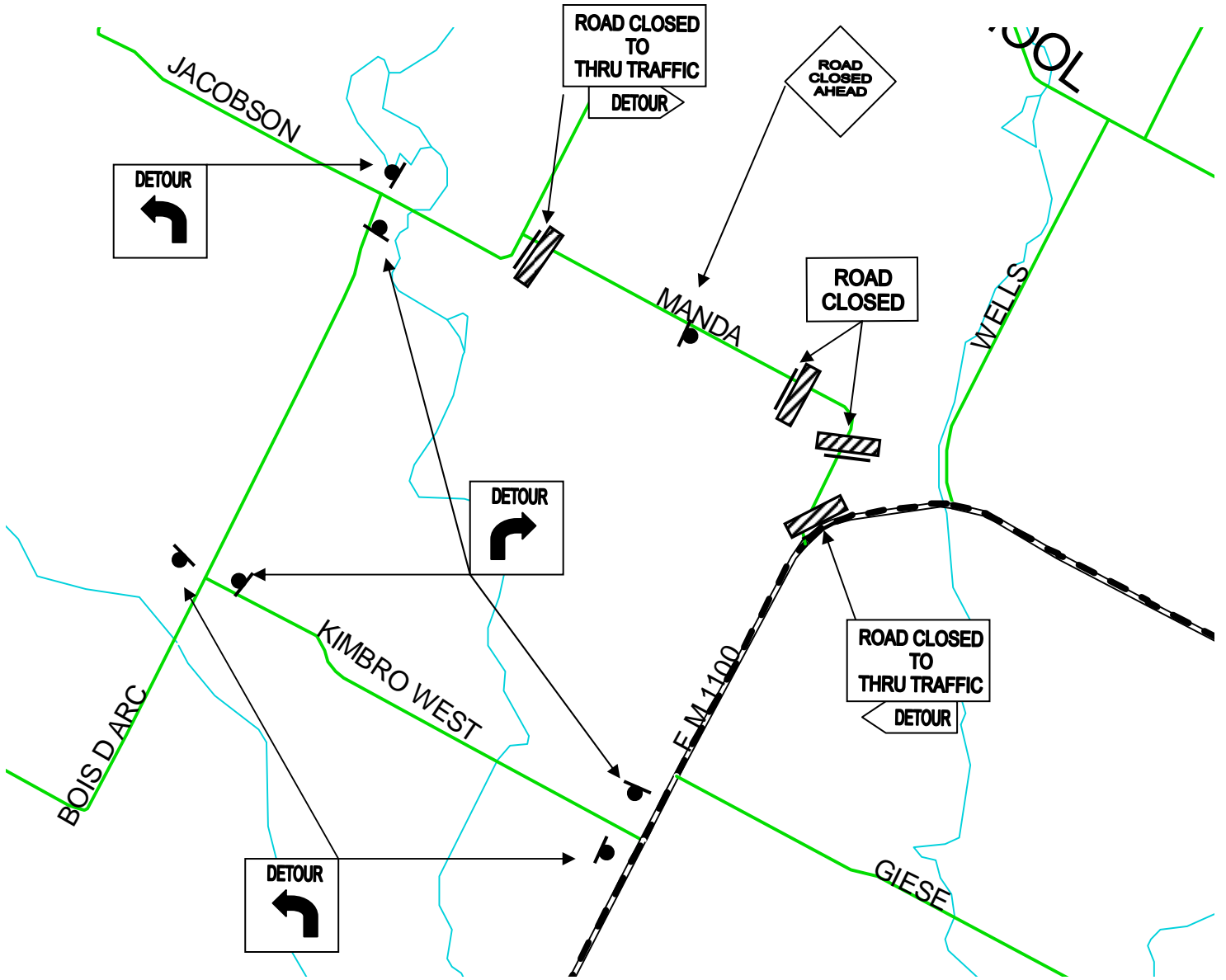
None.

EXHIBITS:

Area map showing closure location and detour route
Photos of Public Notice signs posted on Manda Road

cc: Don Ward, David Greear, Richard Duane, Steve Schiewe

Detour Map for Manda Road Temporary Road Closure





**NOTICE OF
PUBLIC HEARING**

**ON JANUARY 13, 2009, AT 9:00 AM
TEMPORARY CLOSURE**

**CONCERNING THE TEMPORARY
CLOSURE OF MANDA ROAD FOR
DRAINAGE IMPROVEMENTS BEGINNING
JANUARY 14, 2009**

22 2:39PM

**AT THE TRAVIS COUNTY
COMMISSIONERS COURTROOM
314 WEST 11th STREET
(FIRST FLOOR), AUSTIN**

FOR ADDITIONAL INFORMATION CALL: 854-7580



22 2:40PM

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Travis County Commissioners' Court, Travis County, Texas, will hold a Public Hearing on Tuesday, January 13, 2009 at 9:00am to consider the temporary closure of MANDA ROAD for drainage improvements.

The Public Hearing will be held in the Commissioners' Courtroom in the Travis County Administration Building (first floor), 314 West 11th Street, Austin, Texas.

STATE OF TEXAS

§

COUNTY OF TRAVIS

§

§

ORDER _____

WHEREAS, Transportation and Natural Resources has recommended a temporary road closure of MANDA ROAD for drainage improvements; and

WHEREAS, a public hearing was held on January 13, 2009, in the Commissioners' Court of Travis County, Texas, following required advance notice prior to the approval of this Order; then

BE IT THEREFORE ORDERED by the Commissioners' Court of Travis County, Texas, that the following road be temporarily closed as listed below:

PRECINCT 1:

In Precinct One for drainage improvements beginning January 14, 2009, and continuing through February 4, 2009 or until construction is completed.

PASSED AND ADOPTED THE _____ DAY OF _____, 2009.

Samuel T. Biscoe
County Judge

Ron Davis
Commissioner, Precinct 1

Sarah Eckhardt
Commissioner, Precinct 2

Karen Huber
Commissioner, Precinct 3

Margaret Gómez
Commissioner, Precinct 4



Travis County Commissioners Court Agenda Request

Meeting Date: January 13, 2008

I. A. Requestor: Judge Biscoe Phone # 854-9555

B. Specific Agenda Wording:

APPROVE PROCLAMATION RECOGNIZING THE 26TH ANNUAL AUSTIN INDEPENDENT SCHOOL DISTRICT AFRICAN AMERICAN HERITAGE CELEBRATION. (JUDGE BISCOE)

C. Sponsor: _____
County Commissioner or County Judge

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request.

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request.

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN - 7 AM 11:00

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, Travis County Code - Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

You Are Cordially Invited to the

26th Annual

Austin Independent School District

African American Heritage Celebration

In America, We're All Leaders

Sunday, February 8, 2009

3:00 p.m.

**Dr. Exalton & Wilhelmina Delco
Activity Center**

4601 Pecan Brook Drive Austin, Texas

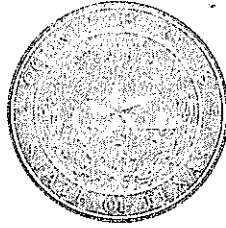
Share in Honoring Austin's Outstanding Students
and in the Presentation of the
W. Charles Akins African American Heritage Award
Darlene Westbrook Leadership in Education Award
H.L. Gaines Human Relations Award
African American Heritage Student Composition Award

On the Front Perpetua Mbachtu, Austin High School Senior Class President, 2007-2008

**Austin Independent
School District**
Baker Admin. Center
3908 Avenue B
Austin, TX 78751

2009 African American Heritage Celebration

Travis County Commissioners Court



Proclamation

Whereas, African-Americans have had a profound influence on the history and culture of our country, state, county and city;

Whereas, As Maya Angelou reminds us in her poem, "And Still I Rise": "Bringing the gifts that my ancestors gave, I am the dream and hope of the slave";

Whereas, The national theme for this year's African-American Heritage Month is "Carter G. Woodson and the Origins of Multiculturalism," and the Austin Independent School District (AISD) has chosen "In America, We're All Leaders" as its local theme, which honors the history and contributions of African-Americans in Austin;

Whereas, This year, the AISD will conduct its 26th Annual African-American Heritage Celebration and present distinguished awards on Sunday, February 08, 2009, at 3:00 p.m. at the Dr. Exalton and Wilhelmina Delco Activity Center; and

Whereas, The AISD and Travis County cherish and value all citizens and embrace the African-American community, its history and its hope for the future.

Now Therefore, Be It Resolved, that we, the Travis County Commissioners Court, do hereby proclaim the month of February 2009 as:

"AFRICAN-AMERICAN HERITAGE MONTH"

in Travis County, Texas and urge all residents to participate with the Austin Independent School District in this year's observance.

SIGNED AND ENTERED THIS _____ DAY OF JANUARY, 2009.

SAMUEL T. BISCOE
Travis County Judge

RON DAVIS
Commissioner, Pct. 1

SARAH ECKHARDT
Commissioner, Pct. 2

KAREN L. HUBER
Commissioner, Pct. 3

MARGARET J. GÓMEZ
Commissioner, Pct. 4

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Voting Session: January 13, 2009

I. A. Request made by: DANNY HOBBY, EXECUTIVE MANAGER, EMERGENCY SERVICES
Phone #: 854-4416
(Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested topic: CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE PROHIBITION OF OUTDOOR BURNING IN THE UNINCORPORATED AREAS OF TRAVIS COUNTY.

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

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 12:00pm on Tuesdays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.



EMERGENCY SERVICES

DANNY HOBBY, EXECUTIVE MANAGER
P.O. BOX 1748, AUSTIN, TEXAS 78767
(512) 854-4416, FAX (512) 854-4786

*Emergency Management
Pete Baldwin, Emergency Mgmt.
Coordinator*

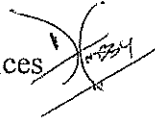
*Fire Marshal
Brad Beauchamp, Interim Fire
Marshal*

*Medical Examiner
Dr. David Dolinak*

*STAR Flight
Casey Ping, Program Manager*

MEMORANDUM

To: Travis County Commissioners Court

Through: Danny Hobby, Executive Manager Emergency Services 

From: Pete Baldwin, Emergency Management Coordinator

Date: January 5, 2009

Subject: **Order Prohibiting Outdoor Burning in the Unincorporated Areas of Travis County**

The current Burn Ban expires on January 14, 2009. Travis County has not received any significant rainfall in the past 30 days. The KBDI in Travis County continues to be over 600. The current drought monitors indicate that Travis County is in a severe drought category with increased risk of wildfire occurrence. Live fuels can also be expected to burn actively at these levels. The Office of Emergency Management and the Fire Marshal's Office recommend approval of the Order Prohibiting Outdoor Burning in the Unincorporated Areas of Travis County.

Thank you.

COUNTY OF TRAVIS §
 §
STATE OF TEXAS §

**ORDER PROHIBITING
OUTDOOR BURNING**

WHEREAS, Section 352.081 of the Local Government Code provides that the commissioners court of a county by order may prohibit outdoor burning in the unincorporated area of the county if the commissioners court makes a finding that circumstances present in the unincorporated area create a public safety hazard that would be exacerbated by outdoor burning; and,

WHEREAS, the Travis County Commissioners Court does hereby find that circumstances present in all of the unincorporated area of Travis County create a public safety hazard that would be exacerbated by outdoor burning;

NOW, THEREFORE, it is ORDERED that outdoor burning is prohibited in all of the unincorporated areas of Travis County as follows:

- (1) Actions prohibited:
 - (a) A person violates this order if he/she burns any combustible material outside of an enclosure which serves to contain all flames and/or sparks, or orders such burning by others.
 - (b) A person violates this order if he/she engages in any activity outdoors which could allow flames or sparks that could result in a fire unless done in an enclosure designed to protect the spread of fire, or orders such activities by others.

- (2) Enforcement:
 - (a) Upon notification of suspected outdoor burning, the fire department with jurisdiction for the location of the fire shall respond to the scene and take immediate measures to contain and/or extinguish the fire.
 - (b) As soon as possible, a duly commissioned peace officer shall be sent to the scene to investigate the nature of the fire.
 - (c) If, in the opinion of the officer on the scene, the goal of this order can be attained by informing the responsible party about the prohibitions established by this order, the officer may, at his or her discretion, request compliance with it. In such instances, an entry of this notification containing the date, time and place of the warning, along with the name of the party receiving the warning, shall be forwarded to the office of County Judge.
 - (d) In accordance with Section 352.081 of the Local Government Code, a person who knowingly or intentionally violates this order commits a Class C Misdemeanor, punishable by a fine up to \$500.

- (3) This order does not apply to outdoor burning activities:
 - (a) related to public health and safety that are authorized by the Texas Commission on Environmental Quality for:
 - (A) firefighter training;
 - (B) public utility, natural gas pipeline, or mining operations; or

- (C) planting or harvesting of agriculture crops.
- (b) that are conducted by a prescribed burn manager certified under Section 153.048, Natural Resources Code, and meet the standards of Section 153.047, Natural Resources Code.
- (c) that involve the performance of **outdoor** combustible operations, including but not limited to, outdoor welding, cutting or grinding operations and outdoor hot works operations, by any person (i) if the Travis County Fire Marshal has issued a permit for the welding or hot works operations in compliance with the Fire Code or (ii) if the operations are performed in compliance with the following requirements creating a controlled environment and safeguards on each day when operations are performed:
 - (A) Areas where welding, cutting or grinding operations or hot works operations are being performed are free of vegetation for at least twenty-five feet in all directions;
 - (B) Surfaces around welding or hot works area are wetted down;
 - (C) Each location where welding, cutting or grinding operations or hot works operations are being performed must have cellular telephone communications for emergency response;
 - (D) Before beginning any operations, the person performing the welding, cutting or grinding operations or hot works operations must notify the local fire department or Emergency Services District which serves the location where the welding, cutting or grinding operations or hot works operations are planned.
 - (E) A dedicated fire watch person attends each welder, cutter, grinder, or worker performing hot works operations or any activity that causes a spark;
 - (F) At least one (1) water pressure fire extinguisher per fire watch person is located within 10 feet of the location where welding, cutting or grinding operations or hot works operations are being performed;
 - (G) No welding, cutting or grinding operations or hot works operations is allowed on days designated as red flag warning days by the National Weather Service;
 - (H) If all welding, cutting and grinding operations or hot works operations are performed only in a total welding or hot works enclosure, or "welding box" or "hot works box", that is sufficiently high to control sparks, including a fire retardant cover over the top, the operations must comply with requirements E, F, and G in this list and is encouraged to comply with requirements A-D inclusive, if feasible and appropriate, and;
 - (I) If all welding, cutting and grinding operations or hot works operations are performed only in sub-surface, or "bell hole", welding and grinding operations or hot works operations within approved excavations, the operations must comply with requirements E, F, and G in this list and is encouraged to comply

with requirements A-D inclusive, if feasible and appropriate.

