WS #_____ VS # #1 action Item #14

TRAVIS COUNTY COMMISSIONERS' COURT AGENDA REQUEST

Work Session _____ Voting Session 10/13/09

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

B. Requested Text:

Consider and take appropriate action regarding a request to authorize the filing of an instrument to vacate two 5' public utility easements located along the common lot line of Lots 459 and 460 of Apache Shores, First Installment – a subdivision in Travis County, Precinct 3.

C. Approved by: _____
Commissioner Karen Huber, Precinct Three

II. A. Is backup material attached?*
Yes _X_ No ___
*Any backup material to be presented to the court must be submitted with this Agenda.
Request – 1 original and 8 copies

B. Have the agencies affected by this request been invited to attend?
Yes _X_ No___ Please list those contacted and their phone number.

John Hille - 854-9415 Austin American-Statesman
Anna Bowlin - 854-9383 Joe Arriaga - 854-9383

III. PERSONNEL
___A change in your department's personnel (reclassifications, etc.)

IV. BUDGET REQUESTS
If your request involves any of the following please check appropriately.

___Additional funding for your department
___Transfer of funds within your department budget
___A change in your department's personnel

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

AGENDA REQUEST DEADLINES

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

TRANSPORTATION AND NATURAL RESOURCES
JOSEPH P. GIESELMAN, EXECUTIVE MANAGER
411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

MEMORANDUM

DATE: September 30, 2009

TO: Members of the Commissioners' Court

THROUGH: Joseph P. Gieselman, Executive Manager

FROM: Anna Bowlin, Division Director – Development Services

SUBJECT: Consider and take appropriate action regarding a request to authorize the filing of an instrument to vacate two 5' public utility easements located along the common lot line of Lots 459 and 460 of Apache Shores, First Installment – a subdivision in Travis County, Precinct 3.

Summary and Staff Recommendation:

TNR has received a request to vacate two 5' public utility easements (PUE) located along the common lot line of Lots 459 and 460 of Apache Shores, First Installment. These lots front on Geronimo Trail, a street maintained by Travis County.

According to the request letter, the purpose of this vacation request is so that the owner can build a single family residence, which will cross the common lot line of the subject lots.

The utility companies known to be operating in the area have stated that they have no objection to vacating the subject easement. TNR recommends the vacation as described in the attached Order of Vacation and as shown on the attached field notes and sketch.

Budgetary and Fiscal Impact:

None.

Issues and Opportunities:

Travis County has no need for the subject easements and would not benefit from vacating or not vacating. It has been the responsibility of the applicant to contact the utility companies operating in the area. Travis County has relied on the utility companies to decide if the easements need to be retained for the surrounding property owners. At the time of this memo staff had received one inquiry in regards to this vacation request. TNR staff foresees no reason for opposition to this vacation.

Required Authorizations:

All responding utility companies known to be serving this area have stated that they have no need to retain the easements as described in the attached field notes and sketch.

Exhibits:

Order of Vacation
Field Notes and Sketch
Letter of Request
Statements from utility companies
Sign posting affidavit and pics
Maps

PS:AB:ps

1105 Geronimo Trail

09-PUE-06

ORDER OF VACATION

STATE OF TEXAS §

COUNTY OF TRAVIS §

WHEREAS, the property owner requests the vacation of two 5' public utility easements located along the common lot line of Lots 459 and 460 of Apache Shores, First Installment as recorded at Book 43, Page 29 of the Plat Records of Travis County, Texas, so that the owner can construct a single family residence common lot line of the subject lots without encroaching on the two 5' public utility easements; and

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

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

WHEREAS, the required public notice was posted and the Travis County Commissioners Court held a public hearing on October 13, 2009 to consider the proposed action; and

NOW, THEREFORE, by unanimous vote, the Commissioners Court of Travis County, Texas, orders that the two 5' public utility easements located along the common lot line of Lots 459 and 460 of Apache Shores, First Installment, as shown on the attached sketch and described in the attached field notes, is hereby vacated.

ORDERED THIS THE _____ DAY OF_____ 2009.

_____
SAMUEL T. BISCOE, COUNTY JUDGE

_____
COMMISSIONER RON DAVIS
PRECINCT ONE

_____
COMMISSIONER SARAH ECKHARDT
PRECINCT TWO

_____
COMMISSIONER KAREN HUBER
PRECINCT THREE

_____
COMMISSIONER MARGARET GOMEZ
PRECINCT FOUR

EXHIBIT "___" **(LICENSE AGREEMENT)**
F# _____

FIELD NOTES
TO ACCOMPANY EXHIBIT

ALL THAT CERTAIN 0.014 ACRE (602 SQUARE FOOT) TRACT OF LAND SITUATED IN TRAVIS COUNTY, TEXAS, BEING A PORTION OF THAT CERTAIN 5 FOOT WIDE PUBLIC UTILITY EASEMENT (HEREIN DESCRIBED AS P.U.E. "A"), NORTH OF AND ADJOINING THE SOUTHERLY LINE OF LOT 459 OF APACHE SHORES FIRST INSTALLMENT, A SUBDIVISION IN TRAVIS COUNTY, TEXAS AS RECORDED IN BOOK 43, PAGE 29, PLAT RECORDS OF TRAVIS COUNTY, TEXAS, CONVEYED TO MARK F & DIANE DIAZ IN A WARRANTY DEED RECORDED AS DOCUMENT NO. 2007163900, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, FROM WHICH SAID 5 FOOT WIDE PUBLIC UTILITY EASEMENT WAS DEDICATED BY SAID PLAT, AND BEING FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

Commencing from a ½" iron rod found in the east line of Geronimo Trail (50' R.O.W.) for the northwest corner of Lot 460 of said Apache Shores First Installment and the southwest corner of said Lot 459;

THENCE: N 84°18'27" E 10.00 feet, into and across a 10 foot Public Utility Easement, dedicated by said plat, with the south line of said Lot 459 and the north line of said Lot 460, to a calculated point at the intersection of the east line of said 10 foot public utility easement and the south line of said P.U.E. "A" for the southwest corner and **Point of Beginning** of the herein described tract;

THENCE: leaving the south line of said Lot 459, with a curve to the right, (Radius=569.25, LC bears N 5°20'45" W with an arc and chord distance being 5.00 feet), with the east line of said 10 foot public utility easement and the west line of said P.U.E. "A", into said Lot 459 to a calculated point, for the northwest corner of said P.U.E. "A" and the herein described tract;

THENCE: N 84°18'27" E 121.00 feet, continuing into said Lot 459, with the north line of said P.U.E. "A" to a calculated point at the intersection of the west line of a 5 foot public utility easement, dedicated by said plat, (herein described as P.U.E. "B") and the north line of said P.U.E. "A" for the northeast corner of said P.U.E. "A" and the herein described tract;

THENCE: S 06°49'24" W 5.12 feet with the west line of said P.U.E. "B" and the east line of said P.U.E. "A", to a calculated point in the south line of said Lot 459 and the north line of said Lot 460 for the southeast corner of the herein described tract, from which point a ½" iron rod found for the southeast corner of said Lot 459 and the northeast corner of said Lot 460 bears N 84°18'27" E 5.12 feet;

EXHIBIT "___" **(LICENSE AGREEMENT)**
F# _____

THENCE: S 84°18'27" W 135.06 feet with the south line of said P.U.E. "A", and said Lot 459 and with the north line of said Lot 460, to the **Point of Beginning**, and containing 0.014 acre (602 sq. ft.) of land more or less.

Bearings cited hereon are based on a calculated inverse between the southwest property corner of Lot 461, Apache Shores First Installment, a subdivision in Travis County, Texas and recorded in Book 43, Page 29, Plat Records, Travis County, Texas and the northeast corner of Lot 459, of said Apache Shores First Installment, having a calculated inverse of N 33°21'59" E 211.19 feet and a monumented distance of 210.69 feet.

References:

TCAD Parcel No. 01-4758-0406
Austin Grid WZ32

Paul Utterback
Registered Professional Land Surveyor No. 5738

PU/cat

7/08

STATE OF TEXAS
REGISTERED
PAUL UTTERBACK
5738
PROFESSIONAL
LAND SURVEYOR

Last Updated 10-9-09 at 9:52am

FIELD NOTES ATTACHED
PAGE 2 OF 2

EXHIBIT "A"

ATS Job # 09062507s

LEGEND	
●	½" (IRF) IRON ROD FOUND
△	CALCULATED POINT
( )	RECORD INFORMATION
P.U.E.	PUBLIC UTILITY EASEMENT
P.O.C.	POINT OF COMMENCEMENT
P.O.B.	POINT OF BEGINNING

Reference: Partners In Building Address: Geronimo Trail, Lakeway, Texas
0.0138 Acres (602 SQ. FT.) out of Lot 459, APACHE SHORES FIRST INSTALLMENT, Book 43, Pg. 29, Plat Records, Travis County, Texas.

SCALE: 1"=20'

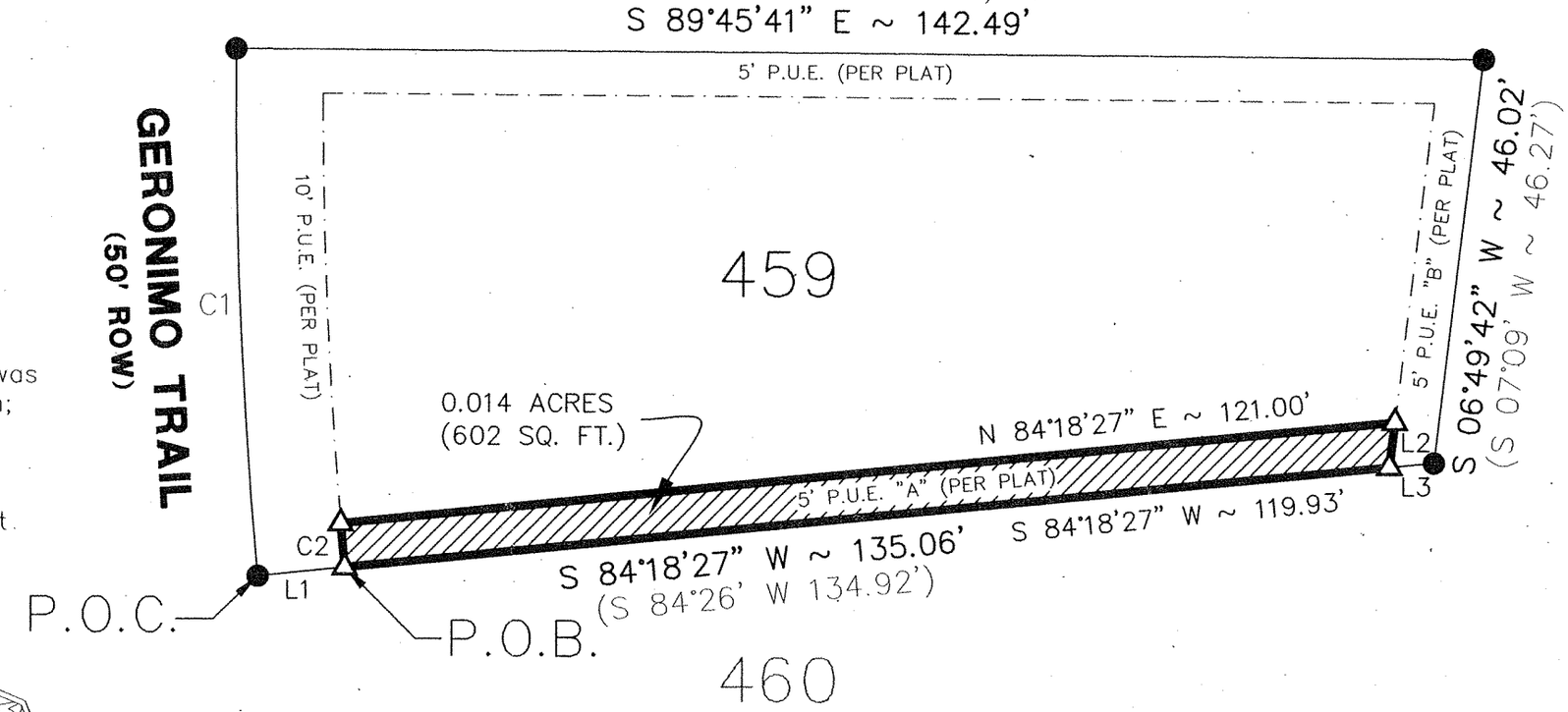
EASEMENT VACATION TABLES

LINE DATA TABLE

CURVE	BEARING	DISTANCE
L1	N 84°18'27" E	10.00'
L2	S 06°49'24" W	5.12'
L3	N 84°18'27" E	5.12'

CURVE DATA TABLE

CURVE	RADIUS	CHORD DIRECTION	CHORD LENGTH	ARC LENGTH
C2	569.25	N 05°20'45" W	5.00'	5.00'



I, Paul Utterback, HEREBY CERTIFY that a survey was made on the ground of the property shown hereon; that there are no visible discrepancies, conflicts, shortages in area, boundary line conflicts, encroachments, overlapping of improvements, easements or right-of-way, except as shown; that said property has access to and from a public roadway; and that this plat is an accurate representation of the property to the best of my knowledge.

STATE OF TEXAS
REGISTERED
PAUL UTTERBACK
5738
PROFESSIONAL
LAND SURVEYOR

Paul Utterback, RPLS No. 5738
Client: Partners In Building
Tech: DBak
Date Drawn: 06/30/2009
Path: Projects_Bulk\GeronimoTrl-Lots459-460\Base\GeronimoTrl-Lots459-460-090630.dwg

CURVE DATA TABLE

CURVE	RADIUS	CHORD DIRECTION	CHORD LENGTH	ARC LENGTH
C1	579.25	N 02°31'49" W	59.74'	59.77'
(C1)	(579.25)	(N 02°36' W)	(59.97')	(60.00')

eileen merritt's ATS Engineers Inspectors & Surveyors
www.ats-engineers.com
4611 BEE CAVES ROAD, STE 200
AUSTIN, TEXAS 78746
(512) 328-6995
FAX: (512) 328-6996

EXHIBIT "___" **(LICENSE AGREEMENT)**
F# _____

FIELD NOTES
TO ACCOMPANY EXHIBIT

ALL THAT CERTAIN 0.014 ACRE (599 SQUARE FOOT) TRACT OF LAND SITUATED IN TRAVIS COUNTY, TEXAS, BEING A PORTION OF THAT CERTAIN 5 FOOT WIDE PUBLIC UTILITY EASEMENT (HEREIN DESCRIBED AS P.U.E. "C"), SOUTH OF AND ADJOINING THE NORTHERLY LINE OF LOT 460 OF APACHE SHORES FIRST INSTALLMENT, A SUBDIVISION IN TRAVIS COUNTY, TEXAS AS RECORDED IN BOOK 43, PAGE 29, PLAT RECORDS OF TRAVIS COUNTY, TEXAS, CONVEYED TO MARK F & DIANE DIAZ IN A WARRANTY DEED RECORDED AS DOCUMENT NO. 2007163900, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, FROM WHICH SAID 5 FOOT WIDE PUBLIC UTILITY EASEMENT WAS DEDICATED BY SAID PLAT, AND BEING FURTHER DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

Commencing from a ½" iron rod found in the east line of Geronimo Trail (50' R.O.W.) for the northwest corner of said Lot 460 and the southwest corner of Lot 459 of said Apache Shores First Installment;

THENCE: N 84°18'27" E 10.00 feet, into and across a 10 foot Public Utility Easement, dedicated by said plat, with the south line of said Lot 459 and the north line of said Lot 460, to a calculated point at the intersection of the east line of said 10 foot public utility easement and the north line of said P.U.E. "C" and said lot 460 for the northwest corner and **Point of Beginning** of the herein described tract;

THENCE: N 84°18'27" E 120.03 feet, with the south line of said Lot 459 and with the north line of said Lot 460 and said P.U.E. "C" to a calculated point at the intersection of the west line of a 5 foot Public Utility Easement (herein described as P.U.E. "D") and the north line of said P.U.E. "C" for the northeast corner of the herein described tract, from which point a ½" iron rod found for the southeast corner of said Lot 459 and the northeast corner of said Lot 460 bears N 84°18'27" E 5.12 feet;

THENCE: S 00°04'41" E 5.02 feet, departing from the north line and into said Lot 460, with the west line of said P.U.E. "D" and with the east line of the herein described tract to a calculated point at the intersection of the west line of said P.U.E. "D" and the south line of said P.U.E. "C", for the southeast corner of the herein described tract;

THENCE: S 84°18'27" W 119.52 feet, continuing into said Lot 460, with the south line of said P.U.E. "C" to a calculated point at the intersection of the east line of said 10 foot Public Utility Easement and the south line of said P.U.E. "C" for the southwest corner of the herein described tract;

THENCE: with a curve to the right (r = 569.25 feet, lc bears N 05°45'40" W with an arc and chord distance being 5.00 feet) and with the east line of said 10 foot Public Utility Easement and the west line of the herein described tract to the **Point of Beginning** and containing 0.014 acre (599 sq.ft.) of land more or less.

Bearings cited hereon are based on a calculated inverse between the southwest property corner of Lot 461, Apache Shores First Installment, a subdivision in Travis County, Texas and recorded in Book 43, Page 29, Plat Records, Travis County, Texas and the northeast corner of Lot 459, of said Apache Shores First Installment, having a calculated inverse of N 33°21'59" E 211.19 feet and a monumented distance of 210.69 feet.

References:

TCAD Parcel No. 01-4758-0405
Austin Grid WZ32

7/08

STATE OF TEXAS
REGISTERED
PAUL UTTERBACK
5738
PROFESSIONAL
LAND SURVEYOR

Paul Utterback
Registered Professional Land Surveyor No. 5738

PU/cat

Last Updated 10-9-09 at 9:52am

FIELD NOTES ATTACHED
PAGE 2 OF 2

EXHIBIT "A"

ATS Job # 09062507s

LEGEND	
●	½" (IRF) IRON ROD FOUND
△	CALCULATED POINT
( )	RECORD INFORMATION
P.U.E.	PUBLIC UTILITY EASEMENT
P.O.C.	POINT OF COMMENCEMENT
P.O.B.	POINT OF BEGINNING

Reference: Partners In Building Address: Geronimo Trail, Lakeway, Texas

0.0137 Acres (599 SQ. FT.) out of Lot 460, APACHE SHORES FIRST INSTALLMENT, Book 43, Pg. 29, Plat Records, Travis County, Texas.

SCALE: 1"=20'

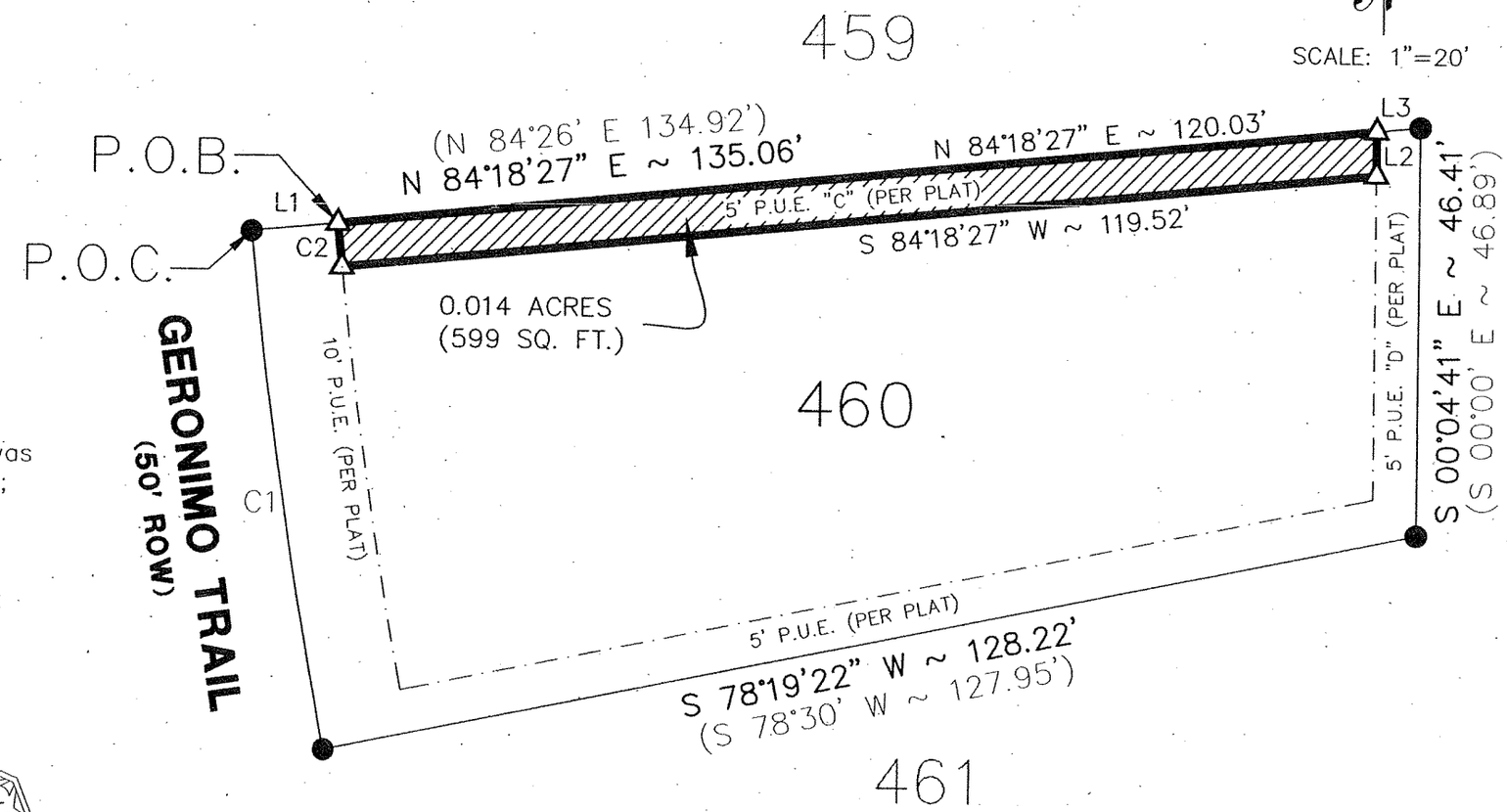
EASEMENT VACATION TABLES

LINE DATA TABLE

LINE	BEARING	DISTANCE
L1	N 84°18'27" E	10.00'
L2	S 00°04'41" E	5.02'
L3	N 84°18'27" E	5.02'

CURVE DATA TABLE

CURVE	RADIUS	CHORD DIRECTION	CHORD LENGTH	ARC LENGTH
C2	569.25	N 05°45'40" W	5.00'	5.00'



I, Paul Utterback, HEREBY CERTIFY that a survey was made on the ground of the property shown hereon; that there are no visible discrepancies, conflicts, shortages in area, boundary line conflicts, encroachments, overlapping of improvements, easements or right-of-way, except as shown; that said property has access to and from a public roadway; and that this plat is an accurate representation of the property to the best of my knowledge.

7/09/09

STATE OF TEXAS
REGISTERED
PAUL UTTERBACK
5738
PROFESSIONAL
LAND SURVEYOR

Paul Utterback, RPLS No. 5738
Client: Partners In Building
Tech: DBak
Date Drawn: 06/30/2009
Path: Projects_Bulk\GeronimoTrl-Lots459-460\Base\GeronimoTrl-Lots459-460-090630.dwg

CURVE DATA TABLE

CURVE	RADIUS	CHORD DIRECTION	CHORD LENGTH	ARC LENGTH
C1	579.25	N 08°34'32" W	59.63'	59.66'
(C1)	(579.25)	(N 08°32' W)	(59.97')	(60.00')

eileen merritt's ATS Engineers Inspectors & Surveyors
www.ats-engineers.com
4611 BEE CAVES ROAD, STE 200
AUSTIN, TEXAS 78746
(512) 328-6995
FAX: (512) 328-6996

August 19, 2009

Mr. Joseph Gieselman
Travis County Transportation and Natural Resources
411 W. 13th Street, 11th Floor
Austin, TX 78767

RE: Lots 459 and 460, Apache Shores First Installment (2911 and 2909 Geronimo Trail)

Mr. Gieselman,

I am requesting to vacate an easement for lots 459 and 460 in Apache Shores First Installment, recorded in Travis County Open Public Records, Book 43, Page 29. I would like to vacate two 5' public utility easements located on the south boundary of lot 459 and the north boundary of lot 460 for a combined total of approximately 1201 square feet (10x240'). Please see attached field notes and surveys. Due to the topography of the lots, the single family residence will need to be placed in the center of the two lots so that the septic field will have adequate room for its intended function and use.

Should you have any questions, please contact my builder, Partners in Building, att: Tyler O'Brien at 512-844-0138. Any faxes regarding this matter can be sent to the attention of Tyler at 512-266-6705.

Sincerley,

Mark Diaz
Legal Owner of the properties

Last Updated 10-9-09 at 9:52am

at&t

SOUTHWESTERN BELL TELEPHONE COMPANY
RELEASE OF EASEMENT

THIS RELEASE OF EASEMENT, entered into by *SOUTHWESTERN BELL TELEPHONE COMPANY, GRANTOR, AND Mark Diaz,* GRANTEE, wherein GRANTOR in consideration of One Dollar ($1.00) and other valuable consideration, receipt of which is hereby acknowledged, does by these presents ABANDON, RELEASE, RELINQUISH AND DISCLAIM to GRANTEES, as is, all or a specific portion of a certain easement for telecommunication purposes hereinafter described that affects land owned by GRANTEES situated in Travis *County*, Texas, and described as follows:

Lots 459 and 460, Apache Shores, First Installment, Deed of record in Document 2007163900, Property Records of Travis County, Texas

Said land of GRANTEES being subject to:

Easement recorded in Book 43, Page 29, Plat Records of Travis County, Texas,

The portion of said easement to be hereby released is described as follows:

All of that 5 foot PUE on the common side property lines of Lots 459 and 460, described above,

TO HAVE AND TO HOLD same, together with all rights and appurtenances to the same belonging, unto GRANTEE(S), their heirs, successors and assigns forever.

IN WITNESS WHEREOF, GRANTOR has caused this Release of Easement to be executed by its duly authorized officers this 10th day of AUGUST, 2009.

SOUTHWESTERN BELL TELEPHONE COMPANY

Name : Steve Foy

Title: MANAGER ENGINEER DESIGN

THE STATE OF TEXAS
COUNTY OF WILLIAMSON

BEFORE ME, the undersigned authority, on this day personally appeared STEVE FOUGERON, known to me to be the person whose name is subscribed to the foregoing instrument as Manager, Engineering-Design of Southwestern Bell Telephone Company, a Missouri corporation, and acknowledged to me that he/she executed the same for purposes and considerations therein expressed in the capacity stated, and as the act and deed of said corporation.

Given under my hand and seal of office this the 10th day of AUGUST, 2009.

Rebecca K. Hogue
Notary Public in and for the State of TEXAS
My Commission Expires JAN. 16, 2013

REBECCA K. HOGUE
Notary Public, State of Texas
My Commission Expires
January 16, 2013

TIME WARNER CABLE *Now anything's possible*

STATE OF TEXAS
COUNTY OF TRAVIS

RELEASE OF EASEMENT

WHEREAS, the plat of Lots 459 and 460, First Intallment, Apache Shores, Lakeway, Texas, a subdivision in the County of Travis, of record in Book 43, Page 29, of the Plat Records of Travis County, Texas, and said plat record reflects a five foot public utility and drainage easement along either side of the common lot lines of said subdivision for the installation of public utilities and drainage; AND

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

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

EXECUTED this 27th **day of** July**, 2009.**

Laurie Schumpert

Laurie Schumpert, Designer
Time Warner Cable

BEFORE ME, the undersigned authority, on this day personally appeared Laurie Schumpert, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purpose and consideration therein expressed, as the act and deed for Time Warner Cable, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE 27th **day of** July**, 2009.**

Renee Gallegos

Notary Public, State of Texas

My commission expires: 3/17/2012

RENEE GALLEGOS
MY COMMISSION EXPIRES
March 17, 2012

TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

EASEMENT REQUIREMENT STATEMENT FOR VACATION OF PROPERTY

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

STATEMENT

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

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

Sonny Poole
Signature

Sonny Poole
Printed Name

Acting Manager
Title

Austin Energy
Utility Company or District

8-12-09
Date

Please return this completed form to:

Email To: tob050780@gmail.com

Tyler O'Brien
Name

Address

City/State/Zip

Last Updated 10-9-09 at 9:52am

pd. ck # 1530 Wells Fargo 7.13.09 gs

TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT 17

OK 7.13.09 Henry Manley

3812 Eck Lane • Austin, Texas 78734
• Phone (512) 266-1111 • Fax (512) 266-2790

UTILITY EASEMENT RELEASE APPLICATION

Date: 7/8/09

A release of the following utility easement(s) is hereby requested.
($25.00 fee is required)

Property Address: 0 Geronimo Trail

Legal Description: Lot 459 + 460 Apache Shores First Installment, Book 43, Page 29 Travis County, Texas

A plat drawing with the easement highlighted must accompany this application.

Applicant Name: Mark & Dianne Diaz

Address: 1909 Bird Call Pass
Austin, TX 78754

Reason for Request : House being placed on 2 lots.

X Water District 17 **DOES NOT** have a need for an easement on the property as described in the accompanying document. The easement(s) is (are) hereby released.

_____ Water District 17 **DOES** have a need for an easement on the property as described in the accompanying document. A description of the required easement is attached.

Deborah S. Gernes 07/14/09
Signature Date

Deborah S. Gernes
Printed Name

General Manager
Title

Please return this completed form to:

Taylor O'Brien Partners in Building
Name

1803 RR 620 North
Address

Austin, TX 78734
City/State/Zip

Phone: 0

Fax: 266-6705

Last Updated 10-9-09 at 9:52am

CODE: 1101

RECEIVED
SEP 16 2009
TNR

TRANSPORTATION AND NATURAL RESOURCES
JOSEPH P. GIESELMAN, EXECUTIVE MANAGER
411 West 13th Street
Executive Office Building
P.O. Box 1748
Austin, Texas 78767
tel 512-854-9383
fax 512-854-4649

AFFIDAVIT OF POSTING

TO: County Judge
County Commissioners
Travis County, Texas

A Public Notice of Vacation of two 5' Public Utility Easements sign was posted on September 15, 2009, on the easterly side of Geronimo Trail at the common lot line of Lots 459 and 460 of Apache Shores, First Installment at a point as near as practical to the area being vacated, and was also posted at the Travis County Courthouse.

CERTIFIED THIS THE 15 DAY OF September, 2009.

SIGNATURE: Jaime García

NAME (PRINT): Jaime García

TITLE: Supervisor

cc: Garcia (sign shop)

M:\PERMITS\Vacate\09PUE\06-GeronimoTrail\SignRequest.doc

Last Updated 10-9-09 at 9:52am

RECEIVED
SEP 16 2009
TNR

NOTICE OF PUBLIC HEARING

ON OCTOBER 13, 2009 AT 9:00 AM

PUBLIC UTILITY EASEMENT VACATION

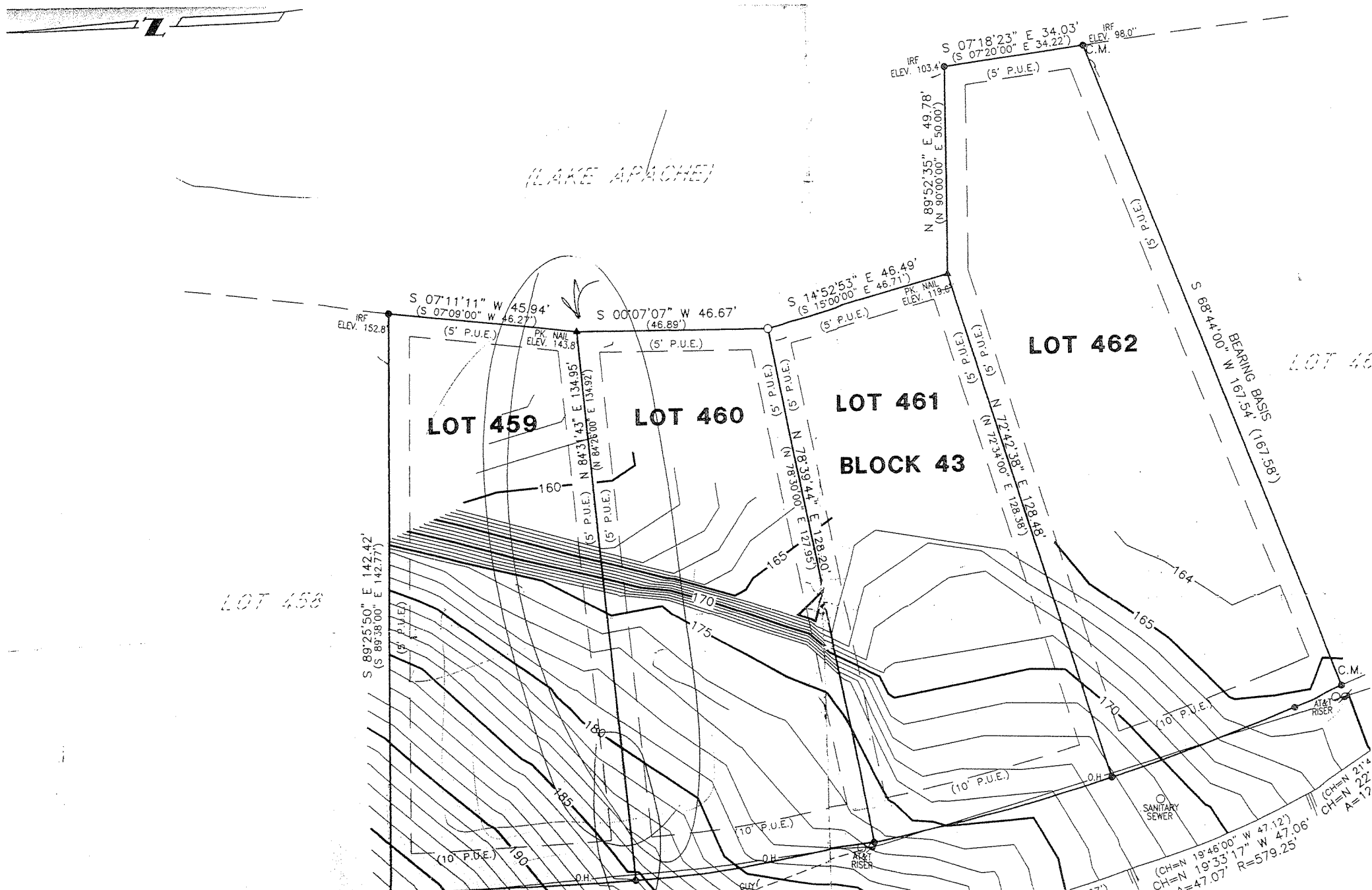
TO APPROVE THE VACATION OF TWO 5' PUBLIC UTILITY EASEMENTS LOCATED ALONG THE COMMON LOT LINE OF LOTS 459 AND 460 OF APACHE SHORES, FIRST INSTALLMENT—A SUBDIVISION IN PRECINCT 3

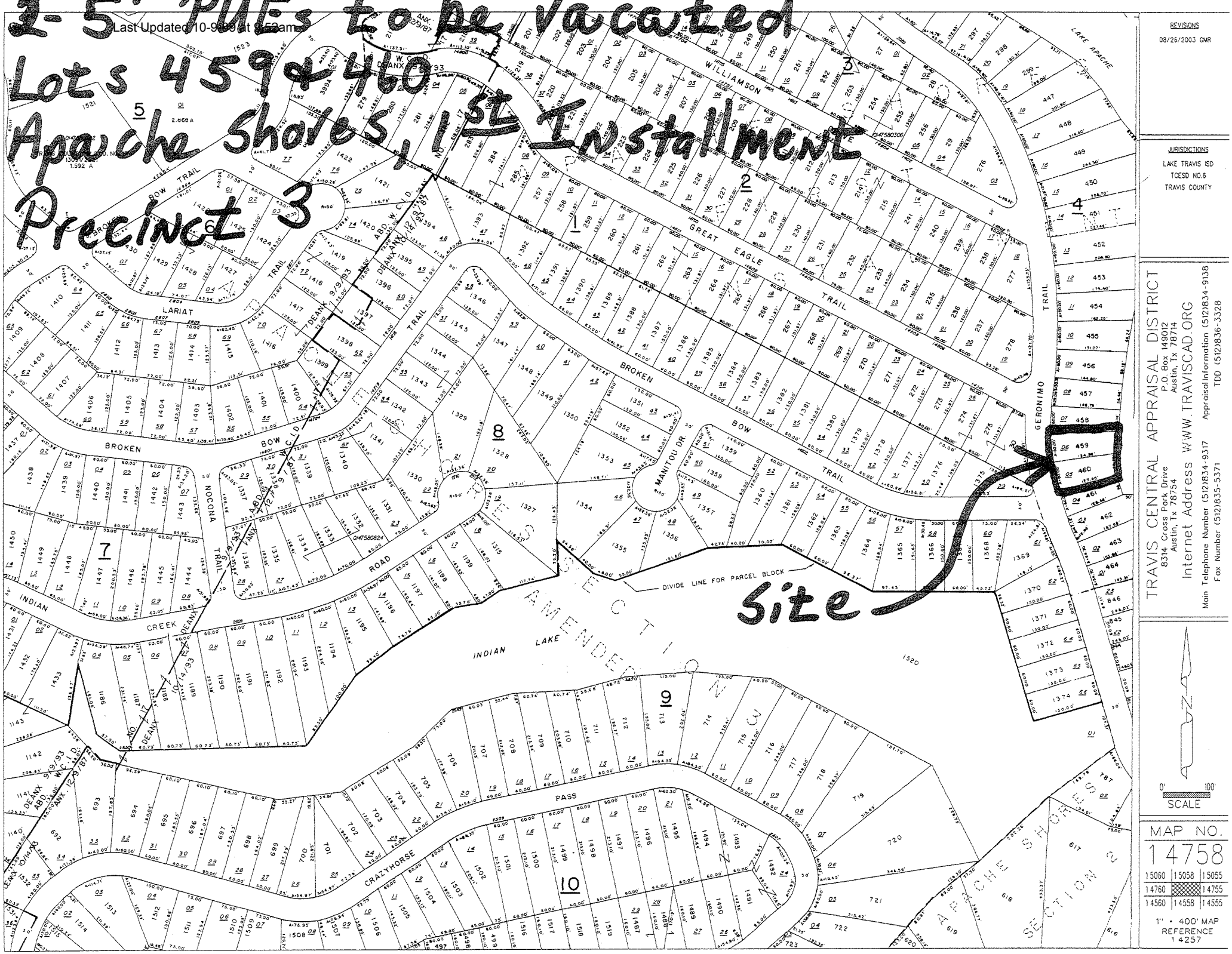
AT THE TRAVIS COUNTY COMMISSIONERS COURTROOM
314 WEST 11th STREET
(FIRST FLOOR), AUSTIN

FOR MORE INFORMATION CALL 854-9383

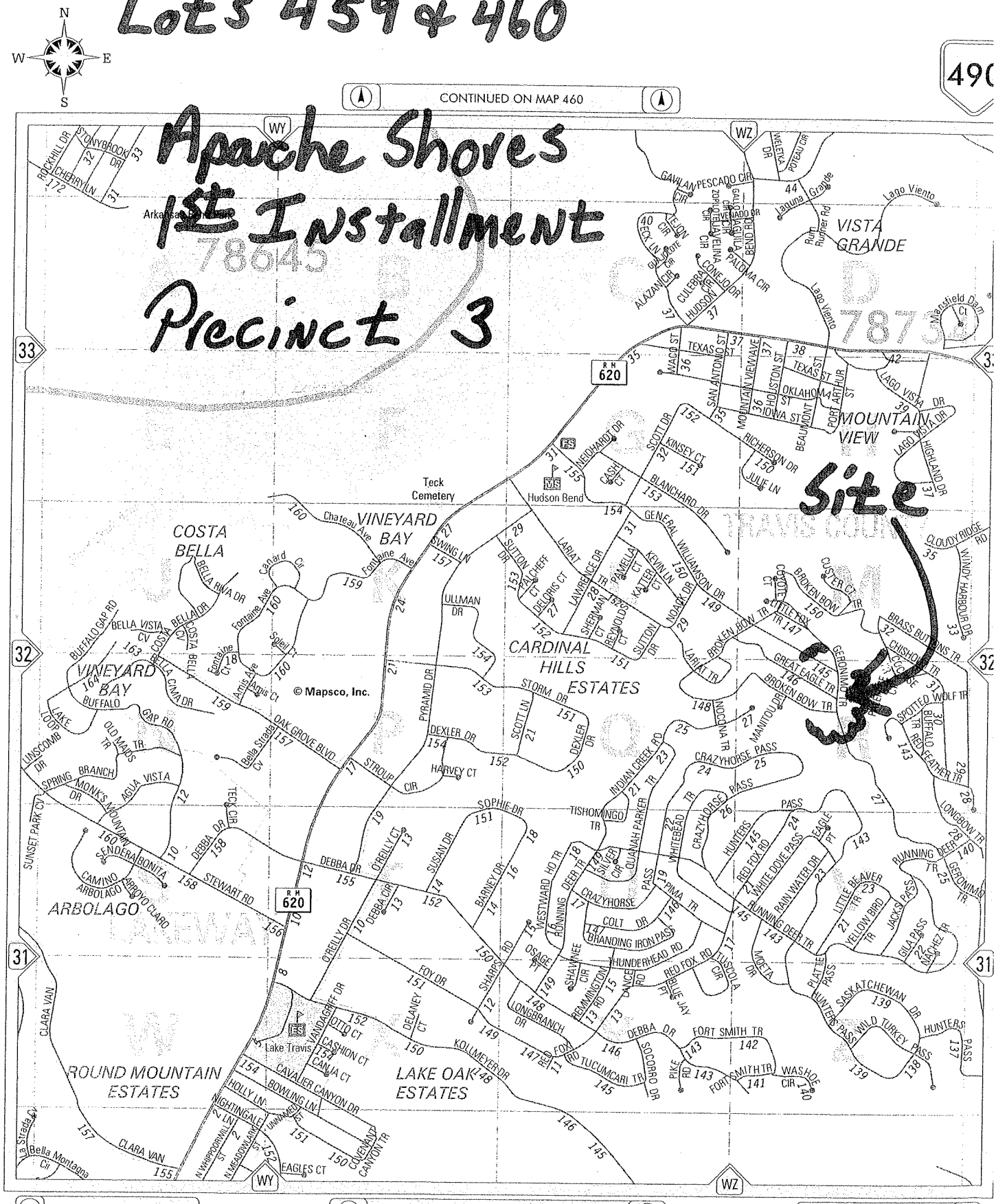
15 10:24AM

Last Updated 10-9-09 at 9:52am




2-5' PUEs to be vacated
Lots 459 & 460
Apache Shores, 1st Installment
Precinct 3
Site
Last Updated 10-9-09 at 9:52am
REVISIONS
08/26/2003 GMR
JURISDICTIONS
LAKE TRAVIS ISD
TCESD NO.6
TRAVIS COUNTY
TRAVIS CENTRAL APPRAISAL DISTRICT
8314 Cross Park Drive
Austin, Tx 78754
P.O. Box 149012
Austin, Tx 78714
Internet Address WWW.TRAVISCAD.ORG
Main Telephone Number (512)834-9317
Fax Number (512)835-5371
Appraisal Information (512)834-9138
TDD (512)836-3328
SCALE
0' 100'
MAP NO.
14758
1 5060 | 1 5058 | 1 5055
1 4760 | 1 4755
1 4560 | 1 4558 | 1 4555
1" = 400' MAP
REFERENCE
1 4257
WILLIAMSON
GREAT EAGLE TRAIL
BROKEN BOW TRAIL
LARIAT TRAIL
NOCONA TRAIL
INDIAN CREEK ROAD
INDIAN LAKE
CRAZYHORSE PASS
MANITOU DR.
GERONIMO TRAIL
LAKE APACHE
DIVIDE LINE FOR PARCEL BLOCK
APACHE SHORES SECTION 2
SECTION AMENDED

2-5' PUEs to be vacated
Lots 459 & 460



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Google maps

Notes Lots 495 & 460 of Apache Shores, First Installment - Precinct 3
Vacate 2 - 5' PUEs

Item # 2

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Please consider the following item for:

DATE OF VOTING SESSION: October 13, 2009

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

B. REQUESTED TEXT:

APPROVE RESOLUTION RECOGNIZING ROBERT A. FURTADO FOR HIS DEVOTION AND LOYALTY TO THE TEACHINGS OF ENVIRONMENTAL SCIENCES AND THE NAMING OF A TRIBUTARY OF BULL CREEK AS "FURTADO CREEK." (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 OCT -6 AM 8:49

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

Resolution

WHEREAS, Robert A. Furtado (1948-2002) helped establish the Colorado River Watch Network in the late 1980's along with the River Watch program and;

WHEREAS, Mr. Furtado taught his students in Travis County to understand and advocate for the health of local creeks and rivers and be responsible environmental citizens;

WHEREAS, testimonials have come from his former students from across the United States honoring his stewardship and its impact on their lives and;

WHEREAS, the United States Board on Geographic Names has approved the naming of a tributary of Bull Creek to "Furtado Creek" and;

NOW THEREFORE, BE IT RESOLVED, that we, the Travis County Commissioners Court, would like to recognize Robert A. Furtado for his devotion and loyalty to the teachings of environmental sciences.

Signed and entered on the _____.

_____
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

3

BUDGET AMENDMENTS AND TRANSFERS
FY 2010

COUNTY JUDGE'S OFFICE
09 OCT -7 PM 4:16

10/13/2009

AMENDMENTS

BA#	Project Code	FUND	DEPT/DIV	ACT	ELM/ OBI	Dept.	Line Item	Increase	Decrease	Pg #
A1		526	1145	981	9892	Reserves	Fund 526 Allocated Reserves		$ 42,810	1
		526	1146	522	0701	HRMD	Reg.Salaries-Permnt Empl	$ 37,852		
		526	1146	522	2005	HRMD	Retirement Contribution	$ 4,330		
		526	1146	522	2006	HRMD	Worker's Compensation	$ 79		
		526	1146	522	2007	HRMD	FICA Tax - Medicare	$ 549		

TRANSFERS

BA#	Project Code	FUND	DEPT/DIV	ACT	ELM/ OBI	Dept.	Line Item	Increase	Decrease	Pg #
T1		001	1405	525	0701	Facilities	Reg.Salaries-Permnt Empl		$ 9,000	5
		001	1405	525	0801	Facilities	Reg.Salaries-Temp Empl	$ 9,000		

PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Commissioners Court

FROM: Travis R. Gatlin, Sr. Planning and Budget Analyst

DATE: October 6, 2009

RE: HRMD Request to hire the Medical Director for the Employee Clinic above budget

The FY 10 Adopted Budget includes a budgeted salary of $162,174 for the Medical Director of the Employee Health Clinic. The position was established as a part of the FY 09 budget process and has not yet been filled. The position is budgeted in the **Employee Health Benefits Fund (Fund 526)**. The Human Resources Management Department (HRMD) has made a tentative offer of 10% above midpoint, which is a salary of $200,026 and is contingent on the approval of a budget increase for the position. The HRMD Compensation Manager concurs with the salary offer.

The additional cost above the budgeted salary and benefits for the position is $42,810 and is being requested from Allocated Reserve of the Employee Health Benefits Fund to the appropriate line items to budget for the salary 10% above midpoint. The reserve has more than sufficient funding for the requested reallocation. The attached budget transfer would reallocate $42,810 from the Allocated Reserve of the Employee Health Benefits Fund to the appropriate salary and benefit line items.

PBO supports the budgeted increase for the Medical Director so this needed position can direct, oversee and participate in all clinical, research and administrative operations of the wellness and health clinic program and be in place before the reopening of the expanded Employee Clinic at Del Valle.

cc: Dan Mansour, HRMD
Norman McRee, HRMD
Todd Osburn, HRMD
Susan Spataro, County Auditor
Julie Oakley, County Auditor's Office
Rodney Rhoades, Planning and Budget Office
Leroy Nellis, Planning and Budget Office

Human Resources Management Department

1010 Lavaca • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-9757

September 30, 2009

TO: Travis Gatlin, Planning and Budget Analyst, Planning and Budget Office

FROM: Dan Mansour, Risk and Benefits Manager, HRMD

SUBJECT: Clinic Medical Director Funding

This memo is to request an increase of $37,852 in the budgeted salary line item from which the Clinic Medical Director will be paid, plus benefits. The current budgeted salary amount is $162,174. The Compensation Division, HRMD, has determined that the physician who will be offered the position possesses the skills, certifications, education and experience to support the ten percent above mid-level salary of $200,026. The total increase requested including benefits equals $42,810.

Dr. Hari Dhir has practiced medicine for 28 years. He completed residencies and is board certified in the following specialties - Family Practice Medicine, Occupational and Environmental Medicine, and Preventive and Public Health. Dr. Dhir earned two graduate degrees, a MBA and a MPH with a focus in prevention and wellness. He holds an Associate Clinical Professor position in Occupational and Environmental Medicine at UT Health Center, Tyler. Dr. Dhir is a member of the Travis County Medical Society and is a frequent contributor to their Life Style Magazine with articles on prevention and health management.

The attached spreadsheet details the breakdown of where the additional funding will be applied. If you have any questions or need additional information please call me at X49499.

Thank you for your assistance.

CC: Norman McRee
Margie Solano

Calculation of Medical Director Salary vs. Budget

	Salary							
	526-1146-522-0701							
Budget	$ 162,174	Soc Sec	Medical	Life	Retirement	Work Comp	Medicare	Total Salary plus Benefits
Offer	$ 200,026	2002	2003	2004	2005	2006	2007	
Difference	$ 37,852.00	$ -	$ -	$ -	$ 4,330.00	$ 79.00	$ 549.00	$ 42,810.00

Budget Adjustment: 19000

Fyr _ Budget Type: 2010-Reg
Author: 11 - MCREE, NORMAN
Created: 10/5/2009 11:09:58 AM
PBO Category: Amendment
Court Date: Tuesday, Oct 13 2009
Dept: HUMAN RESOURCE MANAGEMENT
Just: Other
Trasfer from Reserve to cover salary of Medical Director

From Account	Acct Desc	Project	Proj Desc	Amount
526-1145-981-9892	ALLOCATED RESERVES			42,810
				42,810

To Account		Project	Amount
526-1146-522-0701	REG SALARIES-PERMNT EMPL		37,852
526-1146-522-2005	RETIREMENT CONTRIBUTION		4,330
526-1146-522-2006	WORKER'S COMPENSATION		79
526-1146-522-2007	FICA TAX - MEDICARE		549
			42,810

Approvals	Dept	Approved By	Date Approved
Originator	11	NORMAN MCREE	10/5/2009 11:10:14 AM
DepOffice	11	NORMAN MCREE	10/5/2009 11:10:18 AM

Dwight Ellis 10/7/09

4

PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of Commissioners Court

FROM: Diana A. Ramirez, Sr. Budget Analyst DARamirez

DATE: October 6, 2009

RE: Request by Facilities Management Department (FMD) to use FY 10 Temporary Salary Savings to continue funding an Engineering Specialist Temporary Position for Four Months

FMD is requesting to transfer $9,000 in permanent salary savings (i.e., new hire paid less than is budgeted for the slot) to the temporary salaries line item to fund an additional four months of an Engineering Specialist (Mechanical Engineer) temporary position in FY 10. The permanent salary savings for slot 135 have been verified by PBO.

This budget transfer is placed on the Commissioners Court's agenda as transfers of funds out of the permanent salaries line items are not allowed as automatic budget adjustments except in limited circumstances. PBO concurs with this request because FMD indicates that there are several ongoing projects that would greatly benefit from this employee's review and input.

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

FACILITIES MANAGEMENT DEPARTMENT

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

1010 Lavaca Street, Suite 400 • P.O. Box 1748, Austin, Texas 78767 • Phone: (512) 854-9661 • Fax: (512) 854-9224

RECEIVED 09 OCT 6 AM 8: 18
TRAVIS COUNTY
PLANNING & BUDGET OFFICE

MEMORANDUM

Project No: Personnel
File: 200

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

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

FROM: John F. Carr, Administrative Director

DATE: October 5, 2009

SUBJECT: Temporary Engineering Specialist Position, Slot #20072

Facilities Management Department (FMD) requests your support in obtaining approval to continue the temporary slot for an Engineering Specialist (slot #20072) through February 1, 2010. FMD hired a Mechanical Engineering graduate into this position in August 2009, using temporary salary savings. FMD would like to retain this individual for another four months, using permanent salary savings. This new graduate with a Mechanical Engineering degree has been extremely helpful to the department for the two months he has been employed, and there are numerous ongoing projects that would greatly benefit from his review and input. FMD analysis shows approximately $24,339 available in permanent salary savings throughout the department. The anticipate cost to continue this position for four month through February 1, 2010 would be approximately $13,867, based on pay at $20 per hour and no benefits. Automated budget adjustment #18987 has been loaded in the system to realign the salary savings into 001-1405-525-0801 to cover the employee pay. Your support in obtaining the necessary approval to continue this position is greatly appreciated.

Please direct any questions on this request to Roger A. El Khoury, M.S., P.E., at 44579 or John Carr at 44772.

COPY TO:
Amy Draper, CPA, Financial Manager, FMD
Kimberley Jamail, HR Specialist, FMD
Todd Osburn, Compensation Manager, HRMD
Diana Ramirez, Budget Analyst, PBO

Budget Adjustment: 18987

Fyr _ Budget Type: 2010-Reg	Author: 14 - DRAPER, AMY	Created: 10/2/2009 12:15:38 PM
PBO Category: Transfer	Court Date: Tuesday, Oct 13 2009	Dept: FACILITIES MANAGEMENT
Just: Other	Fund temp position 20072 from permanent salary savings from slot 135	

From Account	Acct Desc	Project	Proj Desc	Amount
001-1405-525-0701	REG SALARIES-PERMNT EMPL			9,000
				9,000

To Account		Project	Amount
001-1405-525-0801	REG SALARIES-TEMP EMPL		9,000
			9,000

Approvals	Dept	Approved By	Date Approved
Originator	14	AMY DRAPER	10/2/2009 12:15:44 PM
DepOffice	14	AMY DRAPER	10/2/2009 12:15:44 PM

DaRamiez
Renzo Mellis 10/7/09

Allocated Reserve Status (001-9800-981-9892)

Last Updated 10-9-09 at 9:52am

Amount	Dept Transferred Into	Date	Explanation
$6,639,865			Beginning Balance
$6,639,865	**Current Balance**		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
($25,000)	Grant Match MHPD
($26,185)	Grant Match Second Chance
($20,000)	Hazmat
($28,748)	Armored Car Service
($25,000)	Records Storage
($25,000)	Postage
($600,189)	Election Runoff
($60,000)	Deaf Services Temporary Interpreters
($158,855)	Family Drug Treatment Grant
($100,000)	Court Appointed Attorney Fees
($300,000)	Court Appointed Attorney Fees-Capital Cases
($150,000)	County Court-at-Law #8 Court Appointed Atty Fees
($184,266)	Drug Court Grant - Special Populations
($12,877)	Overtime for FACTS Training/Implementation
($8,268)	Overtime for FACTS Training/Implementation
($7,300)	Miscellaneous Recurring Expenses-Operating
($250,000)	Comprehensive Plan for Austin
($1,981,688)	**Total Possible Future Expenses (Earmarks)**

$4,658,177 Remaining Allocated Reserve Balance After Possible Future Expenditures

8

Capital Acquisition Resources Account Reserve Status (001-9800-981-9891)

Last Updated 10-9-09 at 9:52am

Amount	Dept Transferred Into	Date	Explanation
$454,223			Beginning Balance
$454,223	**Current Reserve Balance**		

Possible Future Expenses Against CAR Identified During the FY09 Budget Process:

Amount	Explanation
($95,500)	Failing Vehicles
($95,500)	**Total Possible Future Expenses (Earmarks)**

$358,723 Remaining CAR Balance After Possible Future Expenditures

9

Last Updated 10-9-09 at 9:52am

Emergency Reserve Status (001-9800-981-9814)

Amount	Dept Transferred Into	Date	Explanation
$4,950,000			Beginning Balance
$4,950,000	**Current Reserve Balance**		

Fuel & Utility Reserve Status (001-9800-981-9819)

Amount	Dept Transferred Into	Date	Explanation
$1,000,000			Beginning Balance
$1,000,000	**Current Reserve Balance**		

Juvenile Justice TYC (001-9800-981-9829)

Amount	Dept Transferred Into	Date	Explanation
$250,000			Beginning Balance
$250,000	**Current Reserve Balance**		

Future Grant Requirements Reserve Status (001-9800-981-9837)

Amount	Dept Transferred Into	Date	Explanation
$500,000			Beginning Balance
$500,000	**Current Reserve Balance**		

Smart Bldg. Facility Maintenance Reserve Status (001-9800-981-9838)

Amount	Dept Transferred Into	Date	Explanation
$43,092			Beginning Balance
$43,092	**Current Reserve Balance**		

Last Updated 10-9-09 at 9:52am

Unallocated Reserve Status (001-9800-981-9898)

Amount	Dept Transferred Into	Date	Explanation
$43,812,685			Beginning Balance
$43,812,685	**Current Reserve Balance**		

11

4

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -7 AM 8:53

Please consider the following item for:
10-13-09

I. A. Request made by: Planning & Budget Office

Review and approve requests regarding grant proposals, applications, contracts, and permissions to continue, and take other appropriate actions:

a) Grant contract to Office of the Governor, Division of Emergency Management for the Emergency Management Performance Grant in the Emergency Services Department.
b) Amendment to the Comprehensive Energy Assistance Program (CEAP) contract in order to increase the grant award from the Texas Department of Housing and Community Affairs for the Health and Human Services Department to provide household heating and cooling energy assistance to an additional 188 households.