Be it also ORDERED that the purpose of this order is the mitigation of the public safety hazard posed by wild fires during the current dry weather by curtailing the practice of outdoor burning, which purpose is to be taken into account in any enforcement action based upon this order.

This order prohibiting outdoor burning shall expire on February 11, 2009 or upon such date as the Travis County Commissioners Court by order determines that the circumstances present in the unincorporated areas of Travis County no longer create a public safety hazard that would be exacerbated by outdoor burning, whichever occurs earlier.

ORDERED THIS 13th DAY OF JANUARY 2009.

TRAVIS COUNTY COMMISSIONERS COURT

By: _____
Samuel T. Biscoe, County Judge



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

4

Approved by: _____

Cyd V. Grimes 1-5-09 MB

Voting Session: Tuesday, January 13, 2009

REQUESTED ACTION: APPROVE CONTRACT AWARD FOR CONSTRUCTION SERVICES FOR THE GATTIS SCHOOL ROAD PROJECT, IFB NO. B090031-LP, TO THE LOW BIDDER, CASH CONSTRUCTION COMPANY, INC. (TNR)

Points of Contact

Purchasing: J. Lee Perry

Department: TNR, Joe Gieselman, Executive Manager;
Steve Manilla, Public Works Director; Roger Schuck, Project Manager

County Attorney (when applicable): John Hille

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spataro, Jose Palacios

Other:

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COUNTY JUDGE'S OFFICE
09 JAN - 6 AM 9:29

- **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.
- In May 2005 Travis County and Williamson County entered into an Interlocal agreement to share responsibility for designing and constructing improvements to Gattis School Road Project, which essentially straddles the County line. This roadway had experienced a large increase in traffic volumes and it was expected to increase further with the completion of SH 130 to which it directly connects. Travis County voters approved funding for the project in the 2005 bond referendum and the project has since been designed and all right-of-way has been acquired.
- On November 6, 2008 Travis County received bids from ten (10) vendors in response to IFB No. B090031-LP, Gattis School Road Project. The bids ranged from \$6,067,789.40 to \$8,321,977.35 with an engineer's estimate of \$7,992,602.75.
- TNR has reviewed the bids and recommends with Purchasing's concurrence, award to Cash Construction Co. Inc. for a base bid amount of \$5,870,501.40 and alternate bids 1 thru 4 in the amount of \$214,636.00, for a total contract amount of \$6,085,137.40 .

Contract Expenditures: Within the last 12 months \$0.00 has been spent against this contract.

Not applicable

➤ **Contract-Related Information:**

Award Amount: \$6,085,137.40
Contract Type: Construction
Contract Period: 300 Working Days

Contract Modification Information:

Modification Amount: N/A (Firm Amount) (Add'l. comments)
Modification Type: N/A
Modification Period: N/A

➤ **Solicitation-Related Information:**

Solicitations Sent: 18 Responses Received: 10
HUB Information: Vendor is not a HUB % HUB Subcontractor: 11.00%

➤ **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: Award and approval of this contract was delayed due to Williamson County funds not being received in a timely manner. Funds are now received and in place.

Funding Information:

Purchase Requisition in H.T.E.: 451389

Funding Account(s):

Account No.	Amount	Com/Sub	Description
512-4931-808-8164	\$ 3,288,001.25	968/054	Travis Co. Portion
475-4993-450-6099	\$2,797,136.15	968/048	Williamson Co. Portion

Total: \$6,085,137.40

Comments: N/A

➤ **Statutory Verification of Funding:**

Contract Verification Form: Funds Verified ___ Not Verified ___ by Auditor.

STATE OF TEXAS §

COUNTY OF TRAVIS §

This Agreement for Construction Services (the "Construction Contract" or "Contract") is made and entered into this day by and between Travis County, Texas, a political subdivision of the State of Texas (the "County") and CASH CONSTRUCTION CO., INC. (the "Contractor") and shall be binding upon their respective executors, administrators, heirs, successors, and assigns.

WHEREAS, the County desires to enter into a contract for the construction of GATTIS SCHOOL RD. PROJECT in Travis County, Texas, in accordance with the provisions of state statutes and conforming to the Contractor's Notice of Construction, Bid Proposal (including the Bidding Documents, Bid Form, and any Addenda or Amendments thereto), General Conditions, Supplementary Conditions, and the Specifications and Plans marked GATTIS SCHOOL RD. PROJECT (IFB NO. B090031-LP), all of which are incorporated herein;

WHEREAS, the Contractor has been engaged in and now does comparable work and represents that he/she is fully equipped, competent, and capable of performing the above- desired and outlined work, and is ready and willing to perform such work in accordance with all provisions of the abovementioned Specifications and Plans marked (IFB NO. B090031-LP)

NOW THEREFORE, in consideration of the County's promise to pay the amount below as totaled in the Bid Proposal hereto attached and made part of this Contract, the Contractor agrees to do at his own proper cost and expense all the work necessary for the construction of GATTIS SCHOOL RD. PROJECT in Travis County, Texas in accordance with the provisions of the aforementioned Contractor's Notice of Construction, the Bid Proposal as awarded by the Commissioners Court, and the Specifications and Plans marked (IFB NO. B090031-LP) to the satisfaction of the Executive Manager of the Transportation and Natural Resources Department of Travis County, Texas.

This contract document, the Contractor's Notice of Construction, the Bid Proposal (including the Bidding Documents, the Bid Form, and any Addenda or Amendments thereto), and the Specifications and Plans marked (IFB NO. B090031-LP) represent the entire and integrated contract between the County and the Contractor and supersedes all prior negotiations, representations, or agreements, either oral or written. This Contract may be amended only by written instrument signed by both the County and the Contractor.

The said Contractor further agrees to be available for work within fourteen (14) calendar days, and to complete the within 300 working days after receiving a written "Notice to Proceed".

Travis County, Texas, in consideration of the full and true performance of the said work by said Contractor, hereby agrees and binds itself to pay to said Contractor the total contract amount of \$6,085,137.40 consisting of \$4,126,770.00 for materials to be incorporated into the Project or completely consumed at the job site and services required by or integral to the performance of the contract and \$1,958,367.40 for all other charges, including the cost of other services, overhead, materials which do not become part of the finished project or are reusable, and machinery or equipment and its accessory, repair, or replacement parts, and in the manner provided for, within thirty (30) calendar days from the receipt of an acceptable invoice. This division of the contract amount is made for sales tax purposes only. The Contractor shall maintain internal records to verify the division. The Contractor shall make these records available upon the request of the Travis County Auditor.

This contract shall be construed according to the laws of the State of Texas. The performance for this Contract shall be in Travis County, and venue for any action will lie in Travis County, Texas. The Contractor warrants that the completed project shall be adequate for the purposes intended.

Notwithstanding anything to the contrary herein, if Contractor is delinquent in payment of taxes at the time of invoicing, Contractor hereby assigns any payments to be made for service rendered under this Contract to the Travis County Tax Assessor-Collector for the payment of said delinquent taxes.

NO OFFICIAL, EMPLOYEE, AGENT, OR REPRESENTATIVE OF THE COUNTY HAS ANY AUTHORITY, EITHER EXPRESSED OR IMPLIED, TO AMEND THIS CONTRACT, EXCEPT SUCH EXPRESS AUTHORITY AS MAY BE GRANTED BY THE COMMISSIONERS COURT OF THE COUNTY.

The forfeiture provisions of the contract imposed pursuant to the Travis County Ethics Policy may be waived in whole or in part by the Travis County Commissioners Court.

EXECUTED THIS _____ DAY OF _____, YEAR _____.

TRAVIS COUNTY, TEXAS

CASH CONSTRUCTION CO., INC.

BY: _____
TRAVIS COUNTY JUDGE

BY: _____

APPROVED AS TO FORM:

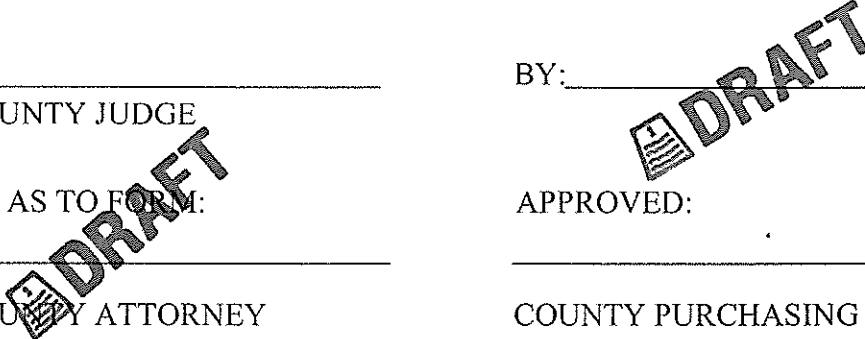
APPROVED:

TRAVIS COUNTY ATTORNEY

COUNTY PURCHASING AGENT

CERTIFIED FUNDS ARE AVAILABLE

COUNTY AUDITOR, TRAVIS COUNTY





LEE
11-24-08
[Signature]

TRANSPORTATION AND NATURAL RESOURCES DEPARTMENT

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 W. 13th St.
Eleventh Floor
P.O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4626

November 14, 2008

RECEIVED
TRAVIS COUNTY
2008 NOV 24 PM 3:34
PURCHASING
OFFICE

MEMORANDUM

TO: Marvin Brice, Assist County Purchasing Agent

FROM: Steve Manilla, P.E., TNR Public Works Director

SUBJECT: Gattis School Road Construction Contract

The following information is for your use in preparing a request to Commissioners Court to award the Gattis School Construction Contract. Please contact me at 854-9429 if you have questions or need additional information.

Proposed Motion:

Consider and take appropriate action on a request to approve a Construction Contract with Cash Construction for improvements to Gattis School Road, in Precinct 2.

Summary and Staff Recommendations:

In May 2005 Travis County and Williamson County entered into an Interlocal agreement to share responsibility for designing and constructing improvements to Gattis School Road which essentially straddles the County line. This roadway had experienced a large increase in traffic volumes and it was expected to increase further with the completion of SH 130 to which it directly connects. County construction funds for the project were approved by voters in the 2005 bond referendum. Williamson County funding is to be provided per the terms of the Modified Interlocal Agreement of May 2008.

The design is complete; the rights-of-way have been acquired; all significant utilities have been relocated; and, Purchasing has completed advertising the project for bids. Purchasing received ten (10) bids ranging from \$6,067,789.40 to \$8,321,977.35 including alternates. All bidders except two (2) were below the engineer's estimate of \$7,992,602.75. The lowest responsive and responsible bidder has been determined to be Cash Construction Co. of Pflugerville. Staff recommends approval of the Construction Contract with Cash Construction Co. for **\$6,085,137.40** which excludes alternate bid no 5.

Budgetary and Fiscal Impact

The County's current approved cash flow from 2005 bond program provides \$4,525,340.79 for the Gattis Road School project. The current bid amount with Alternates No 1 thru No. 4 for

Travis County is \$ 3,288,001.25 and under the terms of the Interlocal Williamson County is to provide \$2,797,136.15 based on the current bid amount.

The cost of any Change Order revisions required by Williamson County or that fall within their jurisdiction will be borne by them. Under the terms of the Agreement Williamson County shall provide Travis County with its share of the project costs after Travis County successfully bids the construction contract. The TNR Financial Services Division has prepared an invoice for Williamson County and expects to have their funds deposited, certified and budgeted prior to Purchasing issuing the Notice-to-Proceed letter to the construction contractor. Account, requisition and commodity/sub-commodity codes are below.

Account	Amount	Requisition	Description	Com/Sub
512-4931-808-8164	\$3,288,001.25	451389	Travis County	968/054
475-4993-450-6099	\$2,797,136.15	451389	Wmson County	968/048

Background:

Gattis School Road is designated to be a four-lane divided urban arterial in the CAMPO long-range regional transportation plan. It currently is a four-lane urban arterial from IH 35 to Williamson County Road 122/Red Bud Trail. However, it is a rural two-lane roadway from CR122/Red Bud Trail eastward through Huntington Trail's/Forest Creek Estates subdivision and then a four-lane undivided arterial to SH 130. The rural two-lane section is situated approximately 50% in each County and is to be upgraded to four lanes. Gattis School Road is one of nine east-west arterials that currently connect with SH 130 at interchanges along about nine miles of US 130 between the Williamson-Travis County line and US 290. Between 1997 and 2002 traffic volumes on Gattis School Road increased one-hundred percent from 4020 vpd to 8070 vpd. Completion of the improvements has been made especially important with the opening of Gattis School Road to SH 130 in late 2006.

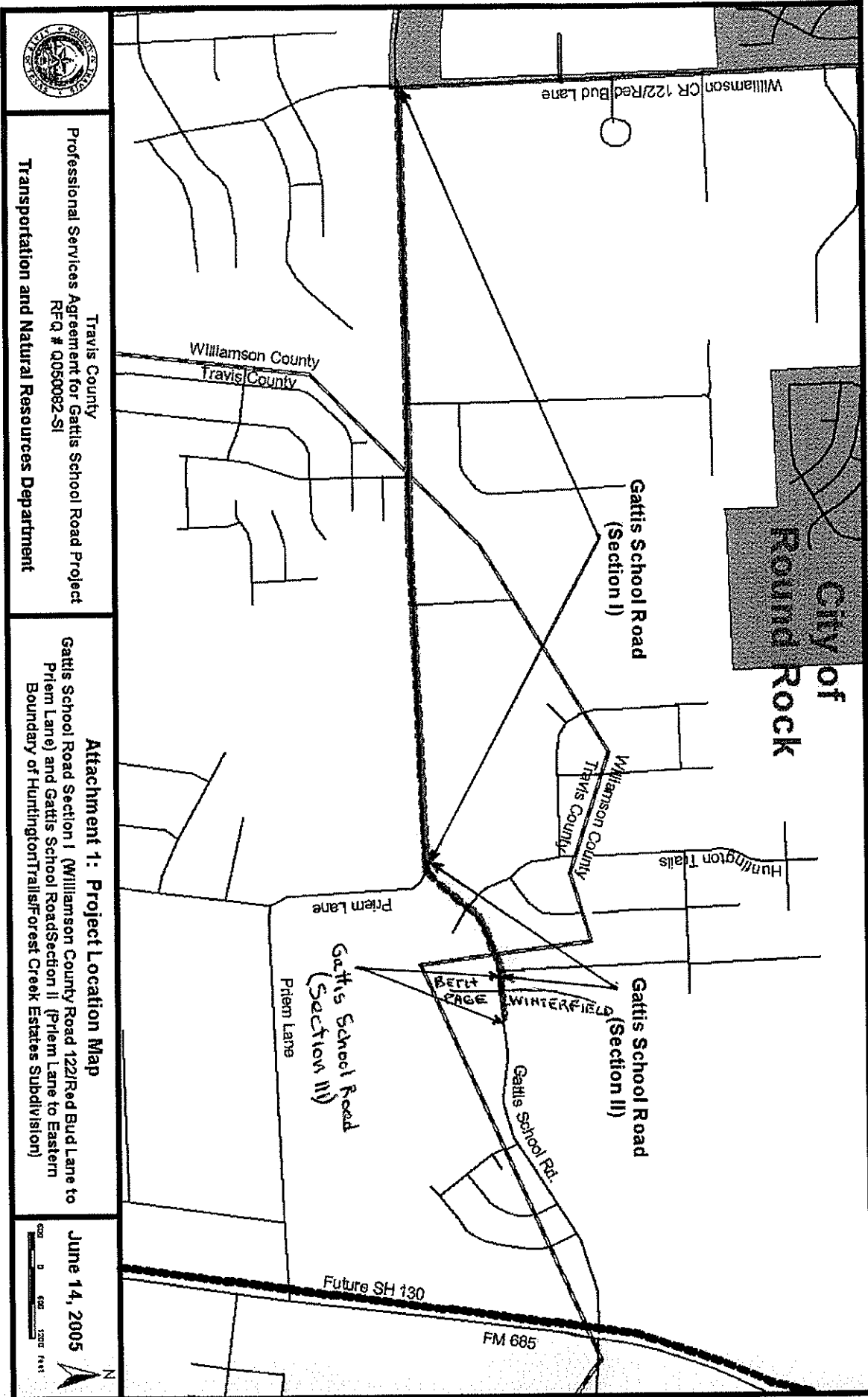
Travis County voters approved funding for the project in the 2005 bond referendum and the project has since been designed and all right-of-way has been acquired. Utility relocation work is complete except for Windermere utility and it is currently underway and it is expected to be completed in December, 2008.

The roadway improvements will also include pedestrian and bicycle facilities and provisions for future traffic signals at key intersections when conditions warrant. An architectural wall has also been included as a means of mitigating the affects the project will have on a subdivision through which the widened road passes and from which three homes were purchased and demolished.

Attachments:

- Vicinity Map
- Bid tabulation
- Williamson County Approval to Award letter

CC: Roger Schuck, P.E., TNR Project Manager
 Steve Sun, P.E., TNR CIP Division Manager
 Cynthia McDonald & Donna Williams, TNR Financial Services



Travis County
 Professional Services Agreement for Gattis School Road Project
 RFQ # Q050082-SI
 Transportation and Natural Resources Department

Attachment 1: Project Location Map
 Gattis School Road Section I (Williamson County Road 122/Red Bud Lane to Priem Lane) and Gattis School Road Section II (Priem Lane to Eastern Boundary of HurtingtonTrails/Forest Creek Estates Subdivision)

June 14, 2005
 Scale: 0, 500, 1000, 1500 feet
 North arrow pointing up

TRAVIS COUNTY PURCHASING CONSTRUCTION CONTRACTS: BID TABULATION FORM

BID NO.:	B090031-LP	BID DATE:	11/6/2008	BIDS SOLICITED:	
DESCRIPTION:	Gattis School	OPEN TIME:	2pm	BIDS RECEIVED:	10
DEPARTMENT:	TNR	BIDS EXPIRE:	2/6/2009	HUBS SOLICITED:	
CONTACT/NO.:	09K00031LP			HUBS RECEIVED:	

Bidding Vendor	Base Bid Total	Total w/Alternates	Addendum	Bid Bond	Ethics	Sec.	Safety	HUB	SUB-HUB %	Copies
Cash Construction	\$5,870,501.40	\$6,067,789.40	N/A	Yes	Yes	Yes	Yes	No	11%	Yes
Job Site Construction	\$6,608,400.37	\$8,052,676.26	N/A	Yes	Yes	Yes	Yes	No	6%	Yes
Capital Excavation	\$6,325,481.70	\$6,436,507.94	N/A	Yes	Yes	Yes	Yes	No	16%	No
Ross Construction	\$6,329,261.63	\$6,486,134.13	N/A	Yes	Yes	Yes	Yes	No	25%	No
Joe Bland Construction	\$6,462,477.08	\$7,987,363.88	N/A	Yes	Yes	Yes	Yes	No	25%	Yes
Chasco Constructors	\$7,093,265.85	\$7,648,544.85	N/A	Yes	Yes	Yes	Yes	No	5%	Yes
Austin Bridge and Road	\$8,079,070.35	\$8,321,977.35	N/A	Yes	Yes	Yes	Yes	No	17%	Yes
JC Evans Construction	\$6,210,395.24	\$6,382,808.32	N/A	Yes	Yes	Yes	Yes	No	26%	Yes
RGM Construction	\$6,050,512.62	\$6,179,529.42	N/A	Yes	Yes	Yes	Yes	No	0%	No
Smith Contracting	\$7,262,752.25	\$7,474,228.25	N/A	Yes	Yes	Yes	Yes	No	3%	Yes

Print Name	SIGNATURE	Date
J. Lee Perry	<i>[Signature]</i>	11/10/08

TRAVIS COUNTY
Purchase Requisition

Number : 0000451389
 Type : 1 PURCHASE REQUISITION
 Status : DEPARTMENT APPROVAL
 Reason : 53933 ROAD CIP TO ENC \$\$ PENDING AWARD, M. BRICE
 By : BRUNILDA CRUZ 854-7679
 Date : 9/22/08
 Vendor : 70916 CASH CONSTRUCTION COMPANY INC
 Contract nbr :
 Ship to : Z1 TNR ADMIN - 11TH FLR
 Deliver by date : 9/22/08
 Buyer :
 Fiscal year code : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description
1	3123601.18	DOL	ANTICIPATED CONSTRUCTION COSTS FOR TRAVIS COUNTY'S PORTION OF THE GATTIS SCHOOL ROAD

Total: 6085135.40

+

COMMENTS EXIST

F3=Exit F7=Alternate view

F9=Print

F10=Approval info F12=Cancel F20=Comments

Account Balance Inquiry

Account number : 475-4993-750.60-99
Fund : 475 CONTRACTUAL CAPITAL PROJ
Department : 49 TNR (TRANS & NATRL RESRC)
Division : 93 INTERGOV AGREEMNTS-ROADS
Activity basic : 75 CHARGES FOR SERVICES
Sub activity : 0 INFRA-ENV SCVS (TRNS&RDS)
Element : 60 OTHER PURCHASED SERVICES
Object : 99 CONTRACTED SERVICES

Original budget : 0
Revised budget : 6,515,552 12/31/2008
Actual expenditures - current . . : 376,291.34
Actual expenditures - ytd : 62,098.36-
Unposted expenditures : .00
Encumbered amount : 2,707,069.36
Unposted encumbrances : .00
Pre-encumbrance amount : 58,045.00
Total expenditures & encumbrances: 3,079,307.34 47.3%
Unencumbered balance : 3,436,244.66 52.7

F5=Encumbrances **F7=Project data** **F8=Misc inquiry**
F10=Detail trans **F11=Acct activity list** **F12=Cancel** **F24=More keys**

Account Balance Inquiry

Account number : 512-4931-808.81-64
Fund : 512 U/T ROAD BONDS, 2008
Department : 49 TNR (TRANS & NATRL RESRC)
Division : 31 RD CAPACITY/BRIDGE REPLMT
Activity basic : 80 CAPITAL PROJECTS
Sub activity : 8 INFRA&ENV SVS (TRANS&RDS)
Element : 81 CAPITAL OUTLAY
Object : 64 PURCH SVC-INFRASTRCTR RDS

Original budget :	0	
Revised budget :	4,480,000	10/01/2008
Actual expenditures - current :	.00	
Actual expenditures - ytd :	.00	
Unposted expenditures :	.00	
Encumbered amount :	.00	
Unposted encumbrances :	.00	
Pre-encumbrance amount :	3,288,001.25	
Total expenditures & encumbrances:	3,288,001.25	73.4%
Unencumbered balance :	1,191,998.75	26.6

F5=Encumbrances F7=Project data F8=Misc inquiry
F10=Detail trans F11=Acct activity list F12=Cancel F24=More keys

6

EXECUTIVE SESSION

Travis County Commissioners Court Agenda Request

Voting Session 1 / 13 / 09
(Date)

Work Session _____
(Date)

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

B. Requested Text:

Consider and take appropriate action on a proposed Third Amendment to Contract, for the existing Improved Property Commercial Contract between Travis County and Balcones Resources, Inc. for the sale of property located on Johnny Morris Road in Precinct One. (Executive Session 1 & 2)

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:

<u>Joseph P. Gieselman, TNR</u>	<u>854-9383</u>	<u>Jim Collins, Asst. CA</u>	<u>854-9513</u>
<u>Steve Manilla, P.E., TNR</u>	<u>854-9429</u>	<u>John Hille, Asst. CA</u>	<u>854-9513</u>
<u>Greg Chico, P.E., TNR</u>	<u>854-4659</u>	<u>Chris Gilmore, Asst. CA</u>	<u>854-9513</u>
<u>Mike Martino, TNR</u>	<u>854-7646</u>		

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)
- X Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN -7 AM 10:10

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 Monday for the following week's meeting. Late or incomplete requests will be deferred.

Travis County Commissioners Court Agenda Request

Voting Session 01/13/09
(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

January 13, 2009

ITEM # :

DATE: January 2, 2009

TO: Samuel T. Biscoe, County Judge
Ron Davis, Commissioner, Precinct 1
Sarah Eckhardt, Commissioner, Precinct 2
Karen L. Huber, Commissioner, Precinct 3
Margaret Gomez, Commissioner, Precinct 4

VIA: Alicia Perez, Executive Manager, Administrative Operations

FROM: Linda Moore Smith, Director, HRMD *LMS*

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 4.

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
Constable 1	1	Constable	99 / \$84,478.00	99 / \$84,478.00
Comm Pct 3	1	County Commissioner	99 / \$90,109.00	99 / \$90,109.00
Civil Courts	49	District Judge	99 / \$15,000.00	99 / \$15,000.00
Fac Mgmt	22	Electrician	13 / \$34,819.00	13 / \$34,819.00
Constable Pct 3	37	Court Clerk I	13 / \$31,262.40	13 / \$31,262.40
Sheriff	1516	Security Coord	12 / \$33,777.95	12 / \$33,777.95
Sheriff	1628	Security Coord	12 / \$27,573.10	12 / \$27,573.10
TNR	565	Environmental Spec Sr**	19 / \$48,214.40	19 / \$48,214.40
Sheriff	405	Cadet**	84 / \$33,750.91	84 / \$33,750.91
Sheriff	263	Cadet**	84 / \$33,750.91	84 / \$33,750.91
Sheriff	138	Cadet**	84 / \$33,750.91	84 / \$33,750.91
Constable Pct 3	38	Deputy Constable	61 / \$42,604.43	61 / \$42,604.43
* Temporary to Regular			** Actual vs Authorized	

CAREER LADDERS - POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Sheriff	298	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$33,750.91	\$38,737.92	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	649	Cadet* / Grd 80	Corrections Officer* / Grd 81	\$33,750.91	\$38,737.92	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	401	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
Comm Pct 3	Slot 4 / Executive Asst / Grd 16 / \$47,058.37	ITS	Slot 74 / Executive Asst / Grd 16 / \$47,058.37	Lateral transfer. Employee transferred to different slot, same position, different department, same pay grade, retains current pay.
ITS	Slot 74 / Executive Asst / Grd 16 / \$47,058.37	ITS	Slot 74 / Executive Asst / Grd 16 / \$49,411.37	Salary adjustment. Pay is between midpoint and max of pay grade.
District Atty	Slot 2 / Attorney Sr Chief Deputy / Grd 98 / \$155,365.54	District Atty	Slot 1 / District Attorney / Grd 99 / \$33,272.00	Elected Official.
Constable 3	Slot 35 / Deputy Constable / Grd 61 / \$41,769.10	Constable 2	Slot 1 / Constable / Grd 99 / \$84,478.00	Elected Official.
Civil Courts	Slot 57 / Assoc Judge / Magistrate / Ref / Grd 97 / \$105,000.00	Civil Courts	Slot 54 / District Judge / Grd 99 / \$15,000.00	Elected Official.
Criminal Courts	Slot 109 / Assoc Judge / Magistrate / Ref / Grd 97 / \$105,000.00	Criminal Courts	Slot 177 / District Judge / Grd 99 / \$15,000.00	Elected Official.
Sheriff	Slot 195 / Cert Peace Officer Sr / Grd 84 / \$61,933.04	Sheriff	Slot 1778 / Sergeant Corrections / Grd 88 / \$82,475.95	Promotion. Peace Office Pay Scale (POPS).
Sheriff	Slot 1242 / Telecomm 9-1-1 Spec* / Grd 14 / \$35,435.30	Sheriff	Slot 1352 / Office Spec Sr / Grd 12 / \$32,531.20	Voluntary job change. Pay is between min and midpoint of pay grade.