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

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

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

_____ Additional funding for any department or for any purpose
_____Transfer of existing funds within or between any line item budget
_____Grant

Human Resources Department (854-9165)

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

Purchasing Office (854-9700)

_____Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

_____Contract, Agreement, Policy & Procedure

TRAVIS COUNTY

10/13/2009

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE
FY 2010

The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs. This regular agenda item contains this summary sheet, as well as backup material that is attached for clarification.

	Dept	Grant Title	Grant Period	Grant Award	County Match	In-Kind	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #	ARRA
Contracts												
a	47	Emergency Management Performance Grant	10/01/08 - 9/30/09	$67,200	$67,200		$134,400		R	S	9	
b	58	Comprehensive Energy Assistance Program (CEAP) Amendment 1	1/1/2009 - 12/31/2009	$3,198,032			$3,198,032		R	EC	28	

PBO Notes:
R - PBO recommends approval.
NR - PBO does not recommend approval
D - PBO recommends item be discussed.

County Auditor's Complexity Assessment measuring Impact to their Office's Resources/Workload
S - Simple
MC - Moderately Complex
C - Complex
EC - Extremely Complex

FY 2010 Grants Summary Report

Outstanding Grant Applications

The following is a list of grants for which application has been submitted since October 1, 2009, and the notification of award has not yet been received.
page in the document.

Dept	Name of Grant	Grant Term	Grant Award	County Match	In-Kind	Program Total	FTEs	Cm. Ct. Approval Date
49	CAPCOG FY10 Solid Waste Enforcement Grant	12/15/2009 - 08/31/2010	$8,517			$8,517		10/6/2009
24	Formula Grant - Indigent Defense Grants Program	10/1/2009 - 9/30/2010	$430,945			$430,945		10/6/2009
49	CAPCOG FY10 Solid Waste Enforcement Grant	12/15/2009 - 08/31/2010	$8,517					
			$447,979	$0	$0	$439,462	0	

2

Last Updated 10-9-09 at 9:52am

FY 2010 Grants Approved by Commissioners Court

The following is a list of grants that have been received by Travis County since October 1, 2009

American Recovery and Reinvestment Act (ARRA) and Large Multi-year Grants are bold and italicized. Additional details for these grants are summarized on a separate page in the document.

Dept	Name of Grant	Grant Term	Grant Award	County Match	In-Kind	Program Total	FTEs	Cm. Ct. Approval Date
14	Energy Efficiency and Conservation Block Grants - Recovery (ARRA)	10/2009 - 04/2011	$2,207,900			$2,207,900		10/6/2009
49	TX DoT Advanced Funding Agreement - Howard Lane @ SH130	7/28/2009	$6,000,000	$1,575,000		$7,575,000		10/6/2009
58	2009 Phase 27 ARRA Emergency Food and Shelter Program	04/01/2009 - 12/31/2009	$41,666			$41,666		10/6/2009
19	Underage Drinking Prevention Program	10/01/2008 - 9/30/2011	$193,750	$35,715	$119,504	$348,969	3	10/6/2009
			$8,443,316	$1,610,715	$119,504	$10,173,535	3.00	

3

FY 2010 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Personnel Cost	Operating Transfer	Estimated Total	Filled FTEs	Cm. Ct. Approval Date for Continuation	Cm. Ct. Contract Approval Date	Has the General Fund been Reimbursed?
22	Drug Court (State) Program	$5,084	$5,084	$10,168	1	8/18/2009		Pending from FY 09
45	Residential Substance Abuse Treatment	$8,994	$8,994	$17,988	1	9/22/2009		Pending from FY 09
22	Drug Court (State) Program	$5,084	$5,084	$10,168	1	10/6/2009		Pending
22	Family Drug Treatment Court	$5,085	$5,085	$10,170	1	09/01/2009 - 8/31/2010	10/6/2009	
	Totals	$24,247	$24,247	$38,324	4			

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY FY 09 - FY 14 PLANNING TOOL FOR AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) AND LARGE MULTI-YEAR GRANT CONTRACTS

The potential impact in future years to the County is shown for planning purposes only. County funding determinations will be made annually by the Commissioners Court based on the availability funding and progress of the program.

Future year amounts are estimated if not known and impact amounts may be reduced if additional Non-County funding is identified. Amounts shown in a particular year may not represent the actual grant term allocation since terms may overlap the County's Fiscal Year.

Grant Contracts approved by Commissioners Court		FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
Dept	Grant Title	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact
Criminal Justice Planning	Travis County Mental Public Defenders Office. To establish the nation's first stand alone Mental Health Public Defenders Office. Full impact in FY 12 when grant is no longer available.	$ 375,000	$ 250,000	$ 250,000	$ 375,000	$ 125,000	$ 500,000	$ -	$ 625,000	$ -	$ 625,000		$ 625,000
Criminal Justice Planning	Office of Parental Representation. *County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. Full impact in FY 12 when grant is no longer available. Impact amounts will be updated to take into account internal realocations and potential savings.*	$ 300,000	$ 307,743	$ 100,000	$ 102,360	$ 50,000	$ 152,360	$ -	$ 152,360	$ -	$ 152,360	$ -	$ 152,360
Criminal Justice Planning	Office of Child Representation. *County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. FY 11 is last year of grant. Impact amounts will be updated to take into account internal realocations and potential savings.*	$ 300,000	$ 301,812	$ 100,000	$ 102,358	$ 50,000	$ 152,359	$ -	$ 152,359	$ -	$ 152,359	$ -	$ 152,359
Facilities Management	Energy Efficiency and Conservation Block Grant (ARRA).For Retrofit of the Travis County Executive Office Building HVAC System. One-time grant and includes a $1.2 million County contribution in FY 10 to complete project.		$ -	$ 2,207,900	$ 1,292,000		$ -		$ -		$ -		$ -
Community Supervision and Corrections	Recovery Act Combating Criminal Narcotics Activity Stemming from the Southern Border of the US: Enhancing Southern Border Jails, Community Corrections and Detention Operations. (ARRA) *Grant will supplment department's state funding to help keep all current probation officer positions. This two year funding goes to the State and there is no County obligation or impact. Full amount of grant is believed to be spent by FY 11.*	$ -	$ -	$ 143,750	$ -	$ 143,750	$ -	$ -	$ -	$ -	$ -	$ -	$ -
District Attorney	Interlocal Agreement for the Austin/Travis County Family Violence Protection Team. *Includes funding for the District Attorney's Office, County Attorney's Office, Travis County Sheriff's Office, and Constable Pct 5. Grant is coordinated by the City of Austin. It is possible that the responsibility to apply for the Grant may fall to the County for FY 11 and beyond.*	$ 342,793	$ -	$ 342,793	$ -	$ 342,793	$ -	$ 342,793	$ -	$ 342,793	$ -	$ 342,793	$ -
Transportation and Natural Resources	Local Transportation Project - Advanced Funding Agreement (ARRA). ARRA funding to upgrade 4 roads by milling and overlaying roadway. Grant is a one-time grant with the potential for estimated $13,741 contribution from the Road and Bridge Fund.	$ -	$ -	$ 687,047	$ -	$ -	$ -	$ -	$ -	$ -	$ -		
Health and Human Services	2009 Phase 27 ARRA Emergency Food and Shelter Program. *The grant is a one-year one-time grant for emergency utility assistance that does not require a County match or program to continue after termination.*	$ 41,666	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -

6

Last Updated 10-9-09 at 9:52am

Health and Human Services	Americorps. *Grant match is handled internally within the existing budget of the Texas AgriLife Extension Service. Assumes grant will continue each year.*	$ 288,139	$ -	$ 298,297	$ -	$ 298,297	$ -	$ 298,297	$ -	$ 298,297	$ -	$ 281,297	$ -
Health and Human Services	Parenting in Recovery. *FY 09 is Year Two of a Potential Five Year Grant. The full impact will occur in FY 13 when grant funding is no longer available.*	$ 500,000	$ 77,726	$ 500,000	$ 80,000	$ 500,000	$ 80,000	$ 500,000	$ 80,000	$ -	$ 580,000	$ -	$ 580,000
Health and Human Services	Community Development Block Grant ARRA (CDBG-R) *Funds to be used for approx 39 water connections for Plainview Estates.*	$ 90,000	$ -	$ 136,300	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
Health and Human Services	Community Development Block Grant (CDBG). *Impact amounts are based on the amounts added for staff added in HHS and County Auditor's Office to support the grant. The Auditor's staff person also supports other large federal grants, but is only listed here for simplification. Actual amounts may vary by year. Assumes grant will continue each year.*	$ 833,133	$ 223,908	$ 866,380	$ 223,908	$ 866,380	$ 223,908	$ 866,380	$ 223,908	$ 866,380	$ 223,908	$ 866,390	$ 223,908
	Totals	$ 3,070,731	$ 1,161,189	$ 5,632,467	$ 2,175,626	$2,376,220	$1,108,627	$ 2,007,470	$ 1,233,627	$ 1,507,470	$ 1,733,627	$1,490,480	$1,733,627

County Impact includes the grant match amount that is not internally funded or costs that required a budget increase and the amount that may be required by the County upon termination of the grant. This amount does not include all costs related to the administration of the grant that are incurred by the County. Existing grants with approved contracts for the current year with pending applications for the following year are shown only on the contracts sheet to avoid duplication.

SUMMARY OF APPROVED CONTRACTS AND APPLICATIONS

Combined Totals (Approved Applications Pending Notification + Approved Contracts)	FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact
Approved Applications Pending Notification (Potential Impact)	$ 123,750	$ -	$ 5,930,373	$ 1,292,000	$2,773,487	$ 101,432	$ 453,866	$ 176,432	$ 246,907	$ 223,980	$ -	$ 586,752
Approved Contracts	$ 3,070,731	$ 1,161,189	$ 5,632,467	$ 2,175,626	$2,376,220	$1,108,627	$ 2,007,470	$ 1,233,627	$ 1,507,470	$ 1,733,627	$1,490,480	$1,733,627
Combined Totals	**$ 3,194,481**	**$ 1,161,189**	**$ 11,562,840**	**$ 3,467,626**	**$5,149,707**	**$1,210,059**	**$ 2,461,336**	**$ 1,410,059**	**$ 1,754,377**	**$ 1,957,507**	**$1,490,480**	**$2,240,379**

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY FY 09 - FY 14 PLANNING TOOL FOR AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) AND LARGE MULTI-YEAR GRANT APPLICATIONS

The potential impact in future years to the County is shown for planning purposes only. County funding determinations will be made annually by the Commissioners Court based on the availability funding and progress of the program.

Future year amounts are estimated if not known and impact amounts may be reduced if additional Non-County funding is identified. Amounts shown in a particular year may not represent the actual grant term allocation since terms may overlap the County's Fiscal Year.

Outstanding Grant Applications

		FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
Dept	Grant Title	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact
Criminal Justice Planning	Travis County Information Management Strategy for Criminal Justice (ARRA). *Includes technology funding for (Constables, Records Management, Adult Probation, Juvenile Probation, Court Administration and Manor Police Department).*	$ -	$ -	$ 877,234	$ -	$ -	$ 26,432	$ -	$ 26,432	$ -	$ 26,432		$ 26,432
Criminal Justice Planning	National Initiatives:Adjudication Program (ARRA) *This grant is for 18 months of funding for an attorney and caseworker in the Mental Health Public Defender's Office. Travis County would be expected to continue this program after grant funding has ended.*	$ -	$ -	$ 150,000	$ -	$ 75,000	$ 75,000	$ -	$ 150,000	$ -	$ 150,000	$ -	$ 150,000
Facilities Management	Energy Efficiency and Conservation Block Grant (ARRA).For Retrofit of the Travis County Executive Office Building HVAC System. One-time grant and includes a $1.2 million County contribution in FY 10 to complete project.		$ -	$2,207,900	$ 1,292,000		$ -		$ -		$ -		$ -
Health and Human Services	ARRA Texas Weatherization Assistance Program. Provide weatherization services to low income households		$ -	$2,249,447	TBD	$ 2,249,447	TBD		$ -		$ -		$ -
Juvenile Probation	Juvenile Treatment Drug Court Enhancement Grant from OJJDP. *Includes 2 Grant FTE and may require a $82,865 County contribution in FY 13 and the full impact of $130,350 in FY 14. Dept has stated they would seek alternative funding sources and would only request General Fund dollars if other funding was unavailable.*	$ -	$ -	$ 122,222	$ -	$ 125,470	$ -	$ 130,350	$ -	$ 46,937	$ 47,448	$ -	$ 130,350
Juvenile Probation	Juvenile Treatment Drug Court Enhancement Grant from CSAT. *Application must be submitted each year. Resources for treatment services and staff training. Full impact potential in FY 14. Dept has stated they would seek alternative funding sources and would only request General Fund dollars if other funding was unavailable.*	$ -	$ -	$ 199,820	$ -	$ 199,820	$ -	$ 199,766	$ -	$ 199,970	$ -	$ -	$ 199,970
Travis County Sheriff's Office	2009 Byrne Justice Assistance Grant (ARRA). *One-time grant for one-time capital purchases. Does not require a County match or program to continue after grant term ends on 9/30/12.*	$ 123,750	$ -	$ 123,750	$ -	$ 123,750	$ -	$ 123,750	$ -	$ -	$ -		$ -
	Totals	$123,750	$0	$5,930,373	$1,292,000	$2,773,487	$101,432	$453,866	$176,432	$246,907	$223,880	$0	$506,752

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY FY 09 - FY 14 PLANNING TOOL FOR AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) AND LARGE MULTI-YEAR GRANT APPLICATIONS

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Outstanding Grant Applications

		FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
Dept	Grant Title	Grant Award	Add County Impact	Grant Award	Add County Impact	Grant Award	Add County Impact	Grant Award	Add County Impact	Grant Award	Add County Impact	Grant Award	Add County Impact

County Impact includes the grant match amount that is not internally funded or costs that required a budget increase and the amount that may be required by the County upon termination of the grant. This amount does not include all costs related to the administration of the grant that are incurred by the County. Existing grants with approved contracts for the current year with pending applications for the following year are shown only on the contracts sheet to avoid duplication.

GRANT SUMMARY SHEET

Check One:	Application Approval: ☐ Contract Approval: ☒	Permission to Continue: ☐ Status Report: ☐

Department/Division:	Travis County Emergency Services
Contact Person/Title:	Pete Baldwin Emergency Management Coordinator
Phone Number:	(512) 974-0472

Grant Title:	Emergency Management Performance Grant			
Grant Period:	From:	10/01/08	To:	9/30/09
Grantor:	FEMA/ Governor's Division of Emergency Management			
American Recovery and Reinvestment Act (ARRA) Grant			Yes: ☐	No: ☒

Check One:	New: ☐	Continuation: ☒	Amendment: ☐
Check One:	One-Time Award: ☐	Ongoing Award: ☒	
Type of Payment:	Advance: ☐	Reimbursement: ☒	

Grant Categories/ Funding Source	Federal Funds	State Funds	Local Funds	***County Match***	In-Kind	**TOTAL**
Personnel:						$0
Operating:	67,200			$67,200		$134,400
Capital Equipment:						0
Indirect Costs:						0
Total:	$67,200	$0	$0	$67,200	$0	$134,400
FTEs:						0.00

Department	Review	Staff Initials	Comments
County Auditor	☒	EH	Contract is "simple" for compliance
County Attorney	☒	JC	

Performance Measures Applicable Depart. Measures	**Projected FY 08 Measure**	**Progress To Date:** 12/31/08	3/31/09	6/31/09	9/30/09	**Projected FY 09 Measure**
Assist Cities/Agencies	30	10	12	13	14	30
EM Training Provided	10	3	5	7	8	10
Drills/Activations	8	0	2	2	3	6
Measures For Grant						
See attached Work Plan						

PBO Recommendation:

PBO recommends approval of this grant contract. The match is fulfilled by existing salaries of two FTE. The grantor is late with distributions and awards therefore this is the FY09 grant award for the Emergency Management Performance grant.

1.Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The Emergency Mangement Performance Grant (EMPG) has been received by Travis County OEM for the past twelve years. The purpose of the grant is to help pay for emergency management activities. The Travis County OEM has maintained State and Federal requirements to keep the program in compliance. The work plan that is associated with the EMPG incorporates what is being done at this time. The EMPG enhances the existing Travis County OEM program. In pevious years Travis County OEM received the amounts between $58,000 and $62,000. The FY09 allocation was based on the federal program funding availablity and Travis County received $67,200.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

There are no long term funding requirements.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

The EMPG is a 50-50 match that is reimbursed after expenditures. Travis County uses the budgeted salaries of the two OEM FTEs as the match.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

The EMPG states "In order to be allowable, indirect costs must be covered by an approved cost allocation plan. Salaries and administrative expenses of performing audits and eligible costs that cross program lines for programs authorized by the Federal Civil Defense Act of 1950, as amended, but which are not covered by a cost allocation plan, may be charged under the EMPG Program as direct costs."

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

The Travis County OEM is funded under normal budget procedures and would not be discontinued with the loss of the EMPG

6. If this is a new program, please provide information why the County should expand into this area.

The EMPG is an enhancement of an existing program

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The EMPG allows Travis County to meet costs associated with a shared Emergency Operations Center without requesting appropriations from the general fund and to acquire needed equipment and support services. This will assist Travis County OEM in meeting the performance measures for providing emergency management planning activities.

RECEIVED
COUNTY JUDGE'S
09 SEP -4 AM 10

DIVISION OF EMERGENCY MANAGEMENT
Office of the Governor

RICK PERRY
Governor

Mailing Address:
PO Box 4087
Austin, Texas 78773-0220

Contact Numbers:
512-424-2138 Duty Hours
512-424-2277 Non-Duty Hours
512-424-2444 Fax

Physical Address:
5805 N. Lamar Blvd.
Austin, Texas 78752

JACK COLLEY
Chief

August 24, 2009

The Honorable Samuel Biscoe
Travis County Judge
314 W. 11th St., # 520
Austin, Texas 78701

Dear Judge Biscoe

This letter is to advise you that your application to participate in the Emergency Management Performance Grant (EMPG) program during Fiscal Year 2009 (FY 09) has been accepted.

1. Grant Award

   The Notice of Sub-recipient Grant Award (Attachment 1) specifies the federal EMPG program funding that will be provided during FY 09.

   An individual authorized by your County Commission to accept grants on behalf of the jurisdiction, typically the County Judge, must sign the award and return it to the Division *within 45 days* to activate your grant. Retain a copy for your records and provide a copy of the entire grant award package to your local financial manager.

2. Required EMPG Tasks

   A. Your FY 09 EMPG Program Application has been approved. As changes to this document may have been made in order to meet FY 09 program requirements since originally submitted, you should carefully review the attached copy.

   B. The process for documenting exercise participation has not changed. All EMPG participants must prepare and submit an After Action Report (AAR) and Improvement Plan (IP), in the format prescribed by the DHS Homeland Security Exercise Evaluation Program (HSEEP). The HSEEP document can be accessed at http://www.ojp.usdoj/odp/exercises.htm. A sample AAR and IP is located on our website at http://www.txdps.state.tx.us/dem.

   C. The Department of Homeland Security has identified steps that States, territories, tribal, and local entities should take during FY 09 to remain compliant with the NIMS. All jurisdictions awarded FY 09 EMPG funds must achieve and maintain 100% compliance with NIMSCAST objectives and metrics.

   D. Participate in the Texas Regional Response Network (TRRN) by registering as a user and identifying resources that jurisdiction(s) participating in the local emergency management program are prepared to make available to other jurisdictions through mutual aid.

E. As indicated in the FY 2009 EMPG Guidance, grant recipients must apply no less than 25 percent of their grant award toward planning activities. The *Staffing Commitment Certification* should be submitted semi-annually with each Progress Report.

3. Task Progress & Reporting

Continued participation in the EMPG program is in part conditioned on making proportional progress on your Work Plan tasks and the timely submission of progress and financial reports.

A. Proportional Progress in Program Tasks. You are expected to complete and document a portion of those tasks each quarter rather than deferring most planning tasks, training, exercises, and other activities until the last several months of the fiscal year. Those who try to complete a year's work in several months frequently fail when emergencies occur late in the year.

B. Financial Reports. EMPG Financial reports are due 30 days after the close of each quarter of the federal Fiscal Year. Quarterly Financial Reports are due January 15, April 15, July 15, and October 15. These reports should be sent directly to the GDEM EMPG Auditor at the P.O. Box address at the top of the first page of this letter.

C. Progress Reports. Your first semi-annual progress report was due to the GDEM Preparedness Section on April 15, 2009. The final progress report is due October 15, 2009. As noted previously, these reports should reflect and document progress in completing the tasks contained in your Statement of Work.

D. Failure to complete the tasks outlined in your approved Statement of Work or to submit quarterly financial reports and semi-annual progress reports by the required due dates is cause for elimination from the EMPG program.

GDEM/SAA is currently working on adding the EMPG Grant to the State's Grant Management and Accounting System. The GDEM/SAA grant management system provides the individual jurisdiction grantees near-real-time information on project purchases and grant financial status. The GDEM is currently working to set up procedures for the use of the Grant Management System for EMPG expenditures. Until further notice, jurisdictions receiving EMPG Grant funds shall continue submitting manual Expenditure Request and Reimbursement Request to the GDEM.

If you determine that you do not wish to participate in the FY 09 EMPG program, please advise me as soon as possible.

If you have questions regarding the financial reporting requirements, please contact our EMPG Auditor, Doris Grisham, at 512-424-2448. If you have questions regarding EMPG tasks or your Jurisdiction Profile, please contact the EMPG Program Administrator, Rex Ogle, at 512-424-7051.

Respectfully,

Jack Colley, Chief

JC: pr

Attachments: 1- Notice of Sub-Recipient Grant Award
2- Terms and Conditions
3- Approved Statement of Work

NOTICE OF SUBRECIPIENT GRANT AWARD

GOVERNOR'S DIVISION OF EMERGENCY MANAGEMENT

Program Title: FY 2009 Emergency Management Performance Grant (EMPG)	
DHS Instrument Number: 2009-EP-E9-0005	
GDEM Grant Number: 09TX-EMPG-1403	
Administered By:	Governor's Division of Emergency Management Texas Department of Public Safety P.O. Box 4087 Austin, Texas 78773-0220
Recipient:	**Travis County** **P.O. Box 1748** **Austin, Texas 78767**
Amount of Grant:	**$ 67,200.00**
Period of Grant: October 1, 2008, to September 30, 2009	

AGENCY APPROVAL	GRANT ACCEPTANCE
	Original Signature Required
Jack Colley Chief	Printed Name/Title: Samuel T. Biscoe Travis County Judge
Date: July 31, 2009	Date:

Return Signed Copy of This Page *within 45 days* to:
Governor's Division of Emergency Management
Attention: Rex Ogle, Preparedness Section
PO Box 4087
Austin, TX 78773-0220

FY 2009 EMPG
Terms and Conditions

1. Purpose: Grant funds will be used to support local comprehensive emergency management programs to encourage improvement of mitigation, preparedness, response, and recovery capabilities for all hazards. Funding may be used to support activities that contribute to the capability to manage consequences of acts of terrorism. Funds provided may also be used to accomplish initiatives described in the Federal Program Guidelines, including local implementation of the National Incident Management System (NIMS), incorporation of appropriate references to the National Response Framework (NRF) into local plans, homeland security assessment and strategy integration, and assessment of the local emergency management program using Emergency Management Assessment Program (EMAP) standards.

2. Grant Conditions: If federal or state grant funds are involved in funding of this contract, then the conditions of those respective grants are incorporated herein by reference and made a part hereof for all intents and purposes. The federal grant terms and conditions are located at: http://www.fema.gov/government/grant/empg.

3. Grant Acceptance: The Notice of Subrecipient Grant Award is only an offer until the Subrecipient returns the signed copy of the Acceptance of Subrecipient Grant Award in accordance with the instructions provided in the transmittal letter.

4. Work to Be Performed: The approved FY 09 Statement of Work & Progress Report outlines eight tasks that the grantee must perform during the grant period. The following additional tasks are also required of subrecipients:

   A. Implement the National Incident Management System (NIMS) at the local level.

   B. Incorporate pertinent information concerning the National Response Framework (NRF) into the local or inter-jurisdictional emergency management plan and its annexes.

   C. Participate in the Texas Regional Response Network (TRRN) by registering as a user and identifying resources that the jurisdiction(s) participating in the local emergency management program are prepared to make available to other jurisdictions through mutual aid.

   D. During the performance period of this grant, subrecipient must maintain an emergency management plan at the Advanced Level of planning preparedness or higher, as prescribed by the Governor's Division of Emergency Management (GDEM). This may be accomplished by a jurisdiction maintaining its own emergency management plan or participating in an inter-jurisdictional emergency management program that meets the required standards. If the GDEM identifies deficiencies in the subrecipient's plan, subrecipient will correct deficiencies within 60 days of receiving notice of such deficiencies from GDEM.

   E. During the performance period of this grant, subrecipient agrees that it will participate in a legally-adopted county and/or regional mutual aid agreement.

   F. Subrecipients must maintain an updated inventory of equipment purchased through this grant program in accordance with Uniform Grant Management Standards – III, State

Uniform Administrative Requirements for Grants and Cooperative Agreements, Subpart C-Post-Award Requirements, Reports, Records, Retention, and Enforcement, Equipment and the Department of Homeland Security (DHS), Office of Grant Operations Financial Management Guide.

G. The subrecipient agrees that any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security." Exceptions to this requirement are limited to items where placing of the marking is not possible due to the nature of the equipment.

5. Grant Funding: The amount of this grant may be less than the amount requested in your Application for Federal Assistance due to limits on federal funding for the EMPG program. However, EMPG grant recipients should continue to report all eligible expenses in quarterly financial reports. In the event additional program funding becomes available from the federal government or unspent EMPG funds remain at the end of the fiscal year, the GDEM may be able to allocate additional funds to EMPG program participants.

6. Financial and Administrative Requirements: In Accordance with 44 Code of Federal Regulations (CFR) Part 13, subrecipient agrees to comply with the applicable financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide located at http://www.ojp.usdoj.gov/financialguide/.

A. All emergency management program costs for which the Subrecipient seeks reimbursement must be eligible in accordance with OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments. A copy of that document is available at: http://www.whitehouse.gov/omb/circulars/.

B. Subrecipient will comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, as further described in the current edition of the *DHS Office of Grant Operations (OGO)'s Financial Management Guide (January 2006) at:* http://www.ojp.usdoj.gov/odp/docs/Financial_Management_Guide.pdf

C. When implementing FEMA National Preparedness Directorate funded activities, the subrecipient must comply with all federal civil rights laws, to include Title VI of the Civil Rights Act, as amended. The subrecipient is required to take reasonable steps to ensure persons of limited English proficiency have meaningful access to language assistance services regarding the development of proposals and budgets and conducting FEMA funded activities.

D. Subrecipient will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321). (Federal Assurance).

E. Subrecipient agrees to make no request for reimbursement for goods or services procured by the Subrecipient prior to the start of the period of performance stated in this award document or after the end of the period of performance.

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F. Notwithstanding any other provisions of this document, the parties hereto understand and agree that the obligations of GDEM under this Agreement are contingent upon the availability of adequate funds to meet GDEM's liabilities hereunder. GDEM shall not be liable to the Subrecipient for costs under this Agreement that exceed the amount specified in the Notice of Subrecipient Grant Award.

7. Single Audit Act Requirements: If Subrecipient has expenditures in excess of $500,000 in federal funds of all types within a single fiscal year, it must have an audit performed in accordance with the Single Audit Act as amended. Subrecipient agrees to comply with the audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-profit Organizations.

8. Reporting Requirements: Subrecipient agrees to comply with all reporting requirements and shall provide such information as required by GDEM. Reporting requirements are found in the *Fiscal Year 2009 Local Emergency Management Program Guide*. Subrecipients may be required to submit additional information and data requested by GDEM and/or the State Administrative Agency after the end of the period of performance in order to close out the grant.

9. Subrecipient must prepare and submit Semi-Annual Progress Reports GDEM/SAA for the duration of the grant performance period or until all grant activities are completed and the grant is formally closed. The first performance reporting period is October 1 to March 31 and the second reporting period is April 1 to September 30 of each fiscal year. Subrecipient may also be required to submit additional information and data requested by GDEM/SAA.

10. Review of Work and Expenditures: GDEM may review the work of the Subrecipient with respect to approved program tasks and also review expenditures for which reimbursement is requested as necessary to ensure the federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of contracts or grant agreements and that performance goals are achieved. These reviews may include, without limitation: comparing actual subrecipient activities to those approved in the sub-award application and subsequent modifications if any; ensuring that grant funds have been expended in accordance with applicable guidelines; confirming compliance with grant assurances, and verifying information provided on performance reports and payment requests.

11. Lobbying:

A. As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over $100,000, as defined at 28 CFR Part 69, the subrecipient certifies that:

1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any

agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3) The subrecipient will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

12. Debarment, Suspension, and other Responsibility Matters:

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510. (Federal Certification).

B. The subrecipient certifies that it and its principals and vendors:

1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency; subrecipients can access debarment information by going to www.epls.gov.

2) Have not, within a three-year period preceding this application, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

4) Have not, within a three-year period preceding this application, had one or more public transactions (Federal, State, or local) terminated for cause or default.

C. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application (Federal Certification).

13. Monitoring:

A. Subrecipient will provide GDEM, State Auditor, or DHS personnel or their authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.

B. Subrecipient agrees to monitor their program to ensure that federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of contracts or grant agreements and that the performance goals are achieved.

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C. GDEM/SAA may perform periodic reviews of subrecipient performance of eligible activities and approved projects. These reviews may include, without limitation: performance of on-site audit and compliance monitoring, including inspection of all grant-related records and items, comparing actual subrecipient activities to those approved in the sub-award application and subsequent modifications if any, ensuring that advances have been disbursed in accordance with applicable guidelines, confirming compliance with grant assurances, verifying information provided in performance reports and reviewing payment requests, needs and threat assessments and strategies.

D. Subrecipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA National Preparedness Directorate.

E. The subrecipient agrees that all allocations and use of funds under this grant will be in accordance with the Homeland Security Grant Program Guidelines and Application Kit for that fiscal year and must support the goals and objectives included in the State Homeland Security Strategic Plan and the Urban Area Homeland Security (UASI) Strategies.

F. The subrecipient official certifies federal funds will be used to supplement existing funds, and will not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

14. Reimbursement for Expenses:

A. Reimbursement for expenses incurred during the second and fourth quarter of Fiscal Year 2009 will not be disbursed until GDEM receives the first and second semi-annual EMPG Progress Reports, which are due on April 15, 2009 and October 15, 2009, respectively.

B. As GDEM plans to promptly close out the Fiscal Year 2009 EMPG program with the State Administrative Agency, requests for reimbursement of expenses that are postmarked more than 45 days after the end of the stated period of performance will not be paid.

15. Choice of Law: This agreement shall be construed and governed by Texas law.

16. Changes to the Law: DPS is a state agency whose authority and appropriations are subject to the actions of the Texas Legislature and the United States Congress. If DPS and/or the subject matter of this contract become subject to a legislative or regulatory change, revocation of statutory or regulatory authority, or lack of funds that would render the services and/or goods and/or payment to be provided under this agreement impossible, unnecessary, void, or substantially amended, DPS may terminate this agreement without penalty to, or any liability whatsoever on the part of, DPS, the State of Texas, and the United States. This contract does not grant vendor a franchise or any other vested property right.

17. Written Modification: No modification or amendment to this Agreement shall become valid unless in writing and signed by both parties.

18. To the extent it applies, Subrecipient shall comply with Texas Government Code, Chapter 783, 1 Texas Administrative Code (TAC) §§5.141 *et seq.*, and the Uniform Grant Management Standards, State Uniform Administrative Requirements for Grants and Cooperative Agreements, Subpart B, §_.14. See Attachment 1.

19. To the extent it applies, Subrecipient shall comply with the General Appropriations Act, 80th Legislature, Article IX, Part 17. See Attachment 2.

20. GDEM may suspend or terminate sub-award funding, in whole or in part, or other measures may be imposed for any of the following reasons: failing to comply with the requirements or statutory objectives of federal law, failing to make satisfactory progress toward the goals or objectives set forth in the sub-award application, failing to follow grant agreement requirements or special conditions, failing to submit required reports, or filing a false certification or other report or document. Satisfactory Progress is defined as accomplishing the following during the performance period of the grant: requesting federal funds for purchases, training, etc. and deciding what purchases will be made, ordering the equipment, ensuring the equipment is shipped and received, and training is accomplished with the equipment (or readied for deployment). All of the aforementioned tasks must be accomplished in a timely manner. **Special Conditions may be imposed on subrecipient's use of grant funds until problems identified during grant monitoring visits conducted by GDEM audit and compliance personnel are resolved.**

Attachment 1

Subpart B—Pre-Award Requirements

____.14 State assurances

(a) Scope. In addition to federal requirements, state law requires a number of assurances from applicants for federal pass-through or other state-appropriated funds. An attempt has been made below to list major state and federal assurances. Generally, not all of these assurances will be required for any one grant. However, it is the applicant's responsibility to ensure that all assurances required by the awarding agency are submitted.

The legal instrument for awarding state funds must be consistent with the standards prescribed herein; however, these standard conditions or assurances may be incorporated into contracts or grant agreements by reference rather than by being reproduced in their entirety.

(1) A subgrantee must comply with Texas Government Code, Chapter 573, Vernon's 1994, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree of affinity or the third degree of consanguinity to any member of the governing body or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person who shall have been continuously employed for a period of two years, or such other period stipulated by local law, prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.

(2) A subgrantee must insure that all information collected, assembled or maintained by the applicant relative to a project will be available to the public during normal business hours in compliance with Texas Government Code, Chapter 552, Vernon's 1994, unless otherwise expressly prohibited by law.

(3) A subgrantee must comply with Texas Government Code, Chapter 551, Vernon's 1994, which requires all regular, special or called meeting of governmental bodies to be open to the public, except as otherwise provided by law or specifically permitted in the Texas Constitution.

(4) A subgrantee must comply with Section 231.006, Texas Family Code, which prohibits payments to a person who is in arrears on child support payments.

(5) No health and human services agency or public safety or law enforcement agency may contract with or issue a license, certificate or permit to the owner, operator or administrator of a facility if the license, permit or certificate has been revoked by another health and human services agency or public safety or law enforcement agency.

(6) A subgrantee that is a law enforcement agency regulated by Texas Government Code, Chapter 415, must be in compliance with all rules adopted by the Texas Commission on Law Enforcement Officer Standards and Education pursuant to Chapter 415, Texas Government Code or must provide the grantor agency with a certification from the Texas Commission on Law Enforcement Officer Standards and Education that the agency is in the process of achieving compliance with such rules.

(7) When incorporated into a grant award or contract, standard assurances contained in the application package become terms or conditions for receipt of grant funds. Administering state agencies and local subrecipients shall maintain an appropriate contract administration system to insure that all terms, conditions. and specifications are met. (See Section ____.36 for additional guidance on contract provisions.)

(8) A subgrantee must comply with the Texas Family Code, Section 261.101 which requires reporting of all suspected cases of child abuse to local law enforcement authorities and to the Texas Department of Child Protective and Regulatory Services. Subgrantees shall also ensure that all program personnel are properly trained and aware of this requirement.

(9) Subgrantees will comply with all federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps and the Americans With Disabilities Act of 1990; (d) the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

(10) Subgrantees will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. § § 276a to 276a-7), the Copeland Act (40 U.S.C. § § 276c and 18 U.S.C. § § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. § § 327-333), regarding labor standards for federally assisted construction subagreements.

(11) Subgrantees will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P. L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

(12) Subgrantees will comply with the provisions of the Hatch Political Activity Act (5 U.S.C. § 7321-29) which limit the political activity of employees whose principal employment activities are funded in whole or in part with Federal funds.

(13) Subgrantees will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act and the Intergovernmental Personnel Act of 1970, as applicable.

(14) Subgrantees will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protections Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA. (EO 11738).

(15) Subgrantees will comply with the flood insurance purchase requirements of 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234. Section 102 (a) requires 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 proposed for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards.

(16) Subgrantees will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).

(17) Subgrantees will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

(18) Subgrantees will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).

(19) Subgrantees will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

(20) Subgrantees will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residential structures.

(21) Subgrantees will comply with Public Law 103-277, also known as the Pro-Children Act of 1994 (Act), which prohibits smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

(22) Subgrantees will comply with all federal tax laws and are solely responsible for filing all required state and federal tax forms.

(23) Subgrantees will comply with all applicable requirements of all other federal and state laws, executive orders, regulations and policies governing this program.

(24) The applicant must certify that they are not debarred or suspended or otherwise excluded from or ineligible for participation in federal assistance programs.

(25) Subgrantees must adopt and implement applicable provisions of the model HIV/AIDS work place guidelines of the Texas Department of Health as required by the Texas Health and Safety Code, Ann., Sec. 85.001, et seq.

Subpart C—Post-Award Requirements - Reports, Records, Retention, and Enforcement

____.42 Retention and access requirements for records.

(a) Applicability. Certain additional standards for retention of public records in Texas are codified at 13 TAC Chap. 6 for state agencies and at 13 TAC Chap. 7 for local governments. The Texas State Library and Archives Commission, through the Records Preservation Advisory Committee has established recommended retention periods longer than three years for many types of public documents, whether in original hard copy or in microfilm form. State awarding agencies may obtain a copy of the Recommended Retention Schedule by contacting the ***State Library and Archives Commission.***

(1) This section applies to all financial and programmatic records, supporting documents, statistical records, and other records of grantees or subgrantees which are:

(i) Required to be maintained by the terms of this Part, program regulations or the grant agreement, or

(ii) Otherwise reasonably considered as pertinent to program regulations or the grant agreement.

(2) This section applies to records maintained by contractors or subcontractors for purchases of goods or services funded in whole or in part from state funds.

For a requirement to place a provision concerning records in certain kinds of contracts, see Section ____.36 (I) (10).

(b) Length of retention period.

(1) Except as otherwise provided, records must be retained for three years from the starting date specified in paragraph (c) of this section.

(2) If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the 3-year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular 3-year period, whichever is later.

(3) To avoid duplicate recordkeeping, awarding agencies may make special arrangements with grantees and subgrantees to retain any records which are continuously needed for joint use. The awarding agency will request transfer of records to its custody when it determines that the records possess long-term

retention value. When the records are transferred to or maintained by the federal *or state* agency, the 3-year retention requirement is not applicable to the grantee or subgrantee.

(c) Starting date of retention period.

(1) General. When grant support is continued or renewed at annual or other intervals, the retention period for the records of each funding period starts on the day the grantee or subgrantee submits to the awarding agency it's single or last **audit** report for that period. However, if grant support is continued or renewed quarterly, the retention period for each year's records starts on the day the grantee submits its expenditure report for the last quarter of the federal**, state, or other designated** fiscal year. In all other cases, the retention period starts on the day the grantee submits its final **audit** report. If an **expenditure or audit** report has been waived, the retention period starts on the day the report would have been due.

(2) Real property and equipment records. The retention period for real property and equipment records starts from the date of the disposition or replacement or transfer at the direction of the awarding agency.

(3) Records for income transactions after grant or subgrant support. In some cases grantees must report income after the period of grant support. Where there is such a requirement, the retention period for the records pertaining to the earning of the income starts from the end of the grantee's fiscal year in which the income is earned.

(4) Indirect cost rate proposals, cost allocations plans, etc. This paragraph applies to the following types of documents, and their supporting records: indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates).

(i) If submitted for negotiation. If the proposal, plan, or other computation is required to be submitted to the federal government (or to the grantee) to form the basis for negotiation of the rate, then the 3-year retention period for its supporting records starts from the date of such submission.

(ii) If not submitted for negotiation. If the proposal, plan, or other computation is not required to be submitted to the federal government (or to the grantee) for negotiation purposes, then the 3-year retention period for the proposal plan, or computation and its supporting records starts from end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation.

(d) Substitution of microfilm. Copies made by microfilming, photocopying, or similar methods may be substituted for the original records.

(e) Access to records--

(1) Records of grantees and subgrantees. The awarding agency and the Comptroller General of the United States, **the Texas State Auditor**, or any of their authorized representatives, shall have the right of access to any pertinent

books, documents, papers, or other records of grantees and subgrantees which are pertinent to the grant, in order to make audits, examinations, excerpts, and transcripts.

(2) Expiration of right of access. The right of access in this section must not be limited to the required retention period but shall last as long as the records are retained.

(f) Restrictions on public access. The federal Freedom of Information Act (5 U.S.C. 552) does not apply to records. Unless required by federal, state, or local law, grantees and subgrantees are not required to permit public access to their records.

PART 17. GRANT-MAKING PROVISIONS

Sec. 17.01. **Emergency and Deficiency Grants Out of Special Funds.** For the purposes of §§ 401.061 and 403.075, Government Code, appropriations to the Office of the Governor from "special funds" include excess revenues from General Revenue Fund–Dedicated accounts that were previously special funds above those estimated by the Comptroller in certifying this Act.

Sec. 17.02. **Limitation on Grants to Units of Local Government.**
(a) The funds appropriated by this Act may not be expended in the form of a grant to, or a contract with, a unit of local government unless the terms of the grant or contract require that the funds received under the grant or contract will be expended subject to limitations and reporting requirements similar to those provided by:
(1) Parts 2 and 3 of this Article (except there is no requirement for increased salaries for local government employees);
(2) § § 556.004, 556.005, and 556.006, Government Code;
(3) § § 2113.012 and 2113.101, Government Code;
(4) § 6.15 of this Article (Performance Rewards and Penalties);
(5) § 7.01 of this Article (Budgeting and Reporting);
(6) § 7.02 of this Article (Annual Reports and Inventories); and
(7) § 2102.0091, Government Code.
(b) In this section, "unit of local government" means:
Art IX-Conf IX-72 May 25, 2007
(1) a council of governments, a regional planning commission, or a similar regional planning agency created under Chapter 391, Local Government Code;
(2) a local workforce development board; or
(3) a MHMR community center.

Sec. 17.03. **Grant Restriction.** Funds appropriated by this Act may not be expended for a grant to a law enforcement agency regulated by Chapter 1701, Occupations Code, unless:
(1) the law enforcement agency requesting the grant is in compliance with all rules developed by the Commission on Law Enforcement Officer Standards and Education; or
(2) the Commission on Law Enforcement Officer Standards and Education certifies that the requesting agency is in the process of achieving compliance with such rules.

Sec. 17.04. **Grants.**
(a) Funds appropriated by this Act for grants of money to be made by state agencies, including the agencies in the legislative branch, are appropriated for the statutory purposes as the grantor agency may specify. A state agency shall distribute grants on a reimbursement or as needed basis unless otherwise provided by statute or otherwise determined by the grantor agency to be necessary for the purposes of the grant.
(b) Funds appropriated by this Act for grants to be made by a state agency for a particular fiscal year may be distributed in subsequent fiscal years so long as the grant has been awarded and treated as a binding encumbrance by the grantor agency prior to the end of the appropriation year of the funds appropriated for grant purposes. Distribution of the grant funds is subject to § 403.071, Government Code.

Sec. 17.05. **Grants for Political Polling Prohibited.** None of the funds appropriated by the Act may be granted to or expended by any entity which performs political polling. This prohibition regarding political polling does not apply to a poll conducted by an academic institution as a part of the institution's academic mission that is not conducted for the benefit of a particular candidate or party.

Last Updated 10-9-09 at 9:52am

GRANT SUMMARY SHEET

Check One:	Application Approval: ☐	Permission to Continue: ☐
	Contract Approval: X	Status Report: ☐

Department/Division:	58/54
Contact Person/Title:	Lisa Sindermann / Contract Specialist
Phone Number:	854-4594

Grant Title:	Comprehensive Energy Assistance Program (CEAP) Amendment 1			
Grant Period:	From:	1/1/09	To:	12/31/09
Grantor:	Texas Department of Housing and Community Affairs			
American Recovery and Reinvestment Act (ARRA) Grant			Yes: ☐	No: X

Check One:	New: ☐	Continuation: X	Amendment: ☐
Check One:	One-Time Award: ☐	Ongoing Award: X	
Type of Payment:	Advance: ☐	Reimbursement: X	

Grant Categories/ Funding Source	Federal Funds	State Funds	Local Funds	***County Match***	In-Kind	**TOTAL**
Personnel:	560,954					560,954*
Operating:	2,637,078					2,637,078*
Capital Equipment:						0
Indirect Costs:						0
Total:	3,198,032	0	0	0	0	3,198,032*
FTEs:						0.00

Auditor's Office Review: ☒ Staff Initials: EH

Auditor's Office Comments:

County Attorney's Office Contract Review: ☒ Staff Initials: MG

Performance Measures Applicable Depart. Measures	**Projected FY 09 Measure**	**Progress To Date:** 12/31/08	3/31/09	6/31/09	9/30/09	**Projected FY 10 Measure**
Number of Households receiving utility assistance using the eight utility assistance programs available through HHSVS Family Support Services	15,000	791	1,569	2,698	6,320 - projected	12,580
Measures For Grant						

Number of Households receiving utility assistance through the three grant components	4,528	N/A for this program period	647	1,140	2,860	1,419 projected for this grant period with this additional funding; grant period ends 12/31/09
Outcome Impact Description	Utility assistance provided by this program is to address a household crisis situation or provide copayment or multiple term energy payments for household in order to achieve energy self-sufficiency.					
This additional funding will not be used in the Heating & Cooling component of the grant.						
Outcome Impact Description						

* This amendment provides $99,555 to increase the grant budget from a previous award amount of $3,098,477 to $3,198,032. The additional funding will provide utility assistance for an estimated 188 households.

PBO Recommendation:

Health and Human Services requests Commissioners Court approval of an amendment to the contract for the 2009 Comprehensive Energy Assistance Grant Program (CEAP). The amendment will provide an additional $99,555 over the original award to serve an additional 188 households. The grant provides utility assistance and resources for the repair, replacement, or retrofit of heating and cooling appliances for eligible households.

PBO recommends approval of the request.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The program goal is to assist households in need to achieve energy self-sufficiency by providing household heating and cooling energy utility assistance and addressing issues surrounding the heating and cooling appliances in the household of low-income families or individuals. Heating and cooling appliances may be repaired or replaced or retrofitted, however funds from this amendment will not be used in this component.

The households may seek utility assistance to address a crisis situation or the situation may need a copayment or multiple payment term which are provided by the program guidelines. The department also utilizes the funding from this CEAP program for providing clients with case management services to address other household issues other than those encompassing energy needs.

The department has participated in this program for the past fourteen years.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

No additional funds are required.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There is no commitment by the Commissioners Court to fund these services if funds are discontinued.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

This grant's funding source (Texas Department of Housing and Community Affairs) only allows for reimbursement costs related to salaries of current and/or temporary staff performing allowable functions associated with case management, administrative and direct services support (outreach). There is no indirect cost allocation.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If

(2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

Yes

6. If this is a new program, please provide information why the County should expand into this area.

N/A

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

Travis County Health and Human Services and Veterans Service Family Support Services division staff will perform eligibility interviews with clients seeking assistance provided by this program and the other programs available through the department. These CEAP grant funds provide for household utility assistance through the three program components and assistance for costs associated with the repair, replacement or retrofit of the client's eligible household heating and cooling appliances. The CEAP program funding represents the department's largest program source for utility assistance and the only program source for addressing the repair or replacement of some of the household heating and cooling appliances. Funding made available from this program has a dramatic impact on the number of requests that can be met by the department for utility assistance from Travis County residents.

RECEIVED
09 SEP 24 PM 4:18
TRAVIS COUNTY
PLANNING & BUDGET OFFICE

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

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

DATE: September 23, 2009

TO: MEMBERS OF THE COMMISSIONERS COURT

FROM: Sherri E. Fleming
Sherri E. Fleming, Executive Manager
Travis County Health and Human Services and Veterans Service

SUBJECT: Acceptance of 2009 Comprehensive Energy Assistance Program (CEAP) Grant Amendment 1 Contract

Proposed Motion: Consider and take appropriate action to approve the contract amendment 1 with Texas Department of Housing and Community Affairs for the Comprehensive Energy Assistance Program Grant for 2009.

Summary and Staff Recommendation: Staff requests the acceptance of this contract amendment 1 from the Texas Department of Housing and Community Affairs. The amendment will increase the grant funding by $99,555 bringing the total grant award to $3,198,032. This increase is needed to obligate unused funds from 2008 in the CEAP and weatherization programs at TDHCA as well as obligating some 2009 TDHCA Administrative funds. These funds will be utilized to meet the increased demands for utility assistance by Travis County residents.

The grant funding will be used to respond to requests for utility assistance from County residents who have a household income level at or below 200% of the current Federal Poverty Income Guidelines and who are unable to meet their household energy needs. The poverty income guideline was recently increased from 125% to 200% to align the requirements of this grant to the guidelines prescribed in the upcoming ARRA Weatherization grant program. Program funding is also available for those qualified households in need of repair, replacement and/or retrofit of the heating and cooling appliances in the residence. At this time, it is estimated the amendment funds for direct services will be used in the utility assistance components of this grant.

Budgetary and Fiscal Impact: We will be able to use the CEAP amendment funds for direct services, administration, and case management services. The funds for direct services will be budgeted in the corresponding indigent utility assistance line items. No matching funds are required. The contract period is 01/01/09 through 12/31/09.

Issues and Opportunities: We utilize CEAP funds for direct service assistance, administrative costs, case management costs and direct services support or outreach. Travis County Health and Human Services and Veterans Service has renewed the contract with Caritas of Austin, which allows the vendor to perform client eligibility interviews and to implement utility and case management assistance for clients using the guidelines of the Co-Payment component of this grant. By forming this collaboration with Caritas of Austin, funds from this program reach a larger client base that in the past had not sought assistance utilizing the department's seven community centers.

Background: The Health and Human Services & Veterans Service department has provided the CEAP program and its great value to the community for the past fourteen years. The department coordinates its efforts with other community resources such as Salvation Army, faith-based organizations and other local agencies providing services to low-income residents of Travis County to ensure residents will attain the assistance they are seeking.

Within this program year, we were able to assist 3,550 households within Travis County. The operation of this grant allows our department the ability to provide assistance to clients who are experiencing an energy-related hardship, and provide case management services to clients utilizing the co-payment and in some instances the elderly/disabled components. Program assistance is also provided for the repair or replacement of household heating and cooling appliances. The aim of such services, to assist clients in obtaining self-sufficiency, is consistent with the goal of the Travis County Health and Human Services and Veterans Service department.

It should be noted that this is the fourteenth year that the CEAP contract has been electronically made available to Travis County. Therefore, in addition to the Commissioners Court authorizing Judge Biscoe to sign the hard copy of the contract amendment, it is also necessary for the Judge to authorize the County Purchasing Agent to sign off on the electronically transmitted contract amendment.

cc: Rodney Rhoades, Executive Manager, Planning and Budget Office
Travis Gatlin, Budget Analyst, Planning and Budget Office
Susan Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Ellen Heath, Financial Analyst III, County Auditors Office
Cyd Grimes, CPM, Travis County Purchasing Agent
Scott Worthington, Travis County Purchasing Office
Mary Etta Gerhardt, Assistant County Attorney
Andrea Colunga Bussey, Social Services Director, Family Support Services
Deborah Britton, Division Director, Community Services

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
CONTRACT NO. 58090000522 FOR THE
COMPREHENSIVE ENERGY ASSISTANCE PROGRAM (CEAP)
(CFDA # 93.568)
AMENDMENT NUMBER: 1

SECTION 1.

The Texas Deparment of Housing and Community Affairs, a public and official agency of the State of Texas (hereinafter the "Department") and Travis County (hereinafter the "Subrecipient"), do hereby contract and agree to amend the contract by and between the parties identified on Department records as contract number 58090000522

SECTION 2.

The Contract is amended to obligate 2008 CEAP Unused Balance Funds, 2008 WAP Unused Balance Funds, and 2009 Texas Department of Housing and Community Affairs Administration Funds by deleting **Attachment A- Budget** in its entirety and replacing it with the Amended **Attachment A- Budget** attached hereto.

SECTION 3. AGREEMENT

The parties hereto agree that all other terms of the Contract shall remain in effect as therein set forth and shall continue to govern except to the extent that said terms conflict with the terms of this amendment. In the event any conflict in terms exists, this amendment shall control, unless it can not be read consistently with the entirety of the contract or is made void by operation of law. Each capitalized term not expressly defined herein shall have the meaning given to such term in the Contract.

SECTION 4.

This amendment shall be effective on the date of execution.

SECTION 5.

By signing this amendment, the parties expressly understand and agree that its terms shall become a part of the Contract as if it were set forth word for word therein. This amendment shall be binding upon the parties hereto and their respective successors and assigns.

AGREED TO AND EXECUTED BY:

Travis County

By: _____ on _____
Samuel T. Biscoe, Travis County Judge Date

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

By:

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Administrative costs, salaries, fringe benefits, non-training travel, equipment, supplies, audit and office space are limited to 7.00% of the contract expenditures, excluding Training/Travel costs.

Assurance 16 Activities costs are limited to **6.00%** of the contract expenditures excluding Training and Travel costs. Direct Services Support costs are limited to 5.00% of total Direct Services expenditures.

Expenditures for Elderly/Disabled and Heating/Cooling **must be at least 10% of Direct Service Dollars expended.** Energy Crisis and Co-Payment Percentage will be established by Subrecipient. Direct Services Support **(may not exceed 5% of Direct Services dollars expended).**

Department's prior written approval for purchase or lease of equipment with an acquisition cost of $5,000 and over is required. Approval of this budget does not constitute prior approval for such purchases.

Funds may not be used for the purchase or improvement of land, or the purchase, construction, or permanent improvement of any building or facility.

Subrecipient is limited to only one budget revision request during the first 6 months of the Allocation Period. A second and final budget revision must be received by the Department on or before October 31, 2008.

Subrecipient shall provide outreach services under all components in this category. Failure to do so may result in contract termination. Subrecipient must document outreach, whether the outreach is conducted with "Direct Service Support" funds or other funds.

Effective Date of Budget: 08/01/2009

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TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
CONTRACT NO. 58090000522 FOR THE
COMPREHENSIVE ENERGY ASSISTANCE PROGRAM (CEAP)
(CFDA # 93.568)
AMENDED ATTACHMENT A BUDGET

DEPARTMENT FINANCIAL OBLIGATIONS

$ 3,198,032.00 CEAP FUNDS CURRENTLY AVAILABLE

TRAINING TRAVEL ALLOWANCE FUNDS CURRENTLY AVAILABLE

BUDGET FOR AVAILABLE ALLOCATIONS

BUDGET CATEGORY	FUNDS	%
Administration	$ 230,473.00	-
Assurance 16	$ 196,300.00	-
Direct Services	$ 2,770,237.00	-
TOTAL CEAP BUDGET	$ 3,197,010.00	-

BUDGET CATEGORY	FUNDS	%
Energy Crisis	$ 664,857.00	24.00
Co-payment	$ 664,857.00	24.00
Elderly and Disabled	$ 664,857.00	24.00
Heating/Cooling	$ 637,154.00	23.00
Direct Service Support	$ 138,512.00	5.00
TOTAL DIRECT SERVICES	$ 2,770,237.00	100.00

Subrecipient's service area consists of the following Texas counties:

TRAVIS

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Travis County Commissioners Court Agenda Request

Voting Session October 13, 2009 (Date) Work Session _____ (Date)

I. Request made by:

Roger A. El-Khoury, M.S., P.E., Director, Facilities Mgmt. Phone # 854-9555
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney.

Requested text:

Review and approve the immediate release of reimbursement payment to United Health Care for claims paid for participants in the Travis County Employee Health Care Fund for payment of $817,572.16, for the period of September 25, 2009 to October 1, 2009.

Approved by: _____
Signature of Commissioner or County Judge

II. Additional Information:

A. Backup memorandum is attached.

B. Affected agencies and officials.

Dan Mansour	854-9499
Susan Spataro	854-9125
Rodney Rhoades	854-9106

III. Required Authorizations: Checked if applicable:

_____ Planning and Budget Office (854-9106)

_____ Human Resources Management Department (854-9165)

_____ Purchasing Office (854-9700)

_____ County Attorney's Office (854-9415)

_____ County Auditor's Office (854-9125)

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -6 PM 3:15

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE:	October 13, 2009
TO:	Members of the Travis County Commissioners Court
FROM:	Dan Mansour, Risk Manager
COUNTY DEPT.	Human Resources Management Department (HRMD)
DESCRIPTION:	United Health Care (UHC) (The Third Party Administrator for Travis County's Hospital and Self Insurance Fund) has requested reimbursement for health care claims paid on behalf of Travis County employees and their dependents.
PERIOD OF PAYMENTS MADE:	September 25, 2009 to October 1, 2009
REIMBURSEMENT REQUESTED FOR THIS PERIOD:	$817,572.16
HRMD RECOMMENDATION:	The Director or Risk Manager has reviewed the reimbursement submitted and concurs with the findings of the audits by the Financial Analyst and the Benefits Contract Administrator and therefore recommends reimbursement of $817,572.16.