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Star Flight	Slot 18 / District Commander / Grd 25 / \$84,486.37	Star Flight	Slot 18 / District Commander / Grd 25 / \$86,598.52	Salary adjustment. Pay is between midpoint and max of pay grade.
Star Flight	Slot 2 / Helicopter Oprtns Div Dir / Grd 27 / \$101,913.11	Star Flight	Slot 2 / Helicopter Oprtns Div Dir / Grd 27 / \$104,460.93	Salary adjustment. Pay is between midpoint and max of pay grade.
Star Flight	Slot 11 / Helicopter Pilot Ch/Fit Inst / Grd 26 / \$90,276.32	Star Flight	Slot 11 / Helicopter Pilot Ch/Fit Inst / Grd 26 / \$92,533.22	Salary adjustment. Pay is between midpoint and max of pay grade.
Star Flight	Slot 19 / Division Commander / Grd 28 / \$98,314.74	Star Flight	Slot 19 / Division Commander / Grd 28 / \$101,755.75	Salary adjustment. Pay is between minimum and midpoint of pay grade.
Star Flight	Slot 3 / Helicopter Maint Mgr / Grd 24 / \$81,818.46	Star Flight	Slot 3 / Helicopter Maint Mgr / Grd 24 / \$83,863.92	Salary adjustment. Pay is between midpoint and max of pay grade.
* Actual vs Authorized				

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

Karen L. Huber, Commissioner, Pct. 3

Margaret Gomez, Commissioner, Pct. 4

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COUNTY JUDGE'S OFFICE

9



Travis County Commissioners Court Agenda Request

JAN -6 AM 11:48

Voting Session 1/13/09
(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

Requested Text:

Proposed Motion

APPROVE CONSTABLE PRECINCT 2 PROPOSAL TO TRANSITION NON-TCSO PEACE OFFICERS FROM THE CLASSIFIED PAY SCALE TO NON-TCSO PEACE OFFICER PAY SCALE EFFECTIVE JANUARY 16, 2009.

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.

II. Required Authorizations: Please check if applicable:

- Planning and Budget Office (854-9106)
- Human Resources Management Department (854-9165)
- Constable Precinct 2
- _____ 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

MEMORANDUM

DATE: December 30, 2008

TO: Members of the Commissioners Court

FROM: Alicia Perez, Executive Manager, Administrative Operations
Linda Moore Smith, Director, Human Resources Management Department

SUBJECT: Constable Precinct 2 Proposal – Transition from Classified Pay Scale to Non-TCSO Peace Officer Pay Scale

CC: Constable Ballesteros, Constable Precinct 2
Rodney Rhoades, Executive Manager, PBO

A. Proposed Motion

APPROVE CONSTABLE PRECINCT 2 PROPOSAL TO TRANSITION NON-TCSO PEACE OFFICERS FROM THE CLASSIFIED PAY SCALE TO NON-TCSO PEACE OFFICER PAY SCALE EFFECTIVE JANUARY 16, 2009.

B. Staff Recommendations

The Human Resources Management Department (HRMD) supports approval of the proposed motion to transition Constable 2 Non-TCSO Peace Officers from the Classified Pay Scale to the Non-TCSO Peace Officer Pay Scale, effective 1/16/09.

C. Summary

The Constable 2 proposal was analyzed in accordance with Travis County Code §10.0295 Peace Officer Pay Scale. Sixteen (16) slots would require Routine Personnel Actions, as represented below:

TYPE	TOTAL	ACTIONS
Routine Actions	16 Slots	Slots 39, 41, 5, 6, 26, 44, 30, 31, 37, 40, 10, 29, 34, 32, 36, 2 Incumbents meet policy criteria for relevant years of experience and license levels for step placement in accordance with Non-TCSO Peace Officer Pay Scale. Slots to be reclassified 39, 5, 6, 40, 10, 29, 34, 32, 36

SEE PAGE 4 SPREADSHEET FOR EACH STEP PLACEMENT

Note: Incumbents who would have received a step adjustment between 10/1/08 and 1/15/09 will receive the step adjustment effective 1/16/09

The Administrative Operations Executive Manager; Human Resources Department, Constable Precinct 2; and, the Planning and Budget Office have worked collaboratively AND support the Proposed Motion as restated below

APPROVE CONSTABLE PRECINCT 2 PROPOSAL TO TRANSITION NON-TCSO PEACE OFFICERS FROM THE CLASSIFIED PAY SCALE TO NON-TCSO PEACE OFFICER PAY SCALE EFFECTIVE JANUARY 16, 2009.

Related Personnel Actions will be submitted on Weekly Personnel Amendments following the Court's action on the Proposed Motion. A decision to transition Constable Precinct 2 peace officers will have the positive effect of having all Non-TCSO Peace Officers on the same pay scale.

D. Fiscal Impact

As confirmed by PBO, there is no fiscal impact for FY '09, no additional funding will be required to fund the proposed motion. See page 5 spreadsheet.

Contact Alicia Perez 4-9342, Linda Moore Smith 4-9170 or Luane A. Shull 4-4789 with related questions.

Costing of Constable, Pct 2 Comparable Salary Levels from Classified Pay Plan to New Non-TCSO POPS Effective Jan 16, 2009

CURRENT INCUMBENT STATUS								CURRENT STATUS										
Slot	Dept	Title	PG	PG	Incumb Current Salary	PAF Type	Slot	Title	PG	Incumb Titles	Dept	Slot Salary	Incumb Current Salary	Hire Date - POPS Date	License	Years	PAF Status / Priority	
39	NEW HIRE	NEW HIRE	NEW HIRE	NEW HIRE	19	\$42,795.51	TERM	39	DEP CONS SR	19		\$42,795.51	\$0.00	1/1/2009	Basic	0	New Papwrk Dec 24	
41	41	32	DEP CONS SR	19	19	\$44,604.98	REMAINS IN SAME SLOT	41	DEP CONS SR	19	DEP CONS SR	32	\$44,604.98	\$44,604.98	3/27/2007	Master	26	
5	27	33	CONS SERG	64	19	\$44,604.98	LATRL TRNSFR TO SLOT 40	5	CONS SERG	19	CONS SERG	33	\$44,604.98	\$50,183.95	2/1/2001	Advanced	20	
6	6	32	CONS SERG	21	21	\$55,436.16	REMAINS IN SAME SLOT - TITLE CHG - TRANSITION	6	CONS SERG	21	CONS SERG	32	\$55,436.16	\$55,436.16	9/3/1996	Advanced	14	
26	37	32	DEP CONS	18	18	\$41,348.32	LATRL TRNSFR TO SLOT 29	26	DEP CONS	18	DEP CONS SR	32	\$41,348.32	\$44,856.00	3/16/2001	Basic	7	
44	NEW HIRE	NEW HIRE	NEW HIRE	NEW HIRE	19	\$46,104.98	RESIGNED	44	DEP CONS SR	19			\$46,104.98	\$0.00	1/1/2009	Master	25	New Papwrk Dec 24
30	30	32	DEP CONS SR	19	19	\$45,788.98	REMAINS IN SAME SLOT	30	DEP CONS SR	19	DEP CONS SR	32	\$45,788.98	\$45,788.98	11/10/2003	Intermediate	5	
31	NEW HIRE	NEW HIRE	NEW HIRE	NEW HIRE	19	\$45,788.98	TERM	31	DEP CONS SR	19			\$45,788.98	\$0.00	1/1/2009	Advanced	23	New Papwrk Dec 24
37	34	32	CONS CORP	20	19	\$44,856.00	LATRL TRNSFR TO SLOT 26	37	DEP CONS SR	19	CONS CORP	32	\$44,856.00	\$48,084.78	11/19/2001	Intermediate	10	
40	5	32	DEP CONS SR	19	20	\$47,347.04	VACANT	40	CONS CORP	20	DEP CONS SR	32	\$47,347.04	\$44,604.98	3/17/2008	Master	28	
10	70	35	ACCTANT ASSOC	13	20	\$47,347.04	TERM	10	CONS CORP	20	ACCTANT ASSOC	35	\$47,347.04	\$32,410.04	1/1/2009	Basic	0	
29	26	32	DEP CONS	18	20	\$47,347.04	TERM	29	CONS CORP	20	DEP CONS	32	\$47,347.04	\$41,348.32	6/6/2008	Basic	0	
34	NEW HIRE	NEW HIRE	NEW HIRE	NEW HIRE	20	\$48,084.78	LATRL TRNSFR TO SLOT 37	34	CONS CORP	20			\$48,084.78	\$0.00	1/1/2009	Intermediate	7	New Papwrk Dec 24
32	32	32	CONS CORP	20	20	\$49,004.19	REMAINS IN SAME SLOT - TITLE CHG - PROMOTION	32	CONS CORP	20	CONS CORP	32	\$49,004.19	\$49,004.19	5/5/2002	Advanced	20	
36	NEW HIRE	NEW HIRE	NEW HIRE	NEW HIRE	22	\$60,231.16	RESIGNED	36	CONS LIEUT	22			\$60,231.16	\$0.00	1/1/2009	Basic	0	New Papwrk Dec 24
2	33	33	DEP CONS SR	63	23	\$81,335.65	RETIRED	2	CHIEF DEP CONS	23	DEP CONS SR	33	\$81,335.65	\$47,308.98	1/6/1999	Advanced	10	

Costing of Constable, Pct 2 Comparable Salary Levels from Classified Pay Plan to New Non-TCSO POPS Effective Jan 16, 2009

PAF Type	PCT 2 PROPOSAL	CLASSIFIED	PCT 2 PROPOSAL	PCT 2 PROPOSAL	PCT 2 PROPOSAL	PCT 2 PROPOSAL	PCT 2 PROPOSAL	FY 09 NEW SCALE						FY
	Reclass	Classified Pay Scale Jan 1, 2009 - Jan 15, 2009 Implementation	Orig Step	Orig Proposal Old Scale	Orig Variance Old Scale SLOT COST	Orig Variance Old Scale EE COST	Orig Step Old Scale	New Scale Step Placement	Routine / Non-Routine	PG	New Scale Step \$	Curr Sal - New Scale \$ SLOT COST	Curr Sal - New Scale \$ EE COST	Annual Step
NEW HIRE JAN 1 - Jan 5th NEO	DEP CONS	Salary is Green-Cir w/n PG 18 - Routine Action - Reclass	1	\$40,950.21	-\$1,845.30	\$0.00	1	1	R	61	\$43,210.75	\$415.24	\$2,260.54	N/A
REMAINS IN SAME SLOT - TRANSITION - SAL ADJ		Salary Fits w/n PG 19 - Routine Action	5	\$48,234.37	\$3,629.39	\$3,629.39	5	5	R	62	\$51,162.18	\$6,557.20	\$2,927.81	6
TRANSFR FROM CONST 3 TO CONST 2 - TRANSITION	DEP CONS SR	Salary Fits w/n PG 19 - Routine Action - Reclass	5	\$48,234.37	\$3,629.39	-\$1,949.58	5	5	R	62	\$51,162.18	\$6,557.20	\$2,927.81	6
REMAINS IN SAME SLOT - TITLE CHG - TRANSITION	DEP CONS SR	Salary Fits w/n PG 19 - Routine Action - Reclass	5	\$48,234.37	-\$7,201.79	-\$7,201.79	5	5	R	62	\$51,162.18	-\$4,273.98	\$2,927.81	6
LATRL TRNSFR FROM 37 TO SLOT 26 - TRANSITION		Salary is Green-Cir w/n PG 18 - Routine Action	3	\$40,950.21	-\$398.11	-\$3,905.79	1	1	R	61	\$43,210.75	\$1,862.43	\$2,260.54	2
NEW HIRE JAN 1 - Jan 5th NEO		Salary Fits w/n PG 19 - Routine Action	5	\$48,234.37	\$2,129.39	\$0.00	5	5	R	62	\$51,162.18	\$5,057.20	\$2,927.81	N/A
REMAINS IN SAME SLOT - TRANSITION - SAL ADJ		Salary Fits w/n PG 19 - Routine Action	5	\$46,252.54	\$463.56	\$463.56	3	3	R	62	\$48,742.51	\$2,953.53	\$2,489.97	4
NEW HIRE JAN 1 - Jan 5th NEO		Salary Fits w/n PG 19 - Routine Action	5	\$48,234.37	\$2,445.39	\$0.00	5	5	R	62	\$51,162.18	\$5,373.20	\$2,927.81	N/A
LATRL TRNSFR FROM SLOT 34 TO SLOT 37 - TRANSITION	DEP CONS SR	Salary Fits w/n PG 19 - Routine Action - Reclass	5	\$46,252.54	\$1,396.54	-\$1,832.24	3	3	R	62	\$48,742.21	\$3,886.21	\$2,489.67	4
LATRL TRNSFR FROM SLOT 5-SLOT 40 - TRANSITION - SAL ADJ	DEP CONS SR	Salary Fits w/n PG 19 - Routine Action - Reclass	5	\$48,234.37	\$887.33	\$3,629.39	5	5	R	62	\$51,162.18	\$3,815.14	\$2,927.81	6
TRANSFR FROM CONST 5 - TRANSITION	DEP CONS	Salary is Green-Cir w/n PG 18 - Routine - Reclass	1	\$40,950.21	-\$6,396.83	\$0.00	1	1	R	61	\$43,210.75	-\$4,136.29	\$2,260.54	N/A
LATRL TRNSFR FROM SLOT 26-SLOT 29 - TRANSITION - SAL ADJ	DEP CONS	Salary is Green-Cir w/n PG 18 - Routine Action - Reclass	1	\$40,950.21	-\$6,396.83	-\$398.11	1	1	R	61	\$43,210.75	-\$4,136.29	\$2,260.54	2
NEW HIRE JAN 1 - Jan 12th NEO	CONS SERG	Salary is Green-Cir w/n PG 21 - Routine Action - Reclass	3	\$50,183.95	\$2,099.17	\$0.00	3	3	R	64	\$66,168.54	\$18,083.76	\$15,984.59	N/A
REMAINS IN SAME SLOT - TITLE CHG - PROMOTION	CONS SERG	Salary Fits w/n PG 21 - Routine Action - Reclass	6	\$52,109.41	\$3,105.22	\$3,105.22	5	5	R	64	\$68,896.88	\$19,892.69	\$16,787.47	6
NEW HIRE JAN 1 - Jan 5th NEO	DEP CONS	Salary is Green-Cir w/n PG 18 - Routine - Reclass	1	\$40,950.21	-\$19,280.95	\$0.00	1	1	R	61	\$43,210.75	-\$17,020.41	\$2,260.54	N/A
LATRL TRNSFR FROM CONST 3 - TRANSITION		Salary is Fits w/ PG 23 - Routine Action	20	\$75,636.08	-\$5,699.57	\$28,327.10	20	5	R	66	\$74,123.30	-\$7,212.35	-\$1,512.78	6

-\$32,839.18 \$28,569.58
 With Benefits With Benefits

\$45,097.29
 With Benefits

Costing of Constable, Pct 2 Comparable Salary Levels from Classified Pay Plan to New Non-TCSO POPS Effective Jan 16, 2009

2009 ANNUAL STEP INCREASE					
New Scale Step Inc 10/1/08 - 1/15/09	New Scale Step 1/16/09 9/30/09	New Scale - New Step \$	HRMD Comments For Transition to Non-TCSO POPS - Policy Allows placement at Step 1, 3, or 5 with Years Exp and License		
		\$0.00	HRMD Concur	✓	FY 08 Non-TCSO POPS job analysis, work completed 9/3/08, Implementation 1/16/09
	\$52,371.49	\$1,209.31	HRMD Concur	✓	
	\$52,371.49	\$1,209.31	HRMD Concur	✓	
	\$52,371.49	\$1,209.31	HRMD Concur	✓	
	\$44,075.20	\$864.45	Step 3 - EE lacks license	✓	
		\$0.00	HRMD Concur	✓	
\$49,951.82		\$1,209.31	Step 5 EE lacks license and years	✓	
		\$0.00	HRMD Concur	✓	
\$49,951.82		\$1,209.31	Step 5 EE lacks license	✓	
	\$52,371.49	\$1,209.31	Step 5	Job Titles does not exist-slot Reclassified to Existing Title on Non-TCSO POPScale	
		\$0.00	Step 1		
	\$44,075.20	\$864.45	Step 1		
		\$0.00	Step 3		
	\$70,223.09	\$1,326.21	Policy allows for step at 1, 3, 5		
		\$0.00	Step 1		
\$75,636.08		\$1,512.78	HRMD Concur	✓	

		With Benefits
<u>\$14,153.32</u>	New Scale Adj + Step Inc (PBO confirmed) =	<u>\$59,250.62</u>
With Benefits	- COLA Total \$ (PBO confirmed) =	<u>-\$34,046.07</u>
	- savings from employee terminations	<u>-\$32,839.18</u>
	Total savings for CN2 transition =	<u><u>-\$7,634.64</u></u>

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

10 ✓

RECEIVED
COUNTY JUDGE'S OFFICE

Voting Session: 1/13/2009

09 JAN -6 PM 4:00

I. A. Request made by: Alicia Perez, Exec. Mgr. Phone #: 854-9343
(Elected Official/Appointed Official/Executive Manager/County Attorney)

A. Requested topic:

Approve the request from the Texas House of Representatives to allow the Texas House to use Travis County Channel 17 (TCTV-17) for cablecasting the Legislative Session that runs Tuesday January 13, 2009 to Monday June 1, 2009. The House request use of channel 17 on Thursdays and Fridays during 2009 to Monday June 1, 2009. This requires a waiver of Travis County Policies and Procedures chapter 43, section 004.

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

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 12:00pm on Tuesdays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.



01-09-09 at 4:06pm

TRAVIS COUNTY
RECORDS MANAGEMENT & COMMUNICATION RESOURCES

314 West 11th Street , Suite 110 PO Box 1748 Austin, TX 78767 Tel: (512) 854-9575 Fax: 854-4560

MEMORANDUM

TO: Commissioners Court

FROM: Steven Broberg, Director, Records Mgt. & Comm. Resources
VIA: Alicia Perez, Executive Manager of Administrative Operations

DATE: January 6, 2009

SUBJECT: Agenda Request - Cablecast of 2009 Texas House Legislative Sessions

Proposed Motion:

Approve the request from the Texas House of Representatives to allow the Texas House to use Travis County Channel 17 (TCTV-17) for cablecasting the Legislative Session that runs Tuesday January 13, 2009 to Monday June 1, 2009. The House requests use of channel 17 on Thursdays and Fridays during the session. This requires a waiver of Travis County Policies and Procedures chapter 43, section 004.

Summary and Staff Recommendation:

The Texas House requests that TCTV participate with the City of Austin Channel 6 in broadcasting live 2009 House legislative sessions. The session runs from Tuesday January 13, 2009 to Monday June 1, 2009. The House requests TCTV-17 carry the sessions on Thursdays and Fridays, with the City of Austin cable channel 6 carrying the sessions the other days. Further, the House requests the sessions are carried in their entirety

Some sessions run long and could preempt other TCTV programming. In order to specify the level of participation, TCTV submits the following options and issues to the Court:

1. Carry the House sessions on Thursdays and Fridays as requested. **(RECOMMENDED)**
 - This may conflict with the Commissioners Court Thursday work sessions.
 - TCTV has the capability to allow airing the House session to the public on Channel 17 and simultaneously show regular programming on the County's closed circuit system (channel 12), including live and tape-delay Commissioners Court sessions. The closed circuit broadcast is available to the entire downtown county complex with the exception of the EOB. Additionally, Commissioners Court sessions will be streamed live on the Travis County website.
 - Taped Commissioners Court work sessions would be broadcast at 7 p.m. that evening, unless the Texas House session runs past 7pm. The work session would air again at 1 a.m. and 9 a.m. the following morning (Friday), unless there is a live meeting of the Texas House.

2. Move Thursday work sessions to Mondays or Wednesdays. Note the potential problem of interrupting the tape-delayed rebroadcast of the Tuesday Commissioners Court Voting Sessions, which happen on Wednesdays from 9:00 AM until completion.
3. Limit the daily number of hours channel 17 is allocated to the Texas House.
 - This will eventually result in interruptions of House sessions, which in the past precipitated many telephone calls from angry viewers.
4. Decline to cablecast any House session.
 - Unless the House can make other arrangements with another channel, residents would not have the opportunity to view House sessions on Thursdays and Fridays, which will also precipitate many telephone calls from angry viewers.

Background:

TCTV 17 first carried the House sessions in 1995 in conjunction with City of Austin channel 6. TCTV carried the Wednesday and Thursday sessions and the City aired the Monday, Tuesday, and Friday sessions. The AISD channel has carried the Texas Senate since 1997.

TCTV originally limited the House sessions carried on channel 17 to times that did not conflict with Commissioners Court meetings or "Seniorcise With Ruth". TCTV required the House to return channel 17 to normal TCTV programming no later than 5:30 PM.

During the 1997 legislative session, TCTV received several complaints from the viewing public when we interrupted live House sessions to return to regular county programming. In response, the Commissioners Court directed TCTV to allow the House to air their sessions uninterrupted, until the House recessed for the day.

Budgetary and Fiscal Impact:

No additional funding is necessary. No additional commitment of Travis County personnel or equipment is required.

Issues and Opportunities:

To satisfy this request, Commissioners Court must waive Chapter 43, Section 004 of the Travis County Policies and Procedures which requires TCTV 17 programming to focus on "the educational, cultural, civic, and recreation needs and interests of Travis County".

Required Authorizations:

LEGAL: John Hille, County Attorney's Office

Attached: Letter from the Texas House of Representatives Video/Audio Services Manager,
Monica Vigil-McDonald.



TEXAS HOUSE OF REPRESENTATIVES
HOUSE BUSINESS OFFICE

Monica Vigil-McDonald
Video/Audio Services Manager
E-MAIL: monica.vigil_mcdonald@house.state.tx.us

January 6, 2009

P.O. Box 2910
Austin, Texas 78768-2910
512-463-0903
fax: 512-463-5729

**Travis County Commissioners Court
314 W. 11th St.
Austin, TX 78701**

Dear Travis County Commissioners Court,

On behalf of the Video/Audio Services Department at the Texas House of Representatives, I am submitting this formal request for broadcasting the upcoming legislative session on Travis County Television (TCTV) Channel 17.

The 81st Texas Legislature will convene at Noon on Tuesday, January 13, 2009. The session will last 140 days and conclude on Monday, June 1, 2009.

Travis County Television (TCTV) Channel 17 and the Texas House of Representatives Video/Audio Services Department have worked together in past legislative sessions in broadcasting the House proceedings to your many viewers. I truly appreciate the efforts of Travis County in bringing state government to the people.

It is my understanding Travis County Television (TCTV) Channel 17 controls the broadcast schedule and will only broadcast the House proceedings when it decides to do so.

Thank you for your time and your consideration of this request. I hope to work again with your fine staff at Travis County Television (TCTV) Channel 17 for the 81st Texas Legislature.

Sincerely,

A handwritten signature in black ink, appearing to read "Monica Vigil-McDonald".

**Monica Vigil-McDonald
Video/Audio Services Manager, Texas House of Representatives**

11 ✓

AGENDA REQUEST INFORMATION:

- **Session/Date:** Voting Session: January 13, 2009
- **Requested Action:** Consider and Take Appropriate Action on Travis County's Application for Reimbursement for Expenses Incurred during Hurricane Gustav

PROGRAMMATIC INFORMATION:

- **Points of Contact for additional information: Technical:** Pete Baldwin, Emergency Management, 974-0472
- **Summary of Program Objective/Staff Recommendation:** Travis County, as a partner in the Capital Area Shelter Hub, coordinated the opening and operation of shelters for evacuees from August 31, 2008 to September 2, 2008 in response to Hurricane Gustav. In order to seek reimbursement of expenses incurred, an application must be completed and submitted to the State of Texas designating a primary and secondary Applicant Agent. Actual expenses are currently being identified and will be submitted to the State of Texas for reimbursement consideration. Once the reimbursement is received an agenda item will be brought to the Commissioners Court for approval to receive the funds. This is the same process that was used for reimbursement on Hurricanes Katrina and Rita.

Additional programmatic issues/concerns:

- **Business Opportunities/Impacts:**

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN -6 PM 3:37

DESIGNATION OF APPLICANT'S AGENT - FEMA 3290 DR TX PUBLIC ASSISTANCE Texas
 Department of Public Safety - Division of Emergency Management

Organization Name (hereafter named Organization) **Travis County**

Primary Agent		Secondary Agent	
Agent's Name Pete Baldwin		Agent's Name Michael Hemby	
Organization Travis County		Organization Travis County	
Official Position Emergency Management Coordinator		Official Position Sr. Planner	
Mailing Address PO Box 1748		Mailing Address PO Box 1748	
City ,State, Zip Austin, TX 78767		City ,State, Zip Austin, TX 78767	
Work Phone 512-974-0472	Fax Number 512-974-0499	Work Phone 512-854-4924	Fax Number 512-854-4997
E-Mail Address pete.baldwin@co.travis.tx.us		E-Mail Address Michael.hemby@co.travis.tx.us	
Cellular Phone 512-633-8202	Pager 512-802-1472	Cellular Phone 512-423-8307	Pager 512-935-1244

The above Primary and Secondary Agents are hereby authorized to execute and file Application for Public Assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or otherwise available. This agent is authorized to represent and act for the Organization in all dealings with the State of Texas for all matters pertaining to such disaster assistance required by the agreements and assurances printed on the reverse side hereof.

Chief Financial Officer		Certifying Official	
Name Susan Spataro		Official's Name Samuel T. Biscoe	
Organization Travis County		Organization Travis County	
Official Position County Auditor		Official Position County Judge	
Mailing Address PO Box 1748		Mailing Address PO Box 1748	
City ,State, Zip Austin, TX 78767		City ,State, Zip Austin, TX 78767	
Work Phone 512-854-9125	Fax Number 512-854-9165	Work Phone 512-854-9555	Fax Number 512-854-9535
E-Mail Address Susan.spataro@co.travis.tx.us		E-Mail Address Sam.biscoe@co.travis.tx.us	
Cellular Phone	Pager	Cellular Phone	Pager

Applicant's State Cognizant Agency for Single Audit purposes (If a Cognizant Agency is not assigned, please indicate):

Applicant's Fiscal Year (FY) Start **Month 10 Day: 01**

Applicant's Federal Employer's Identification Number 74-6000192
Applicant's State Payee Identification Number 174-6000192-2000
Certifying Official's Signature / Date

APPLICANT ASSURANCES

The applicant hereby assures and certifies that he will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally-assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. 1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. 2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. 3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. 4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. 5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. 6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. 7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. 8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. 9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. 10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. 11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. 12. It will establish safeguards 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.
13. 13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. 14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
1. 15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
2. 16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
3. 17. (To the best of his knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 205, and applicable FEMA Handbooks.
4. 18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
5. 19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
6. 20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
7. 21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973,

Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

8. 22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.

9. 23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.

10. 24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

11. 25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

12 ✓

AGENDA REQUEST INFORMATION:

- **Session/Date:** Voting Session: January 13, 2009
- **Requested Action:** Consider and Take Appropriate Action on Travis County's Application for Reimbursement for Expenses Incurred during Hurricane Ike

PROGRAMMATIC INFORMATION:

- **Points of Contact for additional information: Technical:** Pete Baldwin, Emergency Management, 974-0472
- **Summary of Program Objective/Staff Recommendation:** Travis County, as a partner in the Capital Area Shelter Hub, coordinated the opening and operation of shelters for evacuees from September 11, 2008 to September 27, 2008 in response to Hurricane Ike. In order to seek reimbursement of expenses incurred, an application must be completed and submitted to the State of Texas designating a primary and secondary Applicant Agent. Actual expenses are currently being identified and will be submitted to the State of Texas for reimbursement consideration. Once the reimbursement is received an agenda item will be brought to the Commissioners Court for approval to receive the funds. This is the same process that was used for reimbursement after Hurricanes Katrina and Rita.