Please see the attached reports for supporting detail information.

TRAVIS COUNTY

HOSPITAL AND INSURANCE FUND

SUPPORTING DETAIL FOR THE

WEEKLY REIMBURSEMENT REQUEST TO

COMMISSIONERS COURT

FOR THE PAYMENT PERIOD

SEPTEMBER 25, 2009 TO OCTOBER 1, 2009

Page 1. Detailed Recommendation to Travis County Auditor for transfer of funds.

Page 2. Chart of Weekly Reimbursements Compared to Budget

Page 3. Paid Claims Compared to Budgeted Claims

Page 4. Notification of amount of request from United Health Care (UHC).

Page 5. Last page of the UHC Check Register for the Week.

Page 6. List of payments deemed not reimbursable.

Page 7. Journal Entry for the reimbursement.

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE:	October 13, 2009
TO:	Susan Spataro, County Auditor
FROM:	Dan Mansour, Risk Manager
COUNTY DEPT.	Human Resources Management Department (HRMD)

United Health Care (UHC) (Travis County's Third Party Administrator for our Self Insured Health Care Fund) has requested reimbursement for health care claim payments made on behalf of Travis County employees and their dependents as follows:

PERIOD OF PAYMENTS PAID:

FROM:	September 25, 2009
TO:	October 1, 2009

REIMBURSEMENT REQUESTED: $ 817,572.16

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	$	1,277,686.13
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: October 6, 2009	$	(460,114.14)
	$	-
Adjust to balance per UHC	$	0.17
TOTAL REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	$	817,572.16
PAYMENTS DEEMED NOT REIMBURSABLE	$	-
TRANSFER OF FUNDS REQUESTED:	$	817,572.16

The claims have been audited for eligibility and all were eligible in the period covered by the claim.

All claims over $25,000 (1 this week totaling $49,948.50) have been audited for data entry accuracy and the following information is correct for each claim audited: date of service, eligibility, nature of service, name of and amount billed by provider, amount billed by date and amount paid by UHC.

Fifteen percent (15%) of all claims under $25,000 ($126,912.75) have been audited for data entry accuracy and the following information is correct for each claim identified for this random review: date of service, eligibility, nature of service, name of and amount billed by provider, date and amount paid by UHC. Claims in this random audit met the above requirements but may qualify for more detailed analysis through other resources.

All claims have been reviewed to determine if they have exceeded the $175,000 stop loss limit. For claims that have exceeded the limit, it has been verified that UHC has complied with the contract. This week credits for stop loss and other reimbursements totaled $53,933.49.

All claims submitted in this transfer have been audited to confirm accuracy of billing and legitimacy of claim under the service provisions of the health care contract and all are contractually legitimate, legally incurred and accurately billed claims.

I certify that all data listed on this recommendation for transfer of funds is correct and that the payments shown have been made solely for the purpose of health insurance claims.

Dan Mansour 10-5-09
Dan Mansour, Risk Manager Date

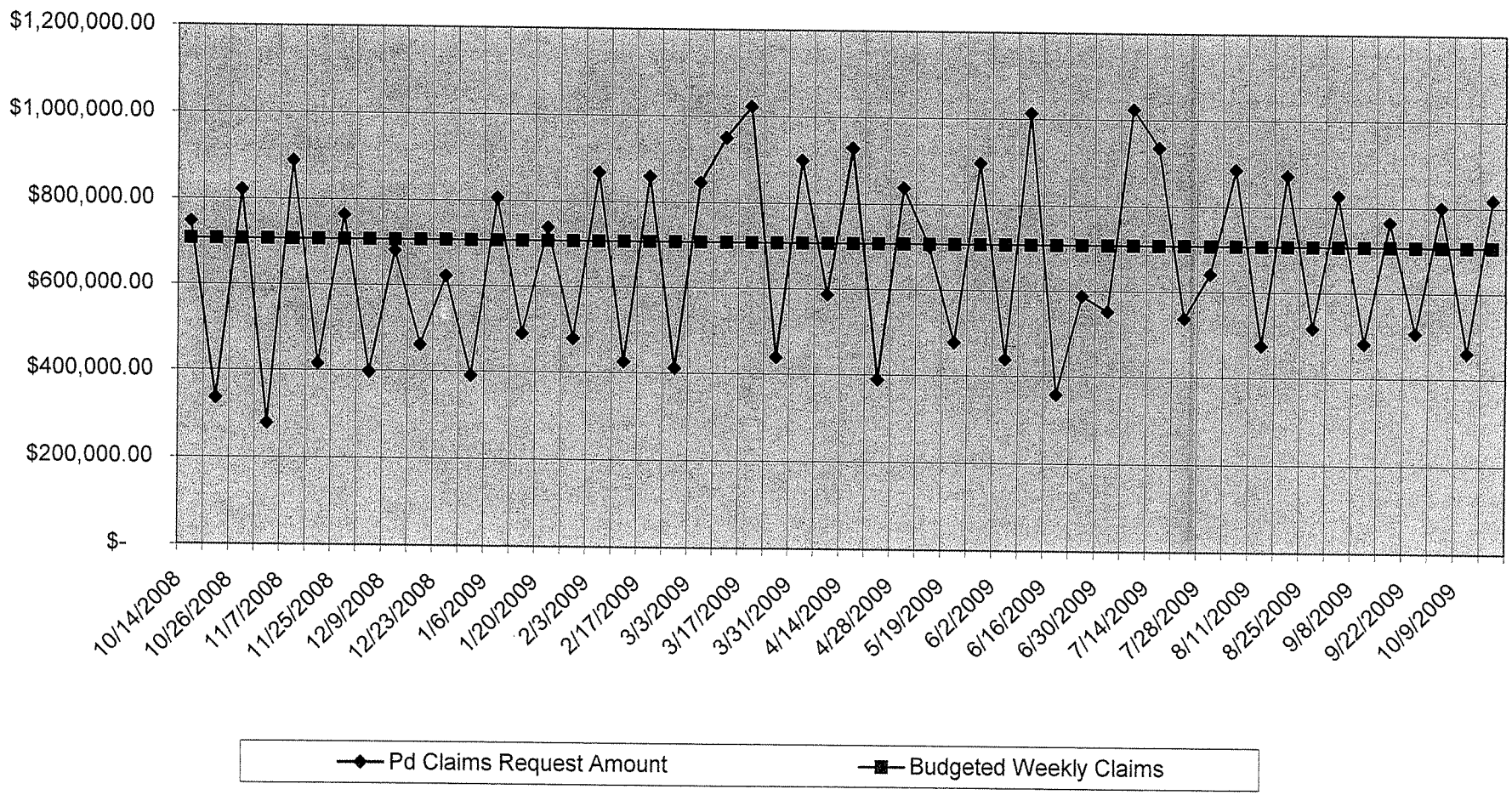
Cindy Purinton 10/15/09
Cindy Purinton, Benefit Contract Administrator Date

Norman McRee 10/5/09
Norman McRee, Financial Analyst Date

** Agrees to the total payments for this period per the check register received from UHC. See the final page of this period's check register attached.

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY BENEFIT PLAN
FY09 PAID CLAIMS vs WEEKLY CLAIMS BUDGET OF $708,314.75



2

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY EMPLOYEE BENEFIT PLAN
FY09 WEEKLY PAID CLAIMS VS WEEKLY BUDGETED AMOUNT

Period	Voting Session Date	Pd Claims Request Amount	Budgeted Weekly Claims	# of Large Claims	Total of Large Claims
9/26/08-10/02/2008	10/14/2008	$ 747,324.53	$ 708,314.75	0	$ -
10/3/08-10/09/08	10/21/2008	$ 335,512.06	$ 708,314.75	2	$ 90,581.80
10/10/08-10/16/08	10/26/2008	$ 821,392.23	$ 708,314.75	1	$ 27,830.00
10/17/08-10/23/08	11/4/2008	$ 278,558.66	$ 708,314.75	1	$ 25,794.46
10/24/08-10/30/08	11/7/2008	$ 889,154.23	$ 708,314.75	3	$ 241,152.98
10/31/08-11/06/08	11/18/2008	$ 416,144.12	$ 708,314.75	1	$ 43,401.87
11/07/08-11/13/08	11/25/2008	$ 764,495.13	$ 708,314.75	1	$ 25,086.80
11/14/08-11/20/08	12/2/2008	$ 398,204.17	$ 708,314.75	1	$ 29,800.00
11/21/08-11/27/08	12/9/2008	$ 681,975.72	$ 708,314.75	0	$ -
11/28/08-12/04/08	12/16/2008	$ 461,401.09	$ 708,314.75	1	$ 52,900.00
12/05/08-12/11/08	12/23/2008	$ 623,235.92	$ 708,314.75	1	$ 75,029.80
12/12/08-12/18/08	12/30/2008	$ 391,245.55	$ 708,314.75	1	29333.31
12/19/08-12/25/08	1/6/2009	$ 806,849.20	$ 708,314.75	1	$ 79,550.00
12/26/08-01/01/09	1/13/2009	$ 489,510.01	$ 708,314.75	3	$ 231,596.70
01/02/09-01/08/09	1/20/2009	$ 738,207.12	$ 708,314.75	0	$ -
01/09/09-01/15/09	1/27/2009	$ 479,061.40	$ 708,314.75	1	$ 52,000.00
01/16/09-01/22/09	2/3/2009	$ 868,256.76	$ 708,314.75	2	$ 122,268.15
01/23/09-01/29/09	2/10/2009	$ 425,948.22	$ 708,314.75	1	$ 27,799.00
01/30/09-02/5/09	2/17/2009	$ 859,996.86	$ 708,314.75	1	$ 44,068.88
02/6/09-02/12/09	2/24/2009	$ 411,769.22	$ 708,314.75	2	$ 135,874.72
2/13/09-2/19/09	3/3/2009	$ 846,738.71	$ 708,314.75	2	$ 100,933.50
2/20/09-2/26/09	3/10/2009	$ 949,895.88	$ 708,314.75	4	$ 466,149.26
2/27/09-3/5/09	3/17/2009	$ 1,023,376.00	$ 708,314.75	4	$ 379,043.29
3/6/09-3/12/09	3/24/2009	$ 440,272.63	$ 708,314.75	1	$ 37,840.14
3/13/09-3/19/09	3/31/2009	$ 899,860.53	$ 708,314.75	3	$ 101,988.57
3/20/09-3/26/09	4/7/2009	$ 586,930.54	$ 708,314.75	4	$ 176,607.27
3/27/09-4/2/09	4/14/2009	$ 929,174.88	$ 708,314.75	3	$ 147,837.16
4/3/09-4/9/2009	4/21/2009	$ 389,720.20	$ 708,314.75	0	$ -
4/10/09-4/16/09	4/28/2009	$ 838,227.39	$ 708,314.75	1	$ 133,806.69
4/24/09-4/30/09	5/12/2009	$ 701,327.76	$ 708,314.75	2	$ 88,216.00
5/1/09-5/7/09	5/19/2009	$ 477,613.64	$ 708,314.75	1	$ 32,510.00
5/8/09-5/14/09	5/26/2009	$ 897,124.15	$ 708,314.75	4	$ 128,854.65
5/15/09-5/21/09	6/2/2009	$ 439,358.39	$ 708,314.75	2	$ 124,232.04
5/22/09-5/28/09	6/9/2009	$ 1,013,698.31	$ 708,314.75	6	$ 269,038.76
5/29/09-6/4/09	6/16/2009	$ 358,482.12	$ 708,314.75	3	$ 108,717.80
6/5/09-6/11/09	6/23/2009	$ 588,414.70	$ 708,314.75	1	$ 73,953.50
6/12/09-6/18/09	6/30/2009	$ 552,669.33	$ 708,314.75	2	$ 120,205.56
6/19/09-6/25/09	7/7/2009	$ 1,023,641.46	$ 708,314.75	3	$ 262,112.30
6/26/09-7/2/09	7/14/2009	$ 935,349.68	$ 708,314.75	3	$ 11,992.87
7/3/09-7/9/09	7/21/2009	$ 537,585.76	$ 708,314.75	3	$ 157,067.61
7/10/09-7/16/09	7/28/2009	$ 641,691.60	$ 708,314.75	4	$ 176,175.78
7/17/09-7/23/09	8/420/09	$ 885,761.53	$ 708,314.75	1	$ 47,338.30
7/24/09-7/30/09	8/11/2009	$ 475,109.52	$ 708,314.75	1	$ 51,607.41
7/31/09-8/6/09	8/18/2009	$ 872,998.39	$ 708,314.75	4	$ 144,890.30
8/7/09-8/13/09	8/25/2009	$ 516,025.43	$ 708,314.75	0	$ -
8/14/09-8/20/09	9/1/2009	$ 826,948.05	$ 708,314.75	2	$ 65,470.03
8/21/09-8/27/09	9/8/2009	$ 480,650.42	$ 708,314.75	2	$ 71,776.54
8/28/09-9/3/09	9/15/2009	$ 765,056.86	$ 708,314.75	1	$ 29,357.00
9/4/09-9/10/09	9/22/2009	$ 505,071.81	$ 708,071.81	2	$ 82,210.86
09/11/09-09/17/09	9/29/2009	$ 800,560.49	$ 708,071.81	2	$ 57,073.00
09/18/09-09/24/09	10/9/2009	$ 460,114.14	$ 708,071.81	1	$ 84,360.35
9/25/09-10/1/09	10/13/2009	$ 817,572.16	$ 708,071.81	1	$ 49,948.50
	Paid and Budgeted Claims - to date	$ 34,365,264.66	$ 36,831,395.24		
	Amount Under Budget		$ (2,466,130.58)		

Not predictive of impact on reserve, intended to show relationship of weekly budget to weekly claims cost.

10/5/2009 FY09 budget vs claims-use this one CLP

From: <SIFSFAX@UHC.COM>
To: <NORMAN.MCREE@CO.TRAVIS.TX.US>
Date: 10/2/2009 4:42 AM
Subject: UHC BANKING REPTS/C

TO: NORMAN MCREE
FAX NUMBER: (512) 854-3128
PHONE: (512) 854-3828

FROM: UNITEDHEALTH GROUP
AB5

NOTIFICATION OF AMOUNT OF REQUEST FOR: TRAVIS COUNTY

DATE: 2009-10-02 REQUEST AMOUNT: $1,277,686.13

CUSTOMER ID: 00000701254
CONTRACT NUMBER: 00701254 00709445
BANK ACCOUNT NUMBER: 0475012038 ABA NUMBER: 021000021
FUNDING ADVICE FREQUENCY: DAILY
FREQUENCY: FRIDAY INITIATOR: CUST METHOD: ACH BASIS: BALANCE

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2009-10-01		$751,849.61
- REQUIRED BALANCE TO BE MAINTAINED:	$1,938,718.00	
+ PRIOR DAY REQUEST:	$00.00	
= UNDER DEPOSIT:	$1,186,868.39	
+ CURRENT DAY NET CHARGE:	$90,817.74	
+ FUNDING ADJUSTMENTS:	$00.00	
REQUEST AMOUNT:	$1,277,686.13	

ACTIVITY FOR WORK DAY: 2009-09-25

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	$437,310.81	$00.00	$437,310.81
TOTAL:	$437,310.81	$00.00	$437,310.81

ACTIVITY FOR WORK DAY: 2009-09-28

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	$127,915.84	$00.00	$127,915.84

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2009_10_01

CONTR_NBR	PLN_ID	TRANS_AMT	SRS_DESG_NBR	CHK_NBR	GRP_ID	CLM_ACCT_NBR	ISS_DT	TRANS_TYP_CD	TRANS_DT	WK_END_DT
701254	632	$ (292.54)	NN	1731473	AE	8	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (306.00)	NN	SSN0000C	AL	0	9/22/2009	600	9/28/2009	10/1/2009
701254	632	$ (318.71)	NN	1530345	AH	6	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (323.72)	NN	980186	AH	5	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (400.36)	NN	1343270	AH	9	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (471.36)	NN	SSN0000C	AL	0	9/22/2009	600	9/28/2009	10/1/2009
701254	632	$ (480.00)	UX	51312212	AH	1	9/26/2009	50	10/2/2009	10/1/2009
701254	632	$ (480.00)	UX	51312211	AH	1	9/26/2009	50	10/2/2009	10/1/2009
701254	632	$ (536.16)	UX	74575126	AI	11	9/23/2009	50	9/29/2009	10/1/2009
701254	632	$ (541.17)	NN	1206152	AH	8	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (641.15)	NN	1329159	AE	6	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (641.15)	NN	1453298	AA	7	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (834.48)	NN	SSN0000C	AL	0	9/22/2009	600	9/28/2009	10/1/2009
701254	632	$ (1,241.29)	NN	1731613	AH	8	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (1,607.71)	NN	1047459	AH	1	10/1/2009	200	9/28/2009	10/1/2009
701254	632	$ (1,928.23)	NN	SSN0000C	AL	0	9/25/2009	600	10/1/2009	10/1/2009
701254	632	$ (2,840.25)	NN	SSN0000C	AL	0	9/25/2009	600	10/1/2009	10/1/2009
701254	632	$ (9,191.58)	NN	SSN0000C	AL	0	9/22/2009	600	9/28/2009	10/1/2009
701254	632	$(16,043.19)	NN	SSN0000C	AL	0	9/28/2009	600	10/2/2009	10/1/2009

817,572.16

5

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 10/01/2009

CONTR_#	*TRANS_AMT*	*SRS*	*CHK_#*	*GRP*	*CLAIM ACCT#*	*ISS_DATE*	*TRANS CODE*	*TRANS_DATE*

Total: $0.00

Travis County - Hospital and Self Insurance Fund (526)

Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 10/1/2009

TYPE		MEMBER TYPE	TRANS_AMT	
CEPO				
	EE			
		526-1145-522.45-28	**84,271.28**	
	RR			
		526-1145-522.45-29	**20,606.80**	
Total CEPO				$104,878.08
EPO				
	EE			
		526-1145-522.45-20	**207,952.25**	
	RR			
		526-1145-522.45-21	**54,353.93**	
Total EPO				$262,306.18
PPO				
	EE			
		526-1145-522.45-25	**396,816.07**	
	RR			
		526-1145-522.45-26	**53,571.83**	
Total PPO				$450,387.90
Grand Total				$817,572.16

#6

Travis County Commissioners Court Agenda Request

Voting Session 10/13/09 (Date)

Work Session _____ (Date)

I. Request made by:

Roger A. El Khoury, M.S., P.E., Director, Facilities Management Phone # 854-4579
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)

Human Resources Management Department

1010 Lavaca Street, 2nd Floor • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-4203

October 13, 2009

ITEM # :

DATE: October 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: Roger A. El Khoury, M.S., P.E., Director, Facilities Management

FROM: Todd L. Osburn, Compensation Manager, HRMD

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 3.

FY 10 Temporary Slot Extensions – Pages 4 - 9.
Approval requested to **extend** temporary slot end dates effective October 1, 2009. HRMD has reviewed appropriate documentation; PBO has confirmed FY 10 funding.
* Temporary employees "02" (less than 6 months).
* Project workers "05" (more than 6 months, includes Retirement Benefits).

FY 10 Temporary Slot Conversion – Page 10.
Approval requested to **convert** temporary slots from temporary employee (less than 6 months) to project worker (more than 6 months, includes Retirement Benefits). PBO has confirmed FY 10 funding.

If you have any questions or comments, please contact Todd L. Osburn at 854-2744.

RAE/TLO/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
Juvenile Probation	210	Juvenile Probation Ofcr I**	14 / Level 1 / $32,510.40	14 / Level 1 / $32,510.40
Juvenile Probation	282	Juvenile Res Trt Ofcr I**	12 / Level 2 / $29,224.00	12 / Level 2 / $29,224.00
Juvenile Probation	398	Juvenile Probation Ofcr Asst	12 / Level 2 / $29,224.00	12 / Level 2 / $29,224.00
Juvenile Probation	403	Juvenile Facilities Mgr	19 / Midpoint / $55,300.75	19 / Midpoint / $55,300.75

*** Temporary to Regular** **** Actual vs Authorized**

TEMPORARY APPOINTMENTS

Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	53005	Office Asst	8 / $10.45	8 / $10.45	05
Records Mang & Comm Resrc	20004	Law Librarian	16 / $17.37	16 / $17.37	02

****Temporary Status Type Codes:** (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).

CAREER LADDERS – NON-POPS

Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Juvenile Probation	85	Juvenile Detention Ofcr I* / Grd 12	Juvenile Detention Ofcr II* / Grd 13	$27,573.10	$29,501.26	Career Ladder. Pay is at minimum of pay grade.
Juvenile Probation	359	Juvenile Detention Ofcr II* / Grd 13	Juvenile Detention Ofcr III / Grd 14	$33,799.17	$35,489.13	Career Ladder. Pay is between min and midpoint of pay grade.

*** 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**
Juvenile Probation	Slot 52 / Enforcement Officer Sr / Grd 17 / $55,806.95	**Juvenile Probation**	Slot 333 / Enforcement Officer I / Grd 14 / $45,757.92	Voluntary job change. Pay is between midpoint and max of pay grade.
Juvenile Probation	Slot 599 / Juvenile Detention Ofcr II / Grd 13 / $38,030.01	**Juvenile Probation**	Slot 616 / Juvenile Res Trt Ofcr II* / Grd 13 / $38,030.01	Lateral transfer. Employee transferred to different slot, different position, same department, same pay grade, retains current pay.
Pretrial Svcs	Slot 8 / Pretrial Officer I / Grd 15 / $37,063.98	**Pretrial Svcs**	Slot 12 / Pretrial Officer II / Grd 16 / $38,917.18	Promotion. Pay is between min and midpoint of pay grade.
Pretrial Svcs	Slot 12 / Pretrial Officer I* / Grd 15 / $34,777.60	**Pretrial Svcs**	Slot 8 / Pretrial Officer I / Grd 15 / $34,777.60	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
*** Actual vs Authorized**				

THIS SECTION LEFT BLANK INTENTIONALLY.

FY 10 TEMPORARY SLOT EXTENSIONS - TEMPORARY EMPLOYEES "02" STATUS		
Department	**Slot**	**Actual Position Title**
Co Agricultural Ext Serv	20020	Office Asst
Comm Pct 4	20002	Office Specialist Sr
Constable 5	20016	Deputy Constable
County Atty	20002, 20003, 20013, 20016, 20017, 20018, 20022, 20023	Office Asst
County Judge	20005	ACC Intern
Criminal Justice Planning	20001	ACC Intern
District Atty	20043	Business Analyst I
Facilities Management	20020, 20025	Groundskeeper
HHS	20033	Case Worker
HHS	20053	Executive Asst
HHS	20021, 20049, 20052	Office Specialist
HRMD	20022	ACC Intern
HRMD	20029	Office Asst
JP Pct 2	20013, 20021	Court Clerk Asst
PBO	20021	Financial Analyst Sr
Probate Court	20005, 20021	Accountant Assoc
Probate Court	20019	Law Clerk I
Probate Court	20024	Social Services Assistant
Purchsg & Inventory Mgmt	20005	Purchasing Supprt Spec I
Records Mang & Comm Resrc	20003, 20004	Law Librarian
TNR	20072, 20076, 20077, 20089, 20090, 20094, 20096	Park Tech I

FY 10 TEMPORARY SLOT EXTENSIONS - TEMPORARY EMPLOYEES "05" STATUS		
Department	**Slot**	**Actual Position Title**
Civil Courts	50005, 50008, 50009, 50013, 50014, 50016, 50019, 50020, 50023, 50024	Court Bailiff
Constable 2	50005	Court Clerk I
Constable 3	50008, 50013	Court Clerk I
Constable 5	50008, 50009	Office Asst
County Atty	50012	Investigator
County Atty	50020	Social Svcs Prgm Spec Assoc
Criminal Courts	50030	Counselor
Criminal Courts	50006, 50007, 50010, 50011, 50012, 50024, 50027	Court Bailiff
Criminal Courts	50029	Judicial Aide
Criminal Courts	50005	Judicial Aide Spec
CSCD	50000	Office Asst
CSCD	50012	Office Specialist
CSCD	50018	Probation Officer Asst
CSCD	50016, 50017	Probation Officer Sr
CSCD	50013, 50014, 50015, 50024	Social Svcs Aide
District Atty	50032, 50033, 50034, 50035, 50037, 50038, 50039, 50040, 50041, 50042, 50043, 50044, 50045, 50046, 50047, 50048, 50049, 50050, 50051, 50052, 50053	Attorney III
District Atty	50008, 50016, 50017, 50018 50030, 50056, 50057	Law Clerk II
District Atty	50005	Office Asst
District Clerk	50025	Court Clerk Asst

FY 10 TEMPORARY SLOT EXTENSIONS - TEMPORARY EMPLOYEES "05" STATUS		
Department	**Slot**	**Actual Position Title**
District Clerk	50030	Office Specialist
Facilities Management	50076, 50077, 50079, 50082, 50083	Building Ops Worker
Facilities Management	50003, 50004, 50009, 50015, 50051, 50052, 50065, 50066, 50067, 50068	Building Security Guard
Facilities Management	50053, 50054, 50055, 50056, 50057, 50058, 50059, 50060, 50061, 50062, 50063, 50064, 50071, 50080, 50081	Custodian
Facilities Management	50070	Office Specialist
HHS	50026, 50242	Case Worker
HHS	50067	Interpreter Sign Lang II
HHS	50019, 50021, 50022, 50024, 50059, 50060, 50068, 50069, 50231	Interpreter Sign Lang III
HHS	50006, 50008, 50050, 50061, 50062, 50232, 50234, 50236, 50237	Interpreter Sign Lang IV
HHS	50013, 50015, 50016, 50071, 50072, 50230	Interpreter Sign Lang V
HHS	50011, 50012, 50025, 50063, 50064, 50240, 50241	Interpreter Sign Lang VI
HHS	50229	Office Specialist
HHS	50066	Social Svcs Asst
HRMD	50029	Physician I Temp
ITS	50001	Contract Compliance Spec
JP PCT 2	50025	Accounting Clerk
JP PCT 2	50006, 50007	Court Clerk I

FY 10 TEMPORARY SLOT EXTENSIONS - TEMPORARY EMPLOYEES "05" STATUS		
Department	**Slot**	**Actual Position Title**
JP PCT 2	50005	Court Clerk II Sr
JP PCT 2	50026	Office Asst
JP PCT 3	50002, 50003, 50008	Office Asst
JP PCT 5	50007	Court Clerk Asst
Juvenile Probation	50311	Attorney VI
Juvenile Probation	50103, 50319	Cert Nursing Asst
Juvenile Probation	50000, 50002, 50005, 50006, 50104, 50105, 50106, 50156, 50185, 50301	Cook
Juvenile Probation	50038, 50045, 50050, 50086, 50109, 50111, 50141, 50142, 50143, 50148, 50150, 50151, 50155, 50157, 50158, 50159, 50160, 50161, 50163, 50164, 50166, 50167, 50168, 50169, 50171, 50173, 50190, 50192, 50193, 50194, 50209, 50312, 50313, 50314, 50315, 50316, 50320, 50321, 50322, 50323, 50324	Juvenile Detention Ofcr Asst
Juvenile Probation	50083, 50110, 50113, 50114, 50115, 50117, 50118, 50119, 50122, 50123, 50124, 50127, 50128, 50129, 50132, 50133, 50136, 50137, 50138, 50139, 50187, 50188, 50189, 50208, 50210	Juvenile Res Trt Ofcr Asst
Juvenile Probation	50108, 50112, 50146	Laundry Attendant
Juvenile Probation	50182, 50309	Licensed Voc Nurse

FY 10 TEMPORARY SLOT EXTENSIONS - TEMPORARY EMPLOYEES "05" STATUS		
Department	**Slot**	**Actual Position Title**
Juvenile Probation	50317	Office Asst
Juvenile Probation	50318	Planner Sr
Juvenile Probation	50084, 50200, 50306, 50310	Registered Nurse II
Medical Examiner	50001, 50002	Forensic Med Exam Investgtr I
PBO	50020	Financial Analyst Sr
Pretrial Svcs	50005	Pretrial Officer Sr
Records Mang & Comm Resrc	50006, 50007, 50008	Attorney I
Tax Collector	50056, 50057, 50067	Administrative Asst I
TCCES	50005, 50006, 50007, 50008, 50009, 50013, 50014, 50016, 50017, 50019, 50020, 50021, 50022, 50023, 50024, 50025, 50026, 50027, 50028, 50029, 50030, 50031, 50032, 50033, 50035, 50036, 50037, 50038, 50039, 50040, 50041, 50042, 50044, 50048, 50050, 50051, 50054, 50055, 50056, 50058, 50074, 50075, 50129, 50131, 50133, 50134, 50136, 50137, 50140, 50141, 50143, 50144, 50145, 50170	Counselor
TCCES	50003, 50060, 50062, 50063, 50065, 50066, 50067, 50068, 50098, 50146	Office Specialist
TCCES	50149	Office Specialist Sr
TCCES	50148	Social Svcs Dir

FY 10 TEMPORARY SLOT EXTENSIONS - TEMPORARY EMPLOYEES "05" STATUS		
Department	**Slot**	**Actual Position Title**
TNR	50118	GIS Spec
TNR	50092	Office Asst
TNR	50006, 50007, 50008, 50009, 50012, 50015, 50016, 50019, 50022, 50026, 50029, 50033, 50034, 50035, 50036, 50037, 50039, 50041, 50102, 50103, 50106, 50107	Park Tech I
TNR	50023, 50024, 50042, 50066, 50075, 50076, 50078, 50079, 50080, 50081, 50082, 50083, 50084, 50093, 50119	Park Tech II
TNR	50044, 50045, 50046, 50047, 50049, 50050, 50051, 50052, 50053, 50054, 50055, 50056, 50058, 50059, 50060, 50061, 50063, 50064, 50065, 50068, 50069, 50070, 50072, 50073, 50089, 50094, 50096, 50108, 50109, 50110, 50113, 50114, 50115, 50116	School Crossing Guard
Veterans Services	50005	Office Specialist Sr

THIS SECTION LEFT BLANK INTENTIONALLY.

FY 10 TEMPORARY SLOT STATUS CODE CONVERSION FROM TEMPORARY EMPLOYEES "02" TO PROJECT WORKERS "05"		
Department	**Slot**	**Actual Position Title**
District Atty	50013, 50015	Law Clerk II
HHS	50243	Office Specialist Sr
JP Pct 2	50027	Court Clerk I
Records Mang & Comm Resrc	50009	Office Specialist
Tax Collector	50061, 50066	Office Asst

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

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY COMMISSIONERS COURT
AGENDA REQUEST

7

Voting Session: October 13, 2009

Roger Khoury

I. A. Request made by: Roger A. El Khoury, M.S., P.E., Director, FMD Phone # 854-4579
(Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested text: CONSIDER AND TAKE APPROPRIATE ACTION ON THE APPROVAL OF LICENSE AGREEMENT BETWEEN TRAVIS COUNTY AND STANDARD PARKING, INC. FOR PARKING SPACES AT 9TH STREET AND LAVACA AND RATIFICATION OF PRIOR LICENSE.

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:

Tenley Aldredge, Assistant County Attorney, 49415

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)
X Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -5 AM 9:40

FACILITIES MANAGEMENT DEPARTMENT

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

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

MEMORANDUM

FMD Project: LEASE-01-10F-4X
FILE: 1402

TO: Members of the Commissioners Court

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

DATE: October 5, 2009

SUBJECT: Parking Lease – 9th and Lavaca Street Garage

Proposed Motion:

Consider and take appropriate action on the approval of license agreement between Travis County and Standard Parking, Inc. for parking spaces at 9th Street and Lavaca and ratification of prior license.

Summary and Staff Recommendation:

Facilities Management Department (FMD) recommends approval of a new license agreement with Standard Parking, Inc. to continue to lease 40 parking spaces at this garage at a monthly rate of $100 per space. The previous agreement was for the same rate and same number of spaces, and that agreement ended on September 30, 2009. FMD recommends approval of the ratification of the prior license to allow for payment of the spaces from October 1, 2009 through the effective date of this new agreement. The term of the new agreement will be from effective date and will terminate on December 31, 2010. The proposed license agreement is at Exhibit One.

Budgetary and Fiscal Impact:

FY 10 Budget impact: $48,000 - no change – funding available in FMD lease budget

Background:

On September 30, 2008, the Commissioners Court approved the previous license agreement with Standard Parking for the lease of 80 parking spaces from October 1, 2008 through December 31, 2008, after which the number of leased spaces was reduced to 40 spaces for the period of January 1, 2009 through September 30, 2009. The rental rate for all spaces was at $100 per space per month. FMD contacted Standard Parking at the end of September 2009 and confirmed that they were willing to enter into a new agreement for these same 40 spaces for the period of October 2009 through December 2010. Since this agreement would not be presented to Commissioners Court until October 13, 2009, the new agreement also includes language to ratify the use of these 40 parking spaces from October 1, 2009 through the Effective Date of this new agreement pursuant to the agreed-upon rates.

Required Authorizations:

Legal: Tenley Aldredge, Assistant County Attorney
Budget: N/A
Purchasing: N/A

Exhibit:
Proposed License Agreement

LICENSE AGREEMENT BETWEEN TRAVIS COUNTY AND STANDARD PARKING, INC. FOR PARKING SPACES AT 9TH STREET AND LAVACA AND RATIFICATION OF PRIOR LICENSE

This License Agreement for Parking Space (this "Agreement") is entered into by and between TRAVIS COUNTY, TRAVIS, a political subdivision of the State of Texas ("COUNTY" OR "LICENSEE") and Standard Parking, Inc., a corporation authorized to do and doing business in the State of Texas ("LICENSOR").

WHEREAS, COUNTY is currently licensing, and desires to continue to license, forty parking spaces in the parking garage located at 9th and Lavaca, City of Austin, County of Travis (the "Facility") from LICENSOR; and

WHEREAS, the parties inadvertently allowed the prior License Agreement to expire on September 30, 2009, although LICENSOR permitted COUNTY to use, and COUNTY continued to use, the forty parking spaces, and the parties now desire to ratify such use from October 1, 2009 through the Effective Date of this Agreement and to approve payment for such use pursuant to the agreed-upon rates.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

Term. The term of this Agreement shall commence upon the Effective Date and terminate December 31, 2010 (the "Initial Term") unless sooner terminated pursuant to the terms hereof.

License Grant. LICENSOR hereby licenses to COUNTY the right to use the following unreserved parking spaces at the Facility (the "Licensed Premises"): forty (40) spaces for the period commencing on the Effective Date and terminating on December 31, 2010.

Address of Parties. LICENSOR's address for all purposes under this Agreement is:

Standard Parking, Inc.
816 Congress Avenue, Suite 130
Austin, Texas 78701

LICENSEE's address for all purposes under this License is:

Honorable Samuel T. Biscoe (or his successor)
Travis County Judge
P.O. Box 1748
Austin, Texas 78767

LICENSEE shall pay LICENSOR the sum of $100.00 per space per month (or $4,000.00 per month) for providing the Licensed Premises in accordance with the specifications set out above and the terms and conditions of this Agreement (the "License Fee"). By signature hereto, LICENSOR verifies that it operates and/or manages the Licensed Premises on behalf of the owner and is authorized to enter into this Agreement and hereby offers the same to COUNTY in accordance with the terms and conditions of this Agreement for the consideration set out above.

The Travis County Commissioners Court hereby orders this Agreement exempted from the bidding requirements of the County Purchasing Act pursuant to Section 262.024(a)(6) of the Local Government Code in that it involves land.

General Terms and Conditions

1. The License Fee is due and payable on a full-month basis on the first day of the month for which such fee is due. The License Fee will not be prorated for any reason whatsoever, except for (i) the first month if LICENSEE commences use of the Licensed Premises on any day other than the first day of such month, (ii) the last month if LICENSOR terminates this License on any day other than the last day of such month and such termination is not due to LICENSEE's breach or default under this License, and/or (iii) the last month if LICENSEE or LICENSOR terminates this License on any day other than the last day of such month pursuant to termination provisions set forth herein. No refunds, credits or allowances shall be granted to LICENSEE for any absence, vacation or other non-use of such parking privileges at the Licensed Premises.

2. LICENSOR acknowledges that the owner of the Facility maintains liability insurance coverage for the Licensed Premises. LICENSEE covenants and agrees to repair all damage to the Licensed Premises caused through action of LICENSEE's employees except to the extent of any contributory negligence of LICENSOR.

3. LICENSEE PARKS EACH VEHICLE IN/ON THE LEASED PREMISES AT ITS OWN RISK. ONLY A LICENSE TO PARK SAID VEHICLES IS HEREBY GRANTED. NO PROPERTY INTEREST IS BEING CONVEYED AND NO BAILMENT IS CREATED HEREBY. LICENSEE ACCEPTS THE USE OF THE LEASED PREMISES IN ITS "AS IS" CONDITION AND SHALL BE RESPONSIBLE FOR LOCKING SAID VEHICLES AND RETAINING THE KEYS. LICENSOR IS NOT RESPONSIBLE FOR FIRE, THEFT, VANDALISM, DAMAGE OR LOSS OF VEHICLES OR THEIR COMPONENT PARTS OR PERSONAL PROPERTY THEREIN, HOWEVER CAUSED.

4. If the Licensed Premises are so damaged as to render said premises unfit for occupancy, then, and from the date of such damage, this License shall cease and be void, and the License Fee and other obligations hereunder shall be due and payable only to the date of such damage.

5. LICENSEE shall have access to the Licensed Premises 24 hours a day, 7 days a week.

6. In the event LICENSEE shall be in default in the payment of the License Fee or other charges hereunder or shall otherwise breach its covenants or obligations hereunder, and shall be and remain in default for a period of thirty (30) days after notice from LICENSOR to it of such default, LICENSOR shall have the right and privilege of terminating this Agreement and of entering upon and taking possession of the Licensed Premises, and shall have the remedies now or hereafter provided by law for recovery of the License Fee, repossession of the Licensed Premises and damages occasioned by such default.

7. In the event LICENSOR shall breach or be in default in the performance of any of the covenants or obligations on it herein imposed, and shall remain in default for a period of thirty (30) days after notice from LICENSEE to it of such default, LICENSEE shall have the right and privilege of terminating this Agreement and shall have the remedies now or hereafter provided by law for recovery of damages occasioned by such default.

8. LICENSEE may not assign this Agreement without LICENSOR's prior written consent in each instance.

9. This Agreement represents the entire and integrated agreement between LICENSOR and LICENSEE and supersedes all prior negotiations, representations, or agreements, either oral or written. This License may be amended only written instrument signed by both LICENSOR and LICENSEE. NO OFFICIAL, EMPLOYEE, AGENT, OR REPRESENTATIVE OF TRAVIS COUNTY HAS ANY AUTHORITY, EXPRESS OR IMPLIED, TO AMEND THIS AGREEMENT, EXCEPT BY SUCH EXPRESS AUTHORITY AS MAY BE GRANTED BY THE COMMISSIONERS COURT OF TRAVIS COUNTY.

10. LICENSOR may terminate this Agreement upon written notice in the event the Facility or Licensed Premises are sold or LICENSOR's underlying agreement to operate the Facility or Licensed Premises should terminate or expire.

11. At LICENSEE's option, LICENSEE may terminate this Agreement or reduce the number of leased parking spaces by giving LICENSOR thirty (30) days advance written notice. LICENSOR may terminate this Agreement by giving LICENSEE thirty (30) days advance written notice.

12. The term of this Agreement may be extended beyond the Initial Term on a month to month basis subject to the written agreement of the parties with respect to the License Fee due for such month to month renewal; provided, however, that LICENSEE shall send a written request to LICENSOR at least thirty (30) days prior to expiration of the Initial Term requesting such month to month extension. LICENSOR may accept or decline such request in LICENSOR's sole discretion.

13. In addition, LICENSOR hereby agrees that any Travis County employee has the option to independently contract with LICENSOR to lease a parking space at the same monthly License Fee as that offered to LICENSEE.

14. If LICENSOR has done business with a Key Contracting Person, as listed in "Exhibit A" to the affidavit attached hereto as Attachment 1 and made a part hereof, during the 365-day period immediately prior to the date of execution of this Agreement by LICENSOR or does business with any such Key Contracting Person at any time after the date of execution of this Agreement by LICENSOR and prior to full performance of this License, and fails to disclose the name of any such Key Contracting Person in Exhibit B to the affidavit, LICENSEE shall have the right to terminate this Agreement upon written notice to LICENSOR and any License Fee due for any partial month shall be prorated on a daily basis and refunded to LICENSEE. "Is doing business" and "has done business" shall mean:

(i) paying or receiving in any calendar year any money or valuable thing which is worth more than $250 in the aggregate in exchange for personal services or for the purchase of any property or property interest, either real or personal, either legal or equitable; or,

(ii) loaning or receiving a loan of money; or goods or otherwise creating or having in existence any legal obligation or debt with a value of more than $250 in the aggregate in a calendar year;

(iii) but does not include:

(a) any retail transaction for goods or services sold to a Key Contracting Person at a posted, published, or marked price available to the public,

(b) any financial services product sold to a Key Contracting Person for personal, family or household purposes in accordance with pricing guidelines applicable to similarly situated individuals with similar risks as determined by LICENSOR in the ordinary course of its business; and

(c) a transaction for a financial service or insurance coverage made on behalf of LICENSOR if LICENSOR is a national or multinational corporation by an agent, employee or other representative of LICENSOR who does not know and is not in a position that he or she should have known about this Agreement.

15. Mediation. When mediation is acceptable to both parties in resolving a dispute arising under this Agreement, the parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in Section 154.023 of the Texas Civil Practice and Remedies Code. Unless both parties are satisfied with the result of the mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation

16. Conflict of Interest Questionnaire. If required by Chapter 176, Texas Local Government Code, Licensor shall complete and file the Conflict of Interest Questionnaire with the County Clerk, Elections Division, 5501 Airport Blvd., Austin, Texas 78751. Licensor shall update this Questionnaire by September 1 of each year for the duration of this Contract, as required by Chapter 176 of the Local Government Code. In addition, if any statement on a submitted Questionnaire becomes incomplete or inaccurate, Licensor shall submit an updated Questionnaire. Licensor should note that the law requires the County to provide access to a filed Questionnaire on the official Travis County Internet website.

17. Funding Out. Despite anything to the contrary in this Agreement, if, during budget planning and adoption, Commissioners Court fails to provide funding for this Agreement for the following fiscal year of County, County may terminate this Agreement after giving LICENSOR thirty (30) days written notice that this Agreement is terminated due to the failure to fund it.

18. W-2. LICENSOR shall provide County with an Internal Revenue Form W-9, Request for Taxpayer Identification Number and Certification, that is completed in compliance with the Internal Revenue Code and its rules and regulations before any Agreement funds are payable.

19. Non-Waiver of Default. The waiver of a breach of any term or condition of this Agreement is not a waiver of a subsequent breach of that term or condition, or a breach or subsequent breach of any other term of condition. No official, agent, employee, or representative of COUNTY may waive any breach of any term of condition of this Agreement unless expressly granted that specific authority by Commissioner Court. All rights of COUNTY under this Agreement are specifically reserved and any payment, act or omission shall not impair or prejudice any remedy or right to COUNTY under it. Any right or remedy in this Agreement shall not preclude the exercise of any other right or remedy under this Agreement or under any law, nor shall any action taken in the exercise of any right or remedy be deemed a waiver of any other rights or remedies.

20. Disbursement to Persons with Outstanding Debt. In accordance with Section 154.045 of the Local Government Code, if notice of indebtedness has been filed with the County Auditor or County Treasurer evidencing the indebtedness of LICENSOR to the State, the COUNTY or a salary fund, a warrant may not be drawn on a COUNTY fund in favor of the LICENSOR, or an agent or assignee of LICENSOR until: (i) the County Treasurer notifies LICENSOR in writing that the debt is outstanding; and (ii) the debt is paid. "Debt" includes delinquent taxes, fines, fees, and indebtedness arising from written agreements with the COUNTY. COUNTY may apply any funds COUNTY owes LICENSOR to the outstanding balance of debt for which notice is made as provided herein, if the notice includes a statement that the amount owed by the COUNTY to LICENSOR may be applied to reduce the outstanding debt.

21. Ratification. The parties ratify use by COUNTY of the 40 licensed spaces during the period from October 1, 2009 through the Effective Date and payment of the agreed-upon License Fees effective for such period (or $100.00 per space per month).

This License shall be effective as of the later date set forth below (the "Effective Date").

LICENSOR: Standard Parking, Inc.

By: _____
Carlos X. Montalvo
Senior Manager

Date: Oct 5, 2009

LICENSEE: Travis County, Texas

By: _____
Samuel T. Biscoe
Travis County Judge

Date: _____

ATTACHMENT 1

STATE OF TEXAS }
COUNTY OF TRAVIS }

ETHICS AFFIDAVIT

Date: 10-5-09
Name of Affiant: CARLOS X. MONTALVO
Title of Affiant: SENIOR MANAGER
Business Name of LICENSOR: Standard parking
County of LICENSOR: _____

Affiant on oath swears that the following statements are true:

1. Affiant is authorized by LICENSOR to make this affidavit for LICENSOR.

2. Affiant is fully aware of the facts stated in this affidavit.

3. Affiant can read the English language.

4. LICENSOR has received the list of key contracting persons associated with this solicitation which is attached to this affidavit as Exhibit "A".

5. Affiant has personally read Exhibit "A" to this affidavit.

6. Affiant has no knowledge of any key contracting person on Exhibit "A" with whom LICENSOR is doing business or has done business during the 365-day period immediately before the date of this affidavit whose name is not disclosed in Exhibit "B" to this affidavit.

Signature of Affiant
12805 Little Dipper Path Austin 78732
Address

SUBSCRIBED AND SWORN TO before me by Oct. 5, 2009.

Angela G. Davis
Notary Public of the
State of Texas

ANGELA G. DAVIS
My Commission Expires
August 10, 2011

ANGELA G. DAVIS
Printed Name of Notary
My commission expires: 10.10.2011

EXHIBIT A
LIST OF KEY CONTRACTING PERSONS
September 3, 2009

CURRENT

Position Held	Name of Individual Holding Office/Position	Name of Business Individual is Associated
County Judge	Samuel T. Biscoe	
County Judge (Spouse)	Donalyn Thompson-Biscoe	MHMR
Executive Assistant	Cheryl Brown	
Executive Assistant	Nicole Grant*	
Executive Assistant	Melissa Velasquez	
Executive Assistant	Josie Z. Zavala	
Commissioner, Precinct 1	Ron Davis	
Commissioner, Precinct 1 (Spouse)	Annie Davis	Seton Hospital
Executive Assistant	Chris Fanuel	
Executive Assistant	Felicitas Chavez	
Commissioner, Precinct 2	Sarah Eckhardt	
Commissioner, Precinct 2 (Spouse)	Kurt Sauer	Daffer McDonald, LLP
Executive Assistant	Loretta Farb	
Executive Assistant	Joe Hon*	
Executive Assistant	Peter Einhorn	
Commissioner, Precinct 3	Karen Huber*	
Commissioner, Precinct 3 (Spouse)	Leonard Huber	Retired
Executive Assistant	Garry Brown*	
Executive Assistant	Kelly Darby*	
Commissioner, Precinct 4	Margaret Gomez	
Executive Assistant	Edith Moreida	
Executive Assistant	Norma Guerra	
Special Assistant to Comm. Court	Christian Smith*	
County Treasurer	Dolores Ortega-Carter	
County Auditor	Susan Spataro	
Executive Manager, Administrative	Vacant	
Executive Manager, Budget & Planning	Rodney Rhoades	
Exec Manager, Emergency Services	Danny Hobby	
Exec. Manager, Health/Human Services	Sherri E. Fleming	
Executive Manager, TNR	Joseph Gieselman	
Executive Manager, Criminal Justice Plan	Roger Jeffries	
Travis County Attorney	David Escamilla	
First Assistant County Attorney	Steve Capelle*	
Executive Assistant, Civil Division	Jim Collins	
Director, Transactions Division	John Hille	
Attorney, Transactions Division	Tamara Armstrong	
Attorney, Transactions Division	Daniel Bradford	
Attorney, Transactions Division	Mary Etta Gerhardt	

Attorney, Transactions Division .....Barbara Wilson
Attorney, Transactions Division .....Jim Connolly
Attorney, Transactions Division .....Tenley Aldredge
Attorney, Transactions Division .....Julie Joe
Attorney, Transactions Division .....Christopher Gilmore
Attorney, Transactions Division .....Vacant
Attorney, Transactions Division .....Sarah Churchill
Purchasing Agent .....Cyd Grimes, C.P.M.
Assistant Purchasing Agent .....Marvin Brice, CPPB
Assistant Purchasing Agent .....Bonnie Floyd, CPPO, CPPB, CTPM
Purchasing Agent Assistant IV .....Diana Gonzalez
Purchasing Agent Assistant IV .....Lee Perry
Purchasing Agent Assistant IV .....Jason Walker
Purchasing Agent Assistant IV .....Richard Villareal
Purchasing Agent Assistant IV .....Oralia Jones, CPPB
Purchasing Agent Assistant IV .....Lori Clyde, CPPB
Purchasing Agent Assistant IV .....Scott Wilson
Purchasing Agent Assistant IV .....Jorge Talavera, CPPB
Purchasing Agent Assistant IV .....George R. Monnat, C.P.M., A.P.P.*
Purchasing Agent Assistant III .....Vania Ramaekers, CPPB
Purchasing Agent Assistant III .....David Walch*
Purchasing Agent Assistant III .....Michael Long, CPPB
Purchasing Agent Assistant III .....Rebecca Gardner
Purchasing Agent Assistant III .....Rosalinda Garcia
Purchasing Agent Assistant III .....Loren Breland
Purchasing Agent Assistant II.....Donald E. Rollack
Purchasing Agent Assistant II.....Nancy Barchus, CPPB
HUB Coordinator.....Sylvia Lopez
HUB Specialist.....Betty Chapa
HUB Specialist.....Jerome Guerrero
Purchasing Business Analyst .....Scott Worthington

FORMER EMPLOYEES

Position Held	Name of Individual Holding Office/Position	Date of Expiration
Commissioner, Precinct 3	Gerald Daugherty	12/31/09
Executive Assistant	Robert Moore	12/31/09
Executive Assistant	Martin Zamzow	12/31/09
First Assistant County Attorney	Randy Leavitt	01/23/10
Attorney, Transactions Division	Stacy Wilson	07/06/10
Executive Manager, Administrative	Alicia Perez	09/01/10

* - Identifies employees who have been in that position less than a year.

Exhibit "B" to Attachment 1

LICENSOR acknowledges that LICENSOR is doing business or has done business during the 365-day period immediately prior to the date on which this proposal is due with the following key persons and warrants that these are the only such key persons:

_____

_____

_____

_____

_____

_____

If no one is listed above, LICENSOR warrants that LICENSOR is not doing business and has not done business during the 365-day period immediately prior to the date on which this proposal is due with any key person.

Last Updated 10-9-09 at 9:52am

8

#_____

Travis County Commissioners Court Agenda Request

Voting Session October 13, 2009 (Date) Work Session_____ (Date)

I. A. Request made by: Roger A. El Khoury, M.S., P.E., Director, FMD Phone # 854-4579
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested text: CONSIDER AND TAKE APPROPRIATE ACTION REGARDING APPROVAL OF THE DATE AND TIME FOR THE GRAND OPENING CEREMONY FOR THE TRAVIS COUNTY CORRECTIONAL COMPLEX BUILDING 12.

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:

Sheriff Greg Hamilton, TCSO	854-9788
Major Darren Long, TCSO	854-9348
Lieutenant Emily Trevino, TCSO	854-5316
Mark Stefanov, P.E., TCSO	854-5321
Ken Gaede, AIA, FMD	854-9894

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

FACILITIES MANAGEMENT DEPARTMENT

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

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

MEMORANDUM

FMD Project: TCCC-05-05C-4N
File: 101

TO: Members of the Commissioners Court

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

DATE: October 6, 2009

SUBJECT: Travis County Correctional Complex, Building 12
Grand Opening Ceremony

Proposed Motion:

Consider and take appropriate action regarding approval of the date and time for the Grand Opening Ceremony for the Travis County Correctional Complex Building 12.

Summary and Staff Recommendation:

The Work on Building 12 at the Travis County Correctional Complex is nearing completion. The project is under budget. Later this month, the Travis County Sheriff Office will take possession and occupancy of the project and begin to use the facility for its intended purpose.

The Sheriff Office is requesting that a Grand Opening and Dedication Ceremony be held Wednesday, October 28, 2009 at 2:00 PM. Facilities Management Department (FMD) recommends approval.

Budgetary and Fiscal Impact:

None.

Background:

On March 6, 2007, the Commissioners Court awarded the Design-Build Contract for Building 12 at the Travis County Correctional Complex to FaulknerUSA. This is Travis County's first design-build project and the largest single project to date. Building 12 is 257,174 square feet and will house 1,336 inmates, male and female, in various categories of housing ranging from minimum to maximum security.

Required Authorizations:

Planning and Budget: N/A
Purchasing: N/A
County Attorney: N/A

Last Updated 10-9-09 at 9:52am

Item # 9

Travis County Commissioners Court Agenda Request

Voting Session: Tuesday, October 13, 2009

I. A. Request made by: Joe Harlow, Chief Information Officer Phone # 854-9372

B. Requested topic:

Approve recommendation to delegate the CIO of ITS authority to Accept Cisco Network equipment donated by INX for use by Travis County.

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. Send a copy of this Agenda Request and backup to them:

Roger El-Khoury, FMD	512-854-4579
John Hille, Jr.	512-854-9415
Cyd Grimes, Purchasing	512-854-9700
Rodney Rhoades, Randy Lott, PBO	512-854-8679

RECEIVED COUNTY JUDGE'S OFFICE 09 OCT -6 PM 3:38

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)

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

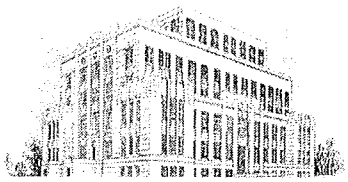
Purchasing Office (854-9700)

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

County Attorney's Office (854-9415)

- ☐ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: 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 Courthouse, Austin, Texas

TRAVIS COUNTY INFORMATION & TELECOMMUNICATION SYSTEMS
Joe Harlow Jr., Chief Information Officer
314 W. 11th Street, P. O. Box 1748, Austin, Tx 78767 (512) 854-9666 Fax (512) 854-4401

MEMORANDUM

Date: October 6, 2009

To: Members of the Commissioners Court

From: Joe Harlow Jr., Chief Information Officer

Subject: Delegating the Chief Information Officer of ITS the authority to Accept Cisco Network equipment to Support a Voice over Internet / Protocol Pilot donated by INX for use by Travis County.

Proposed Motion:
Approve delegating the Chief Information Officer for ITS to accept Cisco network equipment to support Travis County Voice over Internet / Protocol (VOIP) donated by Travis County Cisco Business Partner INX.

Summary and Staff Analysis:
ITS is requesting the authority to accept $170,000 worth of Cisco network equipment donated by INX. This equipment is compatible with Travis County's existing network and compatible with the future direction of Travis County as well. This is an opportune time for Travis County to begin planning the migration to this established technology. The first step is to initialize a pilot program to assist the County in fully identifying all requirements prior to issuance of a RFP. The donated equipment will help facilitate the pilot project.

Budgetary and Fiscal Impact:
The donated equipment includes one year of maintenance. Following the pilot project, Travis County could experience an annual increase in FY 2011 maintenance cost of $12,000 should Travis County continue and migrate to this technology.

Background: (What is Voice Over Internet Protocol)
Voice over Internet / Protocol (VOIP) uses the same cabling that the data traffic uses to move data across the County Network for desktop work stations. The current digital and analog phone service always requires additional cabling. Therefore, moving to VOIP will reduce the total cabling cost every time departments move staff around or change locations.

With the full implementation of VOIP through out the County the current phone PBX switches will be retired saving the annual maintenance cost. Also, the space the older phone switches require is much larger than the VOIP switches, therefore the floor space requirements will be reduced and the cost of cooling will be reduced. Another savings will be a reduction in the cost of the Time Warner voice infrastructure service. The total amount of these operating savings will be determined during this pilot program.

From a mobility of the work force point of view, VOIP will make telecommunicating much easier as a call coming to a County phone extension can be easily routed to any other phone or mobile device. Moving phone devises will be as easy as moving a computer and when you "sign on" to the VOIP phone system your extension will find you. This will help when employees need to move on a temporary basis due to remodeling or staff changes. There are many more advantages Travis County will be able to adopt and this pilot will fully define these and other cost savings as well as define the cost of implementing VOIP on a county wide basis.

ITS has requested funding for a pilot VOIP program for the past two budget years but due to funding constraints this program has not been recommended or approved. INX and Cisco understand Travis County's need for a Pilot program to evaluate this technology. The donated equipment will allow ITS to evaluate the voice mail, auto attendant and call centers capabilities. Additionally, it will assist in the evaluation of the processes of relocating and installing phones and testing the technology. This equipment will allow the complete evaluation of this technology.