Additional programmatic issues/concerns:

- **Business Opportunities/Impacts:**
-

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COUNTY JUDGES OFFICE
09 JAN -6 PM 3:37

DESIGNATION OF APPLICANT'S AGENT - FEMA 1791 DR TX PUBLIC ASSISTANCE Texas Department of Public Safety - Division of Emergency Management			
Organization Name (hereafter named Organization) Travis County			
Primary Agent		Secondary Agent	
Agent's Name Pete Baldwin		Agent's Name Michael Hemby	
Organization Travis County		Organization Travis County	
Official Position Emergency Management Coordinator		Official Position Sr. Planner	
Mailing Address PO Box 1748		Mailing Address PO Box 1748	
City ,State, Zip Austin, TX 78767		City ,State, Zip Austin, TX 78767	
Work Phone 512-974-0472	Fax Number 512-974-0499	Work Phone 512-854-4924	Fax Number 512-854-4997
E-Mail Address pete.baldwin@co.travis.tx.us		E-Mail Address Michael.hemby@co.travis.tx.us	
Cellular Phone 512-633-8202	Pager 512-802-1472	Cellular Phone 512-423-8307	Pager 512-935-1244
The above Primary and Secondary Agents are hereby authorized to execute and file Application for Public Assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or otherwise available. This agent is authorized to represent and act for the Organization in all dealings with the State of Texas for all matters pertaining to such disaster assistance required by the agreements and assurances printed on the reverse side hereof.			
Chief Financial Officer		Certifying Official	
Name Susan Spataro		Official's Name Samuel T. Biscoe	
Organization Travis County		Organization Travis County	
Official Position County Auditor		Official Position County Judge	
Mailing Address PO Box 1748		Mailing Address PO Box 1748	
City ,State, Zip Austin, TX 78767		City ,State, Zip Austin, TX 78767	
Work Phone 512-854-9125	Fax Number 512-854-9165	Work Phone 512-854-9555	Fax Number 512-854-9535
E-Mail Address Susan.spataro@co.travis.tx.us		E-Mail Address Sam.biscoe@co.travis.tx.us	
Cellular Phone	Pager	Cellular Phone	Pager
Applicant's State Cognizant Agency for Single Audit purposes (If a Cognizant Agency is not assigned, please indicate):			
Applicant's Fiscal Year (FY) Start Month 10 Day: 01			

Applicant's Federal Employer's Identification Number **74-6000192**

Applicant's State Payee Identification Number **174-6000192-2000**

Certifying Official's Signature / Date

APPLICANT ASSURANCES

The applicant hereby assures and certifies that he will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally-assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. 1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. 2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. 3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. 4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. 5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. 6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. 7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. 8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. 9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. 10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. 11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. 12. It will establish safeguards 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.
13. 13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. 14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. 15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. 16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. 17. (To the best of his knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 205, and applicable FEMA Handbooks.
18. 18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. 19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. 20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. 21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973,

Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

8. 22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.

9. 23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.

10. 24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

11. 25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

TRAVIS COUNTY COMMISSIONERS COURT

AGENDA ITEM

ES # 14
VS # 14

DATE OF MEETING:

I. Request made by: Constable Bruce Ellis Phone No. 4-9100

II. Requested text: Deputy Appointments

III. Approved by: _____
County Judge or Commissioner

IV. A. Is backup material attached?* YES NO

*Backup material to be presented to the Court must be submitted with Agenda Request (an original and eight (8) copies).

B. Have the agencies affected by this request been invited to attend? YES _____ NO _____. Please list those contacted and their phone numbers:

RECEIVED
COUNTY JUDGE'S OFFICE
JAN 09 10 16 AM



BRUCE ELFANT

TRAVIS COUNTY CONSTABLE, PRECINCT FIVE
CARLOS B. LOPEZ ~ CHIEF DEPUTY

January 5, 2009

To: Honorable Judge Samuel T. Biscoe and Members of the Commissioner's Court

From: Bruce Elfant, Constable Precinct 5 *BE*

Re: Deputy Appointments for 2009

Please appoint the following Deputy Constables for Precinct Five, 2009.

Bintliff, David	Koch, Morris E.
Blackmore, Greg	Lanterman, Charles
Blaylock, Gerry	Lopez, Carlos
Brammer, Carolyn	Lozano, Denise
Callis, J. C.	Moore, Nancy
Copeland, Richard	Morris, David
Corcoran, Marty	Mount, Miracle
Curry, Edward	Multer, Dale
DeArden, Greg	Olguin, Nance
Eller, Carl	Redd, Alan
Frias, Brian	Ricketson, Debbie
Gage, Timothy	Riojas, Edward
Gamage, Robert	Rosser, Joseph
Hill, Derrick	Sosa, Andres
Johnson, Ruby	Torres, Juan
Kearney, Carl	Wells, Adolphus

Thank you.



Travis County Commissioners Court Agenda Request

Meeting Date: January 13, 2008

I. A. Requestor: Judge Biscoe Phone # 854-9555

B. Specific Agenda Wording:

CONSIDER AND TAKE APPROPRIATE ACTION ON APPOINTMENTS TO AUSTIN CITY COUNCIL, AUSTIN INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES, TRAVIS COUNTY COMMISSIONERS COURT JOINT SUBCOMMITTEE.

C. Sponsor: _____
County Commissioner or County Judge

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request.

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request.

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, Travis County Code - Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN -8 PM 1-53

**AUSTIN CITY COUNCIL
AUSTIN INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES
TRAVIS COUNTY COMMISSIONERS COURT
JOINT SUBCOMMITTEES' MEETING
Friday, January 30, 2009
11:30 a.m. – 1:30 p.m.
AISD Board Auditorium**

MEETING GOALS:

- 1) to share the information and review the progress on identified matters of mutual interest; and
- 2) to explore action steps to be taken to impact positively the academic success, health, safety and general well-being of all students.

DRAFT AGENDA

- | | | |
|------------|--|--|
| 11:30 a.m. | I. CALL TO ORDER/
APPROVAL OF MINUTES
MARCH 7, 2008 MEETING | Co-chairs:
Judge Sam Biscoe
Pres. Mark Williams
Mayor Will Wynn |
| 11:35 a.m. | II. PROGRAMS AND PARTNERSHIPS
A. Report on and discussion of the recommendations of the Families and Children Task Force;
B. Report on and discussion of the recommendations from the Housing Works for Schools Summit held on November 15, 2008
C. Update on and discussion of the AISD's Communities and Schools Task Force Report and Recommendations | Jennifer Peters
Kathy Tovo
Cathy Echols
Frank Fernandez

Dr. Janis Guerrero |
| 12:30 p.m. | III. PLANNING & INFRASTRUCTURE
A. Presentations and discussions of the City's/County's/District's legislative agendas for the upcoming 81st Session of the Texas Legislature | John Hrnccir
Christy Rome
Deece Eckstein |
| 1:00 p.m. | B. Structure of the Joint Subcommittees process and meetings for 2009. | TBD |
| 1:25 p.m. | IV. ANNOUNCEMENTS
Future Meetings | |
| 1:30 p.m. | V. ADJOURN | |

15

From: Sam Biscoe
To: Melissa Velasquez
Date: 1/8/2009 3:25 PM
Subject: Backup for Item #15

To: Commissioners Court
From: Sam Biscoe
Re: Austin ISD, City of Austin and Travis County Joint Sub-Committee

This sub-committee is not on our official list of committees. During the past year or so, Commissioner Gomez and I were asked to participate because this committee considered specific topics and reports of interest to all of us. The City of Austin and Austin ISD were the only two members prior to that time. Then, in an effort to boost interest and attendance, it was decided that Mayor Wynn, President Mark Williams of the Austin ISD Board of Trustees, and I, as County Judge, would serve as Joint Chairpersons,. I believe Court approval of our membership and participation on the subcommittee would send the right message to the others.

The goal of the group is that sub-committee members would take requests for follow-up action to their respective bodies for explanation, consideration and action. I have attached a copy of the agenda for the next meeting for you review.

20 ✓

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN -7# PM 3:01

Travis County Commissioners Court Agenda Request

Voting Session 1/13/09
(Date)

Work Session _____
(Date)

1. A. Request made by: County Attorney Phone # 854-9513
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text:

A. Receive Legal Briefing from County Attorney on issues regarding Confidential Climate Assessment received from Employment Practices Solutions and take appropriate action (Executive Session pursuant to Tex. Gov't. Code Section 551.071);

B. Deliberate results of Confidential Climate Assessment in relation to Executive Manager of Administrative Operations; Director of HRMD; and HRMD Slot numbers 23, 16, 9 and take appropriate action (Executive Session pursuant to Tex. Gov't. Code Section 551.071).

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 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:

- Ms. Alicia Perez, Executive Manager, Admin. Op. 854-9343
- Ms. Linda Moore Smith, Dir., HRMD 854-9165
- Mr. James W. Collins, Executive Assist., TCAO 854-9415
- Ms. Sherine Thomas, Dir., Lit. Div., TCAO 854-9513
- Mr. John C. Hille, Jr., Dir., Trans. Div., TCAO 854-9513
- Mr. Tony Nelson, Lit., Div., TCAO 854-9513
- Ms. Leslie Dippel, Lit., Div., TCAO 854-9513

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 (reclassification, etc.)

Purchasing Office (473-9700)

- ___ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (473-9415)

- ___ Contract, Agreement, Policy & Procedure

Travis County Commissioners' Court Agenda Request

Meeting Date: JANUARY 13, 2009

I. A. Requestor: COMMISSIONER SARAH ECKHARDT Phone # 854-9222

B. Specific Agenda Wording:

RECEIVE LEGAL BRIEFING AND TAKE APPROPRIATE ACTION ON COMPLAINTS REGARDING APD ARREST REVIEW AND TCSO JAIL CONDITIONS.

C. Sponsor:  _____
County Commissioner or County Judge

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request.

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request.

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, Travis County Code - Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN - 7 PM 5:10

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.


TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

C3

Voting Session: January 13, 2009

I. A. Request made by: Margaret J. Gómez Phone #: 854-9444
(Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested text: Re-Appoint Nash Martinez to serve on the Board of the Travis Central Appraisal District

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
09 JAN -6 PM 2:38

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 COMMISSIONERS COURT AGENDA REQUEST

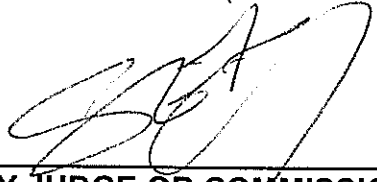
Please consider the following item for:

DATE OF VOTING SESSION: January 13, 2009

A. REQUEST MADE BY: Commissioner Sarah Eckhardt, Precinct 2
(Elected/Appointed Official/Executive Mgr/County Attorney)

B. REQUESTED TEXT:

CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO RE-APPOINT EFREN BRITO TO SERVE AS FIRE COMMISSIONER TO EMERGENCY SERVICES DISTRICT NO. 2 BOARD EFFECTIVE IMMEDIATELY THROUGH DECEMBER 31, 2010. (COMMISSIONER ECKHARDT)



COUNTY JUDGE OR COMMISSIONER

- A. Any backup material to be presented to the Court must be submitted with this Agenda Request (Original(s) & 8 copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. The originating department should send a copy of this Agenda Request and backup to them:

REQUIRED AUTHORIZATIONS: PLEASE CHECK IF APPLICABLE:

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

PURCHASING OFFICE (854-9700)

Bid, Purchase Contract, Request for Proposals

COUNTY ATTORNEY'S OFFICE (854-9415)

Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN -8 PM 4:30

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

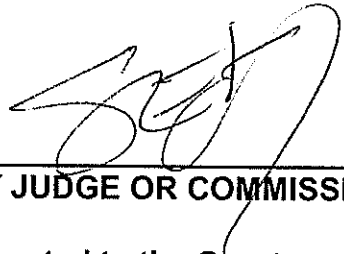
Please consider the following item for:

DATE OF VOTING SESSION: January 13, 2009

A. REQUEST MADE BY: Commissioner Sarah Eckhardt, Precinct 2
(Elected/Appointed Official/Executive Mgr/County Attorney)

B. REQUESTED TEXT:

CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO RE-APPOINT TERRY STRUBLE TO SERVE AS FIRE COMMISSIONER TO EMERGENCY SERVICES DISTRICT NO. 2 BOARD EFFECTIVE IMMEDIATELY THROUGH DECEMBER 31, 2010. (COMMISSIONER ECKHARDT)



COUNTY JUDGE OR COMMISSIONER

- A. Any backup material to be presented to the Court must be submitted with this Agenda Request (Original(s) & 8 copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. The originating department should send a copy of this Agenda Request and backup to them:

REQUIRED AUTHORIZATIONS: PLEASE CHECK IF APPLICABLE:

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

PURCHASING OFFICE (854-9700)

- _____ Bid, Purchase Contract, Request for Proposals

COUNTY ATTORNEY'S OFFICE (854-9415)

- _____ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN -8 PM 4:30

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

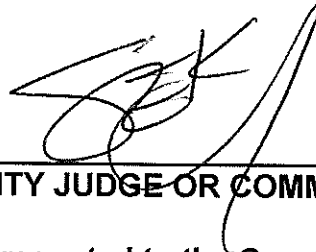
Please consider the following item for:

DATE OF VOTING SESSION: January 13, 2009

A. REQUEST MADE BY: Commissioner Sarah Eckhardt, Precinct 2
(Elected/Appointed Official/Executive Mgr/County Attorney)

B. REQUESTED TEXT:

CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO RE-APPOINT GEORGE MENTZER TO SERVE AS FIRE COMMISSIONER TO EMERGENCY SERVICES DISTRICT NO. 2 BOARD EFFECTIVE IMMEDIATELY THROUGH DECEMBER 31, 2010. (COMMISSIONER ECKHARDT)



COUNTY JUDGE OR COMMISSIONER

- A. Any backup material to be presented to the Court must be submitted with this Agenda Request (Original(s) & 8 copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. The originating department should send a copy of this Agenda Request and backup to them:

REQUIRED AUTHORIZATIONS: PLEASE CHECK IF APPLICABLE:

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

PURCHASING OFFICE (854-9700)

Bid, Purchase Contract, Request for Proposals

COUNTY ATTORNEY'S OFFICE (854-9415)

Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
09 JAN -9 PM 4:00

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

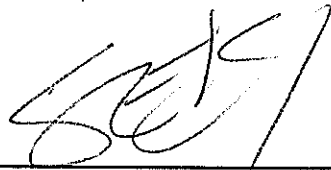
Please consider the following item for:

DATE OF VOTING SESSION: January 13, 2009

A. REQUEST MADE BY: Commissioner Sarah Eckhardt, Precinct 2
(Elected/Appointed Official/Executive Mgr/County Attorney)

B. REQUESTED TEXT:

CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO RE-APPOINT TOMMY NOBLES TO SERVE AS PRECINCT TWO APPOINTEE ON THE HOUSING AUTHORITY OF TRAVIS COUNTY BOARD OF COMMISSIONERS EFFECTIVE IMMEDIATELY THROUGH DECEMBER 31, 2010. (COMMISSIONER ECKHARDT)



COUNTY JUDGE OR COMMISSIONER

- A. Any backup material to be presented to the Court must be submitted with this Agenda Request (Original(s) & 8 copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. The originating department should send a copy of this Agenda Request and backup to them:

REQUIRED AUTHORIZATIONS: PLEASE CHECK IF APPLICABLE:

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

PURCHASING OFFICE (854-9700)

_____ Bid, Purchase Contract, Request for Proposals

COUNTY ATTORNEY'S OFFICE (854-9415)

_____ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

BOARD OF DIRECTORS
NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3

2

Voting Session Tuesday, January 13, 2009
(Date)

I. A. Request made by: Gillian Porter Phone: 854-4722
Commissioners Court Specialist
Commissioners Court Minutes/County Clerk's Office

B. Requested Text: **Approve the Northwest Travis County Road District
No. 3 Minutes for the:**

Voting Session of January 6, 2009

C. Approved By: 
Dana DeBeauvoir, Travis County Clerk

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.