Required Authorizations:

Legal:	John Hille, County Attorney
Purchasing:	Cyd Grimes, Purchasing Department
Budget:	Rodney Rhoades, Randy Lott, PBO

cc: Roger El-Khoury,FMD; Rossana Barrios, Admin Ops; Walter LaGrone, ITS; Nick Macik ITS

INX

Cisco Partner – Master Unified Communications Specialized | Cisco Partner – Master Security Specialized | Cisco Partner – Gold Certified | NetApp Star Partner | vmware premier PARTNER

Go DIRect

Contract Number DIR-SDD-239

Date: August 9, 2009

To: Travis County

Phone:
Fax:

Quote #: 20090807-2200
From: Brent Blaha

Phone: 512-795-7106
FAX: 512-795-8844
bblaha@inxi.com

Manuf.	Part Number	Description	Qty	Unit Price	Extended Price
		Communications Manager HW and SW			
CISCO	UNIFIED-CM-7.0	CUCM 7.0 top level part number	1	$0.00	$0.00
CISCO	MCS7845H2-K9-CMC1	HW/SW MCS 7845-H2 Unified CM 7.0 Appliance	2	$13,440.00	$26,880.00
CISCO	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	4	$0.00	$0.00
CISCO	CCX-70-CM-BUNDLE	CCX 7.0 UCM 5 Seat ENH Bundle - ONLY with NEW UCM	2	$0.00	$0.00
CISCO	CON-ESW-70CMBU	ESSENTIAL SW 7.0 UCM 5 Seat ENH Bundle	2	$648.00	$1,296.00
CISCO	CUCMS-EVAL-K9	CUCMS Monitoring Bundle Evaluation	2	$0.00	$0.00
CISCO	CON-SNT-45H2CMC1	SMARTNET 8X5XNBD HW/SW MCS7845H2 Unified CM7.0 Appliance	2	$1,536.00	$3,072.00
CISCO	LIC-CM7.0-7845=	License CM 7.0 7845 Appliance, 5,000 seat	2	$8,957.20	$17,914.40
CISCO	CON-ESW-LC77845	ESSENTIAL SW Lic CM7.0 7845 Appliance 5K Seats	2	$2,687.20	$5,374.40
CISCO	UCSS-UCM	Top level SKU, Unified CallManager Software Subscription	1	$0.00	$0.00
CISCO	UCSS-UCM-1-10	UCSS for UCM for One Year - 10 users	2	$44.80	$89.60
		Device Licences			
CISCO	LIC-CM-DL-100=	CallManager Device License - 100 units	1	$2,800.00	$2,800.00
		Unity Connection Primary Server Software			
CISCO	UNITYCN7-K9	Unity Connection 7.x Software	1	$0.00	$0.00
CISCO	UNITYCN7-25USR	Unity Connection, 24 ports, 25 users - All user Features	1	$1,344.00	$1,344.00
CISCO	CON-ESW-UNI725U	ESSENTIAL SW Unity 8 ports, 25 users	1	$162.40	$162.40
CISCO	CON-ESW-UNITYCN7	ESSENTIAL SW Unity Connection 7.x SW Top Lvl	1	$0.00	$0.00
		Unity Connection High Availability Server Software			
CISCO	UNITYCN7-K9	Unity Connection 7.x Software	1	$0.00	$0.00
CISCO	UNITYCN7-HA-MX	Unity Connection High Availability Platform Overlay 2 or 3	1	$6,160.00	$6,160.00
CISCO	CON-ESW-UNITYCN7	ESSENTIAL SW Unity Connection 7.x SW Top Lvl	1	$0.00	$0.00
		Unity Connection Hardware			
CISCO	MCS7845H2-K9-UCB1	CUCxn 7.0 MCS-7845-H2,4x146 HDD,4GB RAM	2	$13,440.00	$26,880.00
CISCO	UNITY-PWR-US	Power Cord - US, Can, Mex, PR, Phil, Ven, Tai, Col, Ecu	1	$0.00	$0.00
CISCO	CON-SNT-7845H29	SMARTNET 8X5XNBD CUCxn 7.0 MCS-7845-	2	$1,536.00	$3,072.00

INX

Cisco Partner – Master Unified Communications Specialized | Cisco Partner – Master Security Specialized | Cisco Partner – Gold Certified

NetApp Star Partner

vmware premier PARTNER

Go DIRect

Contract Number DIR-SDD-239

Date: August 9, 2009

To: Travis County

Phone:

Fax:

Quote #: 20090807-2200

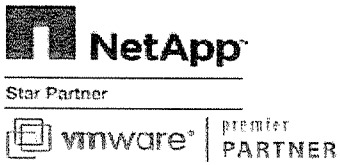
From: Brent Blaha

Phone: 512-795-7106

FAX: 512-795-8844

bblaha@inxi.com

Manuf.	Part Number	Description	Qty	Unit Price	Extended Price
		Unified Presence Software			
CISCO	SW-CUP7.0-K9	CUP 7.0 Application Software	1	$1,117.20	$1,117.20
CISCO	CUP-SERVER-LIC	Cisco Unified Presence User License	20	$28.00	$560.00
CISCO	UPC7-K9-OPT	Cisco Unified Personal Communicator 7.x	1	$0.00	$0.00
CISCO	UPC7-CLIENT-LIC	Cisco Unified Personal Communicator User License 7.x	20	$28.00	$560.00
CISCO	CUP-SERVER7.0-K9	Cisco Unified Presence 7.0 End User License Agreement	1	$0.00	$0.00
CISCO	CON-ESW-CUPSVLIC	ESSENTIAL SW Cisco Unified Presence User License	20	$4.80	$96.00
CISCO	CON-ESW-SWCUP7	ESSENTIAL SW CUP 7.0 Application Software	1	$0.00	$0.00
CISCO	CON-ESW-UPCCNTLC	ESSENTIAL SW Cisco Unified Personal Comm Usr Lic	20	$3.20	$64.00
CISCO	CON-ESW-U7KOPT	ESSENTIAL SW Cisco Unified Personal Communicator 7.x	1	$0.00	$0.00
		Unified Presence Hardware			
CISCO	MCS-7835-H2-IPC2	HW Only MCS-7835-H2 with 2GB RAM and Two 146GB SAS HD	1	$6,720.00	$6,720.00
CISCO	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	2	$0.00	$0.00
CISCO	CON-SNT-3H2IPC2	SMARTNET 8X5XNBD HW only w/ 2GB RAM and Two 146GB SAS HD	1	$768.00	$768.00
		New Voice Gateway			
CISCO	C2811-VSEC-SRST/K9	2811 VSEC Bundle w/PVDM2-16,FL-SRST-35,Adv IP Serv,128F/256D	1	$2,629.20	$2,629.20
CISCO	S28NRAISK9-12424T	Cisco 2800 AISK9-AISK9 FEAT SET FACTORY UPG FOR BUNDLES	1	$0.00	$0.00
CISCO	MEM2800-128U256CF	128 to 256 MB CF Factory Upgrade for Cisco 2800 Series	1	$168.00	$168.00
CISCO	PVDM2-16U64	PVDM2 16-channel to 64-channel factory upgrade	1	$1,260.00	$1,260.00
CISCO	VIC3-2FXS/DID	Two-Port Voice Interface Card- FXS and DID	1	$224.00	$224.00
CISCO	VWIC2-2MFT-T1/E1	2-Port 2nd Gen Multiflex Trunk Voice/WAN Int. Card - T1/E1	1	$1,120.00	$1,120.00
CISCO	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	1	$0.00	$0.00
CISCO	ACS-2811-STAN	Cisco 2811 Standard Accessory Kit	1	$0.00	$0.00
CISCO	FL-SRST-35	Feat Lic Survivable Remote Site Telephony Up To 35 Users	1	$0.00	$0.00
CISCO	PWR-2811-AC	Cisco 2811 AC power supply	1	$0.00	$0.00
CISCO	ROUTER-SDM-CD	CD for SDM software	1	$0.00	$0.00
CISCO	MEM2800-256D-INC	256MB DDR DRAM Memory factory default for the Cisco 2800	1	$0.00	$0.00
CISCO	CON-SNT-C2811SRS	SNT 8X5XNBD + SAU 2811 Voice Bundle	1	$403.20	$403.20



Go DIRect

Contract Number DIR-SDD-239

Date: August 9, 2009

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Phone:
Fax:

Quote #: 20090807-2200
From: Brent Blaha

Phone: 512-795-7106
FAX: 512-795-8844
bblaha@inxi.com

Manuf.	Part Number	Description	Qty	Unit Price	Extended Price
		Upgrade to Existing 1760 for 9th Street Facility			
CISCO	PVDM-256K-4=	4-Channel Packet Voice/Fax DSP Module	1	$224.00	$224.00
CISCO	VIC2-2FXO=	Two-port Voice Interface Card - FXO (Universal)	1	$224.00	$224.00
		PoE Switches			
CISCO	WS-C3560V2-24PS-S	Catalyst 3560V2 24 10/100 PoE + 2 SFP Standard Image	2	$2,125.20	$4,250.40
CISCO	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	2	$0.00	$0.00
CISCO	CON-SNT-V224PSS	SMARTNET 8X5XNBD Catalyst 3560V2 24 10/100 PoE + 2 SFP St	2	$211.20	$422.40
		IP Phones			
CISCO	CP-7937G=	Cisco IP Conference Station 7937 Global	1	$725.20	$725.20
CISCO	CP-7965G=	Cisco Unified IP Phone 7965, Gig Ethernet, Color, spare	8	$333.20	$2,665.60
CISCO	CP-7945G=	Cisco IP Phone 7945, Gig Ethernet, Color, spare	10	$260.40	$2,604.00
CISCO	CP-7975G=	Cisco IP Phone 7975, Gig Ethernet, Color, spare	1	$394.80	$394.80
		INX Professional Services			
INX	EXECUTION	Execution services to install/configure/test and provide knowledge transfer	1	$29,160.00	$29,160.00
INX	INX MGD SVC	INX managed services for telephony (SureVoice) - 1year full service	1	$18,810.00	$18,810.00
				Total Price:	**$ 170,214.80**

INX, Inc.
7600 N. Capital of TX Hwy
Bldg B, Suite 130
Austin, TX 78731
CISV# 1-76-051-5249-906

Ground Freight Included
Quote valid for 30 days
Terms are Net 30
Lead times subject to change

Customer Signature of Acceptance ***Date***

Last Updated 10-9-09 at 9:52am

10

TRAVIS COUNTY COMMISSIONERS COURT
AGENDA REQUEST

Voting Session: OCTOBER 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 ON A TEMPLATE INTERLOCAL AGREEMENT BETWEEN TRAVIS COUNTY AND ALL OF THE EMERGENCY SERVICES DISTRICTS WHOLLY WITHIN TRAVIS COUNTY FOR EMERGENCY MEDICAL SERVICES.

C. Approved by:_____
Signature of Commissioner or Judge

II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies).

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

_____
_____
_____

III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)
_____Additional funding for any department or for any purpose
_____Transfer of existing funds within or between any line item
_____Grant

Human Resources Department (854-9165)
_____Change in your department's personnel (reorganization, restructuring etc.)

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

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

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
Hershel Lee

Medical Examiner
Dr .David Dolinak

STAR Flight
Casey Ping, Program Manager

MEMORANDUM

To: Travis County Commissioners Court

From: Danny Hobby, Executive Manager, Emergency Services

Date: October 6, 2009

Subject: EMS Agreement with Emergency Services Districts

I submit the attached template Emergency Medical Services Interlocal Cooperation Agreement ("Agreement") for your consideration and action. This effort has been achieved by ESD Chiefs, ESD Commissioners, ESD Attorneys, and Travis County ("County") staff working together in the desire to deliver emergency medical services to the residents of Travis County by coordination and cooperation with each other.

This Agreement will allow the Emergency Services Districts and Travis County ("Participating Members") to establish, in accordance with applicable Texas law, guidelines and objectives in order to improve the efficiency and effectiveness in the delivery of emergency medical services within Travis County. Last October 2008, a collaborative relationship agreement was signed by all 14 districts and Travis County, which set the stage for this Agreement.

Although Participating Members may contribute to the emergency response system by providing personnel and assets of value to the system and County may provide services to emergency services districts through County resources or through subcontracting with other third parties or government entities as service providers, this Agreement is limited to establishing the guidelines and objectives through which the Participating Members work together at the time of the execution of this Agreement to provide emergency medical services.

Potential types of services and activities of the Agreement are emergency medical first response, medical direction, EMS stations, EMS transport services, First Responder services, administrative and coordinating support, continuing education and training opportunities, and development of standardized methods of measuring and reporting the effectiveness of related programs in achieving goals and objectives, and defining goals and objectives and placing timelines on them.

Please note this is the first EMS Agreement between the Participating Members. The overall purpose of this Agreement is to bring uniformity to emergency medical services within the

county. This Agreement describes and establishes a cooperative working relationship between Participating Members in the delivery of emergency medical services. Please see the attached "Highlights" information sheet that provides specific benefits regarding the Agreement.

Even though this Agreement does not have an immediate budget impact for the Participating Members, it does allow for future budget planning opportunities between the parties in providing emergency medical services to Travis County residents.

EMERGENCY MEDICAL SERVICES AGREEMENT

The purpose of the Agreement is to bring uniformity to emergency medical services within the county. This Agreement describes and establishes a cooperative working relationship between the Emergency Services Districts and the County.

HIGHLIGHTS

- First EMS Agreement between Emergency Service Districts and County.
- Clear definition of terms and services relating to emergency medical services delivery in the county.
- New Annual Resource Planning Meeting for the EMS System that allows for joint planning and coordination by all parties to the Agreement.
- More flexibility for all parties deciding on existing and future EMS station locations.
- Clear and defined language regarding standards for EMS stations.
- Funding for County EMS Stations will be determined by using funding formulas developed cooperatively by the parties involved.
- New defined language for maintenance of EMS Stations that allows for better budget planning and coordination between the affected parties.
- A specific description for operational standards and reporting by the parties regarding services provided.

EMERGENCY MEDICAL SERVICES INTERLOCAL AGREEMENT AMONG TRAVIS COUNTY AND EMERGENCY SERVICES DISTRICTS

This Emergency Medical Services Interlocal Cooperation Agreement ("Agreement") is executed by and among the following parties:

Travis County, Texas ("County")
Travis County Emergency Services District No. 1,
Travis County Emergency Services District No. 2,
Travis County Emergency Services District No. 3,
Travis County Emergency Services District No. 4,
Travis County Emergency Services District No. 5,
Travis County Emergency Services District No. 6,
Travis County Emergency Services District No. 8,
Travis County Emergency Services District No. 9,
Travis County Emergency Services District No. 10,
Travis County Emergency Services District No. 11,
Travis County Emergency Services District No. 12,
Travis County Emergency Services District No. 13,
Travis County Emergency Services District No. 14, and
Bastrop-Travis Counties Emergency Services District No. 1,
(all parties collectively referred to as the "Participating Members").

RECITALS

Participating Members desire to deliver emergency medical services to the residents of Travis County by coordinating with each other.

The Participating Members wish to establish, in accordance with applicable Texas law, guidelines and objectives in order to improve the efficiency and effectiveness in the delivery of emergency medical services within Travis County through this Agreement. Although Participating Members may contribute to the emergency response system by providing personnel and assets of value to the system and County may provide services to emergency services districts either through County resources or through subcontracting with other third parties or government entities as service providers, this Agreement is limited to establishing the guidelines and objectives through which the Participating Members work together at the time of the execution of this Agreement to provide emergency medical services.

The Participating Members, acting in accordance with the Interlocal Cooperation Act (the "Interlocal Act"), Chapter 791, Texas Government Code, as amended, desire to work cooperatively for the purpose of fulfilling their respective public and governmental purposes, needs, objectives and programs.

AGREEMENT

NOW, THEREFORE, the Participating Members mutually agree to the following terms and conditions:

I.
PURPOSE

1.1. The purpose of this Agreement is to bring uniformity to emergency medical services within the county. This Agreement describes and establishes a co-operative working relationship between the Participating Members.

II.
TERM.

2.1. Initial Term. This Agreement commences on the date on which it is signed by any two Participating Members. This Agreement continues in force until September 30, 2010. If any Participating Member does not sign this Agreement before it is approved by the Travis County Commissioners Court and desires to participate in this Agreement, the terms and conditions of this Agreement become effective for that Participating Member upon execution of this Agreement by the County and that Participating Member.

2.2. Automatic Renewal. This Agreement automatically renews on October 1, 2011, for a term of one (1) year and automatically renews for terms of one (1) year each year thereafter unless sooner terminated pursuant to Section XII.

III.
DEFINITIONS

3.1. Austin-Travis County EMS System. "Austin-Travis County EMS System" means the governmental entities that have entered in interlocal co-operation agreements with Travis County that provide for emergency medical transport services within Travis County, Texas, and at the execution of this Agreement, includes City of Austin through the COA-County Interlocal.

3.2. District Board. "District Board" means the Board of Emergency Services Commissioners of a District.

3.3. CAFCA. "CAFCA" means Capital Area Fire Chiefs' Association.

3.4. COA-County Interlocal. "COA-County Interlocal" means the Interlocal Agreement between the City of Austin and Travis County for Emergency Medical Services executed by both parties in December 2004 and subsequently amended annually for extension and updating financial obligations, staffing levels and similar matters.

3.5. Commissioners Court. "Commissioners Court" means Travis County Commissioners Court.

3.6. County. "County" means Travis County, Texas.

3.7. County Emergency Services Executive Manager. "County Emergency Services Executive Manager" means the individual designated by the Commissioners Court to perform the management and administrative duties of the County under this Agreement.

3.8. Day. "Day" means calendar day.

3.9. Dispatch and Utilization Protocols. "Dispatch and Utilization Protocols" means the criteria and guidelines that the dispatcher uses to determine which resources to send in response

to a call for emergency services in the day to day operations, including the consideration of the current location of resources, the level of assistance needed, and other demands on the resources at that time.

3.10. District. "District" means an Emergency Services District that is a Participating Member under this Agreement.

3.11. EMS Advisory Board. "EMS Advisory Board" means the emergency services advisory group of the same name created by the COA-County Interlocal.

3.12. EMS Director. "EMS Director" means the City of Austin Director of EMS or his designee.

3.13. EMS Medical Director. "EMS Medical Director" means the person selected by County to provide medical direction and oversight for the Austin-Travis County EMS System. At the time of execution of this Agreement, that person is selected in accordance with the terms of the COA-County Interlocal.

3.14. STAR Flight Medical Director. "STAR Flight Medical Director" means the person selected by County to provide medical direction and oversight for the Travis County STAR Flight Program.

3.15. EMS Response and Transport Resources. "EMS Response and Transport Resources" means state licensed medically equipped and staffed ground units or aero-medical helicopters without regard to whether they are operated by the County, a District, any other governmental entity, or emergency services organization that has offered use of its equipment for dispatch through the Austin-Travis County EMS System, but does not include Medical First Response and Medical First Responders.

3.16. EMS Station. "EMS Station" means a furnished and equipped EMS building inside or outside the City of Austin, at which one appropriately equipped ambulance will be placed into service.

3.17. Emergency Services Standards Advisory Team, (ESSAT). "Emergency Services Standards Advisory Team" or "ESSAT" means the emergency services advisory group of the same name created by the Relationship Interlocal.

3.18. Emergency Services District Commissioners Council, (ESDCC). "Emergency Services District Commissioners Council" or "ESDCC" means the council of ESD commissioners of the same name created by the Relationship Interlocal.

3.19. FAA. "FAA" means the Federal Aviation Administration.

3.20. Medical First Responder. "Medical First Responder" means any state certified or licensed person when the person (a) is providing emergency first response patient care services in Travis County, (b) satisfies all applicable Texas Department of State Health Services requirements for medical first responders, and (c) has system credentials at the appropriate level.

3.21. Medical First Response. "Medical First Response" means the emergency response services provided by a system registered first responder organization when there is a request for assistance at the time of a fire, medical emergency or other emergent incident in Travis County.

3.22. NIMS. "NIMS" means the National Incident Management System as mandated by Homeland Security Presidential Directive 5, dated February 28, 2003.

3.23. Relationship Interlocal. "Relationship Interlocal" means that certain "Interlocal Cooperation Agreement Related to Relationship Among Organizing Government Units" approved by Travis County on October 28, 2008.

3.24. System Clinical Operating Guidelines. "System Clinical Operating Guidelines" means the document that are promulgated by the EMS Medical Director and the STAR Flight Medical Director that describes the minimum acceptable level of medical training and experience, and of emergency medical practice guidelines for EMS and STAR Flight medical personnel; establishes other system standards; establishes system protocols; and defines minimum data sets applicable in the Austin-Travis County EMS System and the STAR Flight Program, unless County has its own medical director.

IV.
OFFICE OF THE MEDICAL DIRECTOR

4.1. County shall provide medical direction for the services provided under this Agreement either directly or through agreements resulting from the development of the Austin-Travis County EMS System. Initially, County shall provide the services of the EMS Medical Director through the COA-County Interlocal. County reserves the right to establish its own medical direction and retain its own medical director to perform the duties and functions set forth herein, and if such County medical direction is established, it shall not void this Agreement, and such medical director may coordinate with the EMS Medical Director in the provision of emergency medical as provided by applicable law, rule, or regulation.

4.2. The EMS Medical Director shall perform all medical director functions and oversight responsibilities required by law for the Participating Members, including the following:

4.2.1. Provide medical oversight for all out-of-hospital emergency medical care, in compliance with the rules and regulations of the Texas Department of State Health Services and the Texas Medical Board;

4.2.2. Provide medical oversight for the Medical First Responders providing emergency medical services;

4.2.3. Work with the ESSAT to Develop and enforce criteria for system-wide credentials related to the care and condition of patients at each level of care for the levels of emergency medical services personnel as defined by the Texas Department of State Health Services.

4.2.4. Establish a review process for evaluating the effectiveness of multi-agency operations related to patient care in the Districts and other areas of County and developing improved cooperation and coordination in these operations.

4.2.5. Work with City of Austin representatives, County representatives, and representatives of the Medical First Responder organizations to develop, implement, and maintain a system-wide Quality Improvement ("QI") program related to care and condition of patients in the Austin-Travis County EMS System and participate in a system-wide QI process.

4.2.6. Work with City of Austin, County representatives, and representatives of the Medical First Responder organizations to develop, revise, and implement standard, response-related protocols and procedures for the Austin-Travis County EMS System, in compliance with the currently approved dispatch system.

4.2.7. Work with City of Austin, County representatives, and representatives of the Medical First Responder organizations to develop, implement, and maintain standard on-scene, chain-of-command policies in accordance with NIMS for matters that affect patient care in the Austin-Travis County EMS System. (Authority for medical aspects of decision-making related to patient care is defined in the System Clinical Operating Guidelines.)

4.2.8. Work with City of Austin, County representatives, and representatives of the Medical First Responder organizations to develop, implement, and maintain a system-wide education program related to care and condition of patients for the Austin-Travis County EMS System and participate in a system-wide educational process.

4.2.9. Work with City of Austin, County representatives, and representatives of the Medical First Responder organizations to collaborate on patient care and clinically related operational issues for the Austin-Travis County EMS System.

4.3. Each Participating Member shall ensure that the First Responders of that Participating Member comply with the medical direction provided by the County through the EMS Medical Director, unless County has established its own medical director. Compliance under this section shall include the following:

4.3.1. Comply with the comprehensive medical oversight defined in the System Clinical Operating Guidelines related to care and condition of patients for all out-of-hospital emergency medical care,

4.3.2. Comply with the criteria for system-wide credentials established by the EMS Medical Director that relate to each level of care for the care and condition of patients at each level of care as defined by the Texas Department of State Health Services.

4.3.3. Participate in the review process for evaluating the effectiveness of multi-agency operations related to care and condition of patients in the District and other areas of Travis County and developing improved cooperation and coordination in these operations.

4.3.4. Work with the EMS Medical Director, the County representatives, and other system representatives to develop, implement, and maintain a system-wide Quality Improvement (QI) program related to care and condition of patients in the Austin-Travis County EMS System and participate in a system-wide QI process.

4.3.5. Work with the EMS Medical Director, the County representatives, and other system representatives to develop, revise, and implement standard, response-related protocols and procedures for the Austin-Travis County EMS System, in compliance with the currently approved dispatch system.

4.3.6. Work with the EMS Medical Director, the County representatives, and other system representatives to develop, implement, and maintain standard on-scene, chain-of-command policies in accordance with NIMS.

4.3.7. Work with the EMS Medical Director, County representatives, and representatives of other Medical First Responder organizations to develop, implement, and maintain a system-wide education program related to care and condition of patients in the Austin-Travis County EMS System and participate in a system-wide educational process.

V.
EMS STATIONS

5.1. Annual Resource Planning Meeting. The County shall coordinate and hold an annual planning meeting (January/February) between County staff, District representatives, and other interested system representatives for the Austin-Travis County EMS System. The purpose of the planning meeting shall be to review and determine whether EMS Transport and Response Resources stationed in areas outside the City of Austin are appropriately located to meet the needs of the areas outside the City of Austin. The meeting shall include a review of usage information and response times for each EMS Station located outside the City of Austin as compared to EMS Stations within the City of Austin. While the COA-County Interlocal continues, these recommendations will consider the service needs of the areas within the City of Austin and areas located outside the City of Austin.

5.2. EMS Station Locations. The County staff shall request that the EMS Advisory Board approve and the Commissioners Court adjust the location of EMS Stations based upon the results of the resource planning meeting. The adjustments shall be based upon the service needs of the County outside the City of Austin. The location of existing EMS Stations may be moved based on population shifts and increases or decreases in various areas, failure of projected population increases to occur, and the level of call volume experienced by existing EMS Stations. Any new EMS Station shall not be placed in any municipality or Participating Member in Travis County outside the City of Austin unless that municipality or Participating Member has a current, written interlocal agreement for emergency medical services with County. While the COA-County Interlocal continues, the location of stations must comply with that agreement.

5.3. Standards for EMS Stations. The County shall establish County specifications for EMS Stations that, at a minimum, ensure that each ambulance is housed in a portion of the station that: (a) is secure; (b) provides a covered, enclosed vehicle bay; (c) has 24-hour access to electricity sufficient to power the equipment located in the ambulance; and (d) has living quarters for three emergency medical service staff members. Similar specifications may be made in the event that temporary housing for an ambulance is needed. In this case only minimal specifications are made due to temporary nature of housing. Any station location recommendation at a Participating Member facility is subject to that Member's right of refusal. For any EMS Station in existence at the commencement of the initial term as provided in Section 2.1 of this Agreement that has living quarters for not less than two emergency medical staff members, the County specification in (d) of this subsection does not apply. The affected Participating Member and the County may agree to alter any such existing station for compliance with the specification for living quarters in (d) , by mutual agreement about shared payment of costs incurred to expand these living quarters.

5.4. Maintenance of EMS Stations. After an EMS Station is opened in the County outside the City of Austin, the owner of the facility used as an EMS Station shall provide station facilities, facility maintenance, utilities, and furnishings to the minimum standards set by the County, which will be generally consistent with City of Austin standards. If a Participating Member is the owner of a facility used as an EMS Station and the Participating Member fails to maintain the building and equipment as required to comply with the minimum standards set by the County and the failure results in conditions that make compliance with the service requirements under the COA-County Interlocal impossible or impracticable, the County shall notify Participating Member in writing and Participating Member shall promptly take action to resolve the deficiencies, subject to availability of current funds. Regular budget projection updates will include plans for any upgrades or changes to existing EMS Stations within County outside the City of Austin. Plans for upgrades or changes to existing EMS Stations shall include input from the other Party before proposed budgets are submitted.

5.5. Non Compliance. If the services to be provided by County under this Agreement are dependent upon the use of an EMS Station that is not in compliance with 5.3 and 5.4, County is excused from compliance with Article VI to the extent that its compliance is affected by the failure to maintain that EMS Station in a condition that is compliance with 5.3 and 5.4 until that EMS Station is restored to a condition that is consistent with the minimum standards for EMS Stations set by the County. County may temporarily relocate the staff and equipment to more suitable quarters until the identified deficiencies are corrected if such quarters are available at no additional cost to County.

5.6. Funding for EMS Stations. Before an EMS Station is opened in the County outside the City of Austin during the term of this Agreement, County staff and Participating Members staff shall review the usage of the current locations to determine if they are appropriately located to meet the needs of Suburban County. A new EMS Station shall not be placed in any municipality or Emergency Services District in Suburban County unless that municipality or Emergency Services District has a current, written interlocal agreement for emergency medical services with County. Regular budget projection updates will include plans by either the affected Participating Member or the County for the opening of any new stations within the EMS System. Plans for new stations shall include input from both the affected Participating Member and the County before proposed budgets for new stations are submitted. Funding formulas and maintenance costs for new stations and those in existence on the commencement of the initial terms as provided in Section 2.1 of this Agreement will be determined by mutual agreement between the affected Participating Member and the County ~~,~~, taking into account the costs to the affected municipality or Emergency Services District for providing utilities, equipment, supplies, and other facilities and services in connection with the EMS Response and Transport Resources housed and operated in the EMS Station, all subject to availability of current funds.

VI.
EMS TRANSPORT SERVICES

6.1. County shall administer and carry out the following services, which, at the time of execution of this agreement, are provided under the terms of the COA-County Interlocal:

6.1.1. Ground Transport (Ambulances)

6.1.1.1 Operate a ground transport EMS system on a 24 hour basis, seven days a week;

6.1.1.2 Dispatch the nearest available and appropriate EMS Response and Transport Resources in response to every medical emergency call for service originating in a District, in accordance with the Medical Priority Dispatch protocols established by Commissioners Court;

6.1.1.3 Provide coordination of the medical aspects of patient care by Medical First Responders and EMS providers to assure compliance with the Texas Health and Safety Code, applicable Texas Department of State Health Services regulations, and Chapter 197 of the Rules of the Texas State Board of Medical Examiners.

6.1.1.4 Participate in joint responses with other governmental entities and other public safety organizations in accordance with NIMS;

6.1.1.5 Provide emergency medical services in accordance with recognized standards in the most timely manner possible;

6.1.1.6 Transport patients in accordance with the comprehensive transport guidelines of the Austin-Travis County EMS System.

6.2. County shall administer and carry out the following services:

6.2.1. Air Transport (*STAR Flight*)

6.2.1.1 Provide and maintain at least one helicopter, suitable for EMS purposes, 24 hours a day, seven days a week, for the primary use of emergency medical response;

6.2.1.2 Provide and maintain an appropriate, backup helicopter, suitable for EMS purposes, to be used as the on duty helicopter if the other helicopter is out of service for maintenance;

6.2.1.3 Staff one helicopter 24 hours a day, seven days a week, with a pilot, and provide a pilot for a second helicopter, if necessary, in accordance with all applicable FAA regulations;

6.2.1.4 Operate and maintain the helicopters, at County's cost, in accordance with manufacturer's guidelines and applicable rules or regulations established by the FAA.

6.3. Participating Member acknowledges the following:

6.3.1. The operation of the helicopter is regulated by the Federal Aviation Act and the regulations under it which are administered by the FAA.

6.3.2. County ensures compliance with the FAA's requirements and therefore has the right to make all final decisions about whether any particular person is fit to be onboard the helicopter.

6.3.3. If unforeseen maintenance requirements necessitate both helicopters being out of service at the same time, this occurrence does not constitute a breach of this agreement.

6.3.4. If the FAA requires County to cease operations for any reason, this occurrence does not constitute a breach of this agreement.

6.4. Participating Member shall administer and provide personnel to accompany the EMS Response and Transport Resources while transporting a patient to the hospital if required to do so and if available to do so without diminishing response capability of the District for future emergency response calls.

VII.
FIRST RESPONDER SERVICES

7.1. Each Participating Member shall administer and carry out the following services under the direction of the EMS Medical Director, unless County has established its own medical direction:

7.1.1. Operate a medical first response system on a 24 hour basis, seven days a week within the District;

7.1.2. Provide appropriate, qualified, medical and non-medical personnel to respond to dispatches to scene calls for emergency medical assistance;

7.1.3. Provide emergency medical assistance at the scene of a call in compliance with the protocols and procedures approved by the EMS Medical Director;

7.1.4. Provide, maintain, and service appropriate vehicles, medical supplies and equipment and communications equipment for all of the District's Medical First Responders; and

7.1.5. Provide all services in a professional manner and in compliance with the System Clinical Operating Guidelines and guidelines adopted for the Austin-Travis County EMS System as promulgated by the EMS Medical Director to maintain the quality of patient care in an appropriate and consistent manner.

7.1.6. Use only the services of staff and volunteers whose certification and license by the State of Texas is current at the time of service or who are approved by the EMS Medical Director to administer and carry out these services and determine the level of acceptable certification for its Medical First Responders as long as it does not conflict with the System Clinical Operating Guidelines.

7.1.7. Ensure that the maximum level of care that an individual Medical First Responder provides does not exceed the level that the individual is authorized to provide by the credentialing requirements approved by the EMS Medical Director.

7.1.8. Strive for benchmark levels of certification for First Responders as agreed to by the ESSAT, ESDCC, and EMS Advisory Board.

7.1.9. Operate on joint responses with City of Austin personnel, other Districts and other public safety organizations to establish on-scene incident command in accordance with NIMS.

7.1.10. Require Medical First Responders to attend orientation and training about how to approach a helicopter transport.

VIII.
OPERATIONS STANDARDS AND REPORTS

8.1. Standards. Applicable standards include:

8.1.1. NIMS shall be the overriding control for the Participating Member and County in establishment of command and control of all incidents;

8.1.2. The System Clinical Operation Guidelines as promulgated by the EMS Medical Director provides the standards for acceptable levels of medical training and experience, and the standards of emergency medical practice for all levels of Medical First Responders; and

8.1.3. The ESSAT may from time to time suggest operational standards that may be used as benchmarks by the Districts. Recommended standards will be presented to the ESDCC and the EMS Advisory Board. Such benchmarks are intended for the District's use in evaluation of its performance but shall not be considered performance standards for purposes of this Agreement.

8.2. Reports. County shall provide each District with an annual report of the County's operations in that District for the preceding year. The report shall include at least the following information related to County's responsibilities under this agreement:

8.2.1. The number of responses by EMS Response and Transport Resource in the District;

8.2.2. Response time by EMS Response and Transport Resources in the District, and

8.2.3. The comparison of response times to the benchmark advanced by the ESSAT, ESDCC, and EMS Advisory Board.

8.3. Annual Reports. By February 28th following the end of County fiscal year; District shall provide County with a report of its operations for the preceding year that includes at least the following information related to District's responsibilities under this agreement:

8.3.1. The number of responses by Medical First Responders in the District;

8.3.2. Comparison to response time goal set by the District.

8.4. If the ESSAT, after consulting with the governmental entities that are participating in the EMS System, makes recommendations about additional information to be reported annually, County shall provide the Districts with the recommended information when and to the extent that it can be retrieved by reasonable means from the records.

8.5. Annually, during the month of March, County shall co-ordinate a presentation for Commissioners Court in a forum similar to the work sessions held by Commissioners Court except that the presentation should be recorded. This presentation shall address the state of the Medical First Response and EMS Response and Transport Resources emergency medical services within the Austin-Travis County EMS System. This presentation shall be a component of the annual reports submitted by the EMS Medical Director and the STAR Flight Medical Director. The report shall address changes in the system during the preceding fiscal year or since the last presentation, whichever is longer, the role of the Districts in the system and any

proposals for the further development of the system in the two subsequent fiscal years and in the longer term if applicable. All District board members, all District Fire Chiefs and any person who serves on the ESSAT shall be notified of the time and place of the presentation. The presentation shall include written reports prepared by all presenters, and these written reports should be available for distribution. The County shall provide the written reports for review by the ESDCC and the ESSAT before presentation to the Commissioners Court, thereby allowing near simultaneous presentation in each District.

IX.
ADMINISTRATION, SUPPORT, AND FUNDING

9.1. County shall provide the administrative and coordinating support for each District necessary to implement this Agreement. As requested by District representatives in negotiating this Agreement, County and Commissioners Court designate and authorize the current County Emergency Services Executive Manager to serve as the facilitator of the meetings and groups established by this Agreement. However, a majority of the Participating Members may select a new facilitator at any time.

9.2. County shall provide funding to improve the quality of the whole EMS System by supporting continuing education and training opportunities from competent educational sources, including system credentialing opportunities, and by purchasing some medical supplies and equipment like medical gases and bottles for the Districts to use. Training and credentialing opportunities will be developed after consultation among the EMS Medical Director, the County Emergency Services Executive Manager, and the EMS subcommittee of CAFCA about the subject matter, location, and time of classes.

9.3. The Districts shall co-operate with County representatives and City of Austin representatives acting as liaisons with Districts, corporate medical first responder organizations, and public safety and law enforcement agencies to coordinate classroom and field training experiences for Medical First Responders, develop and maintain a Medical First Responder database, and provide support and coordination countywide in the areas of infection control, credentialing, certifications, clinical reviews, supply distribution, public access defibrillation programs, public education, and other programs.

9.4. The County shall provide the following Medical First Responder services and activities:

9.4.1. Offer continuing education and training opportunities, including in service training programs, from those listed in **Attachment A**, and other courses after consultation among the EMS Medical Director, the EMS Director, the County Emergency Services Executive Manager, and the leadership of the Districts about the subject matter, location, and time of classes. Districts shall follow basic training guidelines as described in **Attachment A**.

9.4.2. Providing each eligible Medical First Responder documentation of completed training that satisfies Texas Department of State Health Services requirements if training is provided by City of Austin or County.

9.4.3. Providing other support services to assist in making Medical First Responders from Districts an effective and integral part of the Austin-Travis County EMS System, like seminars, system development, service awards and recognition.

9.5. County may perform any reasonable activities necessary to collect fees from patients for transport by EMS Response and Transport Resources. County may retain all fees collected. At the time of execution of this agreement, these services are provided in accordance with the terms of the COA-County Interlocal.

9.6. Subject to negotiation and development of a feasible method of collection, County may at a later time perform any reasonable activities necessary to collect associated dispatching fees for patients transported in the District. Such fees shall be used to pay for dispatching services for the Districts.

9.7. Districts may perform any reasonable activities necessary to collect fees from Patients for supplies and services. District may retain all fees collected.

X.
MISCELLANEOUS PROVISIONS.

10.1. Limit of Authority to Represent. The Participating Members intend to enter this Agreement as independent contractors and assume all of the rights, obligations and liabilities applicable to each of them as an independent contractor. This Agreement shall be construed to give effect to this intent. No Participating Member is authorized to represent any other Participating Member for any purpose whatsoever without the prior written consent of the other party. Representatives, commissioners, employees, and volunteers of any Participating Member shall not be considered to be employees or volunteers of any other Participating Member.

10.2. Limit on Agents. No agent, official, employee or representative of a Participating Member has the authority to amend or assign this Agreement or waive violations of it unless expressly granted this specific authority by the Participating Member' s governing body.

10.3. Limit on Effect of Agreement. By entering into this Agreement, Participating Members are not deemed to have ceded or transferred any of their respective authority or responsibility as set forth by law.

10.4. Assignment. No Participating Member may assign any of the rights or duties created by this Agreement without the prior written approval of all other Participating Members. It is acknowledged by the Participating Members that no officer, agency, employee or representative of a Participating Member has any authority to grant such assignment unless expressly granted that authority by the Participating Member's governing body.

10.5. Compliance with Law. Participating Members shall comply with all laws, rules and regulations applicable to the performance of this Agreement.

10.6. Funds Management.

10.6.1. IRS Form W-9. Before any funds are payable to County, County shall provide the Participating Member paying the funds with an Internal Revenue Service Form W-9 Request for Taxpayer Identification Number and Certification that is completed in compliance with the Internal Revenue Code and its rules and regulations. Before any funds are payable by County to any other Participating Member, that Participating Member shall provide County with an Internal Revenue Service Form W-9 Request for Taxpayer Identification Number and Certification that is

completed in compliance with the Internal Revenue Code and its rules and regulations.

10.6.2. Current Revenue. Participating Members shall pay for their obligations under this interlocal Agreement from current revenue funds.

XI.
FORMAL AMENDMENT PROCESS.

11.1. Written Notice. Any change to this Agreement shall be made in writing and signed by all the Participating Members. It is acknowledged by each Participating Member that no officer, agency, employee or representative of a Participating Member has any authority to change the provisions of this Agreement unless expressly granted that specific authority by the respective governing body.

11.2. Request for Amendment. Participating Members shall submit all requests for changes to this Agreement to the facilitator described in Section 9.1. The facilitator shall present these requests to all Participating Members for consideration by their respective governing bodies.

XII.
METHODS OF TERMINATION.

12.1. Annual Termination. Any Participating Member to this Agreement may terminate its participation in this Agreement without cause effective the next September 30, by giving 180 days prior written notice to all other Participating Members.

12.2. Termination for Breach. Any Participating Member may terminate its participation in this Agreement if it finds that another Participating Member has breached this Agreement. Before termination, the terminating Participating Member shall provide written notice to all other Participating Members of any alleged breaches. Upon receipt of this notice, the breaching Participating Member has 90 days to correct the alleged breaches or explain why the actions do not breach this Agreement to the satisfaction of the terminating Participating Member. Failure to correct the alleged breaches or give a satisfactory explanation within 90 days results in automatic termination of this Agreement with respect to the terminating Participating Member at the end of the 90-day period unless the terminating Participating Member agrees in writing to extend the time to cure the alleged breaches.

12.3. Mutual Termination. The Participating Member(s) may terminate this Agreement when both the County and the Participating Member(s) wanting to terminate agree, in writing, (1) that the continuation of some or all of the activities under this Agreement would not produce beneficial results commensurate with the further expenditure of funds and (2) what conditions of termination will apply, including the effective date of termination and, in case of partial termination, the portion of the Agreement to be terminated.

12.4. Termination on Dissolution of District. If a Participating Member is dissolved or merged, this Agreement is automatically terminated with respect to that Participating Member effective on the date of dissolution or merger.

XIII.
NOTICE.

13.1. Written Notice. All notices sent pursuant to this Agreement shall be in writing and either hand delivered or sent by registered or certified mail, postage prepaid, return receipt requested.

13.2. County Address. Notice sent pursuant to this Agreement shall be delivered or sent to County at the following addresses:

If hand delivered to:

County Judge, Travis County
314 West 11th Street, Room 520
Austin, Texas 78701

If mailed to:

County Judge, Travis County
P.O. Box 1748
Austin, Texas 78767

and

If hand delivered to:

Executive Manager
Emergency Services
5501 Airport Boulevard, Suite 203B
Austin, Texas 78751

If mailed to:

Executive Manager
Emergency Services
P.O. Box 1748
Austin, Texas 78767

13.3. District Addresses. Notices sent pursuant to this Agreement shall be delivered or sent to Participating Members at the addresses shown in Attachment "A" to the Interlocal Cooperation Agreement Related to Relationship Among Organizing Government Units unless notice of change has been provided..

13.4. Notice to County Attorney. To be effective against County, a copy of any notice sent to County must also be sent to the Travis County Attorney's office at the following address:

Travis County Attorney
P.O. Box 1748
Austin, Texas 78767

13.5. Notice to Other Participating Member's Attorney. To be effective against any other Participating Member, a copy of the notice must also be sent to the office of that Participating Member's attorney at the address shown in Attachment "A" to the Interlocal Cooperation Agreement Related to Relationship Among Organizing Government Units unless notice of change has been provided.

13.6. Time of Delivery. When notices sent are hand delivered, notice is effective upon delivery. When notices are mailed by registered or certified mail, notice shall be deemed effective three days after deposit in a U.S. mail box or at a U.S. post office.

13.7. Change of Address. Any Participating Member may change its address for notice under this Agreement by providing a notice of the change to all other Participating Members in compliance with this Article XIII.

XIV.
INTERPRETATION OF AGREEMENT.

14.1. Third Party Rights Not Created. This Agreement is not intended and shall not be construed to create any rights or remedies in any person or legal entity that is not a Participating Member and no Participating Member is waiving any defense or immunity to which it is entitled against any person or legal entity that is not a party to this Agreement.

14.2. Entire Agreement. This is the entire agreement between the parties regarding the subjects and terms of this Agreement. The Attachment that is part of this Agreement is limited to **Attachment A**—FY 2010 Travis County First Responders Training and other Services.

14.3. Law. This Agreement is governed by and shall be construed in accordance with the laws of Texas and is performable in Travis County, Texas.

14.4. Severability. If any portion of this Agreement, or application of it to any person or circumstance, is held invalid, illegal or unenforceable by a court of competent jurisdiction, that holding shall not affect other terms, conditions, or applications of this Agreement which shall be given effect without the invalid terms, conditions or applications.

14.5. Computation of Time. When any period of time is stated in this Agreement, the time shall be computed to exclude the first day and include the last day of the period. If the last day of any period falls on a Saturday, Sunday or a day that County has declared a holiday for its employees, these days shall be omitted from the computation.

14.6. Gender and Number. Words of gender used in this Agreement shall be construed to include any other gender and words in the singular number shall be construed to include the plural and vice versa unless this Agreement requires otherwise.

14.7. Headings. The headings at the beginning of the various provisions of this Agreement have only been included to make it easier to locate the subject matter covered by that section or subsection and are not to be used in construing this Agreement.

14.8. Duplicate Originals. This document may be executed in duplicate originals.

14.9. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which constitute one instrument.

(signatures on following pages)

TRAVIS COUNTY

By: _____ Date: _____
Samuel T. Biscoe , County Judge

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 1

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 2

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 3

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 4

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 5

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 6

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 8

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 9

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 10

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 11

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 12

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 13

By: _____ Date: _____
[Name of signor] , [Title of signor]

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 14

By: _____ Date: _____
[Name of signor] , [Title of signor]

BASTROP-TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NUMBER 1

By: _____ Date: _____
[Name of signor] , [Title of signor]

ATTACHMENT A

FY 2009 TRAVIS COUNTY FIRST RESPONDER TRAINING AND OTHER SERVICES

Listed is the approved fee reimbursement (s) schedule for approved classes, services and equipment rentals. Classes or services not listed must have prior approval by the CAFCA EMS Committee, EMS Medical Director and County EMS Manager. The reimbursement amount will be established by the CAFCA EMS Committee.

Course Name/Training Item (Training not provided by City of Austin EMS or Fire Departments in accordance to City/County Interlocal classes or fees)		**FY 20XX Travis County Reimbursement Fees "up to":**
CPR/AED Basic Training[1]		
	Adult, Child and Infant CPR & Heimlich Double Rescuer (Healthcare Provider) (BCLS)	$16 per student plus instructor costs
	Healthcare Provider Recertification (BCLS)	$5 per student plus instructor costs
CPR/AED Instructor Training[1]		
	Instructor Certification (includes materials) (BCLS)	$74 per student plus instructor costs
	Instructor Recertification (BCLS)	$5 per student plus instructor costs
	Instructional Video Tape Rental	$20 per day
	Manikin rental, adult model	$9
	Manikin rental, child or infant model	$7
	Automated External Defibrillator (AED) rental	$25 per day
	Heart Saver First Aid Instructor	$36 per student plus instructor costs
Internships with Austin-Travis County Paramedics		
	Paramedic-Intermediate	$1.65 per hour
Continuing Education/Basic Training		
	Continuing Education (CE) Certificate	$5 per certification
	Academy CE Fee	$5/hour per person
	National Standards & Approved Classes – Initial Course, Recertification, and Instructor (Excluding BCLS)	$150 per person (incl. Book & Cert.)
	Skills Testing for BLS and ALS	$25/hr per person
	NREMT Refresher Class (all levels)	$300 per person
	Emergency Medical Technician-Basic (EMT-B) Course	$750 per person
	Emergency Medical Technician-Basic (EMT-I) Course	$1200 per person
	NAEMSE Instructor Course - National Association of EMS Educators	$300 per person

[1] Course material costs are set by the American Heart Association and are subject to change. Instructor costs to be calculated by the following formula: $\frac{\text{\# of instructors x \# of course hours x \$15}}{\text{\# of Students}}$. The student to instructor ratio is set by AHA. And, is currently 6:1.

Required National Standards Class ECA, EMT-B, EMT-I, EMT-P Credentialing:

- BCLS - Basic Cardiac Life Support (Healthcare Professional level)

Required National Standards (additional) Class EMT-I Credentialing:

- ITLS – International Trauma Life Support, Adv. Skills (formerly BTLS)

OR

- PHTLS – Pre-hospital Trauma Life Support, Adv. Skills

Required National Standards (additional) Class EMT-P Credentialing:

- ACLS - Advanced Cardiac Life Support

Optional National Standards and other approved Classes for ECA, EMT-B, EMT-I, EMT-P Credentialing levels

- ITLS – International Trauma Life Support, (BASIC Skills)
- PHTLS – Pre-hospital Trauma Life Support, (BASIC Skills)
- PEPP – Pediatric Education for the Pre-hospital Provider, (BASIC or ADVANCED Skills)
- PEARS – Pediatric Emergency Assessment, Recognition, and Stabilization
- PALS – Pediatric Advanced Life Support
- GEMS – Geriatric Education for EMS
- TBI – Traumatic Brain Injury
- 12 Lead ECG Interpretation (EMT-P only)

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY COMMISSIONERS COURT
AGENDA REQUEST

Voting Session: OCTOBER 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 ON TEMPLATE INTERLOCAL AGREEMENT BETWEEN TRAVIS COUNTY AND ALL OF THE SMALL CITIES AND VILLAGES WHOLLY WITHIN TRAVIS COUNTY FOR EMERGENCY MEDICAL SERVICES.

C. Approved by:_____
Signature of Commissioner or Judge

II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies).

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

_____
_____
_____

III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)
_____Additional funding for any department or for any purpose
_____Transfer of existing funds within or between any line item
_____Grant

Human Resources Department (854-9165)
_____Change in your department's personnel (reorganization, restructuring etc.)

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

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

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
Hershel Lee

Medical Examiner
Dr .David Dolinak

STAR Flight
Casey Ping, Program Manager

MEMORANDUM

To: Travis County Commissioners Court

From: Danny Hobby, Executive Manager, Emergency Services

Date: October 6, 2009

Subject: EMS Agreement with Small Cities and Villages

I submit the attached template Emergency Medical Services Interlocal Cooperation Agreement ("Agreement") for your consideration and action. This effort has been achieved by a working group of City Managers and City Administrators representing Small Cities and Villages ("Municipality") within Travis County, Small Cities Attorneys, and Travis County ("County") staff working together in the desire to deliver emergency medical services to the residents of Travis County by coordination and cooperation with each other.

Between October, 1998 and the end of 2001, County entered into interlocal agreements for emergency medical services and helicopter services with the municipalities in Travis County. Both determined it is mutually advantageous to make some revision to that agreement and simultaneously terminate that agreement and enter into this novation and restatement of that agreement.

Municipality and County have both determined that it is mutually advantageous to continue having a unified, countywide system of emergency medical response and transport services operated and maintained by County and desire the continuation of effective and efficient delivery of such services to those within Travis County by coordinating with each other as parties to this Agreement.

Potential types of services and activities of the Agreement are emergency medical first response, medical direction, EMS stations, EMS transport services, First Responder support, administrative and coordinating support, planning and budgeting coordination, standards for EMS stations, funding for EMS stations, and annual EMS status reporting.

The overall purpose of this Agreement is to ensure a foundation for a unified, countywide EMS System to be coordinated by County based both on a coalition with the municipalities and emergency services districts within Travis County and on their participation in the planning of

the EMS System. Please see the attached "Highlights" information sheet that provides specific benefits regarding the Agreement.

Even though this Agreement does not have an immediate budget impact for the Municipalities or County, it does allow for future budget planning opportunities between the parties in providing emergency medical services to Travis County residents.

EMERGENCY MEDICAL SERVICES AGREEMENT

The purpose of the Agreement is to ensure a foundation for a unified, countywide EMS System to be coordinated by County based both on a coalition with the municipalities and emergency services districts within Travis County.

HIGHLIGHTS

- Automatic renewals for terms of one year instead of five year renewals.
- Updates and additions to definitions in the Agreement (Ex. STAR Flight Medical Director).
- New Annual Resource Planning Meeting for the EMS System that allows for joint planning and coordination by all parties to the Agreement.
- More flexibility for all parties deciding on existing and future EMS station locations.
- Improved language for standards for EMS stations (added the right of refusal by a municipality).
- Funding for County EMS Stations will be developed by using funding formulas determined cooperatively by the parties involved.
- More defined language for maintenance of EMS Stations that allows for better budget planning and coordination between the affected parties.
- Revised language in liability and risk sections of the Agreement that better defines each party's responsibilities.

NOVATION OF

INTERLOCAL AGREEMENT

FOR EMERGENCY SERVICES

BETWEEN TRAVIS COUNTY AND

<insert name of municipality here>

This Emergency Medical Services Interlocal Cooperation Agreement ("Agreement") is entered into by the following Parties:

<insert city or village name here>, a Type <insert municipality type here> located within Travis County, Texas, ("Municipality"), and

Travis County, a political subdivision of the State of Texas ("County").

RECITALS

Between October, 1998 and the end of 2001, County entered into Interlocal Agreements for Emergency Medical Services and Helicopter Services with the municipalities in Travis County including Municipality. Municipality and County have both determined that it is mutually advantageous to make some revisions to that agreement and simultaneously terminate that agreement and enter into this novation and restatement of that agreement.

Municipality and County have both determined that it is mutually advantageous to continue having a unified, countywide system of emergency medical response and transport services operated and maintained by County and desire the continuation of effective and efficient delivery of such services to those within Travis County by coordinating with each other as Parties to this Agreement.

County is authorized to provide the services described in this Agreement and to enter into an exclusive agreement with Municipality for these services by TEX. HEALTH & SAFETY CODE ANN. § 774.003.

Municipality and County are authorized to enter into this Agreement in all respects by TEX. GOV'T CODE ANN., ch. 791.

TERMINATION OF AGREEMENT

County and Municipality mutually agree that the Interlocal Agreement for Emergency Medical Services and Helicopter Services Between Travis County and <insert name of municipality> previously entered into by them between October 1, 1998 and the end of 2001 is terminated effective immediately upon execution of this agreement by both parties.

NOVATION AGREEMENT

NOW, THEREFORE, Municipality and County mutually agree as follows:

I.
PURPOSE.

1.1. The purpose of this Agreement is to ensure a foundation for a unified, countywide EMS System to be coordinated by County based both on a coalition with the municipalities and emergency services districts within Travis County and on their participation in the planning of the EMS System. County may provide EMS to Municipality either directly through use of County resources or indirectly through subcontracting with another governmental entity, such as the City of Austin, or a non-profit organization as a service provider. Municipality and other governmental entities contribute to the EMS System by providing assets of value to the EMS System, which may include tangible or intangible items.

II.
TERM.

2.1. Initial Term. This Agreement commences on the date on which it is signed by the last Party and continues in force until the next September 30.

2.2. Automatic Renewal. This Agreement automatically renews on October 1 of each year for a term of one (1) year and automatically renews for terms of one (1) year each year thereafter, unless sooner terminated pursuant to Section 9 of this Agreement.

III.
DEFINITIONS.

3.1. EMS System. "EMS System" means the governmental entities that have entered into interlocal co-operation agreements with Travis County that provide for emergency medical response and transport services within Travis County, Texas.

3.2. <insert name of governing body of municipality>. "<insert name of governing body of municipality>" means Municipality's governing body.

3.3. COA-County Interlocal. "COA-County Interlocal" means the Interlocal Agreement between the City of Austin and Travis County for Emergency Medical Services executed by both parties in December 2004 and subsequently extended annually updating financial obligations, staffing levels and similar matters.

3.4. Commissioners Court. "Commissioners Court" means Travis County Commissioners Court, County's governing body.

3.5. Executive Manager. "Executive Manager" means the individual designated by the Commissioners Court to perform the management and administrative duties of the County under this Agreement. At the execution of this Agreement, this position is entitled Exective Manager, Emergency Services.

3.6. Day. "Day" means calendar day.

3.7. District. "District" means an Emergency Services District.

3.8. EMS Advisory Board. "EMS Advisory Board" means the emergency services advisory group of the same name created by the COA-County Interlocal.

3.9. EMS Medical Director. "EMS Medical Director" means the person selected by County to provide medical direction and oversight for the EMS System. At the time of execution of this Agreement, that person is selected in compliance with the terms of the COA-County Interlocal.

3.10. EMS Response and Transport Resources. "EMS Response and Transport Resources" means advanced life-support EMS vehicles that are state-licensed, medically equipped, and staffed as ground ambulance vehicles or as aero-medical helicopters without regard to whether they are operated by the County, a District, or any other governmental entity that has offered use of its equipment for dispatch through the EMS System, but does not include the emergency response services provided by Medical First Responders when there is a request for assistance at the time of a fire, medical emergency or other emergent incident in Travis County.

3.11. EMS Station. "EMS Station" means a building where EMS Response and Transport Resources are assigned and from which such resources may respond to emergency calls.

3.12. ESD. "ESD" means Emergency Services District.

3.13. FAA. "FAA" means the Federal Aviation Administration.

3.14. Medical First Responder. "Medical First Responder" means any state certified or licensed person when the person (a) is providing emergency first response patient care services in Travis County, (b) satisfies all applicable Texas Department of State Health Services requirements for medical first responders, and (c) has system credentials at the appropriate level.

3.15. Patient. "Patient" means any person who requests or is provided emergency medical evaluation or treatment from an EMS Response and Transport Resource responding to a call to the emergency communications call-taker for emergency services.

3.16. ***STAR Flight***. "***STAR Flight***" means Travis County's aero-medical and rescue program, including its helicopters and other aviation equipment, aviation management, air operations, aviation personnel, and medical and non-medical personnel.

3.17. ***STAR Flight*** Medical Director. "***STAR Flight*** Medical Director" means the person selected by County to provide medical direction and oversight for the ***STAR Flight***.

IV.
COUNTY RESPONSIBILITIES.

4.1. Full-time EMS Operations. County shall operate the EMS System on a 24 hour basis, seven-days a week.

4.2. EMS Staffing. County shall provide appropriate, qualified, medical and non-medical personnel to staff each EMS Response and Transport Resource that is in service either directly or indirectly through contracting for services. .