III. Is back-up material attached? YES

AGENDA REQUEST DEADLINE: This Agenda Request, complete with backup memorandum and
exhibits, should be submitted to the County Judge's Office no later than 12:00 PM on Tuesday for the
following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.

MINUTES OF MEETING – JANUARY 6, 2009

NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3

On Tuesday, the 6th day of January 2009, the Commissioners' Court, meeting as the Northwest Travis County Road District No. 3 (Golden Triangle) Board of Directors, convened the Voting Session at 11:04 AM in the Commissioners' Courtroom, 1st Floor of the Ned Granger Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

The Road District Board of Directors adjourned the Voting Session of the Northwest Travis County Road District No. 3 (Golden Triangle) at 11:04 AM.

1. APPROVE PAYMENT OF CLAIMS AND AUTHORIZE COUNTY TREASURER TO INVEST ROAD DISTRICT FUNDS. (11:04 AM)

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to invest the funds in Item 1.

Motion carried:

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

2. APPROVE N.W.T.C.R.D.#3 MINUTES FOR THE VOTING SESSIONS OF OCTOBER 28 AND DECEMBER 23, 2008. (11:04 AM)

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to approve Item 2.

Motion carried:

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

ADJOURNMENT

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to adjourn the Voting Session of the Northwest Travis County Road District No. 3. (11:04 AM)

Motion carried:

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

Date of Approval

Samuel T. Biscoe, Travis County Judge

1


Board of Directors
Travis County Bee Cave Road District No. 1 Agenda Request

Voting Session Tuesday, January 13, 2009
(Date)

Work Session _____
(Date)

I. A. Request made by: Gillian Porter Phone: 854-4722
Commissioners Court Specialist
Commissioners Court Minutes/County Clerk's Office

B. Requested Text: **Approve the Travis County Bee Cave Road District
No. 1 Minutes for the Voting Session of
January 6, 2009.**

C. Approved By: 
Dana DeBeauvoir, Travis County Clerk

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.

III. Is back-up material attached? YES

AGENDA REQUEST DEADLINE: This Agenda Request, complete with backup memorandum and
exhibits, should be submitted to the County Judge's Office no later than 12:00 PM on Tuesday for the
following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.

MINUTES OF MEETING – JANUARY 6, 2009

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 6th day of January, 2009, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 11:05 AM in the Commissioners' Courtroom, 1st Floor of the Ned Granger Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

The Road District Board of Directors adjourned the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) at 11:05 AM.

1. APPROVE TRAVIS COUNTY BEE CAVE ROAD DISTRICT #1 MINUTES FOR THE VOTING SESSION OF DECEMBER 23, 2008. (11:05 AM)

Motion by Commissioner Gómez **and seconded by** Commissioner Eckhardt to approve Item 1.

Motion carried: County Judge Samuel T. Biscoe yes
Precinct 1, Commissioner Ron Davis abstain
Precinct 2, Commissioner Sarah Eckhardt yes
Precinct 3, Commissioner Karen Huber yes
Precinct 4, Commissioner Margaret J. Gómez yes

2. APPROVE PAYMENT OF CLAIMS AND AUTHORIZE COUNTY TREASURER TO INVEST ROAD DISTRICT FUNDS. (11:05 AM)

Motion by Commissioner Gómez **and seconded by** Commissioner Eckhardt to approve the investments in Item 1.

Motion carried: County Judge Samuel T. Biscoe yes
Precinct 1, Commissioner Ron Davis abstain
Precinct 2, Commissioner Sarah Eckhardt yes
Precinct 3, Commissioner Karen Huber yes
Precinct 4, Commissioner Margaret J. Gómez yes

ADJOURNMENT

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to adjourn the Voting Session of the Travis County Bee Cave Road District No. 1. (11:05 AM)

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

Date of Approval

Samuel T. Biscoe, Travis County Judge

TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION.
TRAVIS COUNTY HOUSING FINANCE CORPORATION
CAPITAL INDUSTRIAL DEVELOPMENT CORPORATION
TRAVIS COUNTY CULTURAL EDUCATION FACILITIES FINANCE CORPORATION
AGENDA REQUEST

Work Session _____ Voting Session January 13, 2009 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 new signature cards for the JPMorgan Chase bank accounts.

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
AGENDA REQUEST

Work Session _____ Voting Session January 13, 2009 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 membership invoice from Texas Association of Local Housing Finance Agencies.


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.)
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- _____ County Attorney's Office (473-9415)
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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: January 13, 2009
TO: Board of Directors
FROM: Harvey L. Davis, Manager 
SUBJECT: Membership Dues - Texas Association of Local Housing Finance Agencies (TALHFA)

Proposed Motion:

To approve payment of \$525.00 for annual memberships in TALHFA.

Summary and Background Information:

We request permission to allocate \$525 for Leroy Nellis, Harvey Davis and Mike Gonzalez to be TALHFA members.

The Corporation's budget includes funds for membership in TALHFA.

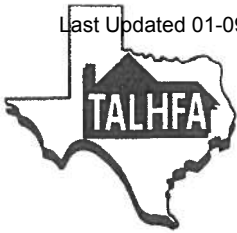
TALHFA is a non-profit corporation established in 1989 for the purposes of informing, planning and supporting the needs of local housing finance agencies in their delivery of affordable housing to the citizens of Texas.

Harvey Davis joined TALHFA in 1998 to represent Travis County HFC. Two years ago two additional staff became members.

The resources (newsletters, membership directory, state conference, technical assistance, etc.) offered by TALHFA are well worth the membership dues. TALHFA's executive director, Jeanne Talerico, the former Program Administrator for the Texas Bond Review Board, is a valuable resource for technical questions.

TALHFA is very active as an advocate for housing finance corporations during the legislative session. The website tracks important bills affecting affordable housing issues.

cc: Leroy Nellis, Budget Manager
Mary Mayes, Assistant Manager
Mike Gonzalez, Sr. Financial Analyst



**TEXAS ASSOCIATION OF
LOCAL HOUSING FINANCE AGENCIES**

INVOICE

INVOICE DATE: DECEMBER 30, 2008
PAYMENT DUE DATE: UPON RECEIPT

Harvey Davis
Travis County HFC
314 W 11th St
Rm 540
Austin, TX 78701-2112

DESCRIPTION	AMOUNT
<p>2009 Issuer Membership Housing Finance Corporations—Local Government Entity Only (HFC Staff and Board Members ONLY) ***Issuer members do NOT include counsel or advisors*** \$175 per Individual Member for Calendar Year - One Vote per Member</p> <p>Your 2008 Issuer Membership included 3 Members: Harvey Davis Miguel Gonzalez Leroy Nellis</p> <p>Please review the attached Information Form for each member and return to TALHFA. Confirm that all information is correct and/or make any appropriate changes. Fill out a 2009 Issuer Membership Application for each new member. Return ALL Information Forms (including those without changes) along with your payment to TALHFA.</p> <div style="border: 2px solid black; padding: 5px; margin: 10px 0;"> <p style="text-align: center;">Receive a \$25.00 discount on your Membership Fee for every additional NEW* member you bring to TALHFA! (Note: Does not apply to replacement members)</p> </div> <p>New Member (-\$25) _____ (_____)</p> <p>New Member (-\$25) _____ (_____)</p> <p>New Member (-\$25) _____ (_____)</p>	<p>\$525.00</p>
TOTAL	

Notice: TALHFA is a Non-Profit Corporation with a 501(c)(6) designation from the Internal Revenue Service. Membership Dues are not deductible as charitable contributions for federal income tax purposes; however, dues may be deductible by members as an ordinary business expense. A portion of dues may not be deductible as an ordinary business expense to the extent TALHFA engages in lobbying. In 2008, less than 1% of TALHFA's income was used for lobbying expenses.

Return all Issuer Member Information Forms with your check made payable to

Texas Association of Local Housing Finance Agencies or TALHFA

5766 Balcones Drive, Suite 102
Austin, TX 78731-4201

Phone 512.481.9933 • Fax 512.535.0593 • Marva@TALHFA.org

THANK YOU FOR YOUR PAST AND CONTINUED SUPPORT!



Texas Association of Local Housing Finance Agencies

5766 Balcones Drive • Suite 102 • Austin, TX 78731-4201
Phone 512.481.9933 • FAX 512.535.0593 • Marva@TALHFA.org
www.TALHFA.org

RECEIVED
09 JAN -2 AM 11:06
TRAVIS COUNTY
PLANNING & BUDGET OFFICE

Dear TALHFA Member:

Great News!! The TALHFA Board of Directors has voted to keep the membership fees at the 2007/2008 level for another year. It is more important to YOUR association to keep you as a member, than to increase the fees in such a difficult year.

Invoices are enclosed for the TALHFA members you had in 2008.

- ❖ Please check the information on EACH member carefully. The newsletter and other correspondence are mailed to the address on the form. This is also the address that appears in the TALHFA online and print Membership Directories.
- ❖ If there are any corrections, please make the changes on the form, or fill out a new form for that member.
- ❖ **Receive a \$25.00 discount** on your membership fee for each additional NEW member you bring to TALHFA. This does not apply to returning members or replacements for existing members. For each new member, copy and fill out the enclosed application form. REMEMBER THAT MORE MEMBERS = A LOUDER VOICE AT THE CAPITOL!
- ❖ **Return ALL FORMS** (amended or not) with your Membership fee by January 30, 2009.

Your 2009 TALHFA membership is more important than ever!

In addition to representing your LOCAL Housing Finance Corporation at the State Capitol ...
The financial support you give TALHFA through your membership comes back to you in the following ways:

Affiliation With Housing Professionals Throughout Texas and the U.S.

- ❖ TALHFA is the only statewide association for local HFCs and professionals who work with them.
- ❖ The TALHFA website, www.TALHFA.org, provides membership contact information.
- ❖ The TALHFA membership is a dynamic group of people who have historically created successful affordable housing programs and developments over the last 25+ years..

A Quarterly Newsletter, *TALHFA Talk*, which features:

- ❖ Reports on housing news that affect TALHFA membership.
- ❖ Descriptions and photographs of projects by TALHFA Members.
- ❖ Articles about current state or federal legislation.
- ❖ A schedule of upcoming events of interest to housing professionals.

TALHFA's Annual Educational Conference

- ❖ Members enjoy reduced registration fees.
- ❖ Sponsors receive one or more free registrations.
- ❖ Comprehensive informative sessions are varied, pertinent and up-to-date.
- ❖ Networking opportunities are offered throughout the conference.

Research Program

TALHFA will collect and report on data regarding local HFC programs, services offered, clients served, and partnerships formed.

Message Board on TALHFA.org *Coming in January 2009*

Ask questions or share information with your fellow members.

Training Workshops Available upon request!

Help TALHFA help you! Renew Your Membership Today!

TRAVIS COUNTY HOUSING FINANCE CORPORATION
AGENDA REQUEST

Work Session _____ Voting Session January 13, 2009 Executive Session _____
Date Date Date

- I. A. Request made by: Samuel T. Biscoe, President
(Elected Official/Appointed Official/Executive Manager/County Attorney)
- B. Requested Text: Consider and take appropriate action on request to approve a plan to apply for funding from the Texas Department of Housing and Community Affairs for a Neighborhood Stabilization Program.

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

- 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:

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- County Attorney's Office (473-9415)
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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 Mondays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.

RECEIVED
COUNTY JUDGE'S OFFICE
JAN 13 2009

TRAVIS COUNTY HOUSING FINANCE CORPORATION

DATE: JANUARY 13, 2009

TO: Board of Directors, Travis Housing Finance Corporation

FROM: Harvey Davis, Manager 
Miguel Gonzalez, Sr. Financial Analyst

SUBJECT: Introduction to Neighborhood Stabilization Program "NSP" and Possible Opportunities for Travis County.

SUMMARY AND BACKGROUND INFORMATION

The purpose of this agenda item is to request Board approval to proceed with the preparation of an anticipated grant application with Texas Department of Housing and Community Affairs "TDHCA" for funds made available to local governments thru the Neighborhood Stabilization Program "NSP".

The grant application is expected to be due on or before February 28, 2009.

The NSP funds will allow Travis County to expand the supply of affordable housing throughout the county and provide much needed stabilization to neighborhoods impacted by high rates of foreclosures.

OVERVIEW OF NSP PROGRAM

On July 2008, Congress enacted the Housing and Economic Recovery Act of 2008 "HERA" that among other things created and funded (\$3.9 Billion) the Neighborhood Stabilization Program "NSP".

NSP provides one-time, emergency funding that enables states, local governments, and their partners, including nonprofit organizations, to acquire and rehabilitate foreclosed homes for homeownership or rental. This funding is administered by HUD and treated as supplemental Community Development Block Grant (CDBG) funds, though with differences from the normal CDBG provisions.

Funds must be used in neighborhoods identified by HUD as "areas of greatest need" due to a high percentage of foreclosure rates and homes financed by subprime mortgages.

NSP funds can be used for the following eligible activities:

1. Establish financing mechanisms for purchase and redevelopment of foreclosed homes including: soft-seconds, loan loss reserves, and shared-equity loans for low- and moderate-income homebuyers. *(similar to the HOME DPA program currently administered by TCHFC)*
2. Purchase and rehabilitate properties that have been abandoned or foreclosed. Rehab may include improvements to increase energy efficiency or provide a renewable energy source
3. Establish land banks for homes that have been foreclosed
4. Demolish blighted structures
5. Redevelop demolished or vacant properties

TRAVIS COUNTY'S ACCESS TO NSP FUNDS

TDHCA has reserved \$2 Million for the Travis County area from the \$101 Million in state NSP funding received from HUD. Travis County is eligible to apply with TDHCA for this reserved amount but would compete with other eligible local governments within Travis County boundaries.