4.3. EMS Dispatching. County shall ensure the dispatching of the nearest available and appropriate EMS Response and Transport Resources in response to every medical emergency call for service originating in Municipality, in accordance with the Dispatch and Utilization Protocols which are the criteria and guidelines that a dispatcher uses to determine which resources to send in response to a call for emergency services in the day to day operation of the EMS System, which includes consideration of the current location of resources, the level of assistance needed, and other demands on the resources at that time.

4.4. Medical Coordination and Oversight. County shall provide coordination of the medical aspects of patient care by Medical First Responders and EMS providers to assure compliance with the Texas Health and Safety Code, applicable Texas Department of State Health Services regulations, and Chapter 197 of the Rules of the Texas State Board of Medical Examiners either directly or indirectly through contracting for services. This includes providing medical direction and oversight through the EMS Medical Director and the ***STAR*** *Flight* Medical Director.

4.5. Joint EMS Responses. When County participates in joint responses with other governmental entities and other public safety organizations, participation shall be in accordance with the National Incident Management System (NIMS) as mandated by Homeland Security Presidential Directive 5, dated February 28, 2003

4.6. EMS Standards and Transport Guidelines. County shall provide emergency medical response and transport services in accordance with System Clinical Operating Guidelines and other recognized standards in a timely manner. The System Clinical Operating Guidelines are promulgated by the EMS Medical Director and the ***STAR*** *Flight* Medical Director and describe the minimum acceptable level of medical training and experience, and the emergency medical practice guidelines for EMS medical personnel; and establish other system standards; protocols; and minimum system data sets.

4.7. EMS Primary Helicopter. County shall provide and maintain at least one primary helicopter, suitable for EMS purposes, 24 hours a day, seven-days a week, for use in compliance with the ***STAR*** *Flight* Mission Statement and protocols.

4.8. EMS Reserve Helicopter. County shall provide and maintain an appropriate, backup helicopter, suitable for EMS purposes, which may be used if the primary helicopter is out of service for maintenance.

4.9. EMS Helicopter Staffing. County shall appropriately staff at least one helicopter 24 hours a day, seven-days a week in accordance with all applicable FAA regulations.

4.10. EMS Helicopter Operation and Maintenance. County shall operate and maintain the helicopters, at County's expense, in accordance with manufacturer's guidelines and applicable rules or regulations established by the FAA.

4.11. Helicopter Liability Insurance. At the time of execution of this Agreement, County has liability insurance coverage to a maximum of ten million dollars ($10,000,000.00) for each helicopter which it provides for EMS purposes.

4.12. Patient Fees. County may charge Patients treated or transported during EMS ground or air responses within Municipality based on a fee structure approved by Commissioners Court and Austin City Council annually.

4.13. Annual Resource Planning Meeting. County shall coordinate and hold an annual planning meeting for the EMS System among County staff, Municipal representatives, and other interested system representatives for the EMS System. The purpose of the planning meeting is to review and determine whether EMS Transport and Response Resources stationed in areas outside the City of Austin are appropriately located to meet the needs of the areas outside the City of Austin. The agenda of the meeting should include a review of usage information and response times for each EMS Station located outside the City of Austin as compared to EMS Stations within the City of Austin. While the COA-County Interlocal continues, these recommendations will consider the service needs of the areas within the City of Austin and areas located outside the City of Austin.

4.14. EMS Station Locations. County staff shall submit the recommendations developed in the annual resource planning meeting described in 4.13 to the Commissioners Court and the EMS Advisory Board for consideration and approval. If approved by the Commissioners Court, adjustments to the location of EMS Stations based upon approved recommendations developed in the annual resource planning meeting should be made if funding or other resources are available. The adjustments should be based upon the service needs of the County outside the City of Austin. Existing EMS Stations may be closed and new EMS Stations may be opened based on increases or decreases in population in various areas, failure of projected population increases to occur, or the level of call volume experienced by existing EMS Stations. Any new EMS Station shall not be placed in any municipality in Travis County outside the City of Austin unless that municipality has a current, written interlocal agreement for emergency services with County. Municipality acknowledges that, while the COA-County Interlocal or any successor Interlocal continues, the location of stations must comply with that agreement.

4.15. Standards for Stations. The County shall establish County specifications for EMS Stations that, at a minimum, ensure that each ground ambulance assigned to that station is housed in a portion of the station that: (a) is secure; (b) provides a covered, enclosed vehicle bay; (c) has 24-hour access to electricity sufficient to power the equipment located in the ambulance; and (d) has living quarters for three emergency medical service staff members. Similar Specifications may be made if temporary housing for an ambulance is needed. In this case only minimal specifications are required due to the temporary nature of the location. Any station location recommendation that involves using a facility owned or leased by Municipality is subject to its right to refuse to provide the location. If a municipality is within the boundaries of an ESD, the municipality and the ESD may contract for the ESD to provide the EMS Station to satisfy the municipality's obligation to provide a location or facility under this Interlocal Agreement.

4.16. Funding for County EMS Stations. A new EMS Station shall not be placed in any municipality in areas in Travis County outside the City of Austin unless that municipality has a current, written interlocal agreement for emergency medical services with County. If there is a recommendation to locate a new EMS Station in Municipality both parties shall develop budget projections and updates during their respective budgeting processes. Plans for new stations shall include input from both parties before proposed budgets for a new EMS Station are finally approved and implemented. Funding formulas and maintenance costs should be determined cooperatively by the parties. The governing bodies of County and Municipality must amend this

Agreement related to the location, funding, and maintenance of any new EMS Station before it may be implemented.

4.17. Municipality Access to Inspect. County shall provide members of the <insert governing body of municipality> or their representatives with reasonable access to inspect and, at their own expense, copy EMS records and reports to the extent that these are not made confidential by law and are in County's possession. County shall provide members of the <insert governing body of municipality> or their representatives reasonable opportunity to inspect equipment, and facilities of the EMS System outside the City of Austin in the company of the Executive Manager at reasonably convenient times.

4.18. Annual EMS Status Reporting. County shall provide Municipality with an annual report of EMS operations within Municipality for the preceding year. Annual reports will be consistent with the exhibit to the COA-County Interlocal, that is entitled "Performance Measures and Reports", and include at least the following information related to County's responsibilities under this Agreement:

- The number of responses by EMS Response and Transport Resource in Municipality;
- Response time by EMS Response and Transport Resources in Municipality, where the response time is based on the interval between the time of receipt of a call to the emergency communications call-taker for emergency services and the time when the first EMS Response and Transport Resource arrives at the scene, or reports its arrival, whichever is later, and
- A system-wide comparison of response times as described above.

V.
MUNICIPALITY RESPONSIBILITIES.

5.1. Exclusive EMS Provider. By this document Municipality grants County the exclusive right to provide emergency medical response and transport services within its corporate boundaries.

5.2. Municipality Contributions. Municipality may contribute assets of value to the EMS System as approved by Municipality and County. These assets of value may include real property, equipment, money, facilities, services, or any other tangible or intangible item judged to be an appropriate contribution. Municipality may provide its contribution either through Municipality owned assets, leased assets, or through arrangements with other entities.

5.3. Municipality Locations. If a Municipality agrees and if it is strategically appropriate to place an EMS Response and Transport Resource at a location within Municipality and if it is approved as a Municipality contribution to the EMS System with concurrence by Municipality and County, Municipality shall allow the use of enough appropriately located space to accommodate the necessary offices, vehicle bays, and crew housing in existing Municipality property. The Municipality may provide that space through interlocal agreements with other governmental entities or other organizations in existing facilities provided by them or through

acquisition of additional facilities. Funding formulas and maintenance costs should be determined cooperatively by the parties.

5.4. Maintenance of EMS Stations. If an EMS Station is opened in Municipality, the governmental entity that owns or leases the facility used as an EMS Station shall provide station facilities, facilities maintenance, utilities, and furnishings, to the minimum standards set by the County, which will generally be consistent with City of Austin standards. If Municipality is the owner of a facility used as an EMS Station and fails to maintain the building and equipment as required to comply with the minimum standards set by County and the failure results in conditions that make compliance with the service requirements under the COA-County Interlocal impossible or impracticable, then County shall notify Municipality in writing and Municipality shall promptly take action to resolve the deficiencies. If another entity is the owner of a facility used as an EMS Station and fails to maintain the building and equipment as required to comply with the minimum standards set by County and the failure results in conditions that make compliance with the service requirements under the COA-County Interlocal impossible or impracticable, then County shall notify Municipality in writing and Municipality shall promptly take action to resolve the deficiencies with such entity. If there is a recommendation to upgrade or change an existing EMS Station owned or leased by Municipality both parties shall develop budget projections and updates during their respective budgeting processes and plans for upgrades or changes to stations shall include input from both parties before proposed budgets for these are finally approved and implemented. If a municipality is within the boundaries of an ESD, the municipality and the ESD may contract for the ESD to provide upgrades or changes to EMS Station to satisfy the municipality's obligations under this Interlocal Agreement. The governing bodies of County and Municipality must amend this Agreement related to the upgrades or changes to an EMS Station before it may be implemented.

5.5. First Responder Support. Municipality will cooperate in the development and support of a system-wide organization of first responders and assist in the promotion and recruitment of volunteers through advertising, staff support, or other means that Municipality considers appropriate and as available funds allow. Municipality may provide non-medical equipment, materials, and supplies for the first responder organization.

5.6. Coordination and Compatibility. To achieve coordination and compatibility, Municipality shall submit descriptions of any equipment which it intends to purchase for the first responder organization to the Executive Manager for review before implementation. The Executive Manager shall advise Municipality whether the equipment is compatible with the EMS System within 30 days after the description is submitted. Municipality shall modify its intended purchase, to the extent that it is financially feasible for the Municipality, if the Executive Manager advises the Municipality that it is not compatible.

VI.
ACKNOWLEDGEMENTS.

6.1. Coordination and Compatibility. Municipality acknowledges that it is very important to the interoperability and success of the system-wide first responder organization for its program to be coordinated and compatible with the EMS System.

6.2. Self Insured. Municipality acknowledges that County is self insured for some losses at the execution of this Agreement and that County does not have coverage from a commercial insurance company on most EMS Response and Transport Resources. Municipality

acknowledges that County is not required to provide coverage from a commercial insurance company under this Agreement and may, at its option, discontinue any coverage from a commercial insurance company which County may have at the time of execution of this Agreement.

6.3. Right to Subcontract. Both Parties acknowledge that County and the Municipality have the right to subcontract any or all of the services they are required to provide under this Agreement to any governmental entity or non-profit organization that County and or Municipality, in their sole discretion, selects as subcontractor. At the time of execution of this Agreement, emergency medical response and transport services within Travis County are provided by the City of Austin through the COA-County Interlocal.

6.4. County Right to Contract: Helicopters. Municipality acknowledges that County may contract with other entities for use of any helicopter. All proceeds that may arise from other agreements for the use of the helicopters inure to the benefit of County.

6.5. FAA Requirements and Maintenance. Both Parties acknowledge that the operation of helicopters is regulated by the Federal Aviation Act and the regulations under it which are administered by the FAA. County ensures compliance with the FAA's requirements and therefore has the right to make all final decisions about whether any particular person is fit to be onboard a helicopter. If unforeseen maintenance requirements necessitate every helicopter being out of service at the same time, Municipality acknowledges that this occurrence does not constitute a breach of this agreement. If the FAA requires County to cease operations for any reason, Municipality acknowledges that this occurrence does not constitute a breach of this agreement.

6.6. County Right to Collect Patient Fees. Both Parties acknowledge that County may perform any reasonable activities necessary to collect fees from Patients for transport by EMS Response and Transport Resources. County may retain all fees collected. At the time of execution of this agreement, some of these services are provided in accordance with the terms of the COA-County Interlocal.

6.7. Relocation of EMS Stations. Both Parties acknowledge that EMS Station locations may be relocated upon agreement by the City of Austin Director of EMS or his designee, the EMS Medical Director, the Executive Manager, and the appropriate governing bodies, after reviewing the recommendations, if any, of the EMS Advisory Board. At the request of the County EMS Manager, an existing EMS Station may be temporarily relocated or the ambulance usually located at it may use temporary facilities until another permanent location is established.

VII.
MISCELLANEOUS PROVISIONS.

7.1. Relationship of the Parties. This Agreement is based on the active participation of the Parties. Neither the execution nor the deliver of this Agreement create or constitute a partnership, joint venture, or any other form of business organization or arrangement between the Parties, except for the contractual arrangements specifically stated in this Agreement. Except as expressly agreed to in writing in this Agreement, no Party or any of its agents, officers or employees has the power to assume or create any obligation on behalf of the other Party.

7.2. Limit on Agents. No agent, official, employee or representative of a Party has the authority to amend this Agreement or waive breaches of it unless expressly granted that specific authority by the Party's governing body.

7.3. Assignment. No Party may assign any of the rights or duties created by this Agreement without the prior written approval of the other Party. It is acknowledged by both Parties that no officer, agency, employee or representative of a Party has any authority to grant such assignment unless expressly granted that authority by the Party's governing body.

7.4. Compliance with Law. Each Party shall comply with all laws, rules and regulations applicable to its performance of this Agreement

7.5. Current Revenue Funds. Each Party shall pay for its obligations under this Agreement from current revenue funds.

7.6. Limits of Liability. Municipality is not liable for any claims, damages, or attorney fees arising from negligent, intentional, or illegal acts by County or its employees or agents or subcontractors in relation to the operation or condition of any of the EMS Response and Transport Resources. County is not liable for any claims, damages, or attorney fees arising from negligent, intentional, or illegal acts by Municipality or its employees or agents in relation to the operation of the EMS System or raised by any condition of the facilities or other assets of value provided by Municipality.

7.7. Shared Liability. If both County and Municipality are liable for any claims, damages, or attorney fees arising from negligent, intentional, or illegal acts by both Municipality and County in relation to the operation of the EMS System, then Municipality and County are individually liable for the portion of the claims, damages, and attorney fees attributable to each that arise from their negligent or illegal acts or those of their respective employees and agents as determined by a court adjudicating the matter or as agreed in any settlement.

7.8. Third Party Rights Not Created. This Agreement is not intended to and shall not be construed to create any rights or remedies in any person or legal entity that is not a Party to it and the Parties are not waiving any defense or immunity to which they are entitled against any person or legal entity that is not a party to this Agreement.

7.9. Assumption of Risk. Municipality bears the risk for all property losses that result from damages caused by Municipality provided facilities, assets of value, or employees that would be covered by automobile, fire, casualty, and liability insurance coverage offered by a commercial insurance company. County bears the risk for all property losses that result from damages caused by County owned facilities, assets of value, or employees that would be covered by automobile, fire, casualty, and liability insurance coverage offered by a commercial insurance company. Where neither party is at fault because of negligent, intentional or illegal acts each party shall bear all property losses resulting from damages to its facilities, assets of value or employees that would be covered by a commercial insurance company.

7.10. Dispute Resolution. When mediation is acceptable to both Parties in resolving a dispute arising under this Agreement, the Parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in section 154.023 of the Texas Civil Practice and Remedies Code.

VIII.
FORMAL AMENDMENT PROCESS.

8.1. Written Notice. Any change to this Agreement shall be made in writing and signed by both Parties. It is acknowledged by each Party that no officer, agency, employee or representative of a Party has any authority to change the provisions of this Agreement, unless expressly granted that specific authority by its governing body.

8.2. Request for Amendment. Municipality must submit all requests for changes to this Agreement to Executive Manager who shall present the request for consideration by the Commissioners Court . County must submit all requests for changes to this Agreement to the Manager or the Municipality who shall present the request for consideration by the governing body.

IX.
METHODS OF TERMINATION.

9.1. Annual Termination. Either Party to this Agreement may terminate its participation in this Agreement without cause effective the next September 30, by giving at least 180 days prior written notice.

9.2. Termination for Breach. Either Party may terminate its participation in this Agreement if it finds that the other Party has breached this Agreement. Before termination, the terminating Party shall provide written notice to all the other Party of any alleged breaches. Upon receipt of this notice, the breaching Party has 90 days to correct the alleged breaches or explain why the actions do not breach this Agreement to the satisfaction of the terminating Party. Failure to correct the alleged breaches or give a satisfactory explanation within 90 days, results in automatic termination of this Agreement, unless both Parties agree in writing to extend the time to cure the alleged breaches.

9.3. Mutual Termination. The Parties may terminate this Agreement when both Parties agree, in writing, (1) that the continuation of some or all of the activities under this Agreement would not produce beneficial results commensurate with the further expenditure of funds and (2) what conditions of termination will apply, including the effective date of termination and, in case of partial termination, the portion of the Agreement to be terminated.

9.4. Survival of Provisions. If this Agreement is terminated, the terms about Patient billings and payments survive the termination until each Patient account is paid.

X.
NOTICE.

10.1. Written Notice. All notices sent pursuant to this Agreement shall be in writing and either hand delivered or sent by registered or certified mail, postage prepaid, return-receipt requested.

10.2. County Address. Notice sent pursuant to this Agreement shall be delivered or sent to County at the following addresses:

If hand delivered to:	If mailed to:
County Judge, Travis County 314 West 11th Street, Room 520 Austin, Texas 78701	County Judge, Travis County P.O. Box 1748 Austin, Texas 78767

and

If hand delivered to:	If mailed to:
Executive Manager Emergency Services 5501 Airport Boulevard, Suite 203B Austin, Texas 78751	Executive Manager Emergency Services P.O. Box 1748 Austin, Texas 78767

10.3. Municipality Address. Notice sent pursuant to this Agreement shall be delivered or sent to County at the following addresses:

10.4. If hand delivered to: If mailed to:

10.5. Notice to County Attorney. To be effective against County, a copy of any notice sent to County must also be sent to the Travis County Attorney's office at the following address:

Travis County Attorney
P.O. Box 1748
Austin, Texas 78767

10.6. Notice to Municipality's Attorney. To be effective against Municipality, a copy of any notice sent to Municipality must also be sent to the Municipality Attorney's office at the following address:

Municipality Attorney

10.7. Time of Delivery. When notices sent are hand delivered, notice is effective upon delivery. When notices are mailed by registered or certified mail, notice shall be deemed effective three days after deposit in a U.S. mail box or at a U.S. post office.

10.8. Change of Address. A Party may change its address for notice under this Agreement by providing written notice of the change to the other Party in compliance with this section.

XI.
INTERPRETATION OF AGREEMENT.

11.1. Third Party Rights Not Created. This Agreement is not intended to and shall not be construed to create any rights or remedies in any person or legal entity that is not a Party to it and the Parties are not waiving any defense or immunity to which they are entitled against any person or legal entity that is not a party to this Agreement.

11.2. Entire Agreement. This is the entire agreement between the Parties regarding the subjects and terms of this Agreement. This Agreement supersedes any and all other agreements, either oral or in writing, between the Parties with respect to this subject matter.

11.3. Law. This Agreement is governed by and shall be construed in accordance with the laws of Texas and is performable in Travis County, Texas.

11.4. Severability. If any portion of this Agreement, or application of it to any person or circumstance is held invalid, illegal or unenforceable by a court of competent jurisdiction, that holding shall not affect other terms, conditions, or applications of this Agreement which shall be given effect without the invalid terms, conditions or applications.

11.5. Computation of Time. When any period of time is stated in this Agreement, the time shall be computed to exclude the first day and include the last day of the period. If the last day of any period falls on a Saturday, Sunday or a day that County has declared a holiday for its employees, these days shall be omitted from the computation.

11.6. Gender and Number. Words of gender used in this Agreement shall be construed to include any other gender and words in the singular number shall be construed to include the plural and vice versa unless this Agreement requires otherwise.

11.7. Headings. The headings at the beginning of the various provisions of this Agreement have only been included to make it easier to locate the subject matter covered by that section or subsection and are not to be used in construing this Agreement.

11.8. Duplicate Originals. This document may be executed in duplicate originals.

<insert name of municipality>

By: _____ Date: _____
<Name of signer>
<Title of signer>

Travis County, Texas

By: _____ Date: _____
Samuel T. Biscoe
County Judge

12

TRAVIS COUNTY COMMISSIONERS COURT
AGENDA REQUEST

Voting Session: OCTOBER 7,2009

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 ON INTERLOCAL CONTRACT WITH CAPITAL AREA COUNCIL OF GOVERNMENTS (CAPCOG) FOR USE OF REVENUE RETURNED UNDER RULE 251.3.

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
Hershel Lee

Medical Examiner
Dr. David Dolinak

STAR Flight
Casey Ping, Program Manager

MEMORANDUM

To: Travis County Commissioners Court

From: Danny Hobby, Executive Manager Emergency Services

Date: October 7, 2009

Subject: 2009 Interlocal Agreement for Use of Returned Revenue Under Rule 251.3

Emergency Services requests that you consider and take appropriate action to approve an interlocal agreement (see attached agreement) with Capital Area Council of Governments (CAPCOG) for use of returned revenue under Rule 251.3 of the Texas Health and Safety Code (see attached rule). This will allow CAPCOG to pay Travis County $985,555.00 originally from 2007 funding and rolled over each year since then in compliance with the CSEC Rule for the Largest County. Travis County will receive payment of these funds within 30 days of final execution of this interlocal agreement.

Travis County will use the funds for the sole purpose of reimbursing and funding eligible 9-1-1 system operation and network expenditures in compliance with Rule 251.3. These expenditures are associated with the design of a 9-1-1 system and/or the purchase and maintenance of equipment and personnel necessary to establish and operate public safety answering points and related operations within Travis County. A portion of the funds may be allocated to other entities within Travis County that have qualifying expenditures.

Thank you for your consideration of this matter.

INTERLOCAL CONTRACT FOR USE OF REVENUE RETURNED UNDER RULE 251.3

This Interlocal Contract is entered into by the following parties:

Travis County, Texas ("County") and the Capital Area Council of Governments ("CAPCOG")

RECITALS

CAPCOG is a regional planning commission and political subdivision of the State of Texas organized and operating under the Texas Regional Planning Act of 1965, as amended, chapter 391 of the Local Government Code.

Travis County is a political subdivision of the State of Texas.

CAPCOG and County are authorized to enter into this contract in all respects by TEX. GOV'T. CODE ANN., ch. 791.

AGREEMENT

Payment of Funds. CAPCOG shall pay County $985,555.00 originally from the Fiscal Year 2007 funding and rolled over each year since then in compliance with the CSEC Rule for the Largest County.

Use of Funds. County shall use these funds for the sole purpose of reimbursing and funding eligible 9-1-1 system operation and network expenditures in compliance with CSEC rule 251.3.

Current Revenue. CAPCOG shall pay for its obligations under this interlocal contract from current revenue funds.

Compliance with Laws. County shall comply with all applicable laws, rules and regulations in the performance of this contract.

Entire Agreement. This contract supersedes any and all other agreements, either oral or in writing, between the parties to it with respect to the subject matter of it and contains all of the covenants and agreements between the parties with respect to this subject matter. Each party to this contract acknowledges that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party or anyone acting on behalf of any party which are not embodied in this contract and that any agreements, statements, or promises not contained in this contract are not valid or binding.

Dispute Resolution. When mediation is acceptable to both parties in resolving a dispute arising under this contract, the parties agree to use the Dispute Resolution Center of Austin, Texas, as the provider of mediators for mediation as described in the TEX. CIV. PRAC. AND REM. CODE ANN., § 154.073. Unless both parties are satisfied with the result of the

mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation must remain confidential as described in TEX. CIV. PRAC. AND REM. CODE ANN., § 154.073, unless both parties agree, in writing, to waive the confidentiality.

Termination for Breach. The failure of either party to comply with the terms and conditions of this contract is a breach of this contract. Either party may terminate this contract if it is found that the other party has breached this contract. Prior to termination, the terminating party shall provide written notice to the other party of any breaches. Upon receipt of this notice, the breaching party has 30 days to correct the breaches or explain why the actions do not breach this contract to the satisfaction of the terminating party. Failure to correct the breaches or give a satisfactory explanation within 30 days results in automatic termination of this contract at the end of the 30-day period unless the parties agree in writing to extend the time to cure the breaches.

Written Notice. All notices sent pursuant to this contract shall be in writing and either hand delivered or sent by registered or certified mail, postage prepaid, return receipt requested.

County Address. Notice sent pursuant to this contract shall be delivered or sent to County at the following addresses:

If hand delivered to:	If mailed to:
County Judge, Travis County 314 West 11th Street, Room 520 Austin, Texas 78701	County Judge, Travis County P.O. Box 1748 Austin, Texas 78767

and

If hand delivered to:	If mailed to:
Executive Manager Emergency Services 5501 Airport Boulevard Austin, Texas 78757	Executive Manager Emergency Services P.O. Box 1748 Austin, Texas 78767

CAPCOG Address. Notices sent pursuant to this contract shall be delivered or sent to CAPCOG at the following address:

If hand delivered to:	If mailed to:
Executive Director Capital Area Council of Governments 6800 Burleson Road Building 310 Suite165 Austin, Texas 78744	Executive Director Capital Area Council of Governments 6800 Burleson Rd. Bldg 310, Ste 165 Austin, Texas 78744

Notice to County Attorney. To be effective against County, a copy of any notice sent to County must also be sent to the Travis County Attorney's office at the following address:

Travis County Attorney
P.O. Box 1748
Austin, Texas 78767

Time of Delivery. When notices sent are hand delivered, notice is effective upon delivery. When notices are mailed by registered or certified mail, notice shall be deemed effective three days after deposit in a U.S. mail box or at a U.S. post office.

Change of Address. Either party may change its address for notice under this contract by providing a notice of the change to all parties in compliance with this paragraph.

Texas Law to Apply. This contract shall be construed under and in accordance with the laws of the State of Texas and all obligations of the parties created under it are performable in Travis County, Texas.

Severability of Provisions. In case any one or more of the provisions in this contract is for any reason held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability shall not affect any other provision of this contract and this contract shall be construed as if the invalid, illegal, or unenforceable provisions had never been in it.

Computation of Time. When any period of time is stated in this contract, the time shall be computed to exclude the first day and include the last day of the period. If the last day of any period falls on a Saturday, Sunday or a day that either County or CAGCOG has declared a holiday for its employees, these days shall be omitted from the computation.

Gender and Number. Words of gender used in this contract shall be construed to include any other gender and words in the singular number shall be construed to include the plural and vice versa unless this contract requires otherwise.

Headings. The headings at the beginning of the various provisions of this contract have only been included to make it easier to locate the subject matter covered by that section or subsection and are not to be used in construing this contract.

CAPITAL AREA COUNCIL OF GOVERNMENTS	TRAVIS COUNTY, TEXAS
By: _____	By: _____
Betty Voights	Samuel T. Biscoe
Executive Director	County Judge
Date: 9-28-09	Date: _____

Rule 251.3
USE OF REVENUE IN CERTAIN COUNTIES

(a) Purpose. The purpose of this rule is to establish the requirements for the submission and approval of proposals for allocations of revenue under Section 771.0751 of the Texas Health and Safety Code, which provides for use of 9-1-1 funds for services and/or equipment closely related to the 9-1-1 system, but which have not historically been funded under Chapter 771 of the Texas Health and Safety Code.

(b) Background. As authorized by Chapter 771 of the Texas Health and Safety Code, the Commission on State Emergency Communications (Commission) may impose 9-1-1 emergency service fees and equalization surcharges to support the planning, development, and provision of 9-1-1 service throughout the State of Texas. In accordance with Section 771.055 of the above chapter, such service implementation shall be consistent with regional plans developed by regional planning commissions (RPC). These regional plans must meet standards established by the Commission and include a description of how money allocated to the region under this chapter is to be allocated in the region. Section 771.0751 provides for use of revenue in certain counties for costs associated with the design of a 9-1-1 system and/or the purchase and maintenance of equipment and personnel necessary to establish and operate answering points and related operations.

(c) Definitions. Unless the context clearly indicates otherwise, terms contained in this rule are defined as shown in Commission Rule 251.14, *General Provisions and Definitions.*

(d) Eligibility. The eligibility for approval of funding under this rule is established as follows:

(1) A PSAP within a county participating in the Commission 9-1-1 program, with a population of at least 700,000 or greater as reported by the Texas State Data Center and adopted per Commission Rule 252.6, *Wireless Service Fee Proportional Distribution*, or

(2) A PSAP within the county, participating in the Commission 9-1-1 program, that has the highest population within a RPC as reported by the Texas State Data Center and adopted per Commission Rule 252.6, *Wireless Service Fee Proportional Distribution.*

(e) Requests. Requests for funding under this rule shall be submitted by the RPC as part of the regional strategic plan or proposed as an amendment to the regional plan, subject to the format and documentation requirements and review and

approval processes as described in Commission Rule 251.1, *Regional Strategic Plans for 9-1-1 Service*, Commission Rule 251.6, *Guidelines for Strategic Plans, Amendments, and Revenue Allocation*, and other applicable Commission rule and policy. Requests should demonstrate that all basic regional 9-1-1 needs are met and maintained prior to any additional costs proposed under this rule.

(f) Approval. Approval of regional plans or amendments requesting funds under this rule may only be approved by vote of the Commission. Once approved, procurement, operation, and maintenance of enhancements funded under this rule are subject to all applicable Commission rules and policies.

(g) Review. This rule shall be reviewed biennially in order to incorporate any changes made necessary by Legislative appropriation and/or change in applicable law.

Last Updated 10-9-09 at 9:52am

15

Travis County Commissioners Court Agenda Request

Voting Session 10/13/09 (Date) Work Session _____ (Date)

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

B. Requested Text: **Consider and take appropriate action on the approval of acceptance of dedication of street and drainage facilities for a portion of Elroy Road and Ross Road, portions of two roads in Precinct 4**

C. Approved by: _____
Commissioner Margaret Gomez, Precinct 4

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

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

Yes X No _____ Please list those contacted and their phone numbers:

Steve Manilla, P.E.,	- 854-9383	Donald W. Ward	- 854-9383
Steve Sun	- 854-9383	Richard Duane	- 854-9383
Roger Schuck	- 854-9383	David Greear	- 854-9383
Anna Bowlin	- 854-9383	Scott Lambert	- 854-9383
Donna Williams-Jones	- 854-9383		

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (473-9106)
____ Additional funding for any department or for any purpose
____ Transfer of existing funds within or between any line item budget
____ Grant

Human Resources Department (473-9165)
____ A change in your department's personnel (reclassifications, etc.)

Purchasing Office (473-9700)
____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (473-9415)
____ Contract, Agreement, Policy & Procedure

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

Last Updated 10-9-09 at 9:52am

TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

MEMORANDUM

DATE: September 25, 2009

TO: Members of the Commissioners' Court

THROUGH: Joseph P. Gieselman, TNR Executive Manager

FROM: Steven Manilla, P.E., Public Works Director

SUBJECT: Approve acceptance of dedication for two new portions of Elroy Road, increased right of way of Elroy Road, and a portion of Ross Road, in Precinct 4.

Summary and TNR Staff Recommendation:
Elroy Road and Ross Road were recently built under a Public Private Partnership per the Elroy Road Participation Agreement as approved in Commissioners Court on March 6, 2007. There is a small realignment east of Elroy Road's intersection with FM 973, allowing Elroy Road to intersect FM 973 directly across from Burleson Road. A portion of Elroy Road, 2,565 L.F., is within SH 130 right-of-way. This section built by the contractor for the SH 130 project and is to be maintained as part of SH 130.

The majority of Elroy Road is improved from a two lane road, with 60' of right of way, to a four lane divided roadway section, with 90' - 160' of right of way. This section was built by the developer of the subdivision south of Elroy Road. The most easterly section of Elroy Road is realigned to make a better intersection with the unimproved section of Elroy Road, east of McAngus Road. Ross Road, from its intersection with the old Elroy Road to Apperson Street, is built as a four lane undivided street. All of the new or improved roadways considered here are built with curb and gutters and 5' wide sidewalks, on both sides. The sidewalks have been inspected and approved by a Registered Accessibility Specialist. The road is still in a one-year maintenance period which expires December 1, 2009. The road is in full use by the public and accepting it now allows the Sheriff's Department to enforce regulatory signs and speed limits on the road. This action will add 0.74 miles to the Travis County road system. TNR staff recommends approval of the proposed motion.

Required Authorizations:
None Required

Exhibits:
List of streets
Sidewalk inspection
Attached map

DV:SM:dv

4100 Elroy Road
4100 Ross Road

Last Updated 10-9-09 at 9:52am

ACCEPTANCE OF DEDICATION OF STREETS AND DRAINAGE

Atlas No. E-09 Elroy Road/Ross Road
Pct. # 4 **Mapsco No. 677S**

Doc's. #2006056623, #2006056624, #2006056625, Doc. #2007085486, Doc. #2007085489, Vol. 13346 pg. 0202, Doc. #2007085484 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.

#	STREET NAME	FROM - TO	L.F.	MILES	ROW	TYPE OF PVMNT	WIDTH OF PVMNT*	CURB & GUTTER
1	Elroy Road	FM 973 to 248' east	248	0.05	160'^	HMAC	2-27'F-F*	Y
	Elroy Road	transition	113	0.02	160-150'	HMAC	2-27'F-F*	Y
	Elroy Road	to SH 130	628	0.12	150'	HMAC	2-27'F-F*	Y
	Elroy Road	SH 130 right of way by TXDOT		0.00				
	Elroy Road	Improvements to existing road by developer		0.00				
	Elroy Road	Del Valle School Tract to 617' east of Ross Road	1620	0.31	90'	HMAC	2-27'F-F*	Y
	Elroy Road	617' east of Ross Road to Mc Angus Road	282	0.05	90'^	HMAC	70'F-F	Y
2	Ross Road	from the abandoned Elroy Road to Apperson Street	1001	0.19	70'	HMAC	51'F-F	Y

^ plus flares at FM 973
* plus left turn lanes
^ plus flares at McAngus

CONSTRUCTION OF STREETS AND DRAINAGE EXCEEDS MINIMUM COUNTY STANDARD FOR STREETS NUMBERED 2

IT IS RECOMMENDED THAT MAINTENANCE OF STREETS NUMBERED 1-2 TOTALING 0.74 MILES BE ACCEPTED BY THE TRAVIS COUNTY COMMISSIONERS' COURT IN PRECINCT 4

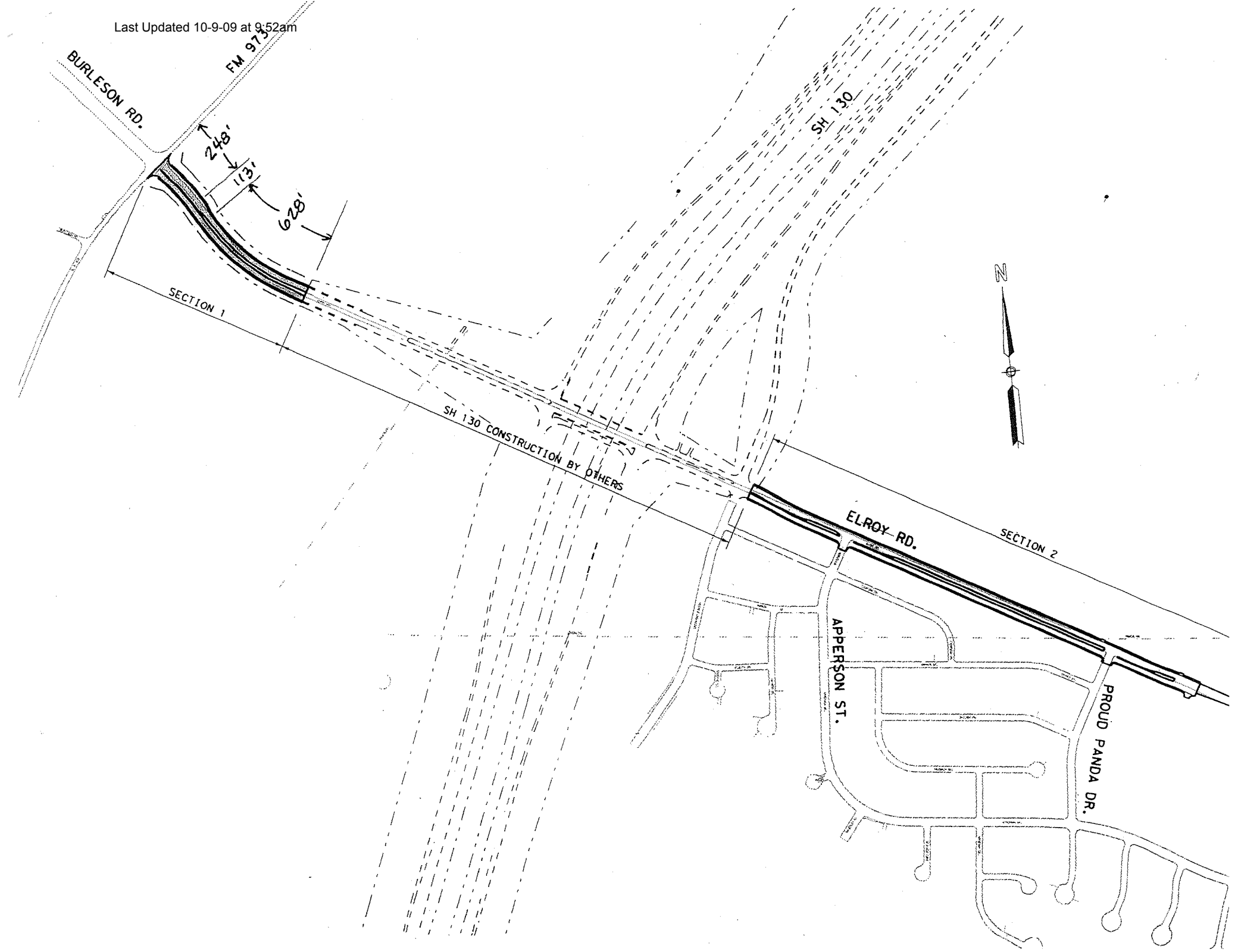
10/132009
DATE

Steven Manilla, P.E.
PUBLIC WORKS DIRECTOR
TRANSPORTATION AND NATURAL RESOURCES

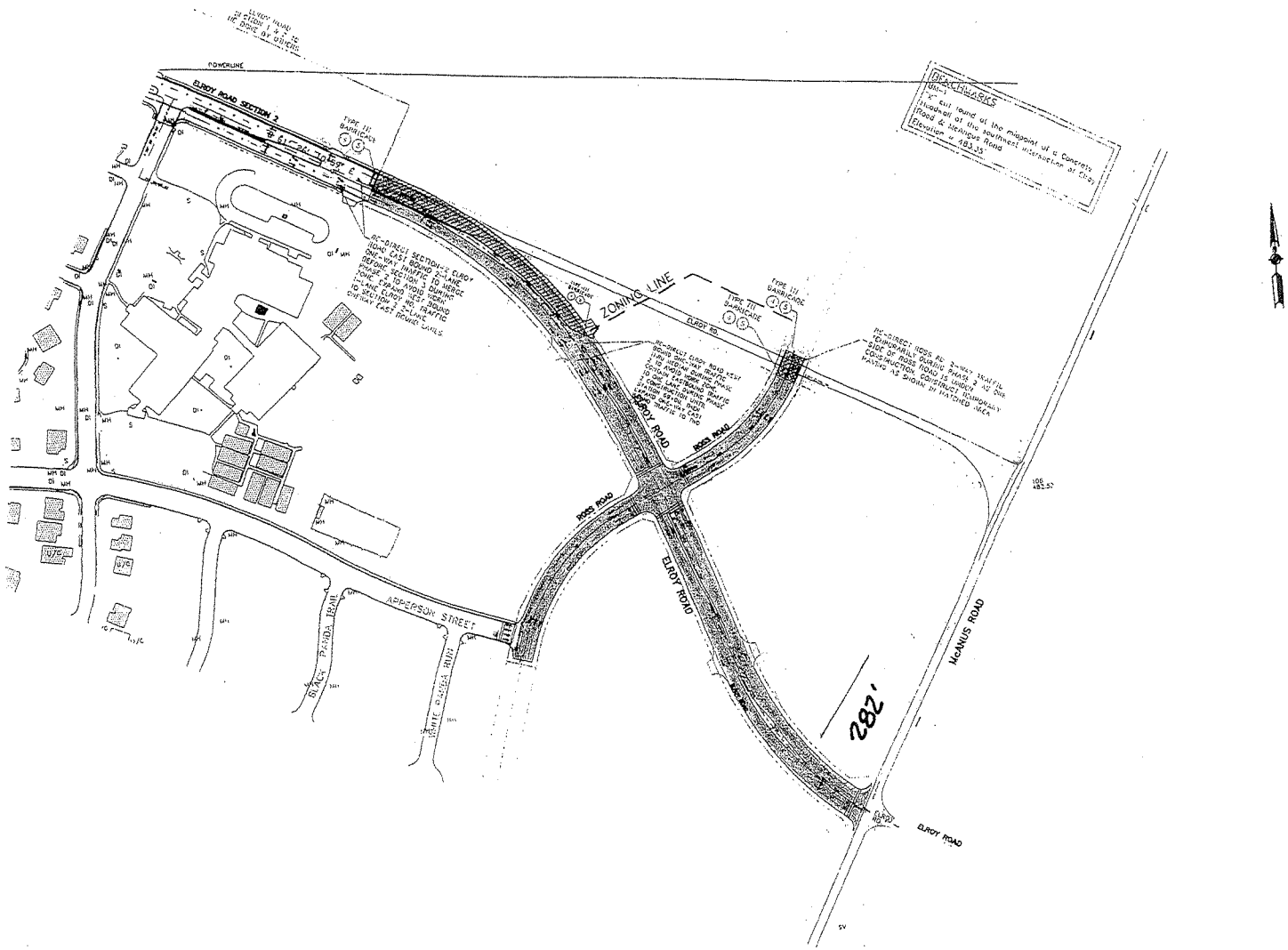
DP = DOUBLE PENETRATION
HMAC = HOT MIX ASPHALT
C = CONCRETE
UPP = UNPAVED, PIT RUN
UPS = UNPAVED, SELECT

DATE APPROVED BY TRAVIS COUNTY COMMISSIONERS COURT

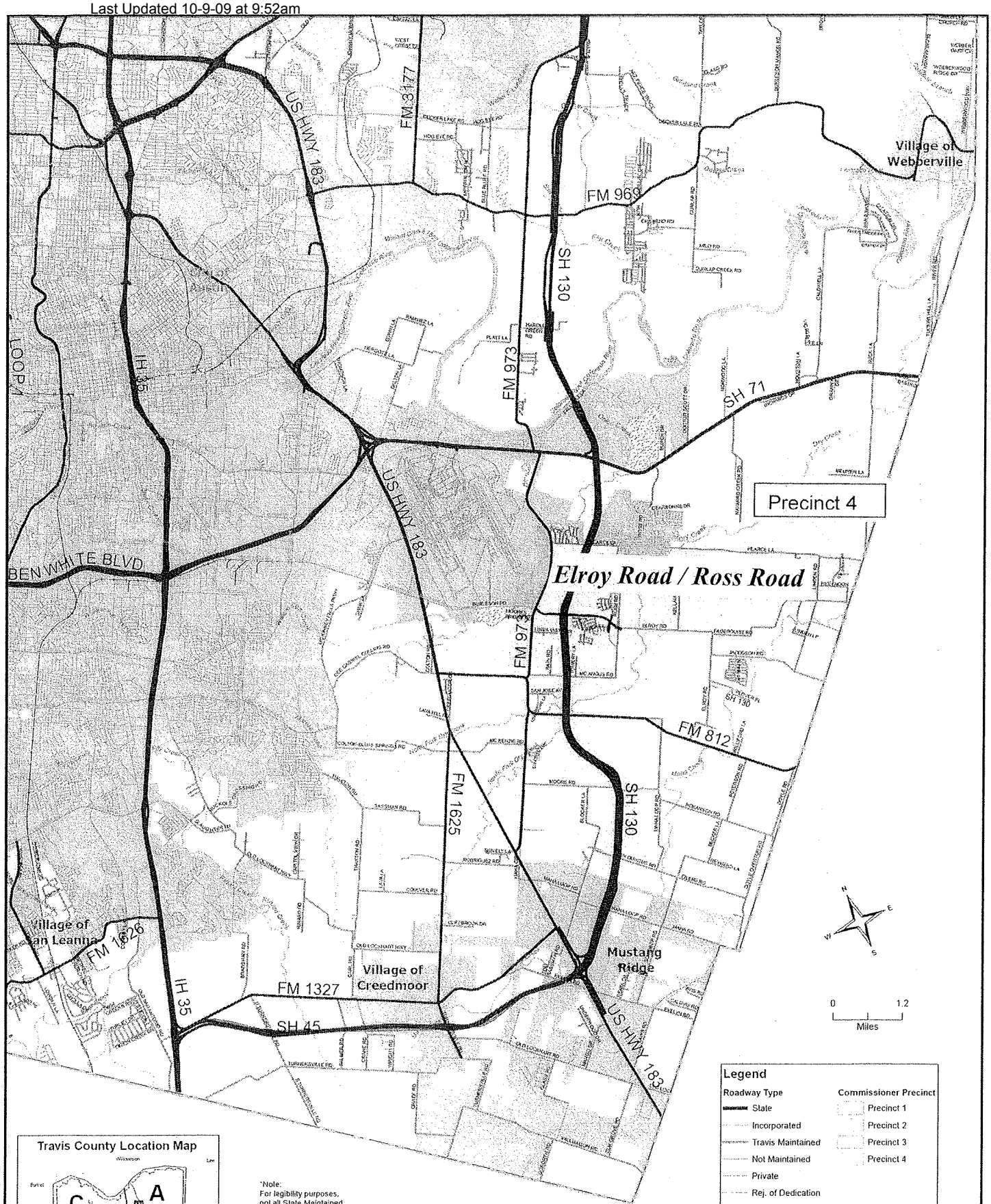
Last Updated 10-9-09 at 9:52am



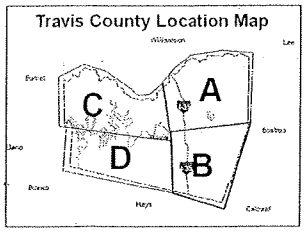
Last Updated 10-9-09 at 9:52am



Last Updated 10-9-09 at 9:52am



Travis County Location Map



*Note:
For legibility purposes,
not all State Maintained
roadways are shown in red.

Source(s): City of Austin Roads - COA 2008, Unincorporated Roads - Travis County January 2009 Creeks- NHD '05, Parks - Travis County 5/2008, Commissioner Precincts-Travis County Voter Registrar 2002.

Legend

Roadway Type	Commissioner Precinct
State	Precinct 1
Incorporated	Precinct 2
Travis Maintained	Precinct 3
Not Maintained	Precinct 4
Private	
Rej. of Dedication	
Undedicated, Private	
Railroad	
Travis County Park	
Water Body	
Incorporated Area	

Map Disclaimer: This map was created for the Travis County Sign Crew to identify Travis County maintained roadways. The data is provided "as is" with no warranties of any kind.

Travis County Roadways, Map B

Map Prepared by: Travis County, Dept. of Transportation & Natural Resources Date: 1/7/2009

Last Updated 10-9-09 at 9:52am

TRAVIS COUNTY COMMISSIONERS COURT
AGENDA REQUEST

#16

VOTING SESSION: 10/13/09

I. Request made by: Roger Jefferies, JPS Executive Manager

Requested topic: RECEIVE PRESENTATION FROM THE COUNCIL ON AT RISK YOUTH (CARY)

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 must be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

Cyd Grimes - 854-9700
DeDe Bell - 854-9125
Julie Cullen - 854-4751
Adrian Moore – 451-4592
Cynthia Finnegan – 854-3277
Vennie Davis – 854-4787

III. Required Authorizations: Please check if applicable.

RECEIVED COUNTY JUDGE'S OFFICE 09 OCT -8 AM 11:33

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 12:00 p.m. on Tuesdays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting

CRIMINAL JUSTICE PLANNING DEPARTMENT

P.O. Box 1748, Austin, TX 78767, (512) 854-4415, FAX (512) 854-4417

Last Updated 10-9-09 at 9:52am

MEMORANDUM

To: Sam Biscoe, County Judge
Ron Davis, Commissioner Precinct 1
Sarah Eckhardt, Commissioner Precinct 2
Karen Huber, Commissioner Precinct 3
Margret Gomez, Commissioner Precinct 4

From: Roger Jefferies, JPS Executive Manager

Date: 10/07/09

Subject: RECEIVE PRESENTATION FROM THE COUNCIL ON AT RISK YOUTH (CARY)

Attached are materials related to a presentation to the Commissioners Court by Mr. Adrian Moore with the CARY (Council on At-Risk Youth) program in the Austin Independent School District. The presentation will include the following:

1) Rotary Club (Austin & Houston) At-Risk Youth Documentary Film - This 14 minute film highlights the effectiveness of prevention strategies and the policies which enable these programs to expand.
2) Overview of Aggression Replacement Training Program - This will be a 6 minute overview of the PEACEROX curriculum, which uses Aggression Replacement Training (ART)—a multimode intervention designed to alter the behavior of aggressive youth, reduce anti-social behaviors, and offer an alternative of pro-social skills.
3) CARY Student Remarks -10 minutes will be allocated for CARY students to talk about their involvement in the program and to answer questions from the Court.

Please note that in prior years, Health and Human Services provided contract monitoring for CARY. As of 10/1/09, the responsibility of monitoring this contract, which was funded for $100,000 in FY10, was transitioned to Criminal Justice Planning. Please contact us if you have any questions or comments.

Attachments

Copy:
Adrian Moore
Cyd Grimes
DeDe Bell
Julie Cullen
Cynthia Finnegan
Vennie Davis

Last Updated 10-9-09 at 9:52am

The

PeaceRox

curriculum consists of three components:

- **Skill Streaming Training** (The Behavior Component),
- **Anger Control Training** (The Emotional Component), and
- **Empathetic Reasoning** (The Mature Thinking Component).

CARY

Council on At-Risk Youth

"Helping youth promote safe schools and safe communities."

Council on At Risk Youth

Gus Garcia Middle School Advisor
Dobie Middle School
Bedicheck Middle School
Webb Middle School
Pearce Middle School
Alternative Learning Center

PeaceRox

Groups and Individual Coaching to Teach Kids New Skills for a Safe Campus
&
Safe Community

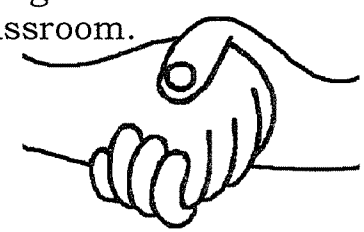
Aggressive behavior by children and adolescents is a serious and increasing problem in our schools, on the streets, and in our communities.

PeaceRox

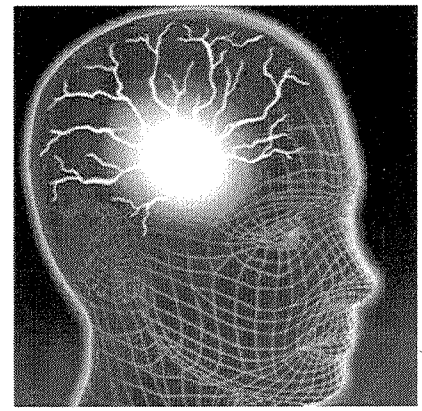
uses Aggression Replacement Training (ART)—a multimode intervention designed to alter the behavior of aggressive youth, reduce anti-social behaviors, and offer an alternative of pro-social skills.

- ART has been implemented across the nation since its creation in 1987. It has been the focus of many research studies and has proven to reduce offending behavior.
- ART is an intensive life-skills program in which the youth attends group sessions two times per week during an elective period or after school.
- In these sessions, participants gain tools that allow them to solve problems, make decisions, and interact positively in social situations.

Skill Streaming Training - Is the teaching of a series of interpersonal skills that address various social situations and is an ***alternative to aggressive behavior***. An example of a few of the skills being taught would be: "Making a Complaint", "Keeping out of Fights", and "Understanding the Feelings of Others". Each youth will role-play the skill in group and, with practice and feedback, will progress to using the skill outside the classroom.



Anger Control Training - The focus is on teaching youth self-control in dealing with their anger. Techniques for reducing and managing feelings of anger in difficult situations are introduced and role-played. The goal is to ***empower the youth through positive anger control methods.*** This enables them to have a variety of options in dealing with a problem rather than the single option of aggression.

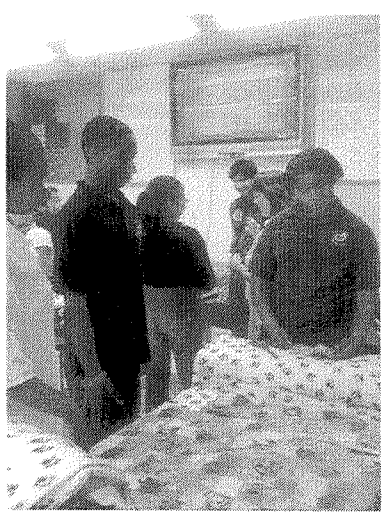


Empathetic Reasoning - A new problem situation is presented to the group each week, with each group member responding to questions presented in the scenario. This component is designed to help correct the youth's thinking errors and lead him or her to see there are other ways of acting in different situations. Throughout the group discussion, youth are exposed to the different perspectives of other group members. The purpose of the discussion is to facilitate mature reasoning in order for the ***youth to make more mature decisions in social situations.*** The group does not teach values

Last Updated 10-9-09 at 9:52am

Board of Directors

Robert J. King, Board Chair
Colleen Waring, Vice Chair
Roger Brooks, Treasurer
Gary Godbee, Secretary
Regina Williams, Devp. Chair
Art Acevedo
Charlie Baird
Chris Whitt
David Quintanilla
Gary Cobb
Greg Hamilton
Helen Almanza, Ph.D.
Joan Hilgers
John Houck
Leticia Martinez
Mike Wifley
Rebecca Leal
Rhonda Isser
Alfred Stanley
James Y. Bryce, Board Chair Emeritus



CARY Supporters

Support has come from the City of Austin and Travis County Health & Human Service Departments, the Hogg Foundation, RGK Foundation, Trull Foundation, Lola Wright Foundation, the Allstate Foundation, Austin Community Foundation, Meadows Foundation, A Glimmer of Hope Foundation, the Greater Austin Crime Commission, and many individual contributors.

Federal grants from Bureau of Justice Assistance-Community Gun Violence Preventions and Department of Education-Safe and Drug Free Schools through Texas Education Agency Service Learning Center.

CARY
Council on At-Risk Youth

Adrian Moore
Founder/Executive Director
3710 Cedar St., Box 23
Austin, Texas 78705
Phone: 512-451-4592
Fax: 512-451-3110
E-mail: amoore@councilonatriskyouth.org
www.councilonatriskyouth.org

CARY

Council on At-Risk Youth

"helping youth promote safe schools and safe communities"

Last Updated 10-9-09 at 9:52am

Council on At-Risk Youth

History

- Incorporated in 1999, with operational programs starting in 2000.
- Programs deal with at-risk youth at Austin ISD Alternative Learning Center, Bedichek, Dobie, Pearce, Garcia and Webb Middle Schools.

Target Youth

- CARY focuses exclusively on youth with severe disciplinary issues and in school disciplinary systems placed in or out of school suspension, school detention or removed to disciplinary alternative education programs.
- Average age: 13
- emotional disabilities
- limited English proficiency
- low academic performers
- 80% minorities, 85% males, 90% low income

Program

- A 12-month program with social and cognitive skills training emphasizing violence prevention and positive social skills
- CARY Youth Advisors provide individual behavioral counseling, parent groups and service learning projects.
- Positive Adolescent Choices Training (PACT), a "science-based program" is used and endorsed by the U.S. Department of Education, Justice and Center for Disease Control.

Costs

- One year comprehensive service with CARY costs $750 versus $15,000 for one year at Texas State Prison, or $25,000 for one year at Travis County Jail, or $100,000 for one year at Texas Youth Commission .

Results

- CARY targets adolescents with 4 times more aggressive, abusive and intimidating school incidents than other students in the school disciplinary system, as well as students with lower academic performance.
- School administrators, counselors, parents and three independent researchers have found that CARY students demonstrate significant improvements in appropriate social behaviors and decreases in anti-social behaviors with a 50% gain in problem solving, anger management and conflict resolution skills.
- Independent Evaluation shows a 50% reduction in serious school incidents in 2007/2008 for all students completing the program and the progress sustained for 18 months.*

*Research conducted by Dottie Carmichael, Ph.D., Texas A&M University, Public Policy Research Institute

Council on At-Risk Youth

FACT SHEET

- Mission: "helping youth promote safe schools and safe communities"

- History: Started in 2000. Programs operational with at-risk youth at Austin ISD Alternative Learning Center in 8th year; at Bedichek, Dobie, Pearce and Webb in 5th year and at Garcia Middle School in 1st Year.

- Target Youth: Focuses exclusively on youth at in or out of school suspension, detention or removed to disciplinary alternative education programs. Average age 13; 70% are minorities; 85% males; 90% are poor.

- Funding Support: City of Austin & Travis County Health & Human Services and from Hogg, RGK, Allstate, Trull, Lola Wright, Meadows and A Glimmer of Hope Foundations. Federal grants from Bureau of Justice Assistance-Community Gun Violence Prevention and Department of Education-Safe and Drug Free Schools through Texas Education Agency. Numerous local donors.