The city of Austin is eligible for and plans to apply for approximately \$1.2 Million of the \$2 Million in NSP funds. However, it is probable that additional funding may be available to Travis County after the initial period due to lack of requests for NSP funds statewide.

It is anticipated that TDHCA will place the Notice of NSP funding on its website in January 2009. To remain qualified for the reserved \$2 Million in NSP funding, qualified applicants would need to submit an initial application within 30 days of the notification.

Failure to meet this deadline results in the reserved funds returning to the State.

Travis County is an entitlement entity for CDBG funds and is not eligible to apply for CDBG funds through the State. However, the rules for NSP allow Travis County and the City of Austin to secure NSP funds from the State.

COLLABORATION WITHIN TRAVIS COUNTY GOVERNMENT

In developing a program, TCHFC will have significant collaboration with Travis County Health and Human Services "HHS", specifically the Community Development Block Grant Office "HHS – CDBG". The focus of this collaboration will be to utilize the extensive resources developed by HHS – CDBG and to identify current HHS/TCHFC programs that may be augmented by NSP funds.

This collaboration is ideal in that NSP program regulations blend Home Program Requirements (TCHFC expertise) with CDBG Program Requirements (HHS – CDBG expertise/resources). Additionally, effective collaboration is critical to meeting the expedited timeline for application and service delivery.

TCHFC and HHS – CDBG have had preliminary meetings discussing the implementation of an NSP program. Based on these discussions, it was recommended that TCHFC would take a lead role in apply and administering the program with HHS - CDBG providing critical resource support.

ACTION PLAN TO APPLY FOR NSP FUNDS

The NSP program requires a full time position. We request your approval to prepare a plan to transition, Miguel Gonzalez, TCHFC - Sr. Financial Analyst, from part-time to full-time status by the end of January 2009. Staff recommends that the position for FY-09 be funded from the \$757,274 proceeds of the redemption of the 2006 single family bonds. The FY-09 cost is approximately \$19,386. The annual cost to convert the position from half-time to full-time is approximately \$29,078. As more details are provided by TDHCA about administrative cost of the NSP program, we may be able to change the source to fund the position from the corporation to the NSP program.

Mr. Gonzalez's duties will include completing pre-application activities and subsequent administration of the NSP program.

Pre-application activities will include:

- Continued collaboration with HHS and city of Austin;
- Gathering statistical and GIS information identifying HUD's "areas of greatest need";
- Meeting with stake holders to identify needed housing services within target areas;
- Establishing key milestones to meet 18 and 48-month commitment and expenditure requirements;
- Establishing preliminary program budget;
- Preparing and presenting final grant application to Board for approval and authorization for submission.

Program costs are expected to be fully covered from NSP grant funds. NSP grantees are expected to be eligible for both Administrative Costs and Project Delivery Costs.

No Matching Funds are required.

Anticipated Timeline

TDHCA submits Action Plan Amendment to HUD	December 1, 2008
TDHCA opens Request for Sub-Grantee Proposal.....	Jan 2009
Anticipated NSP Award.....	Feb 2009
Use or Obligation of NSP Funds.....	July 2010
NSP Program Ends.....	July 2013

COLLABORATION WITH GOVERNMENTAL ENTITIES WITHIN TRAVIS COUNTY BOUNDRIES

TCHFC will develop a NSP program that will serve the needs of “areas of greatest need” inside Travis County but outside the city limits of Austin. This is due to the fact that the city of Austin currently has CDBG mechanisms in place and is anticipate to also apply with TDHCA for the \$2 Million direct allocation. However, the city of Austin will be engaged to review best practices in developing and executing an NSP program.

TCHFC will also engage municipalities that have “areas of greatest need” incorporated within their jurisdictions. These may include the cities of Del Valle, Manor, Pflugerville, and Sunset Valley.

TCHFC has extensive experience in administering HOME programs in previously stated municipalities and in unincorporated areas of Travis County.

- cc: Rodney Rhoades, Executive Manager, Planning and Budget Office
- Leroy Nellis, Budget Manager
- Mary Mayes, Assistant Manager

Overview of HUD's Neighborhood Stabilization Program (NSP)

**December 2008
Prepared by the Travis County
Community Development Block Grant (CDBG) office**

The Housing and Economic Recovery Act of 2008 (HERA)

The "Housing and Economic Recovery Act of 2008" - enacted on July 2008 - includes a new regulatory regime for the Government Sponsored Enterprises, reform of the Federal Housing Administration (FHA), authority for FHA to insure affordable, long-term loans that refinance subprime mortgages that are near foreclosure, a lifeline to Fannie Mae and Freddie Mac should they encounter a financial catastrophe, and additional CDBG funding for communities to purchase foreclosed homes.

The new legislation specifically addresses foreclosure prevention through the FHA, where an estimated 400,000 borrowers in danger of losing their homes will be able to refinance into more affordable government-insured mortgages. This program offers government insurance to lenders who voluntarily reduce mortgages for at-risk homeowners to at least 90% of the property's current value. Borrowers would have to share 50% of all future appreciation with FHA. Homeowners can access this program by directly contacting an FHA-approved lender.

What is the Neighborhood Stabilization Program?

The new \$3.92 billion Neighborhood Stabilization Program (NSP) is a HUD-funded program authorized by the HERA. It is a supplemental allocation to the Community Development Block Grant (CDBG) program to respond to the effects of high foreclosures and declining property values currently experienced in many communities across the nation.

Through NSP, HUD will provide targeted emergency assistance to state and local governments to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within their communities. The table below presents an overview of the funds available nationally, at the state level, and locally.

Overview of Available of Funds	
NSP National Allocation	\$3.92 Billion
Entire Texas Allocation*	\$178,143,197
Texas State Program Allocation*	\$101,996,848
Reserved Direct Allocation for Travis County *	\$2,017,952

* As identified by the Texas Department of Housing and Community Affairs (TDHCA) in their NSP proposal submitted to HUD December 1, 2008.

Grantees must distribute and use funds in the greatest areas of needs within their communities. These include areas in each state or unit of general local government with greatest percentage of home foreclosures, the highest percentage of homes financed by a subprime mortgage related loan, and areas with homes in default or delinquency that are likely to experience a significant rise in home foreclosures.

The Neighborhood Stabilization Program in Texas

Texas will receive approximately \$178M, of which approximately \$76M has already been identified by HUD as a direct allocation to 14 cities and counties with the greatest need.

Entities in Texas Receiving Funds Directly from HUD		
Community	NSP Allocation	Local Foreclosure Rate
ARLINGTON	\$2,044,254	3.8%
DALLAS	\$7,932,555	3.7%
DALLAS COUNTY	\$4,405,482	4.6%
EL PASO	\$3,032,465	5.1%
FORT BEND COUNTY	\$2,796,177	3.4%
FORT WORTH	\$6,307,433	4.2%
GARLAND	\$2,040,196	5.0%
GRAND PRAIRIE	\$2,267,290	5.3%
HARRIS COUNTY	\$14,898,027	4.5%
HIDALGO COUNTY	\$2,867,057	8.2%
HOUSTON	\$13,542,193	4.1%
MESQUITE	\$2,083,933	5.9%
SAN ANTONIO	\$8,635,899	3.9%
TARRANT COUNTY	\$3,293,388	2.9%
TEXAS STATE PROGRAM	\$101,996,848	3.2%

The Texas Department of Housing and Community Affairs along with the Office of Rural and Community Affairs (ORCA) and the Texas State Affordable Housing Corporation (TSAHC) will work together to administer the remaining \$102M funds. The state proposes to allocate funds into three funding pools.

Program Distribution of Texas NSP Funds by TDHCA:

Direct Allocation	\$ 50,692,336
Select Pool	\$ 41,274,512
Land Banking	\$ 10,000,000
Administration (10%)	<u>\$ 10,196,685</u>
Total Texas NSP Allocation	\$101,966,848

Source: TDHCA NSP proposal submitted to HUD December 1, 2008

The State will provide a reservation for a specified amount of direct NSP allocation for use in the top-ranked counties identified based upon the need factors. These counties are:

Entities in Texas Eligible to Receive a Direct Allocation from the Texas State Program			
County Name	Allocation	County Name	Allocation
Tarrant	\$7,320,349	Potter	\$1,579,681
Dallas	\$4,684,332	Jefferson	\$1,498,945
Cameron	\$3,465,632	Denton	\$1,166,500
Bexar	\$3,150,408	Taylor	\$1,099,259
Hidalgo	\$3,005,258	Williamson	\$1,066,554
Harris	\$2,875,584	Bell	\$1,064,488
Nueces	\$2,522,253	Lubbock	\$1,057,705
Collin	\$2,278,454	Galveston	\$1,003,104
Webb	\$2,025,812	Wichita	\$803,464
Travis	\$2,017,952	Fort Bend	\$726,857
Montgomery	\$1,697,675	Ector	\$699,232
El Paso	\$1,648,634	McLennan	\$647,971
Brazoria	\$1,586,234		

Source: TDHCA NSP proposal submitted to HUD December 1, 2008

To remain qualified for the reservation amount of a direct allocation identified in above, initial applications within each eligible county must be submitted within 30 days of notification on the TDHCA web site that HUD has approved the Substantial Amendment to their Action Plans submitted to HUD on December 1st. Failure to meet this deadline will result in the funds no longer being reserved for the county.

Anticipated Timeline

TDHCA submits Action Plan Amendment to HUD	December 1, 2008
TDHCA opens Request for Sub-Grantee Proposal.....	Dec 2008/Jan 2009
Anticipated NSP Award.....	Jan/Feb 2009
Use or Obligation of NSP Funds.....	July 2010
NSP Program Ends.....	July 2013

Eligible Uses

NSP funds may be used for activities which include:

- Establish financing mechanisms for purchase and redevelopment of foreclosed homes and residential properties; including such mechanisms as soft-second, loan loss reserves, and shared-equity loans for low-to-moderate-income buyers.
- Purchase and rehabilitate homes and residential properties abandoned or foreclosed. Eligible activities include: acquisition, disposition, relocation, direct homeownership assistance, eligible rehabilitation and preservation activities for homes and other residential properties, and housing counseling for those seeking to take part in the activity.
- Establish land banks for foreclosed homes (acquisition or disposition).
- Demolish blighted structures.
- Redevelop demolished or vacant properties. Eligible activities include: acquisition, disposition, public facilities and improvements and housing counseling public services (limited to prospective purchasers or tenants of redeveloped properties) and

relocation.

Key Factors of implementation

- Funds must be obligated in 18 months. NSP funds are obligated when orders are placed, contracts awarded or serviced received.
- Funds must be expended within four (4) years.
- Real Estate Owned (REO) Purchases must be at a discount.
- All program income must be repaid to and used by the grantee. Program income earned before 7/30/13 must be used for other NSP activities. Program income earned after 7/30/13 must generally be remitted to the Treasury.
- The sale of homes acquired with NSP funds must be in an amount equal to or less than the cost to acquire, rehab and dispose of the home (in other words no profits can be made).
- Activities must be concentrated on geographic areas of greatest need.
- Activities must meet the Uniform Relocation Act (URA), fair housing, and environmental requirements.
- NSP assisted households will have to complete at least 8 hours of housing counseling.
- All funding shall benefit families at or below 120% of the area median income (AMI)
- 25% of funding is to house families at or below 50% of AMI.

**2008 Income Limits Applicable to NSP (Adjusted by Household size)
Austin-Round Rock Metropolitan Statistical Area (MSA)**

% of AMI	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
50 % (Low Income)	\$24,900	\$28,450	\$32,000	\$35,550	\$38,400	\$41,250	\$44,100	\$46,950
120 % (Middle Income)	\$59,700	\$68,250	\$76,800	\$85,300	\$92,150	\$98,950	\$105,800	\$112,600

Potential Challenges and Solutions/Considerations

Potential Challenges	Possible Solutions and Considerations
<p>Application Timeline</p> <ul style="list-style-type: none"> ▪ Initial applications within each eligible county must be submitted within 30 days of notification on the TDHCA web site that HUD has approved the Substantial Amendment to their Action Plans. This timeframe will represent a challenge – especially for this time of the year. 	<ul style="list-style-type: none"> ▪

Potential Challenges	Possible Solutions and Considerations
<p>Data</p> <ul style="list-style-type: none"> ▪ Determining how big is the inventory of foreclosed units, their location, and physical condition. ▪ Determining what the market for the resale of foreclosed units is. Are there sufficient number of income eligible homeowners who have the financial capacity and credit to buy these units? 	<ul style="list-style-type: none"> ▪ Coordination with local lenders, property tax offices and courts in order to obtain information on foreclosures, subprime mortgages and predicted future foreclosures. ▪ Review of independent data sources.
<p>Coordination</p> <ul style="list-style-type: none"> ▪ The direct allocation for Travis County is both for the county as a whole and any cities within the county who wishes to participate. The city of Austin has already expressed interest in applying. Coordination will be required to ensure the proposals do not duplicate the efforts. 	<ul style="list-style-type: none"> ▪ Coordination will be required to determine the funds that each entity will apply for, as well as geographic areas where each entity will concentrate.
<p>County Capacities</p> <ul style="list-style-type: none"> ▪ The CDBG office has limited experience funding housing acquisition, rehabilitation, or disposition activities. ▪ The CDBG office has limited staff. 	<ul style="list-style-type: none"> ▪ We would need the expertise of outside consultants to get these funds out quickly.
<ul style="list-style-type: none"> ▪ Determining whether the potential sub-contractors in Travis County will have the necessary capacity to deal with programmatic challenges. 	<ul style="list-style-type: none"> ▪
<p>Timeliness</p> <ul style="list-style-type: none"> ▪ Grantees have 18 months to use NSP funds. 	<ul style="list-style-type: none"> ▪ Attractiveness of program design will need to be measured against ability to obligate funds quickly.
<ul style="list-style-type: none"> ▪ The implementation of the grant would generate a volume of negotiations and transactions that will need to be handled timely to meet timeframes required by the grant. 	<ul style="list-style-type: none"> ▪ Getting commitment in advance from the different county departments involved with negotiations and transactions to ensure timeliness.