- Program: 12 month program with social cognitive skills training emphasizing violence prevention and positive social skills by CARY Youth Advisors with individual behavioral counseling, parent groups & service learning projects. Positive Adolescent Choices Training (PACT), a "science based program" by U.S. Dept. of Education, Justice and Center for Disease Control is used.

- Staff: Emphasis on MA level staff personnel with social work, psychology or special education focus with 3-5 years experience in mental health, special education and/or correction job settings.

- Costs: $750 for one year comprehensive service. Compare to $15,000 for one year at Texas State Prison, $25,000 for one year at Travis County Jail, $54,000 for one year at Texas Youth Commission.

- Results: Surveys with school administrators, counselors, parents and two independent researchers show significant improvements in appropriate social behaviors and decreases in anti-social behaviors. 70% reduction in serious school incident reports for boys completing program in 2007.

PROGRAM WORK STATEMENT

for Contracts funded by Travis County

Date prepared: 10/01/2009

Agency: To complete this form, follow the detailed "Instructions for form 3: Program Work Statement" which is provided as a separate attachment.

Agency: **Council on At-Risk Youth (CARY)** Program: Youth Violence Prevention Program

1. Program goals and objectives:

CARY's mission is "helping youth promote safe schools and safe communities". In this regard, CARY addresses issues related to youth violence and juvenile delinquency. The goals for implementation of the comprehensive case management system for 12 months for each student include: 1) violence prevention social cognitive skills training, 2) individual behavioral planning, counseling and mentoring, and 3) service learning projects designed and implemented by participant students.

The Department of Public Safety "Crime Report" data shows arrests for school age youth between 10 and 20 as accounting for 101 murder and homicide arrests, 1,188 aggravated robbery arrests and 2,006 aggravated assault arrests and 15,790 other assaults between 1998 and 2007. The Austin Independent School District disciplinary data base shows more than 12,080 cases of disciplinary action being taken with students for aggressive offenses during school year 2006-2007. These acts include assault, abuse, intimidation and bullying. Many public school students (56%) reported in a recent school year that bullying is a problem and that student safety (defined as fighting, harassment and threats) was the most serious problem on campus according to the Title IV Safe and Drug Free Schools Report.

With youth violence, crime and delinquency being a major school and community problem, CARY is the only private non-profit organization devoting 100% of our resources to prevention and early intervention with this group of at risk youth.

2. Program clients served:

CARY targets middle school youth who are involved in the serious disciplinary incidents in the schools including assault, aggression, abuse and intimidation of others. CARY requires that students be on in school suspension, out of school suspension or removed from the school to the Alternative Learning Center. CARY serves approximately 500 middle school students annually. The average age is 13. 65% are Hispanic, 25% are African American and 10% Anglo. 75% are boys, 25% girls; 90% of the students are poor as they qualify for free and reduced cost breakfast and lunch.

CARY targets this particular group of youth at risk because they are the students most likely to graduate not from high school, but rather into the very costly Texas juvenile and criminal justice system. Dottie Carmichael of the Institute for Policy Analysis at Texas A&M University recently completed a study of more than 2,000,000 Texas students using TEA PEIMS data and Texas Probation Commission Casework data for review of risk factors for crime and delinquency. Her analysis showed that one serious school disciplinary report for a student was the most powerful predictor of future crime and delinquency offenses. Another study shows that 60% of students who are bullies in middle school can be predicated to have at least one criminal court conviction by age 24; 40% of bullies will have three criminal court convictions by age 24 according to the National Institute of Child Health and Human Development.

More than 2/3 of the program participants come from schools and high risk zip code areas in the city characterized by high crime and drug abuse rates, high poverty and high unemployment. The middle schools and respective zip codes include 1) Alternative Learning Center in 78702, Bedichek in 78745, Dobie in 78753, Gus Garcia in 78723, Pearce in 78753 and Webb in 78752. Travis County funding will support CARY programming at the Alternative Learning Center and at Gus Garcia Middle School.

3. Program services and delivery:

Referrals are made to the CARY program by school principals, assistant principals, and counselors; students must have at least one serious school incident report on file to qualify for the program. Two new groups of 6 to 8 students begin with each six week grading period. The three components of CARY's comprehensive case management system include the following:

- Violence prevention skills training: The social cognitive Aggression Replacement Training program is used to teach students violence prevention skills. Students are pulled from elective classes two times weekly during the sixteen weeks. ART sessions include violence risk education, anger management training, and anger vs. aggression, conflict resolution, dealing with criticism, and communications and negotiations training. The objective is to reduce aggression, assault, abuse and intimidation acts by students.
- Individual behavioral counseling: The case management process will include individual behavioral plans for the reduction of aggressive and abusive behaviors. Before or after the sixteen weeks of group skills training, students are moved to an individual counseling case load where they are seen for individual counseling, behavioral monitoring, and coaching, mentoring and behavioral planning. Students are initially seen once to twice weekly but with progress they are moved to less intensive contact and may be seen only once monthly for the last several months of their 12 month program.
- Service learning participation: Students are also engaged in service learning projects in addition to the group social skills training and individual counseling. Students will identify what they perceive as community and school related problems and issues and then they are prompted to design a project to remedy the identified problems and issues. Students most frequently identify youth violence, crime and drug abuse as high priority problems; often times their project consists of making posters to educate other students about solutions for the problems at their schools.

The CARY Youth Advisor at the Alternative Learning Center also works with these students for transition back to their home schools with preparation of a behavioral plan.

4. Coordination of services with other organizations:

CARY has a history of service coordination and collaborating closely with other organizations. The Austin Independent School District is one of the largest collaborators with management meetings being conducted at the beginning of each semester to maintain organizational communications at the highest level. On-site Youth Advisors also collaborate closely with principals, assistant principals, counselors, home visitation teachers and others. CARY also collaborates closely with other youth service and human service organizations; Communities in Schools is probably the closest collaborator in this regard in that CARY staff often share meeting space or classrooms with CIS.

5. Service collaboration strategies and methods:

CARY also collaborates and plans jointly with the Travis County Collaboration After school Program (TCCAP); the CAN Children's Mental Health Plan; the CAN Behavioral Health Committee and the Austin Work Force Committee Ready By 21 group. CARY will join the newly established AISD Community Collaborative Assuring Community Success. CARY is also a member of Austin Area Health and Human Services Association (AAHSA), GreenLights for Non-Profit Success, Texas Association for Non-Profit Organizations, Austin Community College Center for Community Based Non-Profit Organization; and the Austin Rotary Club. CARY seeks to sharpen the services delivery system in Travis County for youth in need, with these affiliations.

6. **OUTPUT** Performance Measures (**replace the blue text and shaded spaces below with the actual wording of your measures and their corresponding 12-month goal amounts**):

OUTPUT # 1	County Annual Goal	All Other Funding Sources Annual Goal	**TOTAL** (County + All Other) Annual Goal
Number of Unduplicated Clients served	**169**	**338**	**507**

OUTPUT # 2	County Annual Goal	All Other Funding Sources Annual Goal	**TOTAL** (County + All Other) Annual Goal
Number of Students participating in violence prevention group skills training	**135**	**271**	**406**

OUTPUT # 3	County Annual Goal	All Other Funding Sources Annual Goal	**TOTAL** (County + All Other) Annual Goal
Number of students participating in individual behavioral counseling	**135**	**271**	**406**

OUTPUT # 4	County Annual Goal	All Other Funding Sources Annual Goal	**TOTAL** (County + All Other) Annual Goal
Number of students participating in service learning projects	**85**	**169**	**254**

(If approved for additional Output measures, copy and paste the blocks above and re-number accordingly)

7. **OUTCOME** Performance Measures (program results/impacts) **Replace the blue text in the left column below with the actual wording of your measures' numerators, denominators, and outcome rates**. For any outcome which will not have a percentage rate, use only the first (numerator) row and edit as needed. Also in the middle column's shaded blocks, include the corresponding 12-month goal amounts and percentages (as applicable) for each line. **USE ONLY IF AUTHORIZED BY Criminal Justice Planning REVIEW TEAM: If an Outcome will NOT be reported every quarter, in the right column indicate for which Quarterly report(s) you WILL be reporting that measure (for example, you might report for Q2 and Q4 only).**

Total Program Performance – OUTCOME # 1	Total Program Annual Goal	If Not reported Every Quarter, in which Quarter(s)?
Total number of students demonstrating reductions in serious incident reports (numerator)	**203**	
Total number of students served 6 months in violence prevention program Adrian L. Moore Executive Director Council on At-Risk Youth ~helping youth promote safe schools and safe communities~ (denominator)	**406**	

Total percentage of students completing group skills training with improved attitudes, behaviors and social skills (outcome rate)	**50%**	

8. System for collecting and reporting program data:

CARY youth advisor staff maintain a monthly student electronic roster report that illustrates name, school, age, grade, date entered into each of the three phases of the program, case status and dates and coded reasons for discharged. This report serves as the basis for the City and County Performance Reports as well as the basis for program evaluation. CARY has been commended by the City of Austin for having a program initiative that is data driven with an extensive research base.

9. Community planning activities:

CARY participates and plans with more than several organizations including 1) the CAN Children and Youth Mental Health Plan; 2) the CAN Behavioral Health Committee, 3) the Austin Work Force Committee Ready By 21 group, and 4) the Travis County Collaboration After school Program (TCCAP). CARY will join the newly established AISD Community Collaborative Assuring Community Success. CARY is also a member of Austin Area Health and Human Services Association (AAHSA), Greenlights for Non-Profit Success, Texas Association for Non-Profit Organizations, Austin Community College Center for Community Based Non-Profit Organization; and the Austin Rotary Club. CARY seeks to improve planning for the youth violence prevention services delivery system in Travis County with these planning activities.

10. Program Evaluation Plan

Program performance will be measured with a four point evaluation plan. First, student pre and post tests will be conducted to assess change in attitudes and behaviors before and after the program as measured by the students. Second, school disciplinary reports will be analyzed before and after participation in the program to measure actual changes in disciplinary activity for participant students. Comparison groups of students will be used in a classical research design to assess change. Third, surveys will be distributed to parents, principals, assistant principals and counselors to gauge their responses to change in student's attitudes and behaviors. Forth, determinations will be made about the extent with which CARY program participants and a similar comparison group are referred to the local juvenile court by law enforcement agencies. In addition to attitude and behavioral measures, the research evaluation will also measure change in school attendance, grades and social skills.

CARY's performance evaluation plan represents a classic research design using performance comparisons between CARY students compared to performance levels with a similar group of students with like characteristics.

CARY's Quality improvement process occurs with: 1) annual review of budgets and program plans by the board, 2) consistent management meetings with each of the school cabinet members at the beginning of each school semester, 3) monthly review of financial reports and program activities by the CARY board 4) weekly meetings with CARY staff personnel for the purposes of caseload monitoring, staff training, staff and management dialogue and ongoing review of program activity.

Combined with the above four point plan in the performance evaluation, CARY has a very effective management system in place that continually provides for assessment, review and adjustment of program operations when and where needed.

Last Updated 10-9-09 at 9:52am

VS# 18

TRAVIS COUNTY COMMISSIONER'S COURT
AGENDA REQUEST

Please consider the following item for Voting Session on: October 13, 2009

I. A. Request made by: Sheriff Greg Hamilton Phone No. 854-4924

B. Requested Text:

Consider and approve Amendment No. Seven to the Memorandum of Understanding ("MOU") Relating to Security for the Combined Transportation, Emergency & Communications Center ("CTECC"), extending the scope of work for the Travis County Sheriff's Office through FY10. (TCSO)

C. Approved by: _____

Signature of Commissioner or Judge

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

*Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies).

B. Have the agencies affected by this request been invited to attend the work session? **Yes** No

Please list those contacted and their phone numbers:

Toby Faris - TCES
Jim Connolly – County Attorney

III. PERSONNEL
A change in your department's personnel (reclass, etc.).

IV. _____ BUDGET REQUEST:
If your request involves funding for your department please check:

_____ Additional funding for your department

_____ Transfer of funds within your department budget

_____ A change in your department's personnel

The County Human Resources Department (854-9165) and / or the Budget and Research Office (854-9106) must be notified before submission of this agenda request.

JAMES SYLVESTER
Chief Deputy

GREG HAMILTON
TRAVIS COUNTY SHERIFF
P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

DARREN LONG
Major - Corrections

PHYLLIS CLAIR
Major - Law Enforcement

MAKR SAWA
Major - Administration & Support

Date: **October 1, 2009**

To: **Travis County Commissioners Court**

From: **Michael G Hemby 783, Planning Manager**

Subject: **FY10 CTECC Security MOU – Amendment Number 7**

Proposed Motion:
Approve Amendment No. Seven to the Memorandum of Understanding ("MOU") Relating to Security for the Combined Transportation, Emergency & Communications Center ("CTECC"), extending the scope of work for the Travis County Sheriff's Office through FY09. (TCSO, TCES)

Summary & Recommendation:
Under the existing security MOU with the City of Austin, TCSO law enforcement has provided security services to CTECC since FY03. All parties and stakeholders to this agreement are satisfied with the each other's performance and desire the continuation of this arrangement.

This is a revenue-generating contract for Travis County. TCSO, with the concurrence and cooperation of Travis County Emergency Services ("TCES") and County representatives on the CTECC Operating Board, recommends approving the proposed motion.

The FY10 security budget level for the CTECC program is $880,000, an amount that adequately supplements TCSO's personnel costs in providing services for around-the-clock protection of the site, facility, related systems, and personnel.

The security MOU is structured to automatically renew on an annual basis. However, amendments to this agreement are routinely necessary to reflect the updated scope of work each fiscal year.

There appear to be no issues or concerns with approving the recommended action and it has been reviewed by appropriate legal staff.

Attachment:
Amendment No. 7 to the CTECC Security MOU (Three Originals)

Cc:
County Attorney – Jim Connolly
County Auditor – Jose Palacios
PBO – Bill Derryberry
TCSO – Major Sawa, Finance Director Francisco Ordaz
TCES – Toby Fariss

Amendment Number Seven to the
Memorandum of Understanding Relating to Security Services for the
Combined Transportation, Emergency & Communications Center

This Amendment Number Seven to the Memorandum of Understanding Relating to Security Services for the Combined Transportation, Emergency & Communications Center (the "CTECC Security MOU") is made and entered into by the following Parties: the City of Austin (the "City") and Travis County, Texas (the "County"), pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code.

WHEREAS, the Parties and their fellow Coalition Members operate and maintain a Combined Transportation, Emergency & Communications Center ("CTECC") and annually budget for such; and,

WHEREAS, City, acting as the managing CTECC partner and on behalf of fellow Coalition Members, has entered into an interlocal cooperative agreement (this "MOU") with County, via the Travis County Sheriff's Office ("TCSO"), to provide certain services for securing and protecting CTECC personnel, the Facility, the Site, and the Supported Systems; and,

WHEREAS, the current term of the CTECC Security MOU will expire on September 30, 2009, and will renew for another annual period on October 1, 2009, unless sooner terminated in accordance with the established terms and conditions; and,

WHEREAS, both Parties are satisfied with each other's performance and desire the continuation of CTECC security services being provided by TCSO and therefore must amend the CTECC Security Services Scope of Work ("SOW") to reflect the SOW for the new fiscal year; and,

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and other good and valuable consideration, the Parties agree to amend the CTECC Security MOU as follows:

1.0 In order to reflect the SOW for the new fiscal year, Attachment I, CTECC Security Services Scope of Work for FY 2009, is to be amended and replaced with Attachment I, CTECC Security Services Scope of Work for FY 2010.

2.0 Amendment Number was changed from Six to Seven to reflect the missing Amendment from Fiscal Year 08.

3.0 Except for the changes made by this Amendment Number Seven, the Parties hereby ratify all of the terms and conditions of the MOU.

4.0 The effective date of this Amendment Number Seven is October 1, 2009.

EXECUTED as of the latest date set forth below.

City of Austin

By: _____

CFO Chief Financial Officer

Date: 9-29-2009

Travis County, Texas

By: _____

Samuel T. Biscoe
Travis County Judge

Date: _____

AND

By: _____

Greg Hamilton
Travis County Sheriff

Date: 10/3/09

Attachment I

CTECC Security Services Scope of Work for FY 2010

TCSO will continue to provide security services for CTECC as per this SOW that includes, but is not necessarily limited to, the following:

- Ongoing training of TCSO Officers in the operation of the automated Security Management System, including key-card programming, video and still photo capture, and system use and monitoring;

- Ongoing training of TCSO Officers in monitoring and use of the automated Facility Management System;

- Staff CTECC badging workstation, as needed, with Officers trained in its use;

- Ongoing training of TCSO Officers in CTECC Standard Operating Procedures and Protocols;

- Provide monthly reports to the CTECC General Manager that detail security activities and any issues, including facility operations;

- Inform and work with the CTECC General Manager concerning any security or facility problem that may arise or potentially arise;

- Ensure around-the-clock security coverage by providing at least two TCSO Officers on site from 0700 hours to 1900 hours, each Monday through Friday and during any activation of the Emergency Operations Center or CTECC special event. Provide at least one TCSO Officer on site from 1900 hours to 0700 hours, each Monday through Thursday. Likewise, provide at least one TCSO Officer on site for weekend coverage, which includes each Friday night beyond 1900 hours and goes through Monday morning until 0700 hours.

The CTECC O&M budget for security during this annual period amounts as follows:

- (5675) Security Services by TCSO LE Not to Exceed $880,000.00

* All reimbursable material requests need to be submitted to the CTECC General Manager for approval prior to purchase. After obtaining written GM approval, TCSO may proceed with purchasing and paying for approved materials. City will then reimburse County after receipt of invoice and notice of County payment to vendor.

Last Updated 10-9-09 at 9:52am

Item # 19

Travis County Commissioners Court Agenda Request

Meeting Date: October 13, 2009

I. A. Requestor: Commissioner Precinct 3 Phone # 854-9333

B. Specific Agenda Wording:

CONSIDER AND TAKE APPROPRIATE ACTION TO DIRECT TRAVIS COUNTY HEALTH AND HUMAN SERVICES AND VETERANS SERVICES STAFF, ALONG WITH APPROPRIATE STAFF WITH THE CITY OF AUSTIN HEALTH AND HUMAN SERVICES DEPARTMENT, TO WORK TOGETHER WITH PERSONNEL OF THE TRAVIS COUNTY SHERIFF'S DEPARTMENT AND THE INCORPORATED CITIES WITHIN TRAVIS COUNTY TO PROPOSE RECOMMENDATIONS TO IMPROVE ANIMAL CONTROL COORDINATION, AND THAT THOSE RECOMMENDATIONS BE PROVIDED TO THE COMMISSIONERS COURT NO LATER THAN MAY 30, 2010, FOR CONSIDERATION PRIOR TO THE RENEWAL OF THE FY 2011 PUBLIC HEALTH AND ANIMAL SERVICES INTERLOCAL AGREEMENT.

C. Sponsor: Karen Huber (CHFD)
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 OCT -6 AM 9:02

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)

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.

Item #_____

☐ 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.

Item # 20

Travis County Commissioners Court Agenda Request

Meeting Date: October 13, 2009

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

B. Specific Agenda Language:

CONSIDER AND TAKE APPROPRIATE ACTION ON AMENDMENT OF ECONOMIC DEVELOPMENT AGREEMENT BETWEEN TRAVIS COUNTY AND SIMON PROPERTY GROUP, INC. (DOMAIN).

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.

Mary Etta Gerhardt, Co Atty	

RECEIVED
OCT - 6 AM 11:16
COUNTY JUDGE'S OFFICE

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.

DAVID A. ESCAMILLA
COUNTY ATTORNEY

RANDY T. LEAVITT
FIRST ASSISTANT

JAMES W. COLLINS
EXECUTIVE ASSISTANT

314 W. 11TH, STREET
GRANGER BLDG., SUITE 420
AUSTIN, TEXAS 78701

P. O. BOX 1748
AUSTIN, TEXAS 78767

(512) 854-9513
FAX: (512) 854-4808

TRANSACTIONS DIVISION

JOHN C. HILLE, JR., DIRECTOR †

BARBARA J. WILSON

MARY ETTA GERHARDT

TOM NUCKOLS *

TAMARA ARMSTRONG

JAMES M. CONNOLLY

TENLEY A. ALDREDGE

JULIE JOE

† Member of the College
of the State Bar of Texas
*Board Certified
Commercial Real Estate Law
Texas Board of Legal Specialization

October 2, 2009

Honorable Samuel T. Biscoe
Travis County Judge
P. O. Box 1748
Austin, Texas, 78767

RE: Amendment of Economic Development Agreement
With Simon Property Group, Inc. (Domain)

Dear Judge Biscoe:

Enclosed are five (5) originals of the amendment to the agreement with Simon Property Group for the Domain development which have been signed by the Simon representative. This amendment serves to clarify the intent of the parties that investments made and property taxes paid by third parties applicable to the development of the Domain site will count toward compliance with agreement term requirements.

This is approved as to legal form, PBO has reviewed and approved, and it is ready to be placed on the Commissioner's Court agenda.

Please let me know if there are any questions or if further assistance is needed.

Sincerely,

Mary Etta Gerhardt
Assistant County Attorney

CC: Rodney Rhoades, Ex. Mgr., PBO
(Letter and Agreement)

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -5 AM 11:20

AMENDMENT OF ECONOMIC DEVELOPMENT AGREEMENT BETWEEN TRAVIS COUNTY AND SIMON PROPERTY GROUP, INC.

This Amendment of Economic Development Agreement ("Amendment") is entered into by and between the following Parties: Travis County, a political subdivision of the State of Texas ("County") and Simon Property Group, Inc. ("Company").

RECITALS

County and EGP Management, L.L.C. ("EGP"), entered into an economic development agreement ("Agreement"), commencing on or about August 26, 2003 under which EGP agreed to develop as a mixed use project certain property located in Travis County, and County agreed to provide certain economic benefits to EGP.

Pursuant to the terms of the Agreement, EGP assigned said Agreement to Company.

The Agreement provides for amendment of the Agreement by written agreement of the Parties.

Pursuant to the Agreement, previous changes have been made by written agreement of the Parties.

County and Company desire to amend the Agreement to reflect certain mutually agreed upon changes in the Agreement.

NOW THEREFORE, in consideration of the mutual benefits received by these changes, and other good and adequate consideration as specified herein, the Parties agree to amend the Agreement as follows:

1.0 AGREEMENT FUND REIMBURSEMENTS

1.1 The Parties agree to amend Section 7.0, "Agreement Fund Reimbursements," by adding the following:

7.3 Basis for Reimbursement. Other provisions of this Agreement notwithstanding, the Parties agree as follows:

7.3.1 that determination of the total capital investment will include all capital investment made in the Project/Property, whether or not the investment is made by Company or a third party, the value of which shall be as determined by the Travis Central Appraisal District.

7.3.2 that determination of the total ad valorem taxes paid on the Project will include all ad valorem taxes paid on the Project/Property, whether paid by Company or a third party.

7.3.3 that the total number of FTE's will include FTE's attributable to any business located within the Project/Property.

7.3.4 that the Company will provide reporting and documentation as required by County pursuant to the Agreement to support data reported both from Company and from any third parties where those third parties have made investments, made payment of ad valorem taxes, and/or hired employees related to reimbursement made pursuant to this Agreement as amended.

7.3.5 THAT COMPANY AGREES TO AND SHALL INDEMNIFY, SAVE AND HOLD HARMLESS, AND DEFEND TRAVIS COUNTY AND ITS AGENTS,

OFFICIALS AND EMPLOYEES FROM ANY AND ALL NEGLIGENCE, LIABILITY, LOSS, COSTS, CLAIMS, INCLUDING ATTORNEYS FEES, OR EXPENSES OF WHATEVER TYPE OR NATURE FOR PERSONAL INJURY, DEATH, OR PROPERTY DAMAGE, ARISING IN WHOLE OR IN PART OUT OF ANY AND ALL ACTS OF COMMISSION OR OMISSION OF THE COMPANY ARISING OUT OF THE PAYMENT OF AD VALOREM TAXES BY COMPANY OR ANY THIRD PARTY AND REIMBURSEMENT OF AGREEMENT FUNDS TO COMPANY OR ANY OTHER ACTIVITIES AND PERFORMANCE UNDER THIS AGREEMENT THROUGHOUT THE TERM OF THE AGREEMENT.

2.0 INCORPORATION

2.1 County and Company hereby incorporate the Agreement into this Amendment. Except for the changes made in this Amendment, County and Company hereby ratify all the terms and conditions of the Agreement. The Agreement, with the changes made in this Amendment constitutes the entire agreement between the Parties and supersedes any prior undertaking or written or oral agreements or representations between the Parties.

3.0 EFFECTIVE DATE

3.1 This Amendment is effective when it is approved and signed by both of the Parties.

TRAVIS COUNTY

BY:_____
Samuel T. Biscoe
Travis County Judge
Date:_____

SIMON PROPERTY GROUP, INC.

BY: [signature]
Printed Name: Richard S. Sokolov
Title: President & COO
Date: 9/22/09

City of Austin

Item 21

City Manager's Office
P.O. Box 1088, Austin, TX 78767
(512) 974-2200, Fax (512) 974-2833

Marc A. Ott, *City Manager*
Marc.Ott@ci.austin.tx.us

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -1 PM 4:55

September 30, 2009

The Honorable Samuel T. Biscoe
Travis County Judge
314 W. 11th St, #520
Austin, TX 78701

Dear Judge Biscoe:

As recently discussed, the City of Austin is preparing to develop a new comprehensive plan. Austin's planning area, as defined by the City Charter, includes the incorporated area of the City of Austin and its extraterritorial jurisdiction. Most of the extraterritorial jurisdiction area is located in Travis County. I know that you and the Commissioners agree that this effort will require close coordination between Travis County and the City of Austin.

The City is presently engaged in a variety of activities in preparation to launch this project, which includes the development of a citizen participation plan and the appointment of a Citizens Advisory Task Force to help guide the process. On September 24, 2009, the Austin City Council approved the citizen participation plan and appointed 29 members to the Task Force. The Council requested that I contact you to select four residents of Austin's extraterritorial jurisdiction within Travis County to serve on the Task Force.

We received 230 applications from citizens wishing to serve on the task force including 11 applications from our extraterritorial jurisdiction. Attached for your information are the applications from the extraterritorial jurisdiction. As a point of clarification, your appointments are not limited to the applicants included in the attached list. Once the Commissioners Court has finalized the appointments, please contact Assistant City Manager Sue Edwards at (512) 974-3298. She will coordinate the appropriate next steps with City staff. City of Austin staff will be present for the Commissioners Court hearing and available to answer any questions.

I would also like to invite you, the Commissioners, and your staff to attend the Comprehensive Plan Open House at the Austin Convention Center on October 12, 2009, from 3:00 – 8:00 pm. The open house kicks off the two-year process to create a shared vision for the future of Austin. It will be an open, gallery-style format,

The City of Austin is committed to compliance with the American with Disabilities Act.
Reasonable modifications and equal access to communications will be provided upon request.

where participants can move at their leisure between 11 booths' worth of information and activities, along with a table with activities for kids. The consultants will be onsite to answer questions and engage with all attendees.

I look forward to working with you on this vital initiative.

Sincerely,

Marc A. Ott, City Manager

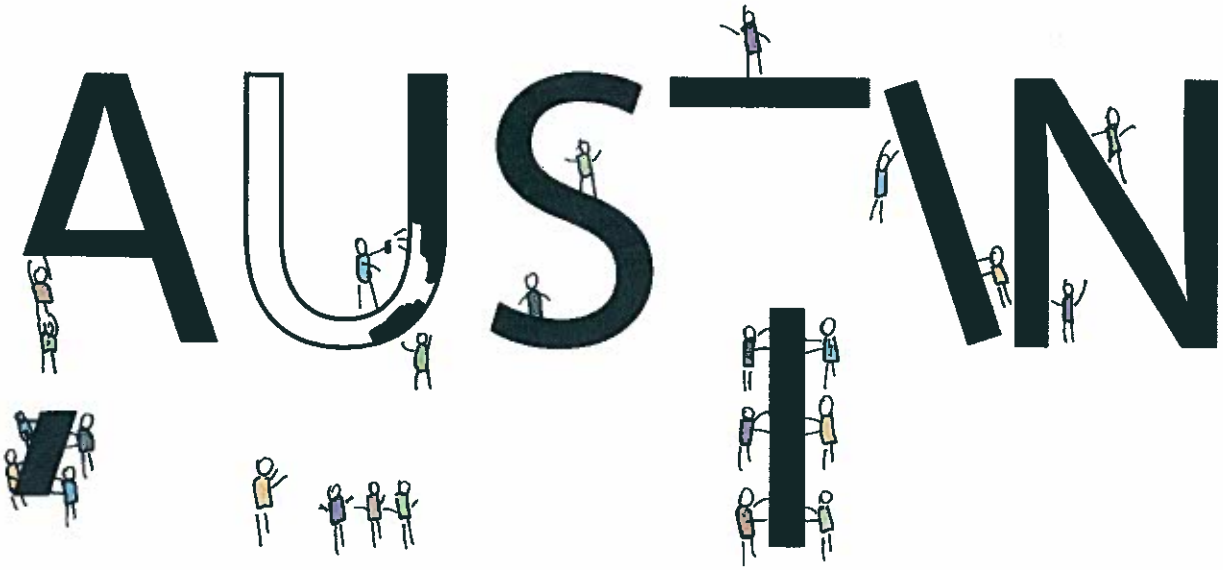
Attachments:

Citizen Participation Plan
Task Force applications from the extraterritorial jurisdiction
Comprehensive Plan Scope Framework

cc: Sue Edwards, Assistant City Manager
Greg Guernsey, Director, Planning and Development Review Department

The City of Austin is committed to compliance with the American with Disabilities Act.
Reasonable modifications and equal access to communications will be provided upon request.

MAKING AUSTIN



Public Participation in a New Comprehensive Plan

September 24, 2009

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Welcome to Your Future

The City of Austin's citizens are about to embark on a very exciting journey. Over the next 18 months, elected and appointed leaders, residents, business people, city staff, civic groups, community volunteers, and many others will engage in a discussion about our values as a city and our aspirations for the future. This discussion will articulate a vision for Austin's future and guide the development of a new Comprehensive Plan that will drive the way the City grows, spends, and conserves its resources.

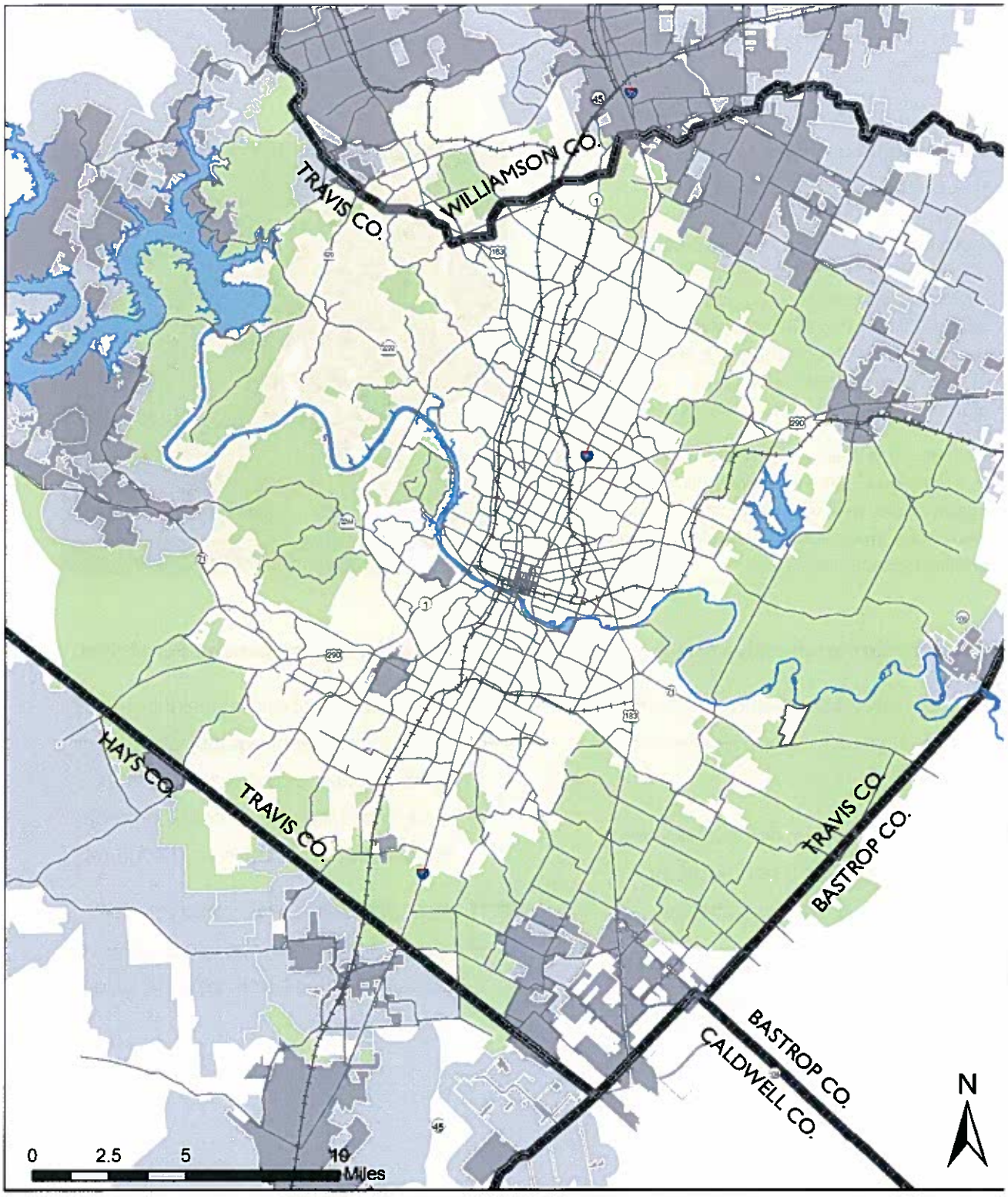
To citizens who were involved in pre-planning activities (e.g., the August 5, 2009 workshop), thank you. Your input directly shaped this Public Participation Plan. To citizens who will become involved as the planning process officially kicks off, welcome.

What the Comprehensive Plan Is

- ☑ An expression of the Austin community's shared values, aspirations, and vision for the future.
- ☑ The policy foundation for decision-making by the City and its partners to proactively manage growth and change.
- ☑ The City's "to-do" list defining a citywide action program and priorities to be implemented over time to achieve the vision.

What the Comprehensive Plan is Not

- ☐ A replacement of existing neighborhood, corridor, or other geographically specific plans (rather, it provides a policy framework to be taken into account in preparing or revising such plans in the future).
- ☐ A specific proposal for changing land use or zoning (again, the comprehensive plan sets the framework for undertaking such changes).



City of Austin Jurisdiction and Neighboring Municipalities

Legend

- **Austin - City Limits**
- **Austin - Extra-territorial Jurisdiction**
- **Other City Limits**
- **Other ETJs**

Figure 1. City of Austin Jurisdiction and Neighboring Municipalities.

CHAPTER 1

INTRODUCTION

Background on the Austin Comprehensive Plan

A comprehensive plan defines a city's public policies related to growth and development. It takes a broad, community-wide perspective, often referred to as a "30,000 foot view," as opposed to more detailed neighborhood, corridor, or area plans that deal with specific parcels and projects (e.g., filling gaps in the sidewalk network or undertaking specific park improvements). Austin's new comprehensive plan will establish a framework and action program for the City as a whole, to be implemented over a period of years to achieve the vision articulated by citizens.

The Austin City Charter spells out specific items that need to be incorporated into the City's comprehensive plan. According to Article X: "Planning" of the City of Austin Charter,

The council shall adopt by ordinance a comprehensive plan, which shall constitute the master and general plan. The Comprehensive Plan shall contain the council's policies for growth, development and beautification of the land within the corporate limits and the extraterritorial jurisdiction of the city, or for the geographic portions thereof including neighborhood, community and area wide plans.

The comprehensive plan shall include the following elements (although additional elements may be included):

1. *A future land use element*
2. *A traffic circulation and mass transit element*
3. *A wastewater, solid waste, drainage and potable water element*
4. *A conservation and environmental resources element*
5. *A recreation and open space element*
6. *A housing element*
7. *A public service and facilities element, which shall include but not be limited to a capital improvement program*
8. *A public buildings and related facilities element*
9. *An economic element for commercial and industrial development and redevelopment*
10. *A health and human service element*

Austin's current comprehensive plan of record, the *Austin Tomorrow Comprehensive Plan*, was first adopted in 1979 and most recently updated in 2008. The *2008 Interim Update* incorporated City Council policies and replaced the 1979 Growth Areas Map with an updated Growth Areas Map. The need to create a new Comprehensive Plan became increasingly clear during the process of developing the 2008 Update. Although the plan contained themes that are as relevant today as they were in the 1970s, such as neighborhood and environmental protection, much of the plan is dated and a product of the time in which it was written. In addition, since the plan's initial adoption, a number of issues have emerged that were not foreseen in the 1970s. Homelessness, diminishing automobile mobility, climate change, and an affordable housing supply that cannot meet the growing demand are among the issues of concern for current and future Austinites.

[1] The ETJ is the unincorporated land within five miles of Austin's boundary that is not within the city limits or ETJ of another city. It is the territory where Austin alone is authorized to annex land.

Moving Forward with a New Comprehensive Plan

In their 2009-2010 annual budget, the Austin City Council apportioned funds to create a new Comprehensive Plan for the City. On April 23, 2009, Wallace Roberts and Todd, LLC (WRT) was selected to lead a consultant team to work with the City of Austin, the citizens of Austin, and residents of its extra-territorial jurisdiction (ETJ)[1] to create a new Comprehensive Plan (see Figure 1). City Council set three overarching goals to guide the process of preparing the plan:

1. **Community Engagement:** The planning process will include multiple ways of engaging the public, with the overall goal of developing a plan that reflects the values and aspirations of the entire Austin community.
2. **Sustainability:** The planning process will define what sustainability means specifically for Austin and the aspirations of Austinites for a sustainable future environment, economy, and community.
3. **Implementation:** The planning process will incorporate a strategic focus on implementation, culminating in formulation of a realistic action agenda and benchmarks to measure progress in achieving the vision.

The end result is expected to be a landmark plan and model for other communities to use in charting a course towards a sustainable future.

This public participation plan defines a framework for achieving the first goal—involving the Austin community in developing a plan that will be vitally important to the City's future. Towards that end, it defines:

- Guiding principles and objectives; participants and their roles in the planning process (Chapter 2)
- Outreach, education, and discussion tools to be used to reach and inform residents (Chapter 3)
- Public participation tools to be used to actively engage residents in providing public input (Chapter 4)
- Key public participation events in the process (Chapter 5)
- Measures to be taken to document the planning process and provide a transparent record of results (Chapter 6)

"About the Comprehensive Plan"

CHAPTER 2

PUBLIC PARTICIPATION

CHAPTER HIGHLIGHTS

Guiding Philosophy/ Principles of the Public Participation Plan

Objectives

Targeted Audiences

Key Participants and Their Roles

Decision-Making

This section lays out the guiding philosophy and objectives of the Public Participation Plan, as well as the roles of those who will be involved throughout the process. The plan is based on two principles of participation: 1) The plan will reflect the values and aspirations which citizens will be invited to express in a multitude of ways throughout the planning process; and 2) The process will engage members of the public who are not usually involved in city planning and decisions.

The goal of the Participation Plan is to create a framework to solicit public input to create a new Comprehensive Plan for Austin. This new plan should give clear direction for future policies, be rooted in Austin's broad common ground, and incorporate, where possible, new approaches to bringing together Austin's diverse interests.

Guiding Philosophy

These following principles provide the foundation upon which the public participation program is built.

- Open to All: Participation in the development of the comprehensive plan is open and inclusive of all of Austin and its extraterritorial jurisdiction. Participation is encouraged across geographic, demographic, financial, and other lines. Because different people have different experiences, preferences, constraints, and capacities to participate, being open to all requires having multiple ways to participate.
- Community Engagement: Beyond staff and the consultant reaching out, talking with, and listening to the community, the community engages with itself, across the traditional lines that divide Austin. This happens across the process, but also within specific events (e.g., the community forum series).
- Transparency: Participants see their input reflected in the outcomes from meetings and events and see how those outcomes shape and influence the plan.
- Enthusiastic and Vibrant: The process welcomes and encourages enthusiasm, as a foundation for becoming an increasingly vibrant city.
- Engaging Underrepresented Groups: For traditionally hard-to-reach groups (e.g., younger citizens, families with children, renters, Spanish speakers, and residents who hold more than one job and have little free time) a concerted effort will be made to take participation opportunities directly to them—where they live, work, and gather. Among planned activities are community forums held at varied times and in geographically dispersed locations, the use of social media, leveraging the relationships of community leaders and institutional partners to reach targeted populations, and periodic focus groups.
- Fun: The planning process need not be a dry one. In fact, it can be enjoyable and even entertaining. By creating opportunities for the community to have fun together, the planning team will inspire trust, ownership, and commitment to the process. Appealing venues, music, visuals, energetic activities, concurrent youth events, and the opportunity to meet new "neighbors" are among the ways that fun will be interjected into activities

The following objectives are the ends to which public participation efforts are directed:

Build understanding of the project and credibility for the process.
Strategy: A variety of outreach and educational tools will help create public understanding of the planning process and the important role the community will play in that process. Credibility will be built by a number of actions, including program transparency, effective branding, community ambassadors (e.g., Comprehensive Plan Citizens Advisory Task Force members, community leaders, and even local celebrities), media coverage, and an obvious connection between input and outcomes.

Provide numerous and varied opportunities for public participation and input.
Strategy: The program will offer a variety of participation methods, hold events in geographically diverse locations, partner with diverse individuals and organizations to expand opportunities to participate, and encourage community members to engage with one another. Dialogue will be decentralized.

Understand the needs and interests of the City's diverse constituency.
Strategy: Attention will be given to both those traditionally involved audiences as well as to groups who are traditionally less involved. While typically underrepresented groups can be challenging to reach, there are tools built into the planning process to ensure diversity of input. Citizens representing these groups, including those who live in Austin's extraterritorial jurisdiction, young adults, ethnic and racial minorities, and those without a college education will be recruited to participate in focus group discussions. Additionally, these groups will have representation on the Comprehensive Plan Citizen's Advisory Task Force, and community leaders within these populations will be recruited to serve as "relayers," spreading the word about public participation opportunities and collecting hard-copy comment forms at meetings and events.

Carefully consider input and show a clear connection between input and outcomes.
Strategy: A well-structured system of documentation and transparency will keep the public informed about the development of the plan as it unfolds, accounting for how public input is collected and how that input is used in the subsequent phase of the planning process. Graphic representations of the process and timeline will be displayed in public facilities and online allowing the community to tangibly see how the plan evolves.

We recognize that these public participation principles and objectives aspire to a high standard. We also understand that the constraints of available time and resources may, at times, cause us to fall short of these ideals. However, by working together, our collective community efforts will yield an exceptional public experience and a strong Comprehensive Plan.

Targeted Audiences

Residents in the City of Austin and those in its ETJ are targeted for outreach and participation. Special efforts will be made to ensure that the voices of typically underrepresented groups are heard in the planning process. These groups include minority populations, non-English speakers, families with children, seniors, people with disabilities, and residents living outside the urban core who have not been traditionally engaged in community planning activities. Outreach and education tools are outlined in Section III of this document. These tools will be appropriately modified to reach underrepresented groups as well as the general population.

Key Participants and Their Roles

A well-orchestrated public participation program requires a team effort. Following are the key participants on that team and the roles they will play in the process.

Citizens

Members of the community are asked to engage in civil discourse about issues that affect current reality and dictate what Austin will be in the future. Citizens include not only residents, but also members of Austin's business and corporate communities, as well as its non-profit and advocacy communities. They are asked to communicate their interests, listen to diverse viewpoints, understand constraints and trade-offs, and help in defining the common ground. Most of all, they should bring Austin's enthusiasm, vibrancy, and openness into the process. Individual citizens who wish to become more involved may consider becoming project volunteers or partners. The process should accommodate every level of participation, including:

- **Dedicated participants**

These are members of the public who are dedicated to close involvement throughout the planning process. Dedicated participants attend all (or most) major participation opportunities, are likely to be active on the project website, and are the most likely to attend a Planning Commission, Comprehensive Plan Citizen Advisory Task Force, or City Council meeting. Dedicated participants are crucial to this process, because they provide "experts in the field," and serve as conduits between the planning team and the community.

- **Occasional participants**

These are members of the public who are committed to the process, but limit themselves primarily to the major avenues for participation. They attend most of the Community Forums, stay abreast of the process online or at the library, and may even attend a few outside meetings.

- **Infrequent participants**

These are people without much time, who are nevertheless able to attend one or two community forums. These participants are crucial, because they are likely to come from hard-to-reach communities without the time or ability to participate frequently. However, they are also more difficult to include for two reasons. First, because they are unlikely to have followed the process from the start, they will need more contextual information at each step. Second, because they are less likely to follow-up, their input needs to be weighed carefully with that of dedicated and occasional participants, who can repeat their positions throughout the process. To address these issues, orientation sessions will be scheduled to brief new participants on contextual information and decisions previously made during the process. By capturing the interests and needs of all participants (and participant groups) the draft plan can address the common interests of all segments of the community.

Partners

The City will recruit partners from the public and private sectors. These partners will help extend the reach of the public participation process and provide valuable outreach and input opportunities to the public. They may also provide venues, food, and/or entertainment for community events. One of Austin's strengths is its enormous civic entrepreneurialism. The Comprehensive Plan welcomes unaffiliated efforts at promoting discussion, outreach, and passion among the public. The following denotes varying partnership opportunities:

- Community Leaders

Citizens who hold leadership roles in the community will be recruited to encourage broad public participation in the planning effort. They may disseminate information, conduct Meetings-in a Box (i.e., an exercise that allows people to contribute their views outside the boundaries of the Community Forum Series), post information on their websites and in their newsletters, and volunteer in other ways to further dialogue and encourage input. Community leaders may also be institutions like churches, neighborhood associations, and professional organizations.

- Volunteers

These are citizens, organizations, and businesses without any formal leadership role who nonetheless are willing to go beyond the role of participating and take on some kind of organizing role, whether it is hosting a Meeting-in-a-Box, organizing an educational event, hosting a contest, or volunteering to work at community events promoting the process. In addition to individuals, volunteers may also be places where Austin's communities gather, such as restaurants, cafés, and beauty shops.

- Institutional partners

Organizations—such as the independent school districts, Capital Metro, the State of Texas, area colleges and universities, counties, or the Lower Colorado River Authority—in Austin and the region that have authority over something related to the Comprehensive Plan will be engaged as partners throughout the process. These partnerships could include providing outreach and in-kind assistance through participation as technical stakeholders.

Comprehensive Plan Citizen Advisory Task Force

Members of the Comprehensive Plan Citizen Advisory Task Force will serve as champions, ambassadors, and guides for the process. The Task Force will provide a forum for the discussion of ideas and issues and help to guide the consultant team and staff in synthesizing public input. It will also, provide advice and recommendations to the City Council, the Planning Commission, City staff, and project consultant team.

Technical working groups

Later in the process, technical working groups will be established comprised of persons with special knowledge or interest in different plan elements. The technical working groups will help develop recommendations to the Task Force regarding how the Vision Statement and Plan Framework policy directions can be translated into specific strategies and actions. A process will be developed to ensure that the working group's recommendations are coordinated and integrated.

The Austin City Council

The City Council has final approval over the planning process and the new Austin Comprehensive Plan. Like the Comprehensive Plan Citizen Advisory Task Force and Planning Commission members they appoint, members of the City Council are advocates for a plan that captures the vision and spirit of Austin. In addition to hearings before the full City Council, the three-member Comprehensive Planning and Transportation Committee, which meets monthly, will be another venue for Council to stay up-to-date on the process.

Planning Commission

The Planning Commission is charged by the City Charter to recommend a Comprehensive Plan to City Council. Planning Commission initiated the current process by recommending that the City Council authorize a new Comprehensive Plan. It will also oversee the process to ensure that the Plan adheres to the Charter requirements and provides a long-range perspective on the future of Austin. Its five-member Comprehensive Plan Committee was active in preparing for a new Comprehensive Plan planning process. They are likely to meet monthly throughout the process and beyond to oversee its progress.

Other Boards and Commissions

As citizens already closely involved with city issues covered by the new Comprehensive Plan, members of Austin's other Boards and Commissions are valuable resources for this process. They are encouraged to attend all Comprehensive Plan events, but will become especially important as the process moves into the parts of Phase 2 and into Phase 3 and begins to deal with the plan elements. Many Boards and Commissions will be given an opportunity to formally review the draft Plan Framework and draft Comprehensive Plan.

City of Austin Staff

City staff will serve a number of functions, ranging from administration of the public process to data collection and analysis to facilitation at events. The Planning and Development Review Department manages the process with the consultant team. Other departments will provide staffing throughout the process, with their participation increasing as the process moves from Phase 2 (Plan Vision and Framework) to Phase 3 (development of the full Comprehensive Plan). Staff of the departments most directly associated with each element will work with technical and citizen working groups to develop the Comprehensive Plan document from the Plan Framework.

Consultant Team

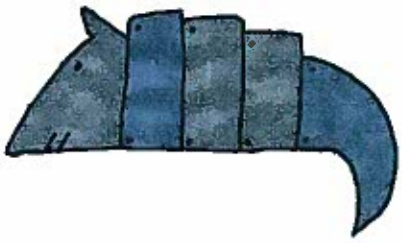
The consultant team will work collaboratively with City staff to "orchestrate" the planning process and prepare substantive work products reflecting the results of public participation. The members of the consultant team are:

- **WRT (lead planning consultant):** land use and urban design, housing, environmental resources, public facilities and services, recreation and open space
- **AngelouEconomics:** economic development
- **Canales-Sondgeroth Associates:** local planning liaison/land use and implementation
- **Carter Design Associates:** community health and human services, related urban design issues
- **Criterion Planners:** sustainability modeling
- **Estilo Communications, Inc.:** public participation
- **Group Solutions RJW:** public participation
- **Kimley Horn and Associates, Inc.:** transportation
- **Raymond Chan Associates, Inc.:** utility infrastructure

Decision-Making

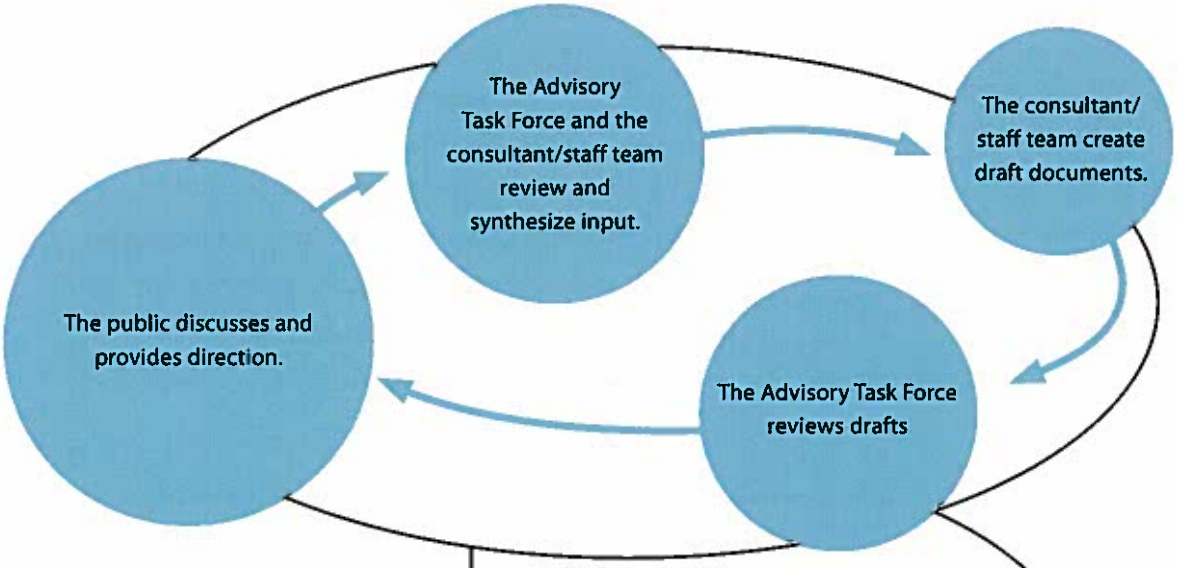
Articulating a vision for Austin's future will be a collaborative effort. While the ultimate decision-making power rests with City leadership, the collective voice of the community will guide decisions. It is with this in mind that the Public Participation Plan was designed as an iterative process, providing a variety of opportunities to elicit meaningful input from a diverse cross-section of Austin's citizenry. The overarching goal of the plan is to reasonably address the issues raised in that process and transcend personal and interest-based agendas to implement a common vision.

Before citizens can provide meaningful input on the Comprehensive Plan, they must first understand what the Comprehensive Plan is and learn about the variety of ways in which they can participate in its development. The Public Participation Plan addresses these needs through the following media outreach, education and discussion tools.



PUBLIC PROCESS

An iterative process between broad public input and review and the development of key plan documents, such as the Vision and Comprehensive Plan.



ADOPTION PROCESS

Comprehensive Plan Committee

Out of this iterative process, the consultant/staff team brings documents vetted by the public to Planning Commission, through its Comprehensive Plan Committee.

Other boards and Commissions will review plan elements and documents at key points in the process

The Planning Commission

Comprehensive Planning and Transportation Committee

Planning Commission recommends documents, including the Comprehensive Plan itself, to City Council, usually with the Comprehensive Planning & Transportation Committee as a first step.

City Council

CHAPTER 3

MEDIA, EDUCATION, AND DISCUSSION TOOLS

CHAPTER HIGHLIGHTS

Outreach Message

Media Outreach

Educational and Outreach Events and Activities

Citizens may want to better understand what the Comprehensive Plan is, why it is important, and in what ways they can participate in its development. The information communicated in the outreach effort will answer these questions, and provide additional information for context. Outreach messages will vary with each phase of the planning process and will be shaped by the needs and desires of the public.

The table below outlines the outreach message(s) of each planning phase.

Table 1. Outreach Messages

- **Phase 1: Plan Kickoff**
  What is a Comprehensive Plan?
  Why should we care?
  How can we get involved?
- **Phase 2: Forum Series #1**
  What is a community vision?
  The importance of a shared vision.
  The role of the vision in shaping the rest of the plan.
- **Forum Series #2**
  Understanding the growth Austin is facing and its implications.
  Imagining alternative futures (scenarios).
- **Forum Series #3**
  Implications of future scenarios.
  Strategic directions for change.
- **Phase 3: Forum Series #4**
  Elements of the Comprehensive Plan.
  Priorities for Implementation.
- **Adopting the Plan**
  The importance of the Comprehensive Plan.
  Implementing the plan (e.g., policy changes, funding, spending priorities)

The Public Participation Plan will communicate the messages through the following media outreach, education and discussion tools.

Media Outreach

Recognizing the critical role the local media plays in informing residents about community issues, accurate and timely information will be provided to media representatives. Using the City's Public Information Office, regular news releases will be issued to newspapers and radio and television stations in the Austin area, including those targeting underrepresented populations. Press conferences, media interviews, and public service announcements will be used throughout the planning process to ensure the media thoroughly understands the project and can provide accurate information to the reading, viewing, and listening public.

Website

The project website will be a crucial resource for citizens involved in the process. It will be a resource library, an introduction to the plan and the process, and a record of the process. Citizens will also be able to receive project updates and meeting notices through the website.

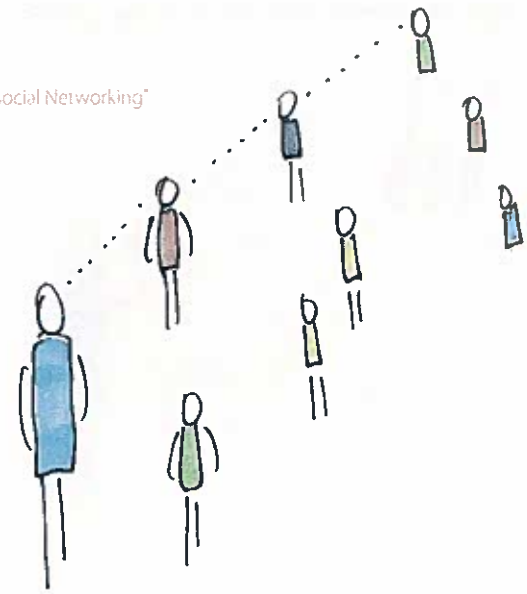
"Spread the word!"

The site will also provide venues for discussion and comments, including live web chats. Note that many of these opportunities for discussion on the website will be distinct from formal opportunities for participation and input. Website opportunities are intended to encourage discussion and to spread information. Separate opportunities for direct input on the content of the plan will be available, tailored to the current stage of the process.

Video clips and photos will be posted to the website as they become available. Major updates will coincide with each phase of the planning process. Project newsletters, the results of web chats, a project calendar, and other guidance and reference materials will be posted. Once a brand and a name for the Comprehensive Plan have been selected, a distinct and easy-to-communicate URL will be acquired.

Social Networking

Leveraging social media has become a must-do in public outreach and can be both cost effective and time efficient. Content can be uploaded onto a variety of social media platforms (e.g., Facebook and Twitter) by utilizing auto posting on the project blog. Video clips, another compelling tool for community education, can be spread virally via sites like YouTube. Together, these social networking tools will help increase public understanding of the plan and the planning process.



Austin Public Libraries

The library system will serve a role similar to that of the website: a repository of documents throughout the process, as well as a center for information about the current state of the process. Librarians will be able to assist members of the public who are new to the process. Libraries may also host "talk to a planner" days to facilitate informal discussion between City staff and the public.

Speakers Bureau and Presentations

Requests for speakers and special presentations will be solicited throughout the project. Speakers bureau presentations target existing groups and organizations in settings of their choice. Examples of targeted groups include neighborhood groups, civic organizations, advocacy groups, City boards and commissions, parent-teacher organizations, business groups, special interest groups, etc. In order to maximize the number of speaking engagements, City staff, Citizen Advisory Task Force members and other community leaders will be recruited to serve on the Speakers Bureau. PowerPoint presentations, scripts, and comment forms will support speaker presentations.

Newsletters, Updates and Fact Sheets

Project newsletters, updates, and fact sheets will be developed throughout the process to provide reliable information to the public. Newsletters will be produced at each phase of the project. Project updates and/or fact sheets will be prepared quarterly, or more frequently if new information, or circumstances, warrant. Newsletters, updates, and fact sheets will be posted to the project webpage. Links will also be forwarded electronically to the project's growing email database. The City may also elect to periodically include updates and flyers in utility bill inserts.

Engaging Activities

In addition to traditional routes to outreach and education, engaging events will be designed to complement each phase of the process. These activities should first and foremost be fun and interesting. They should also educate participants and reinforce the plan's participation principles. Examples include a citywide "get to know you" activity, a photo hunt, and self-guided tours of Austin.

"Buy your veggies and learn about the Plan"

Email Blasts

Email blasts are a cost-effective way to reach a large number of people quickly and with as much frequency as desired. They are, however, only as powerful as the database of addresses they target. The larger the reach of the database, the more effective an outreach tool email blasts are. The City has begun compiling an email database of individuals interested in knowing about, and participating in, the planning process. The project team will broadly communicate the desire to expand the list to include everyone interested in receiving information by this means. The project team will also forward email blasts to organizations for distribution to their members and constituents, along with requests that forwarded recipients go to the project website and join the project interest list.

Email blasts will generally be used no more than once a week and no less than once a month. They could include information such as meeting and event announcements, newsletters, process updates, and links to other planning documents.

Community Events

A staffed information booth placed at heavily attended community and public events, and at other locations with heavy foot traffic, can help reach the general public, as well as traditionally underrepresented populations. Targeting events and locations that appeal to and attract members of targeted populations provide the advantage of a physical presence in outreach, and helps generate familiarity, community and trust around the project. Examples of locations where informational booths may be set up are farmer's markets, ethnic events, and events held on campuses, housing authorities, churches, etc.

Brochures and Flyers

Basic outreach and information tools like brochures and flyers provide a hook for casual readers and can point those interested to more information. For the Comprehensive Plan, they will direct readers to the project website and/or public libraries for the opportunity to learn more. While the amount of information they can convey is limited, these materials are still important outreach tools because they are easy to distribute at meetings, public areas and community events.

Lectures and Discussion Events

These purely educational events may be sponsored by City partners (e.g., The University of Texas) or community organizations. To the extent possible, events such as lectures should be recorded and made available on the project website.

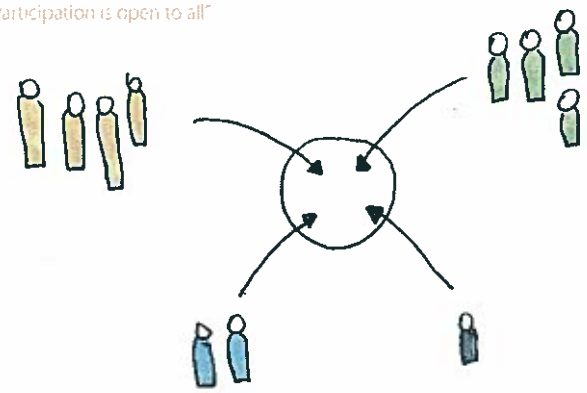
Book Club and Reading Lists

A list of books relevant to the planning process will be posted on the project website, in coordination with the Austin Public Library system. Throughout the process, existing book clubs will be encouraged to incorporate one or more of these titles into their groups.

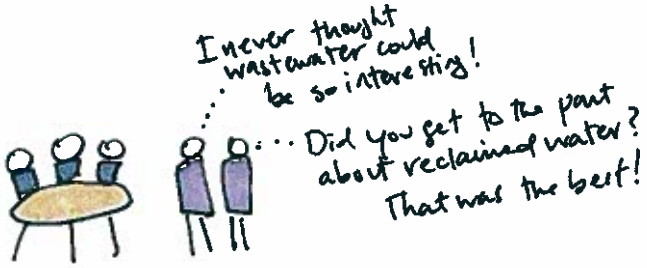
Meet-ups

In addition to community meetings hosted by existing organizations, ad hoc informal meet-ups will be encouraged at key points in the planning process. Reviewing document drafts in advance of formal discussions is one example of how these meet-ups might be used.

"Participation is open to all"



"Ad hoc meet-ups"



CHAPTER 4

PUBLIC PARTICIPATION TOOLS

CHAPTER HIGHLIGHTS

Public Participation Events

Discussion Opportunities

Remote Opportunities

Once the citizens understand the planning process and how they can get involved, they are likely to be eager to provide their input. The Public Participation Plan is designed to elicit that input through a number of creative, engaging, accessible, and diverse public participation tools.

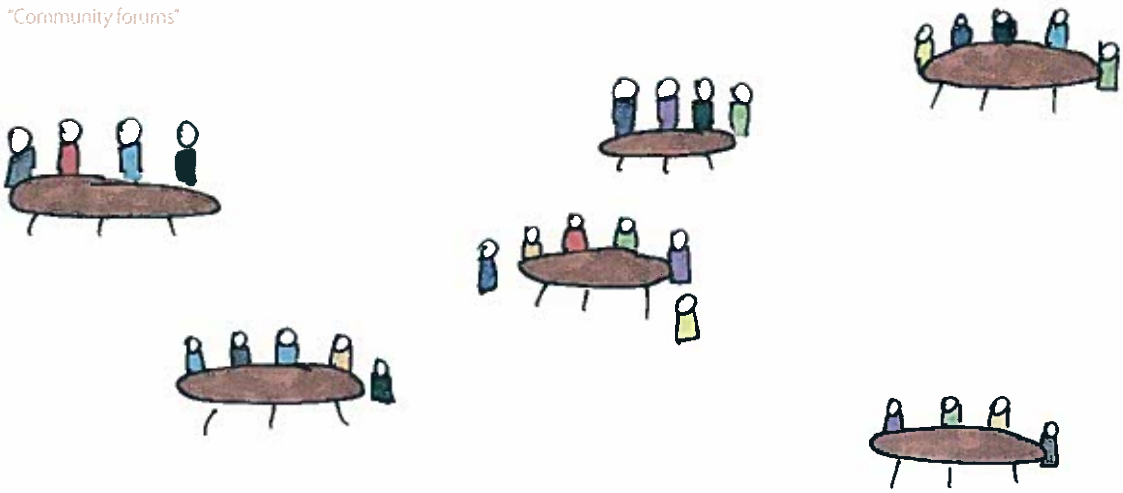
Community Forum Series

Community input will be primarily collected during four series of community-wide forums. These forums will be held at geographically dispersed locations around the city and ETJ. Each forum series will have a different objective and will consist of six public meetings, including mostly evening meetings and at least one daytime meeting held during the week. To the extent possible, at least some meetings will offer childcare and/or Spanish translation services for participants. Informational materials will indicate which forums will have these services available.

To make participation enjoyable for residents, the forums will offer engaging activities and light refreshments. Portions of the forums will be videotaped, and a brief video summary of each will be posted on the project website, along with the results.

Web and Statistically Valid Survey

A public opinion survey will be used to poll a statistically valid, random sample of Austinites. The resulting data will reveal general public opinion and substantiate, or amend, input gathered through other methods. The consultant will engage a research firm to provide expertise in developing and administering the survey. Results of this survey will be posted on the project web page. Concurrent with the statistically valid survey, there will be a self-selected version on the project website.



Focus Groups

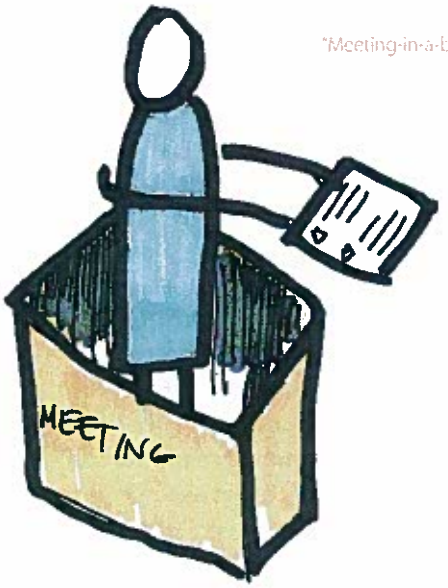
Citizens representing hard-to-reach or traditionally underrepresented groups may be recruited to take part in formal and/or informal focus groups. These discussions can provide rich, qualitative data that can help fill in the gaps left because other participation activities failed to adequately capture these viewpoints.

Draft Comments and Discussion Forums

An online comment form will provide an opportunity for "armchair" participants to lend their views on planning documents. The comment form will be posted on the project web page. Comment forms will be open for a defined time period (at least two weeks). In addition to soliciting feedback on draft documents from time to time, the website will host discussion forums aimed at soliciting input on the plan. This is distinct from other ongoing discussion forums that are primarily aimed at fostering general discussion or providing information.

Key Stakeholder Interviews

Interviews can provide the kind of rich data that bridges information gaps and offers invaluable insights to the planning team. These interviews will be conducted with opinion leaders and key project stakeholders. Elected officials, civic and business leaders, institutional partners, and subject matter experts are among those targeted for discussions.



"Meeting-in-a-box"

Meetings-in-a-Box

A portable version of one of more of the community forums will be developed to use at small gatherings (equivalent to a table at a community forum). This "Meeting-in-a-Box" concept will allow volunteers to be trained as facilitators and conduct their own forums, capturing valuable public input that can be brought back to the planning team. The Meeting-in-a-Box will include background materials and tools for an interactive activity.

CHAPTER 5

KEY PUBLIC PARTICIPATION EVENTS

CHAPTER HIGHLIGHTS

Public Open House

Community Forum Series #1 (Issues and Aspirations)

Community Forum Series #2 (Considering Alternative Futures)

Community Forum Series #3 (Selecting a Preferred Future)

Community Forum Series #4 (Draft Plan Review)

While public participation will be ongoing throughout development of the Comprehensive Plan, the process will include key events at which focused public input will be received to guide the next steps of the planning process. The process consists of three major phases:

- **Phase 1 (Plan Kickoff):** This phase—which is underway—will define how the Comprehensive Plan will be developed and initiate public outreach and input activities.
- **Phase 2 (Vision and Plan Framework):** This phase will evaluate existing conditions and trends, consider alternative scenarios for the future, and develop a vision and policy framework based on citizen input.
- **Phase 3 (The Comprehensive Plan):** This phase will develop the Vision and Plan Framework from Phase 2 into the complete Comprehensive Plan document, including the elements required by the Austin City Charter.

The first public participation opportunity took place on August 5, 2009. Other key public participation events include a **public open house** in Phase 1 and four **community forum series** (i.e., meetings held in different parts of the City)—three in Phase 2 and one in Phase 3.

The following provides an overview of each event and the anticipated products to be provided to the public. Key products will be made available in Spanish as well as English.

	Task	Public Input Opportunities	Work Product	Estimated Start
PHASE 1 Plan Kickoff Aug. - Oct. 2009	Designing the process	Participation Workshops (2)	Participation Plan	Aug. 2009
	Beginning the process	Public Open House	Flyers/information materials	Oct. 2009
	Beginning to engage the public	Speakers bureau, engaging events, community events	Project handout; Comprehensive Plan fact book	Oct. 2009
PHASE 2 Vision Nov. 2009 - Dec 2010	Articulating the vision	**Community Forum Series #1:** Brainstorming, strengths, challenges, ideas for the future	Common Ground Vision Statement (adopted by Council)	Nov. 2009
	Understanding the dynamics of change	**Community Forum Series #2:** Considering Alternative Futures (chip exercise)	Community Inventory Austin Today and Tomorrow Future Austin Scenarios	April 2010
	Plan Framework: Activating the vision	**Community Forum #3:** Selecting a Preferred Future	Scenario Evaluation/Preferred Scenario Draft Plan Framework Refined Plan Framework	July 2010
PHASE 3 Comprehensive Plan Document Jan. 2011 - Jun. 2012	Developing the plan document	**Community Forum Series #4:** Reviewing the Comprehensive Plan and setting priorities for implementation	Draft Comprehensive Plan; Final Comprehensive Plan	Oct. 2011
	Adopting the plan	Formal review by the City Council & Planning Commission		Jan. 2012

Public Participation Workshop

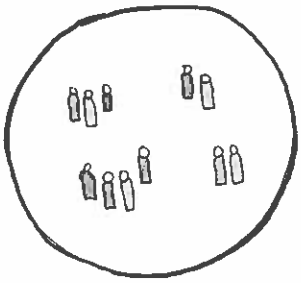
An initial public workshop was held at City Hall on August 5, 2009. Participants were asked for input on ways to engage the community in the planning process. That input helped develop this Public Participation Plan. The workshop kicked off a collaboration with the community that will weave its way throughout the entire planning process.

Public Open House

Conducted in a central location as part of the Plan Kickoff, the Public Open House will begin the planning process. Open House activities will introduce the comprehensive planning process to the public and provide an opportunity for citizens to begin to identify important issues for Austin's future ("issues scan"). The Open House will allow the public to meet the consultants and key city staff who will be involved in the comprehensive planning process. In addition to beginning to identify issues, members of the public will be able to provide input into selection of a "brand"/logo for the Comprehensive Plan. The Open House will also mark the launch of a web-based survey coordinated with the issues scan exercise.

Following the Open House, the consultant team will begin stakeholder and opinion leader interviews, structured similarly to the issues scan. The consultant team will also meet with the Citizens Advisory Task Force to orient them to their role in the process.

Following the Public Open House, the Speakers Bureau activities will begin. These presentations on the Comprehensive Plan will be made to interested groups across Austin. The project website will also launch after a brand has been determined and a URL has been acquired.



"Community engagement"

Primary products

1. Public Participation Plan (this document)
2. Flyers (half-page "pointers" to more information—e.g., on the project website)
3. Project handout (a full-page summary of the planning process)
4. Comprehensive Plan fact book (an introduction to the plan and a capsule summary of key Austin data)

Community Forum Series #1 (Issues and Aspirations): What do we want Austin to be in 10, 20, 25 years and beyond?

The first Community Forum Series will focus on identifying Austin's strengths, challenges, and components of a future vision for the City. Following an introductory presentation, meeting participants will separate into small groups and answer a series of questions. In addition to the scheduled community forum meetings, citizens will be provided the opportunity to provide input via "Meetings-in-a-Box," which will allow them to recreate the meeting activities in a portable format. Citizens interested in hosting a Meeting-in-a-Box will receive the Box and instructions; in exchange, they will ensure that a minimum number of people attend and provide the results of the meeting to the planning team.

A random, statistically valid survey will be conducted in coordination with Community Forum Series #1 and the Meetings-in-a-Box to receive representative input from residents who do not attend the meetings.

Primary products

1. Common Ground (a working paper organizing the results of Community Forum Series #1 into elements of a vision statement)
2. Vision Statement (to be adopted by Council)

Community Forum Series #2 (Considering Alternative Futures): What are we becoming?

The second Community Forum Series will provide an overview of current conditions and trends and their implications for a sustainable future using the sustainability measuring tool (INDEX software) developed by consultant team member Criterion Planners. Again working in small groups, participants will be asked to develop scenarios for Austin's future through a "chip exercise" (i.e., placing units representing projected increments of growth on a map of the City and its ETJ in the configuration they feel best meets their aspirations for the future). Representative visualizations of the chips in different contexts (e.g., what different densities look like and how much space they take up) will be provided. Follow-up discussions, such as online forums, will complement the chip exercise.

Primary products

1. Community Inventory (current conditions and trends)
2. Austin Today and Tomorrow (an assessment of current and future conditions if current trends continue)
3. Future Austin Scenarios (2–3 alternative scenarios synthesized from the chip exercise results)

Community Forum Series #3 (Selecting a Preferred Future): What changes in direction are needed?

Community Forum Series #3 will present and evaluate the alternative scenarios developed from the results of Series #2, again using Criterion Planners' INDEX software. A "scoring" exercise will allow participants to select a preferred scenario for the future, which may incorporate components of more than one alternative. Participants will also be asked to identify key changes in direction represented by the preferred scenario. The results will be used to craft a Draft Plan Framework that sets policy directions for achieving the Vision and preferred scenario, integrated across the different plan elements (land use, transportation, conservation and environmental resources, economic development, etc.). The public will have the opportunity to provide feedback on the Draft Plan Framework through various means.

Primary products

1. Scenario Evaluation / Preferred Scenario
2. Draft Plan Framework
3. Refined Plan Framework

Community Forum Series #4 (Draft Plan Review): What actions should be taken to achieve the sustainable Austin of the future?

Workshops involving citizens with special technical expertise or interest in particular subjects will be conducted to develop action-oriented recommendations for different elements of the Comprehensive Plan. City staff and the consultant team will work with the Citizens Advisory Task Force and Planning Commission to incorporate these recommendations into a complete Draft Comprehensive Plan, including the Vision Statement, Plan Framework, Plan Elements, and Implementation. When the draft plan is completed, Community Forum Series #4—which like the previous series will include meetings and complementary venues for input—will provide an engaging way for participants to review the plan, with a focus on identifying priorities for implementation.

Primary products

1. Draft Comprehensive Plan
2. Community Forum Series #4 Results
3. Final Draft Comprehensive Plan for Adoption

CHAPTER 6

TRANSPARENCY AND DOCUMENTATION

CHAPTER HIGHLIGHTS

Formal Documents

Working Documents

Materials for Media and Public Outreach/ Participation

Project Journal

In order to establish and maintain the public's trust during this collaborative planning process, City staff and consultants will keep accurate records as the project unfolds. The resulting transparency will serve as a living contract between the City of Austin and its constituents and will provide an historical timeline for the project. Following is a list of items important to maintaining a transparent record of the planning process. It will continue to grow and evolve throughout the lifecycle of the project.

Formal Documents

Documents made available for public review include the Public Participation Plan, minutes from meetings (i.e., Comprehensive Plan Citizens Advisory Task Force), summary reports from all of the Community Forum Series, survey results, transcripts and a summary of web chats online, and written comments. Formal documents will be written in plain English, with as little jargon and as few acronyms as possible. When technical terms and acronyms are used, they should be clearly defined and used consistently across formal documents.

Working Documents

These documents are intended as stepping stones toward the formal documents. Working documents are more likely to include unexplained jargon or acronyms, even while they attempt to develop the plain language that will be used in formal documents. Because of their nature, they are more likely to be difficult for lay persons, other than dedicated participants, to navigate.

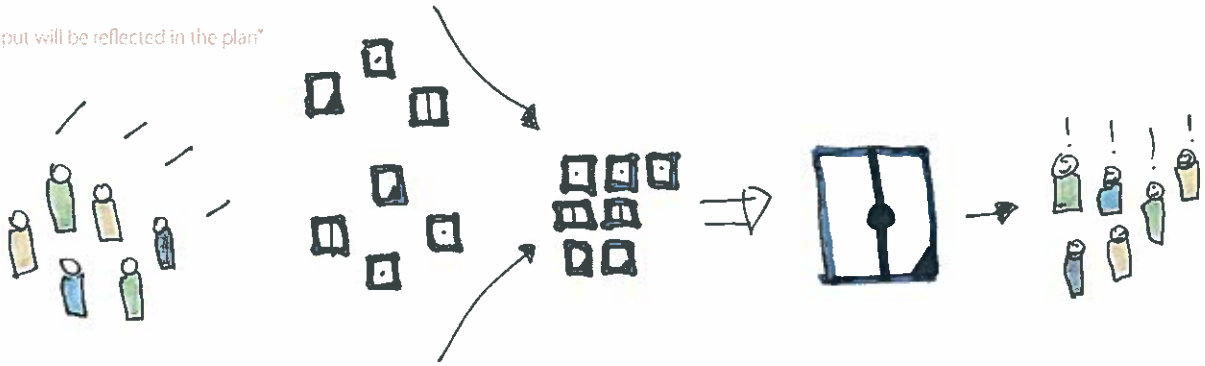
Materials for Media and Public Outreach/Participation

Materials used for media and public outreach will also be available to the public. These include news releases, media kits, other promotional print materials, and the PowerPoint presentation used in community forums and Meetings-in-a-Box.

Project Journal

One of the challenges of a large process like this one is that participants will drift in and out over time, and even citizens who are involved throughout can easily lose their bearings as new topics arise. As the process begins, a "Project Journal" will be developed, with two goals. First, it should give a sense of how the process moves back and forth between public input and planning team synthesis of that input, to ensure a transparent process. Second, it should give a sense of the public spirit at each step in the process, so as to respect the input given at each step. The journal should tell the story of the creation of the Comprehensive Plan.

"Input will be reflected in the plan"



CHAPTER 7

MONITORING AND FEEDBACK

Built into the public participation planning process are a variety of mechanisms to monitor the efficacy of outreach and participation tools. Feedback from these mechanisms can be used to alter methods as necessary to bridge gaps, ensure meaningful input, and maximize reach and diversity. The modular design of the Participation Plan allows for the flexibility to adapt to feedback and refine methods to elicit more salient results. Monitoring and feedback mechanisms include:

- Feedback from the Comprehensive Plan Citizen Advisory Task Force
- Feedback from partners
- Evaluation forms collected at all public events
- Media coverage
- Team self-evaluation

'Success'

AUSTIN COMPREHENSIVE PLAN
SCOPE FRAMEWORK

INTRODUCTION TO THE COMPREHENSIVE PLAN

Communities change, as do families, businesses, institutions and natural systems. Retaining conditions just as they are now is no more feasible than turning back the clock to a prior era. While change itself may be inevitable, the direction and rate of change and the kind of places which change produces, are not. The act of planning, in essence, reflects a decision not to accept "the inevitable," but rather to influence and guide change to produce a future that gives us what we want; the kind of community we want to live in.

The essential role of the Comprehensive Plan is to be a guide for the management of change, through which we anticipate and solve problems, and seize opportunities to make our community better. The Comprehensive Plan also serves as a bridge through time, spanning different City Councils and administrations. It is both far-sighted and continually attended to.

The process of developing the Comprehensive Plan is an opportunity for Austin to address its difficult questions all at once, in a setting that allows the community to understand constraints, consequences, and trade-offs as it makes decisions balancing public costs and public goods.

This Scope Framework outlines a process for developing a new Comprehensive Plan. The Austin City Charter specifies that, once adopted, all land development regulations, public improvements (including bond elections that finance capital improvement projects), and public facilities and utilities shall be consistent with the Comprehensive Plan.

The Charter also requires annual monitoring of the Comprehensive Plan for effectiveness, with updates as needed. For example, the current Comprehensive Plan is regularly modified following hearings and actions by the Planning Commission and City Council regarding Neighborhood Plans (NP) and NP amendments. Fuller evaluations and appraisals must be prepared and submitted to City Council every five years. This creates a framework for coping with changes in the community, unforeseen events, and unintended consequences.

OVERVIEW OF THE SCOPE FRAMEWORK

The following presents an overall framework for developing a new Comprehensive Plan for the City of Austin through a collaborative process involving city staff, the consultant team led by WRT, and the Austin community. It outlines a planning process consisting of three phases:

Plan Kickoff

In this initial phase, a "Plan for a Plan" will be prepared to define the specifics of how the Comprehensive Plan will be developed, followed by a variety of plan startup activities (e.g., a public open house and orientation briefings).

- Participation Plan – During this phase, public input will be taken on how to structure the Participation Plan. The specifics of the plan will detail number of meetings, other avenues for input, and the exercises conducted throughout the process to engage the community and develop the plan. The Participation Plan will also identify the roles and responsibilities of Citizen Advisory Committees, as well as technical working groups that could include City Boards and Commissions as well as other jurisdictions. The participation plan will look at effective practices used to boost public participation and build a model specific to the Austin community.
- Initial Open House: A kick-off meeting will launch the community survey, begin the promotional campaign for the planning process, and allow the community to meet the consultants, prior to beginning the visioning forums.

The next two phases of the process will engage the community in asking and answering the following questions:

Vision and Plan Framework

- **Vision:** What do we aspire to be as a community in 10, 20, 25 years and beyond?
- **The Dynamics of Change:** What are we in the process of becoming? What will Austin look like in 25 years and beyond if current trends continue?
- **Strategic Directions / Plan Framework:** What are the choices to "change course" in the direction of the Vision? What policies and strategies will be most effective in realizing the goals of the Austin community?

The Comprehensive Plan

- **Plan Elements:** How will the Plan Framework be applied through strategies and actions identified in the different plan elements? How will the elements be integrated to achieve overarching goals such as sustainability?
- **Implementation:** What are the specific priorities, actions, and responsibilities for Comprehensive Plan implementation? How do we build capacity and leverage resources through partnerships? How will progress in implementing the Plan be monitored and measured?
- **Neighborhood Plans:**
  How will Neighborhood Plans coexist with the new Comprehensive Plan? What will the status of Neighborhood Plans be after the Comprehensive Plan is adopted? How will older plans be updated? How will conflict between the Comprehensive Plan and existing Neighborhood Plans be addressed? How will Neighborhood Plans be utilized in scenario testing?

For each of the three phases, an overview of what will be accomplished in the major tasks and an outline of individual subtasks are presented below. Overarching themes that will distinguish the overall process include:

- **Community Engagement:** The planning process will include multiple ways of engaging the public, designed to achieve three broad goals. First, the process should reach beyond those who have a history of active participation in planning to engage a broad range of constituencies within the community. This will require new tools and venues for soliciting input, as well as clear and accessible communication and education (including the use of tools such as case studies of what works in the U.S. and internationally) throughout the process, so that all members of the public are able to make informed choices. Second, the process should seek to narrow areas of disagreement and to define "common ground" as the basis for moving forward. Third, the process should go beyond mere "participation" to encourage citizens and civic leaders to "take ownership" of the plan through active support and involvement in implementation (see capacity-building for implementation below).

  A further aspect of community engagement will be the review of existing Austin plans. These plans represent an enormous amount of time spent by the Austin community.

  The scope framework identifies four series of "community forums" held in different locations within the City at key junctures in the

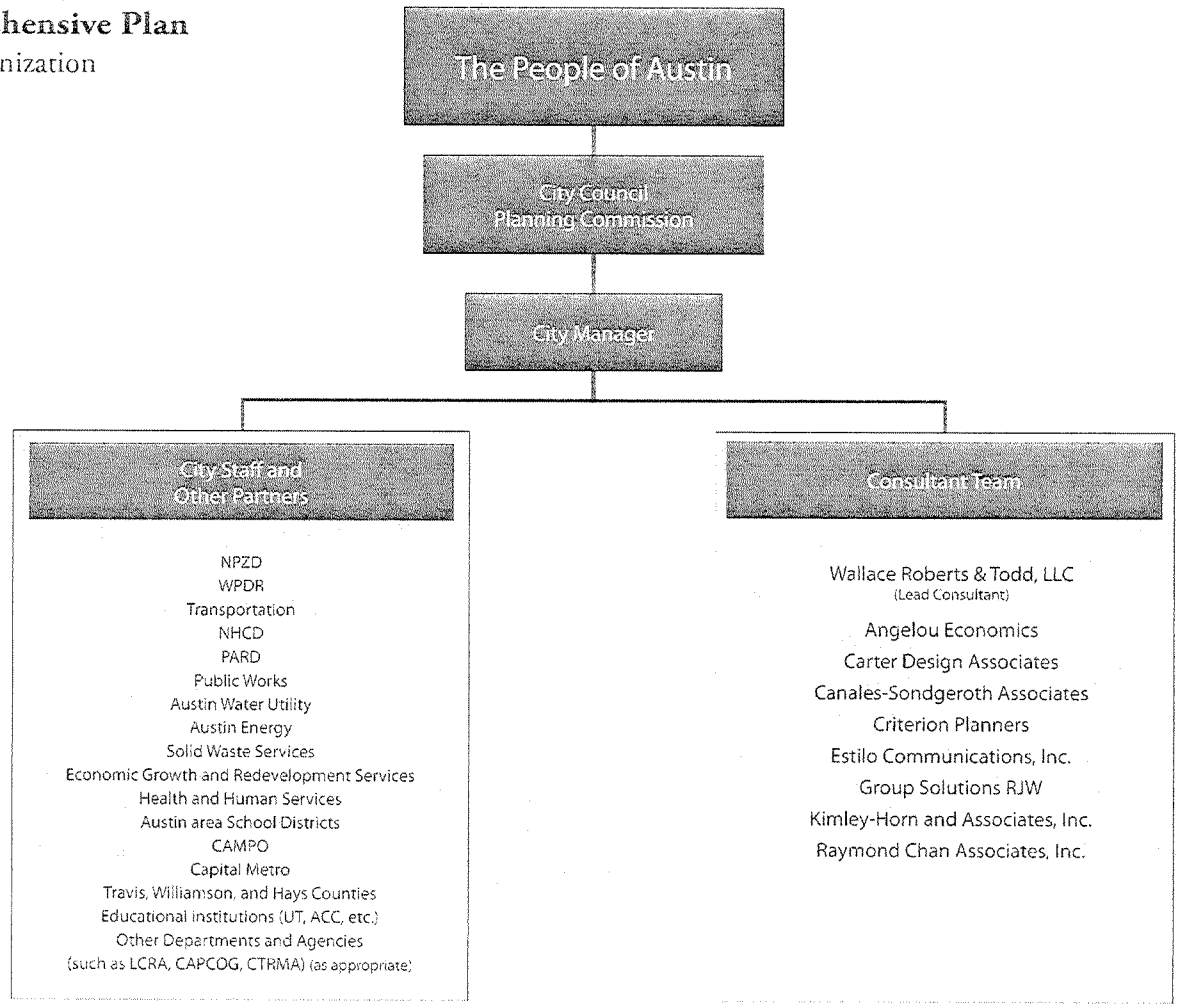
planning process. These forums will be designed as interactive events in which a variety of means will be used to share information and ideas and receive public input. The forums will help educate participants on the inter-relatedness of the various charter elements including impacts of decisions on other elements. Other means of outreach will be used to reach those who do not normally attend public meetings, such as community surveys, focus groups, meetings in different settings, an interactive project website, canvassing, speaker's bureau, etc. (The specific techniques to be used will be defined in Phase I of the process.)

The Vision developed in Phase II represents a critical benchmark in the planning process, reflecting areas of common ground on which most of the community can agree and providing the framework for developing detailed strategies and actions in the Comprehensive Plan itself. Planning Commission and City Council workshops will be held at key junctures in the process to provide direction and make decisions on unresolved issues.

- **Sustainability:** Sustainability and climate change are overarching issues to be addressed in the Comprehensive Plan. Towards this end, the planning process will define what sustainability means specifically for Austin and the aspirations of its citizens for a sustainable future environment, economy, and community. This focus on sustainability will span community engagement, analysis of existing conditions and trends, carrying capacity of the natural environment and existing infrastructure, scenario formulation and evaluation, development of plan strategies and actions, and identification of indicators to measure implementation progress.

- **Implementation:** The planning process will include a strategic focus on implementation, culminating in formulation of a realistic action agenda and benchmarks to measure progress in achieving the vision. To support this key outcome, the process will engage community stakeholders in the public, private, nonprofit, and institutional sectors first to help frame the issues within realistic fiscal and regulatory constraints, then to obtain "buy-in" on proposed solutions, and ultimately to leverage and mobilize resources for action through partnerships.

Austin Comprehensive Plan
Project Team Organization



Austin Comprehensive Plan

Planning Process Chart

Phase One: Plan Kickoff

1.1 Designing the Process

1.2 Beginning the Process

1.3 Beginning to engage the public

Phase Two: Vision & Plan Framework

2.1 Articulating the Vision

2.2 Understanding the Dynamics of Change

2.3 Plan Framework: Activating the Vision

Phase Three: The Comprehensive Plan

3.1 Developing the Plan Document

3.2 Plan Adoption Process

Plan Adoption

Phase Four: Implementation

This stage is beyond the Scoping Framework for the new Comprehensive Plan.

- Annual reviews and updates
- Major assessment every five years

Regulations, ordinances, and capital improvements must be consistent with the Comprehensive Plan.

Community Engagement

Public Participation Plan (Public Input)

Public Open House

Community Survey

Community Forum Series #1 (Issues and Aspirations)

Community Forum Series #2 (Comparing Austin's Alernative Futures)

Community Forum Series #3 (Refining the Plan Framework)

Other Public Input

Community Forum Series #4 (Draft Plan Review)

Public Hearings

Other Public Input

Comprehensive Plan Citizen Advisory Committee (CPCAC)

CPCAC Organization

CPCAC Meetings

CPCAC Meetings

Wallace Roberts & Todd, LLC

I. PLAN KICKOFF

Task 1.1: Designing the Process

Overview

Over an approximately 4-week period, an initial exercise will be conducted to scope and prepare an Organizational Design (i.e., a "Plan for a Plan") for the Austin Comprehensive Plan, including the following:

- The specific roles and responsibilities of staff and the consultant team
- Protocols for communications and outreach to provide a variety of opportunities for input from Austin's citizens
- The organization of data to inform the planning process
- Methodologies to be employed in developing and testing future scenarios
- A framework to utilize and reference Austin's array of neighborhood plans and other plan and policy initiatives

The public participation plan, including the community's suggestions from a public input meeting, will be the document that specifies venues and tools for reaching out to the public and finalizes the number and scope of the Plan's public meetings and other methods for input. In addition, the size, composition, and role of a Comprehensive Plan Citizen's Advisory Committee (CPCAC) will be determined. It is expected that this committee will act as a sounding board, provide input on plan directions, and generally "shepherd" the planning process.

1.1.1 Team Orientation Meetings

1.1.2 Definition of Roles / Responsibilities
- Consultant
- Staff / technical support group
- CPCAC
- Other institutions, organizations, non-profits, and quasi-governmental authorities

1.1.3 Public input meeting: involve the public in addressing how the public participation plan should be structured.

1.1.4 Project Organizational Design
- Public participation plan
  - Geographic / demographic breadth of outreach
  - Ongoing outreach (e.g., project website, newsletters, media relations / press releases)
  - Citizen input venues (e.g., community forums, open houses, surveys, web input)

- Project branding (process)
- Speakers "bureau"
- Goals and measures for participation and to ensure that the full breadth of stakeholders in the planning area are given a real opportunity to participate
- Process for reaching decisions where there is no clear common ground.

- Inventory / data book contents and structure
- Scenario development / testing methodology
- Utilization, review, and incorporation of neighborhood / other plans

1.1.5 Work Program Development

Task 1.2: Beginning the Process

Overview

Over a second approximately 4–week period briefings will be provided on the comprehensive planning process to various audiences. In addition, the CPCAC will be formally organized and given an orientation as to their role and responsibilities. Plans, policies, GIS information, and other data will be assembled and analyzed for use in the planning process. In addition, a series of small group interviews will be held with representative stakeholder groups and community opinion leaders to provide an initial scan of key issues.

1.2.1 Public Open House
- Key Issues
- Desired outcomes
- Ideas for project branding
- Results of review of existing plans

1.2.2 Orientation Briefings
- Planning Commission
  - Recommend Participation Plan to City Council
- City Council
  - Adopt Participation Plan
- Media
- Identifying other jurisdictions and institutions and inviting their involvement and support

1.2.3 CPCAC Organization

1.2.4 Past Plans Array / Review

1.2.5 Information Array / Review

1.2.6 Stakeholder / Opinion Leader Interviews

1.2.7 Community Tour

1.2.8 Preliminary Issue Identification (including possible additional plan elements)
1.2.9 Project Branding (theme and logo)

Task 1.3: Beginning to engage the public

Overview
Immediately after initiation of the plan process, public engagement will begin that will involve, for example, presenting and explaining the community inventory to citizens, providing tutorials on urban planning, city government, laws, and examples of tradeoffs associated with decisions made by city government. This will last throughout the life of the project so that citizens can join into the discussion on the plan development at any point.

1.3.1 Begin outreach and education to the public, according to the Public Participation Plan
1.3.2 Launch Speakers Bureau

II. VISION AND PLAN FRAMEWORK

Task 2.1 Articulating the Vision

Overview
In this task outreach activities will be conducted to elicit citizen values and aspirations for the future. This effort will include facilitation of the first of several community forum series to be held in locations throughout Austin, focused on identifying *"Issues and Aspirations"* with citizens. Similar exercises will be conducted through community surveys and made available on the project website and in other venues, as defined in the public participation plan prepared in Task 1.1. The results, including indication of areas of agreement or "common ground," will be tabulated and made available for public review. This public input will then be used in articulating a draft Vision Statement to define and describe the future of Austin, representing the "destination" for which the Comprehensive Plan will be the "roadmap."

2.1.1 Community Forum Series #1 ("Issues and Aspirations")
2.1.2 Community Survey / Other Public Input
2.1.3 Results Validation ("Common Ground") / Public Input
2.1.4 Revised Tabulation (Elements of a Vision)
2.1.5 Vision Statement Development and Refinement
2.1.6 Vision Statement Adoption
- City Council / Planning Commission Workshop/Hearings

Task 2.2 Understanding the Dynamics of Change

Overview

An overview of existing conditions and trends will be conducted concurrent with the community visioning process. This task will begin with an overview of prior plans, studies and policy initiatives, including neighborhood plans, station area plans, and plans for transportation, infrastructure, and resource protection.

Current conditions and trends in Austin will be addressed by assembling an inventory of pertinent information in a user-friendly format designed to support development of the Comprehensive Plan. Issues such as public facility deficiencies, natural resource degradation or threats to neighborhoods, and other conditions and trends that are contrary to the health, well-being and quality of life of Austin's families will be identified.

In conjunction with this inventory, a Trend Growth Scenario will be constructed based on a projection of conditions and trends to depict "what Austin will likely look like in 25 years if we don't change course". To prepare this scenario, a range of population projections will be allocated based on land use patterns and trends, development capacity (available land compared to regulatory constraints such as zoning), and "factors for change" (triggers such as transportation improvements and new schools that will influence growth). The Trend Growth Scenario will then be compared to the Vision, which will indicate the need for "course corrections" from the present direction of the City. The Trend Growth Scenario can also look at what travel modes or lifestyles would be likely with current trends and whether people would like other options.

Based on the comparison of the Vision to the Trend Growth Scenario, one or more alternative scenarios will be prepared to highlight choices available to move the City in the direction of the future desired by citizens. The trend growth and alternative scenarios will be evaluated to assess their comparative performance with regard to factors such as sustainability, neighborhood quality of life, and fiscal and economic health. These scenarios and their consequences will be the focus of a second community forum series entitled *"Comparing Austin's Alternative Futures"* and made available in related venues for public discussion and comment. The public input on the scenarios will be synthesized and used in defining preferred "Strategic Directions" based on broad areas of community consensus. The City Council and Planning Commission will review and provide direction on the Strategic Directions in joint or separate briefing workshops.

2.2.1 Planning Context: Past / Present Plans and Policies

2.2.2 Existing Conditions and Trends Inventory (structured to address plan elements required by Austin City Charter)

- Regional Context
- Demographics (population / household conditions, trends, etc.)
- Land Use (land use patterns and trends, regulatory framework, area types, etc.)
- Housing and Neighborhoods
- Economic Development (employment patterns / trends, commercial / industrial market conditions, current initiatives, etc.)
- Environmental Resources
- Transportation (roadway, transit, pedestrian, and bicycle networks; mode split, sustainability implications)
- Infrastructure (utility and energy systems)
- Public Services
- Public Facilities (public buildings, related community facilities and services)
- Recreation and Open Space
- Health and Human Services
- Other element(s) as appropriate
- Synthesis (key issues and challenges)

2.2.3 Trends / Scenario Development

- Trend growth scenario development (growth projections, development capacity, factors for change, regulatory constraints, land use allocations)
- Comparison to Vision
- Alternative scenario development
- Scenario testing (constraints, implications for sustainability, fiscal conditions and trade-offs, neighborhoods, etc.)
- Public input
  - Community Forum Series #2 ("Comparing Austin's Alternative Futures")
  - City Council / Planning Commission Workshop
- Definition of Strategic Directions
- City Council / Planning Commission Workshop

Task 2.3 Plan Framework: Activating the Vision

Overview

The Plan Framework represents the core content and structure of the Comprehensive Plan and will provide the foundation for developing the

plan elements required by Austin City Charter in Phase 3. It will address key themes or principles as defined based on community input in the Vision and Strategic Directions, and define how the Vision relates to the plan elements.

The Draft Plan Framework will be made widely available for public review and comment and will be the focus of a third community forum series entitled *"Refining the Plan Framework."* The City Council and Planning Commission will review and provide direction on the Plan Framework in joint or separate briefing workshops.

2.3.1 Draft Plan Framework
- Key themes / principles
- Integration of Vision and plan elements
  - Land Use (including land use and growth management concepts)
  - Housing and Neighborhoods
  - Economic Development
  - Environmental Resources
  - Transportation
  - Infrastructure
  - Public Services
  - Public Facilities and Buildings
  - Recreation and Open Space
  - Health and Human Services
  - Other element(s) as appropriate

2.3.2 Review / Refinement
- Community Forum Series #3 ("Refining the Plan Framework")
- Formal review (e.g., staff, boards and commissions, focus groups)
- City Council / Planning Commission workshop
  - Including finalizing any additional elements to be addressed by the plan.

III. THE COMPREHENSIVE PLAN

Task 3.1 Developing the Plan Document

Overview

The Draft Comprehensive Plan will define specific strategies and actions to implement the Plan Framework. While the Plan will address the elements required by Austin's City Charter, interrelationships between the different elements related to the key themes and principles defined in the Plan Framework will be emphasized. In addition to the elements required by the Charter, additional elements may be prepared based on community input and the results of the planning process. In addition, the Implementation Component of the Plan will include:

- Guidance for use of the Comprehensive Plan in governance and decision-making, including protocols for plan revisions and updating
- A framework of modifications to development regulations necessary for plan consistency
- Implementation actions, such as capital improvements and partnerships
- An "action agenda" specifying timeframes and responsibilities for carrying all of the actions mandated in the comprehensive plan
- A monitoring system, including indicators for use in measuring progress in implementing the plan

The Draft Plan will be submitted for review by the public and various boards and commissions, followed by initiation of the formal public hearing and adoption process.

3.1.1 Draft Plan Document

- Introduction / Purpose
- Vision
- Plan Framework / Strategic Directions
- Plan Interrelationships
- Plan Elements
  - Future Land Use (land use / development strategies and actions; future land use concept; growth management concept)
  - Housing and Neighborhoods
  - Economic Development
  - Environmental Resources
  - Transportation (roadway, transit, pedestrian, and bicycle networks; multi-modal system; relationship to land use)

- Infrastructure(water, sewer, solid waste, drainage / stormwater, energy, relationship to land use)
- Public Services
- Public Facilities, and Buildings
- Recreation and Open Space
- Health and Human Services
- Other element(s) as determined in 2.3.2

- Implementation (protocols for use, revisions, and updating; regulatory framework, capital improvements, action agenda, plan monitoring)

3.1.2 Draft Plan Review

- Community Forum Series #4 ("Draft Plan Review")
- Formal Review (e.g., staff, boards and commissions, focus groups)
- Final Draft Plan Document
- Transmission / Recommendation for Adoption

Task 3.2 Adopting the Plan / Moving Towards Implementation

3.2.1 Public Hearings
3.2.2 City Council Adoption by Ordinance

You may submit this hard copy application OR file on line at:
https:// www.ci.austin.tx.us/cityclerk/boards_commissions/apply_online.login.cfm

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: Comprehensive Plan Citizens Advisory Comm.

Name: Goodwin (Last) Vikki (First) (Middle)

Home Street Address: [redacted] (Zip)

Preferred Phone: [redacted] (cell) Cell Phone:

Employer: Self - Homes ATX Business Phone:

Occupation/Position: Realtor Fax Number: 512- [redacted]

e-mail Address: [redacted]

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? Southwest ETJ
- Ethnicity: anglo
- Gender: female
- Are you a City of Austin resident? ☐ Yes ☒ No
- Do you have a disability? ☐ Yes ☒ No

  If yes, what type? ☐ Visual ☐ Hearing ☐ Mobility ☐ Cognitive ☐ Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? ☐ Yes ☒ No
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? ☐ Yes ☒ No
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? ☒ Yes ☐ No

The following boards are required to file an annual statement of financial disclosure: Arts Commission; Board of Adjustment; Environmental Board; Historic Landmark Commission; Housing Authority of the City of Austin; Parks and Recreation Board; Planning Commission; Public Safety Commission; Solid Waste Advisory Commission; Water and Wastewater Commission; Urban Renewal Agency; and Zoning and Platting Commission.

- Do you agree to comply with the requirement, if applicable? ☒ Yes ☐ No

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

please see cover letter & resume

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

Your application is public information under the Texas Open Records Act. It will be kept on file for twelve (12) months.

*** ADA COMPLIANCE ***

Reasonable accommodations and equal access to communication are provided upon request.

Return to: Boards and Commissions Coordinator
Office of the City Clerk
P.O. Box 1088, Austin, Texas 78767
City Hall, 301 W. 2nd Street, Suite 1120
Phone: (512) 974-2497
Fax: (512) 974-2374
e-mail: candy.parham@ci.austin.tx.us

§ 2-1-21(C) ELIGIBILITY REQUIREMENTS AND REMOVAL.
A person who is registered or is required to register as a lobbyist under Chapter 4-8 (*Regulation of Lobbyists*) or who is employed by a person registered or required to register under that chapter is not eligible to serve on a board *until the expiration of three years after the date that the person ceases to be registered, required to be* registered, or employed by a person registered or required to register.

§ 4-8-4 PERSONS REQUIRED TO REGISTER.
Excepted as provided in 4-8-5 (Exceptions), a person must register with the city clerk if the person: (1) receives compensation of $200 or more in a calendar quarter for lobbying; (2) receives reimbursement or $200 or more in a calendar quarter for lobbying; (3) expends or more in a calendar quarter for lobbying; (4) lobbies as the agent of employee of a person who: (a) receives compensation of $200 or more in a calendar quarter for lobbying; (b) receives reimbursement of $200 or more in a calendar quarter for lobbying; or (c) expends $200 or more in a calendar quarter for lobbying.

Name: Vikki Goodwin

Further information

This information sheet will assist City Council in selecting an Advisory Committee that is diverse, with each member representing multiple traits or interests. **All questions are voluntary. Your answers are public information and are subject to public disclosure under the Texas Open Records Act.**

- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? ☒ **Austin City Limits** ☒ **Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  live in 78739, own property in 78750, 78748, 78745, work ALL zip codes
- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  No
- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  Austin Habitat for Humanity - Family Selection Committee
  Austin Chamber of Commerce - Ambassador

We are interested in creating a diverse Comprehensive Plan Citizens' Advisory Committee with broad interests. Please check all of the following that apply to you:

Personal Info

[redacted]

Employment Status

Are you currently employed?

☒ Yes ☐ No

Please mark all that apply:

- ☒ Work at or Own Local Business
- ☐ High-tech Industry
- ☐ Creative Industry
- ☐ Development or Design Industry
- ☐ Government Employee
- ☐ Other: please specify:

Household Income

[redacted]

This section to be completed by staff. (Clerk: Mark all that apply.)

☐ Central	☐ Southwest	☐ ETJ Northwest
☐ Northeast	☐ Southeast	☐ ETJ Southwest
☐ Northwest	☐ ETJ Northeast	☐ ETJ Southeast

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

I've lived in Austin since 1985 and prefer it to my hometown of Dallas!

Please tell us how can you serve the Advisory Committee to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

Please see attached cover letter.

Last Updated 10-9-09 at 9:52am

You may submit this hard copy application OR complete it in Microsoft WORD:
Available here: http://www.cityofaustin.org/compplan

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: _City of Austin Comprehensive Plan

Name:
__Patterson_____ Kevin_____ Robert_____
(Last) (First) (Middle)

Home Street Address: [redacted] 78728
(Zip)

Preferred Phone: (512)[redacted] Cell Phone: __(512[redacted]

Employer: _Austin Lyric Opera_____ Business Phone: _(512)[redacted]

Occupation/Position: __Arts Producer_____ Fax Number: _____

e-mail Address: [redacted]

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? ___ETJ – Wells Branch_____
- Ethnicity: Caucasion_____
- Gender: Male_____
- Are you a City of Austin resident? **XX Yes** **No**
- Do you have a disability? **Yes** **XX No**

  If yes, what type? Visual Hearing Mobility Cognitive Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? **Yes** **XX No**
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? **Yes** **XX No**
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? **XX Yes** **No**

Please apply before 5pm on Thursday, August 20.

The following boards are required to file an annual statement of financial disclosure: Arts Commission; Board of Adjustment; Environmental Board; Historic Landmark Commission; Housing Authority of the City of Austin; Parks and Recreation Board; Planning Commission; Public Safety Commission; Solid Waste Advisory Commission; Water and Wastewater Commission; Urban Renewal Agency; and Zoning and Platting Commission.

- Do you agree to comply with the requirement, if applicable? **XX Yes** **No**

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

General Director – Austin Lyric Opera which contributes to the local economy and depends on the local economy.

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

Your application is public information under the Texas Open Records Act. It will be kept on file for twelve (12) months.

*** ADA COMPLIANCE ***
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Return to: Boards and Commissions Coordinator
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City Hall, 301 W. 2nd Street, Suite 1120
Phone: (512) 974-2497
Fax: (512) 974-2374
e-mail: candy.parham@ci.austin.tx.us

§ 2-1-21(C) ELIGIBILTY REQUIREMENTS AND REMOVAL.
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§ 4-8-4 PERSONS REQUIRED TO REGISTER.
Excepted as provided in 4-8-5 (Exceptions), a person must register with the city clerk if the person: (1) receives compensation of $200 or more in a calendar quarter for lobbying; (2) receives reimbursement or $200 or more in a calendar quarter for lobbying; (3) expends or more in a calendar quarter for lobbying; (4) lobbies as the agent of employee of a person who: (a) receives compensation of $200 or more in a calendar quarter for lobbying; (b) receives reimbursement of $200 or more in a calendar quarter for lobbying; or (c) expends $200 or more in a calendar quarter for lobbying.

Please apply before 5pm on Thursday, August 20.

COMPREHENSIVE PLAN ADVISORY COMMITTEE

Candidate information sheet (optional)

About the Comprehensive Plan process

The principles and content of the plan will be generated from community input, which will be primarily collected during four Community Forum Series, as well as ongoing input opportunities. Opportunities for input include (but are not limited to) public forums held across the city, online input, and focus groups. Tools for reaching out and connecting to communities to involve them in the process include the plan website, Speakers Bureau, advertising, canvassing, and educational forums and events.

About the Advisory Committee

Drawing on the many resources and interests of the Austin community, the Advisory Committee will work with the consultant team and City to help all members of the community articulate the common values that will guide Austin into the future.

The task of the Advisory Committee is to champion the planning process; to provide an ongoing venue for reaching out to Austin and bringing its many perspectives together where they can amicably engage one another; and to provide advice to City Council, the Planning Commission, the consultant, and City staff.

To achieve this, membership in the Comprehensive Plan Advisory Committee will emphasize that each member represents overlapping backgrounds, interests, and constituencies.

Ideal characteristics

The ideal attributes and characteristics of Advisory Committee members are:

- Able to commit to membership on the Advisory Committee. The Advisory Committee is expected to last at least two years (beginning in October 2009) and will require attendance at monthly meetings. Special events and subcommittees could require up to 10 hours or more per month.
- Dedicated to work for all of Austin, by viewing their advocacy position within the context of the larger community.
- Able to maintain a "big picture" viewpoint, appropriate to the Comprehensive Plan's "30,000-foot" view of Austin and its future.
- Maintain a civil tone and amicable working relationships.
- Problem solving / solution-oriented / forward-thinking / open to new approaches and ideas.
- Experience working as a team member.
- Knowledgeable of Austin.

The next section of this form is **voluntary** and has been created to assist City Council in selecting an Advisory Committee that is broadly representative. **It is public information and subject to public disclosure under the Texas Open Records Act.**

Please apply before 5pm on Thursday, August 20.

Please apply before 5pm on Thursday, August 20.

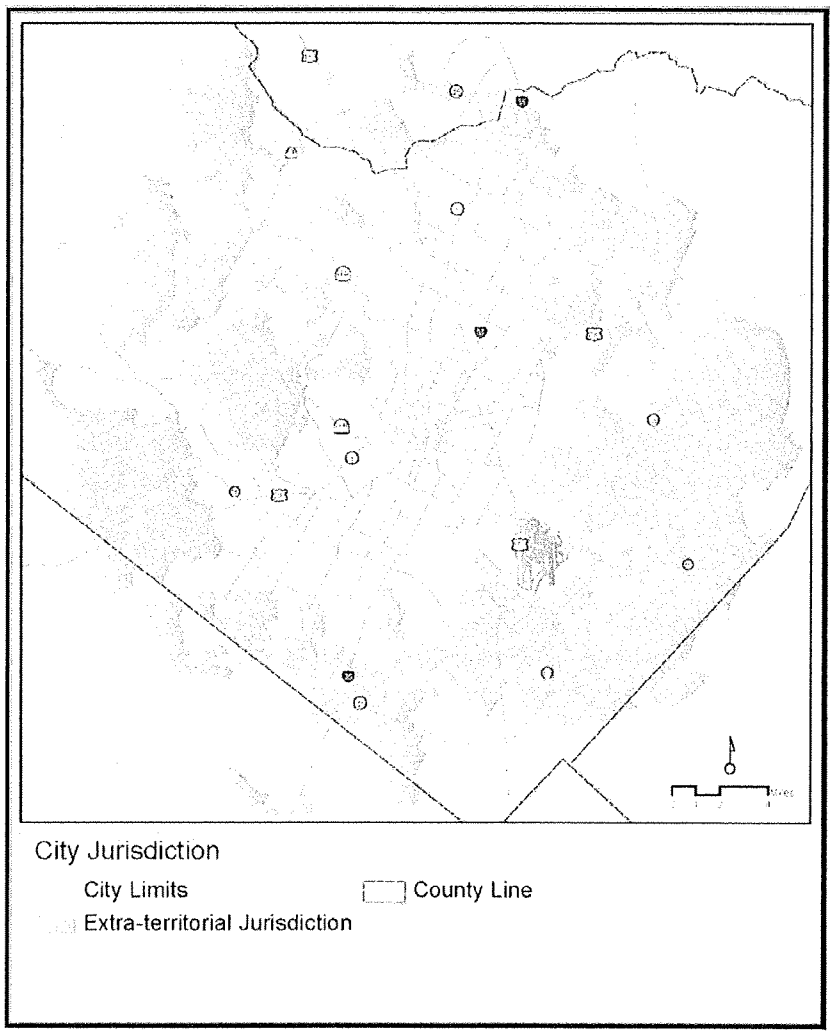
Austin City Limits and its Extra-Territorial Jurisdiction (ETJ)

Because the Comprehensive Plan addresses both City Limits and Austin's 5-mile Extra-Territorial Jurisdiction, Advisory Committee members will include people who live within the City and those who live beyond City limits.

If you live outside of the City limits and wish to find out whether you live in the ETJ, call or email the City's Addressing Services at 974-2797 (press 2 at the message) or addressing@ci.austin.tx.us.

Travis County residents can determine whether they live in the ETJ as follows:

- Visit http://www.traviscountytax.org/showVoterNameSearch.do and search by your name.
- Match your name and address and click on your "Certificate number."
- On the page titled "Voter Registration Information," look for the code for your City jurisdiction (**CEJ** for City of Austin ETJ; **C10** for City of Austin).



Please apply before 5pm on Thursday, August 20.

*Name: Kevin Patterson*_____

Further information

This information sheet will assist City Council in selecting an Advisory Committee that is diverse, with each member representing multiple traits or interests. **All questions are voluntary. Your answers are public information and are subject to public disclosure under the Texas Open Records Act.**

- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? **XX Austin City Limits** **XX Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  78704 – Work, 78728 - Property

- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  No_____

- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  No

We are interested in creating a diverse Comprehensive Plan Citizens' Advisory Committee with broad interests. Please check all of the following that apply to you:

Personal Info

[redacted]

Employment Status

Are you currently employed?

XX Yes No

Please mark all that apply:

Work at or Own Local Business
High-tech Industry
X Creative Industry
Development or Design Industry
Government Employee
Other: please specify:

_____

_____

Household Income

[redacted]

This section to be completed by staff. (Clerk: Mark all that apply.)

Central	Southwest	ETJ Northwest
Northeast	Southeast	ETJ Southwest
Northwest	ETJ Northeast	ETJ Southeast

Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

Please tell us how can you serve the Advisory Committee to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

As a leader in the Austin performing and visual arts community I am well aware of the tremendous contribution that all the arts make in terms of economic impact to the city. This success, while contributing to the unique image that has become a hallmark of Austin, creates growing pains that are all too evident. With economic growth comes infrastructure issues, transportation, parking, resource use issues that should be addressed in a comprehensive plan. In my capacity as an arts leader I am able to bring perspective to the conversation and provide a macro-level discussion on how the community can successfully leverage the resources of a truly remarkable creative class in Austin. I have over twenty years of arts experience working in cities all over the United States. During my tenure at Austin Lyric Opera I have helped lead a discussion on how the arts can work together both economically and strategically to return substantial and tangible benefits to the community. I also serve as chairman of the Austin Shared Services Group, an informal collective of presenting and producing arts groups representing the performing and visual arts in Austin whose purpose is to create economic economies of scale, grow the arts in Austin through collective marketing, and advocate for the arts as a important facet of the Austin community.

As a relatively new resident of Austin I bring a fresh perspective to the discussion on how a comprehensive plan can maximize the qualities that have made Austin one of America's most livable cities.

Last Updated 10-9-09 at 9:52am

You may submit this hard copy application OR complete it in Microsoft WORD:
Available here: http://www.cityofaustin.org/compplan

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: Comprehensive Plan Citizens Advisory Task Force

Name: Weynand (Last) Mitch (First) T. (Middle)

Home Street Address: [redacted] (Zip)

Preferred Phone: [redacted] Cell Phone: [redacted]

Employer: LifeWorks Business Phone: 512-735-2462

Occupation/Position: Chief Operating Officer Fax Number: 512 735 2452

e-mail Address: [redacted]

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? I work in South Austin, but live just outside the city limits in Manchaca within the EJT - South
- Ethnicity: White
- Gender: Male
- Are you a City of Austin resident? __**Yes** X **No**
- Do you have a disability? __**Yes** X **No**

  If yes, what type? __Visual __Hearing __Mobility __Cognitive __Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? __**Yes** X **No**
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? __**Yes** X **No**
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? X **Yes** __**No**

Please apply before 5pm on Thursday, August 20.

The following boards are required to file an annual statement of financial disclosure: Arts Commission; Board of Adjustment; Environmental Board; Historic Landmark Commission; Housing Authority of the City of Austin; Parks and Recreation Board; Planning Commission; Public Safety Commission; Solid Waste Advisory Commission; Water and Wastewater Commission; Urban Renewal Agency; and Zoning and Platting Commission.

- Do you agree to comply with the requirement, if applicable? **X Yes** **__No**

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

I have served on the Homeless Task Force and Ending Chronic Homeless Organizing Committee; I operate human service programs in 8 different locations within the City of Austin, service thousands of citizens each year. I am involved in land development and building of new service locations. I have lived in Austin several times and have worked here since 1971.

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

Your application is public information under the Texas Open Records Act. It will be kept on file for twelve (12) months.

*** ADA COMPLIANCE ***
Reasonable accommodations and equal access to communication are provided upon request.

Return to: Boards and Commissions Coordinator
Office of the City Clerk
P.O. Box 1088, Austin, Texas 78767
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Phone: (512) 974-2497
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Please apply before 5pm on Thursday, August 20.

COMPREHENSIVE PLAN CITIZENS ADVISORY TASK FORCE

Candidate information sheet (optional)

About the Comprehensive Plan process

The principles and content of the plan will be generated from community input, which will be primarily collected during four Community Forum Series, as well as ongoing input opportunities. Opportunities for input include (but are not limited to) public forums held across the city, online input, and focus groups. Tools for reaching out and connecting to communities to involve them in the process include the plan website, Speakers Bureau, advertising, canvassing, and educational forums and events.

About the Task Force

Drawing on the many resources and interests of the Austin community, the Task Force will work with the consultant team and City to help all members of the community articulate the common values that will guide Austin into the future.

The task of the Task Force is to champion the planning process; to provide an ongoing venue for reaching out to Austin and bringing its many perspectives together where they can amicably engage one another; and to provide advice to City Council, the Planning Commission, the consultant, and City staff.

To achieve this, membership in the Comprehensive Plan Task Force will emphasize that each member represents overlapping backgrounds, interests, and constituencies.

Ideal characteristics

The ideal attributes and characteristics of Task Force members are:

- Able to commit to membership on the Task Force. The Task Force is expected to last at least two years (beginning in October 2009) and will require attendance at monthly meetings. Special events and subcommittees could require up to 10 hours or more per month.
- Dedicated to work for all of Austin, by viewing their advocacy position within the context of the larger community.
- Able to maintain a "big picture" viewpoint, appropriate to the Comprehensive Plan's "30,000-foot" view of Austin and its future.
- Maintain a civil tone and amicable working relationships.
- Problem solving / solution-oriented / forward-thinking / open to new approaches and ideas.
- Experience working as a team member.
- Knowledgeable of Austin.

The next section of this form is **voluntary** and has been created to assist City Council in selecting a Task Force that is broadly representative. **It is public information and subject to public disclosure under the Texas Open Records Act.**

Please apply before 5pm on Thursday, September 3

Austin City Limits and its Extra-Territorial Jurisdiction (ETJ)

Because the Comprehensive Plan addresses both City Limits and Austin's 5-mile Extra-Territorial Jurisdiction, Task Force members will include people who live within the City and those who live beyond City limits.

If you live outside of the City limits and wish to find out whether you live in the ETJ, call or email the City's Addressing Services at 974-2797 (press 2 at the message) or addressing@ci.austin.tx.us.

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- Visit http://www.traviscountytax.org/showVoterNameSearch.do and search by your name.
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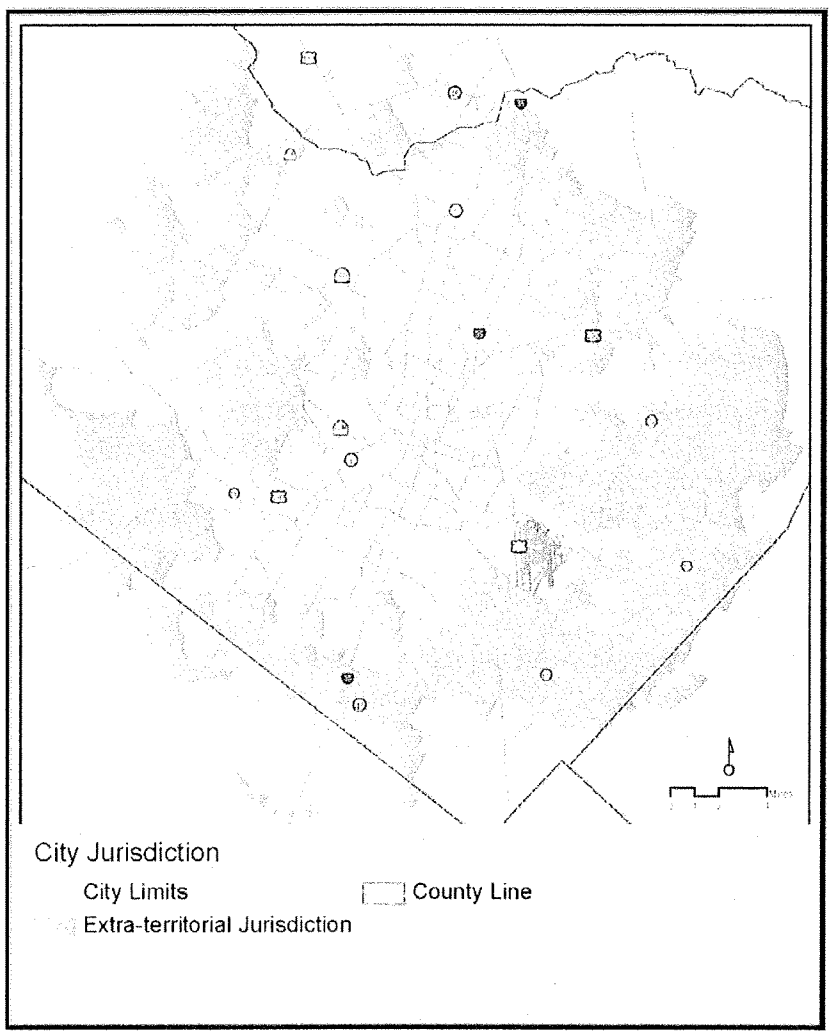
- On the page titled "Voter Registration Information," look for the code for your City jurisdiction (**CEJ** for City of Austin ETJ; **C10** for City of Austin).



Please apply before 5pm on Thursday, August 20.

Name: Mitch Weynand

Further information

This information sheet will assist City Council in selecting a Task Force that is diverse, with each member representing multiple traits or interests. **All questions are voluntary. Your answers are public information and are subject to public disclosure under the Texas Open Records Act.**

- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? __**Austin City Limits** X **Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  78652

- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  No

- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  I work for LifeWorks and have been involved in the Ending Community Homelessness committee

We are interested in creating a diverse Comprehensive Plan Citizens Task Force with broad interests. Please check all of the following that apply to you:

Personal Info

[redacted]

Employment Status

Are you currently employed?

X Yes __No

Please mark all that apply:

X Work at or Own Local Business
__High-tech Industry
__Creative Industry
__Development or Design Industry
__Government Employee
X Other: please specify:
__Heath and Human Services

Household Income

[redacted]

This section to be completed by staff. (Clerk: Mark all that apply.)

☐ Central	☐ Southwest	☐ ETJ Northwest
☐ Northeast	☐ Southeast	☐ ETJ Southwest
☐ Northwest	☐ ETJ Northeast	☐ ETJ Southeast

Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

Please tell us how can you serve the Task Force to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

I have lived and worked in Austin since 1971. I've been involved in developing health and human services systems, services, and policies during that time including on the regional and national level. My business has locations in all parts of the City – 8 different sites. We and our clients are impacted by City policy and plans. I believe I can contribute to the development of the Comprehensive Plan and hope to represent the human service and affordable housing perspective.

Last Updated 10-9-09 at 9:52am

You may submit this hard copy application OR complete it in Microsoft WORD:
Available here: http://www.cityofaustin.org/compplan

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: Comprehensive Plan Citizens Advisory Committee

Name: Coleman (Last) Aan (First) Garrett (Middle)

Home Street Address: [redacted] 78737 (Zip)

Preferred Phone: [redacted] Cell Phone: [redacted]

Employer: Coleman & Associates (self) Business Phone: 512.476.2090

Occupation/Position: Landscape Architect / President Fax Number: 512.476.2099

e-mail Address: aan@colemanandassoc.com

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? Southwest / Oak Hill
- Ethnicity: Caucasian
- Gender: Female
- Are you a City of Austin resident? ☐ **Yes** ✔ **No ETJ**
- Do you have a disability? ☐ **Yes** ✔ **No**

  If yes, what type? ☐ Visual ☐ Hearing ☐ Mobility ☐ Cognitive ☐ Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? ☐ **Yes** ✔ **No**
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? ✔ **Yes** ☐ **No** **(see explanation item 1 on pg 3)**
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? ✔ **Yes** ☐ **No**

Please apply before 5pm on Thursday, August 20.

The following boards are required to file an annual statement of financial disclosure: Arts Commission; Board of Adjustment; Environmental Board; Historic Landmark Commission; Housing Authority of the City of Austin; Parks and Recreation Board; Planning Commission; Public Safety Commission; Solid Waste Advisory Commission; Water and Wastewater Commission; Urban Renewal Agency; and Zoning and Platting Commission.

- Do you agree to comply with the requirement, if applicable? ✔ **Yes** ☐ **No**

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

{See item 2 on pg 3}

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

Your application is public information under the Texas Open Records Act. It will be kept on file for twelve (12) months.

*** ADA COMPLIANCE ***
Reasonable accommodations and equal access to communication are provided upon request.

Return to: Boards and Commissions Coordinator
Office of the City Clerk
P.O. Box 1088, Austin, Texas 78767
City Hall, 301 W. 2nd Street, Suite 1120
Phone: (512) 974-2497
Fax: (512) 974-2374
e-mail: candy.parham@ci.austin.tx.us

§ 2-1-21(C) ELIGIBILTY REQUIREMENTS AND REMOVAL.
A person who is registered or is required to register as a lobbyist under Chapter 4-8 (*Regulation of Lobbyists*) or who is employed by a person registered or required to register under that chapter is not eligible to serve on a board until the expiration of three years after the date that the person ceases to be registered, required to be registered, or employed by a person registered or required to register.

§ 4-8-4 PERSONS REQUIRED TO REGISTER.
Excepted as provided in 4-8-5 (Exceptions), a person must register with the city clerk if the person: (1) receives compensation of $200 or more in a calendar quarter for lobbying; (2) receives reimbursement or $200 or more in a calendar quarter for lobbying; (3) expends or more in a calendar quarter for lobbying; (4) lobbies as the agent of employee of a person who: (a) receives compensation of $200 or more in a calendar quarter for lobbying; (b) receives reimbursement of $200 or more in a calendar quarter for lobbying; or (c) expends $200 or more in a calendar quarter for lobbying.

Please apply before 5pm on Thursday, August 20.

Aan Garrett-Coleman
Citizens Advisory Committee Application

Item 1:
My landscape architecture firm, Coleman & Associates, is currently working as a subcontractor on the following City of Austin projects:
Austin Central Library (Lake|Flato Architects)

- APD Public Safety Training Facility (BLGY Architects)
- Westgate Boulevard Retention Basin (Malcolm Pirnie)

If you have any questions regarding this, please don't hesitate to contact me.

Item 2:
As a Landscape Architect, I have been very involved over the past 27 years in upholding and implementing the zoning (land use) and site development permitting for many City of Austin, AISD, and private development projects. As a result, I have had extensive contact with end-users, neighborhood groups, individuals affected by growth and many, many hours spent with City of Austin staff.

I have also participated in the code review process including the New Commercial Design Guidelines, the New Heritage Tree Ordinance and new water quality ordinance changes.

I have a strong interest in maintaining the "Nature and Character" of Austin. I am very proud to have been involved in many projects that are considered exemplary in environmentally sensitive design: for example, the Arboretum (oldie but goodie!), Umlauf Sculpture Garden, the Triangle, Southpark Meadows, and the AT&T Executive Education and Conference Center at UT.

I am accustomed to working with large Teams and small teams (like my own Neighborhood group) and am able to listen to opposing views, new ideas, and diverse opinions and priorities without being judgmental or close-minded.

I take pride in my consensus building approach, my ability to articulate and communicate with all sides of the issue, and my knowledge of how the City of Austin operates. I also have had the privilege of working with many fine clients and many involved citizens in creating places that were the result of lengthy meetings, charrettes, compromise and honoring of commitments.

I am able to commit to at least two years of service. My only conflict with my work is occasional trips within Texas that are unfortunately random and seem to go in "waves". These trips generally last for 1 day. Often I am able to send others within my firm to attend these out of town meetings in my absence. Since I am the Owner/President of my company, I am able to make those kinds of decisions, but for the same reason, sometimes my attendance is mandatory.

Name: *Aan Garrett-Coleman, ASLA, LEED AP*

Further information

This information sheet will assist City Council in selecting an Advisory Committee that is diverse, with each member representing multiple traits or interests. **All questions are voluntary. Your answers are public information and are subject to public disclosure under the Texas Open Records Act.**

- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? ☐ **Austin City Limits** ✔ **Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  78737
- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  no
- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  Oak Hill Association of Neighborhoods (OHAN), Real Estate Council of Austin (RECA)

We are interested in creating a diverse Comprehensive Plan Citizens' Advisory Committee with broad interests. Please check all of the following that apply to you:

Personal Info

[redacted]

Employment Status

Are you currently employed?

✔ Yes ☐ No

Please mark all that apply:

✔ Work at or Own Local Business
☐ High-tech Industry
☐ Creative Industry
✔ Development or Design Industry
☐ Government Employee
☐ Other: please specify:

Household Income

[redacted]

This section to be completed by staff. (Clerk: Mark all that apply.)

☐ Central	☐ Southwest	☐ ETJ Northwest
☐ Northeast	☐ Southeast	☐ ETJ Southwest
☐ Northwest	☐ ETJ Northeast	☐ ETJ Southeast

Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

My family and I have lived in Austin for 28 years. I have a great history of information about the evolvement of the city throughout the years. As a planner/landscape architect I have also noted the decisions that have made that have resulted in positive and negative results; I can therefore utilize this information to assist in directing group decisions.

I regularly attend Austin events and entertainment events. To name a few: Music (Saxon pub is my favorite), 1st Thursday, Pecan Street Festival, Paramount shows, and I'm a season ticket holder for both Zachary Scott Theatre and Bass Concert Hall seasons.

I also support and attend my own neighborhood events: OHAN meetings (Oak Hill Association of Neighborhoods), Oak Hill baseball, and the Bowie High School PTSA.

My husband and I regularly have BBQs for many of the groups in our neighborhood.

As a member of the Real Estate Council of Austin (RECA), SMPS (Society of Marketing and Professional Services), ASLA (American Society of Landscape Architecture), I am very networked and involved with the political leaders, environmental leaders, and consultants who participate in the key decisions that are shaping the future of our city.

I feel it is my role as a Landscape Architect and citizen of my city to strive for responsible growth balanced with a very strong commitment to the preservation of our natural environment. My biggest source of pride and legacy to this community is that I can visit projects where my decisions have resulted in tree preservation, tree planting, xeriscape design, and design of public spaces that achieve this balance.

Please tell us how can you serve the Advisory Committee to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

I can serve the Advisory Committee by bringing my planning/landscape architectural expertise and history to the table. I am a strong verbal and graphic communicator. I am aware of code issues – both zoning and development – that can be extremely helpful when making physical planning recommendations. I have worked directly with Austin Energy, the Fire Department, AISD, ACC, UT, and the City of Austin, so I can bring their perspective, challenges, and requirements to the discussion.

Last Updated 10-9-09 at 9:52am

You may submit this hard copy application OR complete it in Microsoft WORD:
Available here: http://www.cityofaustin.org/compplan

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: __ Comprehensive Plan Citizens Advisory Task Force

Name:
Repp (Last) David (First) Matthew (Middle)

Home Street Address: __
TX 78747 (Zip)

Preferred Phone: 51 Cell Phone: __

Employer: Texas Department of State Health Services Business Phone: 512-458-7111

Occupation/Position: Data Analyst and Evaluator Fax Number: n/a

e-mail Address: DavidMRepp@gmail.com

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? Southeast
- Ethnicity: White
- Gender: Male
- Are you a City of Austin resident? x **Yes** __ **No**
- Do you have a disability? __ **Yes** x **No**

  If yes, what type? __Visual __Hearing __Mobility __Cognitive __Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? __ **Yes** x **No**
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? __ **Yes** x **No**

Please apply before 5pm on Thursday, August 20.

- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? x **Yes** __**No**

The following boards are required to file an annual statement of financial disclosure: Arts Commission; Board of Adjustment; Environmental Board; Historic Landmark Commission; Housing Authority of the City of Austin; Parks and Recreation Board; Planning Commission; Public Safety Commission; Solid Waste Advisory Commission; Water and Wastewater Commission; Urban Renewal Agency; and Zoning and Platting Commission.

- Do you agree to comply with the requirement, if applicable? x **Yes** __**No**

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

I am a second year student at the LBJ School of Public Affairs where I have taken many classes on public management and public financial management. I have also completed several graduate courses in other areas such as economics and health care that might be of value.

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

Your application is public information under the Texas Open Records Act. It will be kept on file for twelve (12) months.

*** ADA COMPLIANCE ***
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Return to: Boards and Commissions Coordinator
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Please apply before 5pm on Thursday, August 20.

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Please apply before 5pm on Thursday, August 20.

COMPREHENSIVE PLAN CITIZENS ADVISORY TASK FORCE

Candidate information sheet (optional)

About the Comprehensive Plan process

The principles and content of the plan will be generated from community input, which will be primarily collected during four Community Forum Series, as well as ongoing input opportunities. Opportunities for input include (but are not limited to) public forums held across the city, online input, and focus groups. Tools for reaching out and connecting to communities to involve them in the process include the plan website, Speakers Bureau, advertising, canvassing, and educational forums and events.

About the Task Force

Drawing on the many resources and interests of the Austin community, the Task Force will work with the consultant team and City to help all members of the community articulate the common values that will guide Austin into the future.

The task of the Task Force is to champion the planning process; to provide an ongoing venue for reaching out to Austin and bringing its many perspectives together where they can amicably engage one another; and to provide advice to City Council, the Planning Commission, the consultant, and City staff.

To achieve this, membership in the Comprehensive Plan Task Force will emphasize that each member represents overlapping backgrounds, interests, and constituencies.

Ideal characteristics

The ideal attributes and characteristics of Task Force members are:

- Able to commit to membership on the Task Force. The Task Force is expected to last at least two years (beginning in October 2009) and will require attendance at monthly meetings. Special events and subcommittees could require up to 10 hours or more per month.
- Dedicated to work for all of Austin, by viewing their advocacy position within the context of the larger community.
- Able to maintain a "big picture" viewpoint, appropriate to the Comprehensive Plan's "30,000-foot" view of Austin and its future.
- Maintain a civil tone and amicable working relationships.
- Problem solving / solution-oriented / forward-thinking / open to new approaches and ideas.
- Experience working as a team member.
- Knowledgeable of Austin.

The next section of this form is **voluntary** and has been created to assist City Council in selecting a Task Force that is broadly representative. **It is public information and subject to public disclosure under the Texas Open Records Act.**

Please apply before 5pm on Thursday, September 3

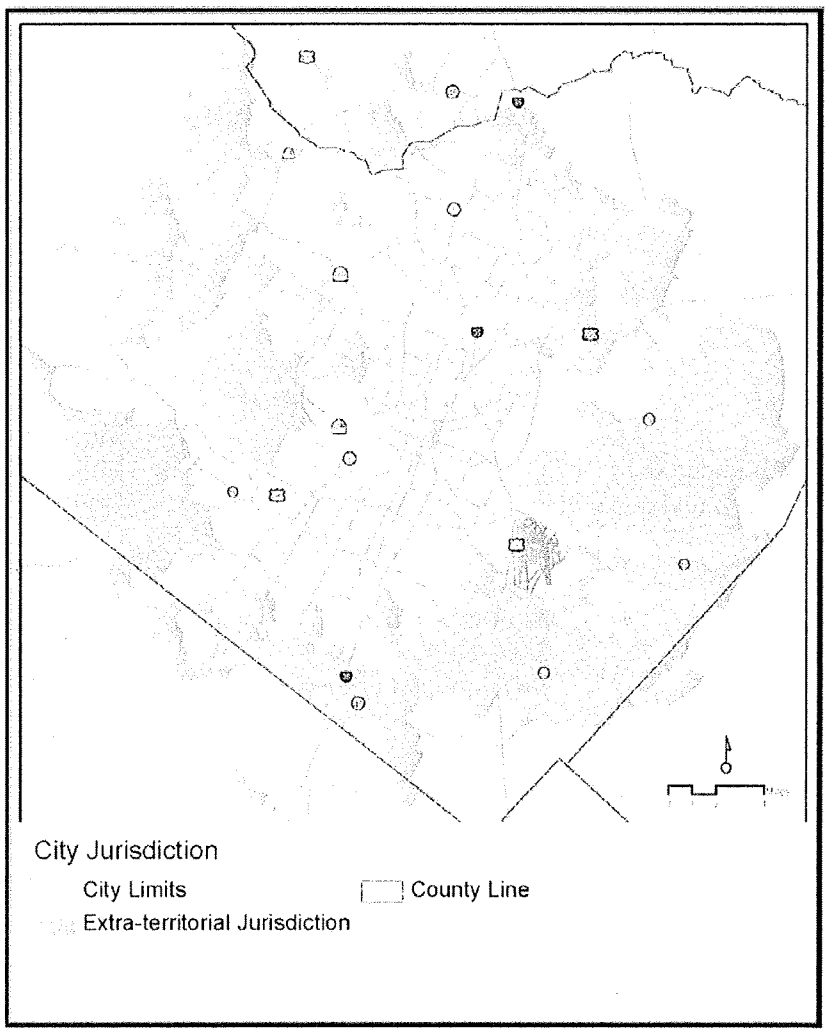
Austin City Limits and its Extra-Territorial Jurisdiction (ETJ)

Because the Comprehensive Plan addresses both City Limits and Austin's 5-mile Extra-Territorial Jurisdiction, Task Force members will include people who live within the City and those who live beyond City limits.

If you live outside of the City limits and wish to find out whether you live in the ETJ, call or email the City's Addressing Services at 974-2797 (press 2 at the message) or addressing@ci.austin.tx.us.

Travis County residents can determine whether they live in the ETJ as follows:

- Visit http://www.traviscountytax.org/showVoterNameSearch.do and search by your name.
- Match your name and address and click on your "Certificate number."
- On the page titled "Voter Registration Information," look for the code for your City jurisdiction (**CEJ** for City of Austin ETJ; **C10** for City of Austin).



Please apply before 5pm on Thursday, August 20.

Name: _____

Further information

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- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? __**Austin City Limits** __**Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  _____
- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  _____
- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  _____

We are interested in creating a diverse Comprehensive Plan Citizens Task Force with broad interests. Please check all of the following that apply to you:

Personal Info

Employment Status

Are you currently employed?

__Yes __No

Please mark all that apply:

__Work at or Own Local Business
__High-tech Industry
__Creative Industry
__Development or Design Industry
__Government Employee
__Other: please specify:
_____
_____

Household Income

This section to be completed by staff. (Clerk: Mark all that apply.)

☐ Central	☐ Southwest	☐ ETJ Northwest
☐ Northeast	☐ Southeast	☐ ETJ Southwest
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Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

Please tell us how can you serve the Task Force to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

Please apply before 5pm on Thursday, August 20.

@#58

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APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: COMPREHENSIVE PLAN CITIZENS ADVISORY TASK FORCE

Name: GULLAHORN (Last) JACK (First) W. (Middle)

Home Street Address: 78653 (Zip)

Preferred Phone: 512 Cell Phone: 512

Employer: JACK W. GULLAHORN P.C. Business Phone: 512

Occupation/Position: ATTNY Fax Number: 866 323 5709

e-mail Address:

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

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- In which geographic area of Austin do you reside? ETJ (NE)
- Ethnicity: CAUCASIAN
- Gender: M
- Are you a City of Austin resident? __Yes ✓No
- Do you have a disability? __Yes ✓No

  If yes, what type? __Visual __Hearing __Mobility __Cognitive __Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? __Yes ✓No
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? __Yes ✓No
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? ✓Yes __No

Please apply before 5pm on Thursday, August 20.

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- Do you agree to comply with the requirement, if applicable? __Yes __No

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

RESIDENT OF ETJ OF AUSTIN FOR PAST 26 YEARS.
FAMILIARITY WITH CITY, COUNTY & STATE GOVERNMENT
PROCESSES. INVOLVED IN MONITORING ACTIVITIES THROUGH
MY NEIGHBORHOOD ASSN (GREGG NEIGHBORHOOD)

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

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COMPREHENSIVE PLAN CITIZENS ADVISORY TASK FORCE

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- Experience working as a team member.
- Knowledgeable of Austin.

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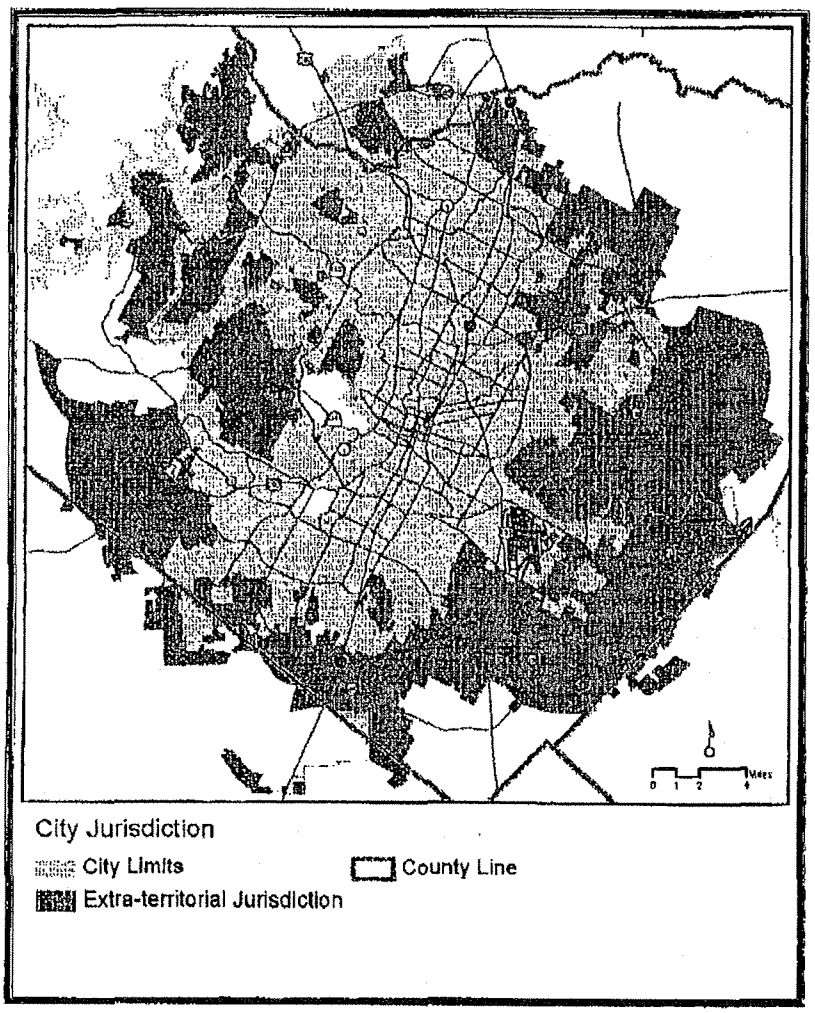

Please apply before 5pm on Thursday, August 20.

Name: _____

Further information

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- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? ✓**Austin City Limits** ✓**Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  WORK: 78701 LIVE: 78653
- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  _____
- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  SETON HEALTHCARE NETWORK BOARD OF TRUSTEES; VINCARE SERVICES OF AUSTIN; GREGG NEIGHBORHOOD ASSN; SOCIETY OF ST. VINCENT de PAUL

We are interested in creating a diverse Comprehensive Plan Citizens Task Force with broad interests. Please check all of the following that apply to you:

Personal Info

Employment Status

Are you currently employed?
✓Yes __No

Please mark all that apply:
✓Work at or Own Local Business
__High-tech Industry
__Creative Industry
__Development or Design Industry
__Government Employee
__Other: please specify:
_____
_____

Household Income

_____

This section to be completed by staff: (Clerk: Mark all that apply.)

Central	Southwest	ETJ Northwest
Northeast	Southeast	ETJ Southwest
Northwest	ETJ Northeast	ETJ Southeast

Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

NATIVE BORN AUSTINITE (1948); LIVED IN ETJ FOR 26 YRS; UT LAW GRAD.

Please tell us how can you serve the Task Force to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

- Provide practical advice on ETJ impact.
- Provide experience relating to governmental processes —

Please apply before 5pm on Thursday, August 20.

You may submit this hard copy application OR complete it in Microsoft WORD:
Available here: http://www.cityofaustin.org/compplan

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: COMPREHENSIVE PLAN CITIZENS' ADVISORY COMMITTEE

Name: TORGRIMSON (Last) CAROL (First) G (Middle)

Home Street Address 78730 (Zip)

Preferred Phone: 512- Cell Phone: 512-

Employer: retired Business Phone:

Occupation/Position: — Fax Number:

e-mail Address:

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? NORTHWEST ETJ
- Ethnicity: CAUCASIAN
- Gender: FEMALE
- Are you a City of Austin resident? ☐ Yes ☒ No (C of A limited purpose jurisdiction)
- Do you have a disability? ☐ Yes ☒ No

  If yes, what type? ☐ Visual ☐ Hearing ☐ Mobility ☐ Cognitive ☐ Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? ☐ Yes ☒ No
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? ☐ Yes ☒ No
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? ☒ Yes ☐ No

Please apply before 5pm on Thursday, August 20.

The following boards are required to file an annual statement of financial disclosure: Arts Commission; Board of Adjustment; Environmental Board; Historic Landmark Commission; Housing Authority of the City of Austin; Parks and Recreation Board; Planning Commission; Public Safety Commission; Solid Waste Advisory Commission; Water and Wastewater Commission; Urban Renewal Agency; and Zoning and Platting Commission.

- Do you agree to comply with the requirement, if applicable? ☒ Yes ☐ No

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

PLEASE SEE ATTACHED RESUME.

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

Your application is public information under the Texas Open Records Act. It will be kept on file for twelve (12) months.

*** ADA COMPLIANCE ***
Reasonable accommodations and equal access to communication are provided upon request.

Return to: Boards and Commissions Coordinator
Office of the City Clerk
P.O. Box 1088, Austin, Texas 78767
City Hall, 301 W. 2nd Street, Suite 1120
Phone: (512) 974-2497
Fax: (512) 974-2374
e-mail: candy.parham@ci.austin.tx.us

§ 2-1-21(C) ELIGIBILTY REQUIREMENTS AND REMOVAL.
A person who is registered or is required to register as a lobbyist under Chapter 4-8 (*Regulation of Lobbyists*) or who is employed by a person registered or required to register under that chapter is not eligible to serve on a board until the expiration of three years after the date that the person ceases to be registered, required to be registered, or employed by a person registered or required to register.

§ 4-8-4 PERSONS REQUIRED TO REGISTER.
Excepted as provided in 4-8-5 (Exceptions), a person must register with the city clerk if the person: (1) receives compensation of $200 or more in a calendar quarter for lobbying; (2) receives reimbursement or $200 or more in a calendar quarter for lobbying; (3) expends or more in a calendar quarter for lobbying; (4) lobbies as the agent of employee of a person who: (a) receives compensation of $200 or more in a calendar quarter for lobbying; (b) receives reimbursement of $200 or more in a calendar quarter for lobbying; or (c) expends $200 or more in a calendar quarter for lobbying.

Name: CAROL G. TORGRIMSON

Further information

This information sheet will assist City Council in selecting an Advisory Committee that is diverse, with each member representing multiple traits or interests. **All questions are voluntary. Your answers are public information and are subject to public disclosure under the Texas Open Records Act.**

- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? ☐ **Austin City Limits** ☒ **Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  78730
- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  NO
- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  ZZZZ COALITION OF NEIGHBORHOOD ASSOCIATIONS – VICE PRESIDENT

We are interested in creating a diverse Comprehensive Plan Citizens' Advisory Committee with broad interests. Please check all of the following that apply to you:

Personal Info

Employment Status

Are you currently employed?

☐ Yes ☒ No

Please mark all that apply:

☐ Work at or Own Local Business
☐ High-tech Industry
☐ Creative Industry
☐ Development or Design Industry
☐ Government Employee
☐ Other: please specify:

Household Income

This section to be completed by staff. (Clerk: Mark all that apply.)

☐ Central	☐ Southwest	☐ ETJ Northwest
☐ Northeast	☐ Southeast	☐ ETJ Southwest
☐ Northwest	☐ ETJ Northeast	☐ ETJ Southeast

Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

Please tell us how can you serve the Advisory Committee to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

PLEASE SEE ATTACHED SHEET.

Last Updated 10-9-09 at 9:52am

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Available here: http://www.cityofaustin.org/compplan

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: Comprehensive Plan

AUSTIN CITY CLERK
POSTING: DATE/TIME
2009 SEP 3 PM 4 09

Name: ACEVEDO (Last) FIDEL (First) (Middle)

Home Street Address: AUSTIN, TX 78728 (Zip)

Preferred Phone: 512 Cell Phone: 512

Employer: N/A Business Phone: N/A

Occupation/Position: Fax Number:

e-mail Address:

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

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AUSTIN CITY CLERK
POSTING: DATE/TIME
2009 SEP 3 PM 4 09

- In which geographic area of Austin do you reside? NORTHWEST NEAR IH35
- Ethnicity: MEXICAN AMERICAN
- Gender: MALE
- Are you a City of Austin resident? __Yes ✓No ETJ
- Do you have a disability? __Yes ✓No

  If yes, what type? __Visual __Hearing __Mobility __Cognitive __Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? __Yes ✓No
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? __Yes ✓No
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? ✓Yes __No

Please apply before 5pm on Thursday, August 20.

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- Do you agree to comply with the requirement, if applicable? __**Yes** __**No**

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

_____

_____

_____

_____

_____

_____

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

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Name: _____

Further information

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- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? __**Austin City Limits** ✓**Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  78728
- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  NO
- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  LULAC COUNCIL PRESIDENT LULAC PROGRESSIVE HISPANIC DEM. (PHD's)

We are interested in creating a diverse Comprehensive Plan Citizens Task Force with broad interests. Please check all of the following that apply to you:

Personal Info

Employment Status

Are you currently employed?

__Yes ✓No

Please mark all that apply:

__Work at or Own Local Business
__High-tech Industry
__Creative Industry
__Development or Design Industry
__Government Employee
__Other: please specify:

_____
_____

Household Income

This section to be completed by staff. (Clerk: Mark all that apply.)

Central	Southwest	ETJ Northwest
Northeast	Southeast	ETJ Southwest
Northwest	ETJ Northeast	ETJ Southeast

Please apply before 5pm on Thursday, August 20.

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Please tell us how can you serve the Task Force to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

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Last Updated 10-9-09 at 9:52am

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APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: _____Comprehensive Plan Citizens Advisory Task Force_____

Name: ___Lind_____Mark_____E_____
(Last) (First) (Middle)

Home Street Address: __ _____78728_____
(Zip)

Preferred Phone: _____ _____Cell Phone: ___ _____

Employer: _____CG&S_____ Business Phone: _____444-1580_____

Occupation/Position: _____designer_____ Fax Number: _____248-9500_____

e-mail Address:
__ _____

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? _____north_____
- Ethnicity:
  _____caucasian_____
- Gender:
  _____M_____
- Are you a City of Austin resident? _X_**Yes** __**No**
- Do you have a disability? __**Yes** **X** __**No**

  If yes, what type? __Visual __Hearing __Mobility __Cognitive __Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? __**Yes** _X_**No**
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? __**Yes** _x_**No**

Please apply before 5pm on Thursday, August 20.

- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? _x_**Yes** __**No**

The following boards are required to file an annual statement of financial disclosure: Arts Commission; Board of Adjustment; Environmental Board; Historic Landmark Commission; Housing Authority of the City of Austin; Parks and Recreation Board; Planning Commission; Public Safety Commission; Solid Waste Advisory Commission; Water and Wastewater Commission; Urban Renewal Agency; and Zoning and Platting Commission.

- Do you agree to comply with the requirement, if applicable? _x_**Yes** __**No**

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

- an undergraduate and a masters degree in architectural design,
- twenty years experience in architectural design and development,
- a professional interest in urban planning, zoning, and related development patterns,
- attendance at seminars by the Urban Land Institute regarding Traditional Neighborhood Design,
- experience living in two large metropolitan areas (San Francisco and Copenhagen, Denmark)
- a professional and personal interest in mass transit and integrated transit systems,
- an active membership in Austin's Green Building Program and passionate about protecting the natural environment,
- experience teaching (while in graduate school),
- active in my former neighborhood's Neighborhood Association as a member of its first Steering Committee and Chair of the Transportation Cmte.,
- involvement with the Neighborhood Planning Process for my previous inner city neighborhood,
- formerly a member of the Austin Trails Association and Sustainable Building Commission,
- an "idea" person with creative thinking that is grounded in practicality,
- an articulate speaker and a good writer (I like to think!),
- I bring energy and total commitment to whatever I undertake.

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

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*** ADA COMPLIANCE ***

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Please apply before 5pm on Thursday, August 20.

COMPREHENSIVE PLAN CITIZENS ADVISORY TASK FORCE

Candidate information sheet (optional)

About the Comprehensive Plan process

The principles and content of the plan will be generated from community input, which will be primarily collected during four Community Forum Series, as well as ongoing input opportunities. Opportunities for input include (but are not limited to) public forums held across the city, online input, and focus groups. Tools for reaching out and connecting to communities to involve them in the process include the plan website, Speakers Bureau, advertising, canvassing, and educational forums and events.

About the Task Force

Drawing on the many resources and interests of the Austin community, the Task Force will work with the consultant team and City to help all members of the community articulate the common values that will guide Austin into the future.

The task of the Task Force is to champion the planning process; to provide an ongoing venue for reaching out to Austin and bringing its many perspectives together where they can amicably engage one another; and to provide advice to City Council, the Planning Commission, the consultant, and City staff.

To achieve this, membership in the Comprehensive Plan Task Force will emphasize that each member represents overlapping backgrounds, interests, and constituencies.

Ideal characteristics

The ideal attributes and characteristics of Task Force members are:

- Able to commit to membership on the Task Force. The Task Force is expected to last at least two years (beginning in October 2009) and will require attendance at monthly meetings. Special events and subcommittees could require up to 10 hours or more per month.
- Dedicated to work for all of Austin, by viewing their advocacy position within the context of the larger community.
- Able to maintain a "big picture" viewpoint, appropriate to the Comprehensive Plan's "30,000-foot" view of Austin and its future.
- Maintain a civil tone and amicable working relationships.
- Problem solving / solution-oriented / forward-thinking / open to new approaches and ideas.
- Experience working as a team member.
- Knowledgeable of Austin.

The next section of this form is **voluntary** and has been created to assist City Council in selecting a Task Force that is broadly representative. **It is public information and subject to public disclosure under the Texas Open Records Act.**

Please apply before 5pm on Thursday, September 3

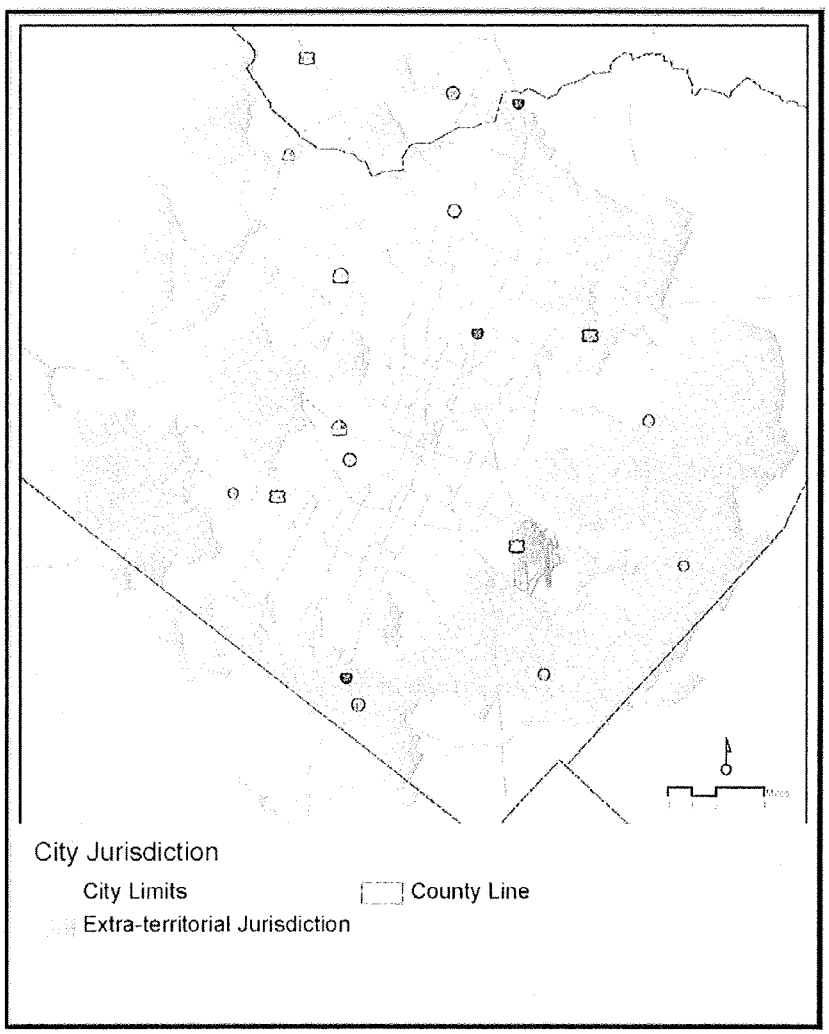
Austin City Limits and its Extra-Territorial Jurisdiction (ETJ)

Because the Comprehensive Plan addresses both City Limits and Austin's 5-mile Extra-Territorial Jurisdiction, Task Force members will include people who live within the City and those who live beyond City limits.

If you live outside of the City limits and wish to find out whether you live in the ETJ, call or email the City's Addressing Services at 974-2797 (press 2 at the message) or addressing@ci.austin.tx.us.

Travis County residents can determine whether they live in the ETJ as follows:

- Visit http://www.traviscountytax.org/showVoterNameSearch.do and search by your name.
- Match your name and address and click on your "Certificate number."
- On the page titled "Voter Registration Information," look for the code for your City jurisdiction (**CEJ** for City of Austin ETJ; **C10** for City of Austin).



Please apply before 5pm on Thursday, August 20.

Name: _____*Mark Lind*_____

Further information

This information sheet will assist City Council in selecting a Task Force that is diverse, with each member representing multiple traits or interests. **All questions are voluntary. Your answers are public information and are subject to public disclosure under the Texas Open Records Act.**

- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? __**Austin City Limits** _x_**Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  78722 (own) and 78728 (live)

- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  No

- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?

We are interested in creating a diverse Comprehensive Plan Citizens Task Force with broad interests. Please check all of the following that apply to you:

Personal Info

Employment Status

Are you currently employed?

_x_Yes __No

Please mark all that apply:

__Work at or Own Local Business
__High-tech Industry
__Creative Industry
_x_Development or Design Industry
__Government Employee
__Other: please specify:

_____
_____

Household Income

_____

This section to be completed by staff. (Clerk: Mark all that apply.)

☐ Central	☐ Southwest	☐ ETJ Northwest
☐ Northeast	☐ Southeast	☐ ETJ Southwest
☐ Northwest	☐ ETJ Northeast	☐ ETJ Southeast

Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

Please tell us how can you serve the Task Force to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

I have both an undergraduate and a masters degree in Architectural Design and a professional interest in urban planning. I am an Austin native who has lived in all parts of town: south, west, north, and east Austin. I have worked in both state agencies and private companies. I have lived and worked in San Francisco when I got out of school and in a major metropolitan European city while studying architecture there. I also spent approximately two years working on the Neighborhood Planning Team for my previous neighborhood.

In architecture school here at UT and at Arizona State, my interest in protecting the natural environment led me to specialize in passive solar design, including a thesis which took an analytical look at examples of indigenous architecture as a way to improve our own energy efficiency. Since then, that need has only increased!

As a professional building designer, I have been an active member of the Green Building Program and several of the homes I have designed have earned four and five star ratings. I have also been interviewed on local TV, a national magazine, and have been a vocal advocate for healthy and energy efficient building design.

Austin's unique natural environment is in danger, and nothing is more important than protecting it. Our greatest challenge is guiding development within the metropolitan area into preferred growth corridors. I believe that rethinking zoning in a comprehensive manner is the only avenue to achieve the goal of a dense city within a healthy natural environment. As a professional building designer with experience dealing with all levels of the City's development process, I believe I am well qualified to look at this issue and suggest improvements.

Having lived in both Europe and San Francisco, I know just what it is to live in a major metropolitan city with high densities and an efficient, integrated transit system Austin is not a small town anymore, and I think the challenge for us in the future is to protect the best qualities of our neighborhoods while still developing into a great urban environment. I have lived in cities which have successfully met this challenge.

Given my wide background of experience and the different parts of the city (and other cities where I have lived), I feel that I have a broad and informed perspective on issues relevant to urban planning, zoning, commercial and residential development, and transportation. I believe that I can contribute to the development of a Comprehensive Plan which is integrated, efficient, progressive, and *cohesive*-- something that is greatly needed. I am an "idea" person who is open to creative solutions, but I am also practical and realistic. I would very much appreciate your consideration for this position.

~~Please apply before 5pm on Thursday, August 20.~~

In addition to the attributes which I feel would make me a contributing member of this Task Force, I have a long history of involvement in the community: both sides of my family have been in Austin for the past five generations and have helped to build this great city. I like to think that, in addition to my broad background of education and experiences, my family history helps to give me a greater understanding of where we are and where we need to go as a community. I would appreciate the honor of helping it become an even better place to live for my family and others.

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APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: Comprehensive Plan Citizens Advisory Committee

Name: Hendricks (Last) Tim (First) (Middle)

Home Street Address: (Zip)

Preferred Phone: (51 Cell Phone: (51

Employer: Cousins Properties Incorporated Business Phone: (512) 477-3434

Occupation/Position: Sr. Vice President , Development Fax: (512) 477-3940

e-mail Address

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? Southwest
- Ethnicity: white
- Gender: male
- Are you a City of Austin resident? __Yes X No
- Do you have a disability? __Yes X No

  If yes, what type? __Visual __Hearing __Mobility __Cognitive __Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? __Yes X No
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- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? __Yes X No
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? X Yes __No

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- Do you agree to comply with the requirement, if applicable? X Yes __No

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

I have lived in Austin since 1975. I graduated from the University of Texas with a Real Estate Urban Land Development minor from the business school. I have developed in excess of 3 million square feet of office buildings in Austin. I am senior vice president with a national real estate investment trust. I am very active in our community and have proven commitment through many years of serving numerous boards.

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

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COMPREHENSIVE PLAN CITIZENS ADVISORY TASK FORCE

Candidate information sheet (optional)

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The ideal attributes and characteristics of Task Force members are:

- Able to commit to membership on the Task Force. The Task Force is expected to last at least two years (beginning in October 2009) and will require attendance at monthly meetings. Special events and subcommittees could require up to 10 hours or more per month.
- Dedicated to work for all of Austin, by viewing their advocacy position within the context of the larger community.
- Able to maintain a "big picture" viewpoint, appropriate to the Comprehensive Plan's "30,000-foot" view of Austin and its future.
- Maintain a civil tone and amicable working relationships.
- Problem solving / solution-oriented / forward-thinking / open to new approaches and ideas.
- Experience working as a team member.
- Knowledgeable of Austin.

The next section of this form is **voluntary** and has been created to assist City Council in selecting a Task Force that is broadly representative. **It is public information and subject to public disclosure under the Texas Open Records Act.**

Please apply before 5pm on Thursday, September 3

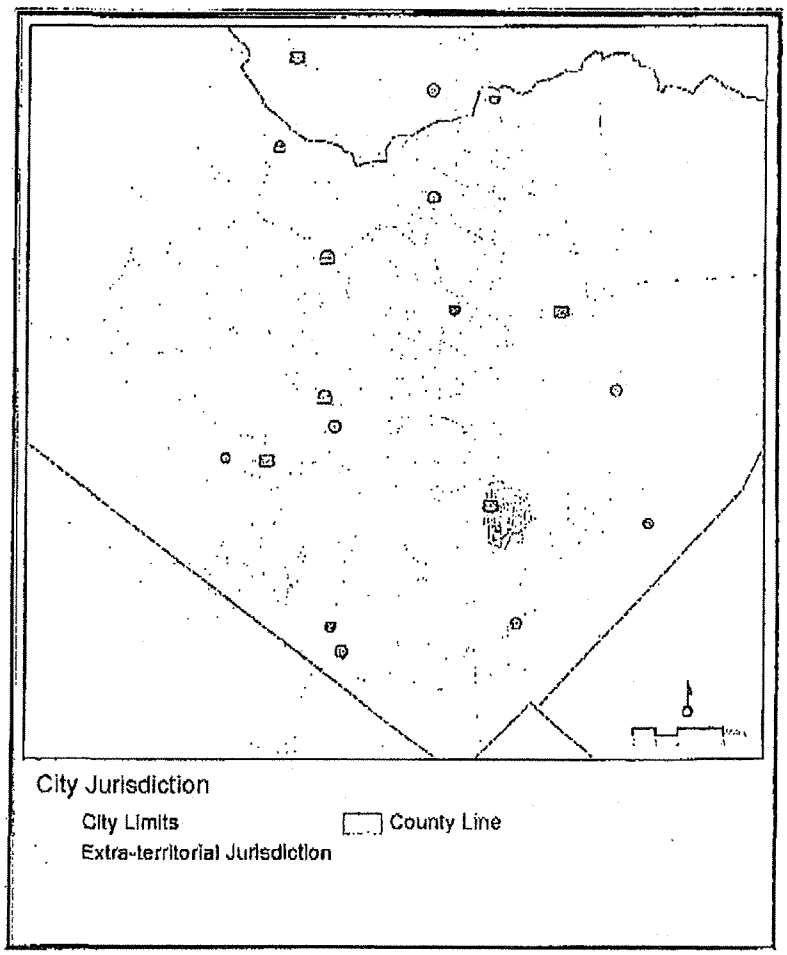
Austin City Limits and its Extra-Territorial Jurisdiction (ETJ)

Because the Comprehensive Plan addresses both City Limits and Austin's 5-mile Extra-Territorial Jurisdiction, Task Force members will include people who live within the City and those who live beyond City limits.

If you live outside of the City limits and wish to find out whether you live in the ETJ, call or email the City's Addressing Services at 974-2797 (press 2 at the message) or addressing@ci.austin.tx.us.

Travis County residents can determine whether they live in the ETJ as follows:

- Visit http://www.traviscountytax.org/showVoterNameSearch.do and search by your name.
- Match your name and address and click on your "Certificate number."
- *On the page titled "Voter Registration Information," look for the code for your City jurisdiction* (**CEJ** for City of Austin ETJ; **C10** for City of Austin).



Please apply before 5pm on Thursday, August 20.

Name: *Tim Hendricks*

Further information

This information sheet will assist City Council in selecting a Task Force that is diverse, with each member representing multiple traits or interests. **All questions are voluntary. Your answers are public information and are subject to public disclosure under the Texas Open Records Act.**

- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? __**Austin City Limits** X_**Austin ETJ**

  In what zipcode(s) do you live, work, or own property?
  78746 , 78681

- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  No

- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  Real Estate Council of Austin, Hill Country Conservancy, Opportunity Austin

We are interested in creating a diverse Comprehensive Plan Citizens Task Force with broad interests. Please check all of the following that apply to you:

Personal Info

Employment Status

Are you currently employed?

XYes __No

Please mark all that apply:

__Work at or Own Local Business
__High-tech Industry
__Creative Industry
X Development or Design Industry
__Government Employee
__Other: please specify:

Household Income

This section to be completed by staff. (Clerk: Mark all that apply.)

☐ Central	☐ Southwest	☐ ETJ Northwest
☐ Northeast	☐ Southeast	☐ ETJ Southwest
☐ Northwest	☐ ETJ Northeast	☐ ETJ Southeast

Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

_____

Please tell us how can you serve the Task Force to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

Please apply before 5pm on Thursday, August 20.

Last Updated 10-9-09 at 9:52am

You may submit this hard copy application OR complete it in Microsoft WORD:
Available here: http://www.cityofaustin.org/compplan

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Name: _Comprehensive Plan Citizens Advisory Task Force_____

Name: __Labuda_____ Paul_____ Andrew____
(Last) (First) (Middle)

Home Street Address: ____Austin, TX_____ 78728-6809_____
(Zip)

Preferred Phone: _(512 _____ Cell Phone: _ _____

Employer: _Visual Click Software, Inc._____ Business Phone: _call cell_____

Occupation/Position: _IT Support Analyst_____ Fax Number: _____

e-mail Address: _____

NOTE: If appointed your address, preferred phone number and e-mail address will be included on the Austin City Connection Boards and Commissions web site.

The City of Austin recognizes and supports the concept of balanced representation in regard to filling vacancies on Boards and Commissions. To this end, every effort is made to appoint members who represent Austin's diverse community, including citizens of all ethnic groups as well as people with disabilities.

- In which geographic area of Austin do you reside? _North Central – Wells Branch ETJ_____
- Ethnicity: _White_____
- Gender: _Male_____
- Are you a City of Austin resident? __**Yes** _X_**No (in ETJ, though)**
- Do you have a disability? __**Yes** _X_**No**

  If yes, what type? __Visual __Hearing __Mobility __Cognitive __Other
- Are you now or have you in the last three years registered or worked as a city lobbyist? __**Yes** _X_**No**
  The City of Austin Code provisions relating to a city lobbyist are on the back of this form.
- Do you or your employer have business dealings with the City of Austin which might present a conflict of interest? __**Yes** __**No**
- Serving on a board or commission can be time consuming. Does your schedule allow attendance at all regularly scheduled meetings? _X_**Yes** __**No**

Please apply before 5pm on Thursday, August 20.

The following boards are required to file an annual statement of financial disclosure: Arts Commission; Board of Adjustment; Environmental Board; Historic Landmark Commission; Housing Authority of the City of Austin; Parks and Recreation Board; Planning Commission; Public Safety Commission; Solid Waste Advisory Commission; Water and Wastewater Commission; Urban Renewal Agency; and Zoning and Platting Commission.

- Do you agree to comply with the requirement, if applicable? _X_ **Yes** __ **No**

Describe any qualifications or expertise that relate to your interest in serving on the board(s).

_I am not an experienced urban planner, but I offer my intellectual curiosity and eagerness to learn the process of planning Austin's future. I am currently living in the Wells Branch ETJ, and I don't want to wait for annexation to help shape the city I love.

It is suggested you submit a cover letter and resume with your application. Please submit your application to the Office of the City Clerk for processing. You may wish to contact the city council assistants to discuss your application.

Your application is public information under the Texas Open Records Act. It will be kept on file for twelve (12) months.

*** ADA COMPLIANCE ***
Reasonable accommodations and equal access to communication are provided upon request.

Return to: Boards and Commissions Coordinator
Office of the City Clerk
P.O. Box 1088, Austin, Texas 78767
City Hall, 301 W. 2nd Street, Suite 1120
Phone: (512) 974-2497
Fax: (512) 974-2374
e-mail: candy.parham@ci.austin.tx.us

§ 2-1-21(C) ELIGIBILTY REQUIREMENTS AND REMOVAL.
A person who is registered or is required to register as a lobbyist under Chapter 4-8 (*Regulation of Lobbyists*) or who is employed by a person registered or required to register under that chapter is not eligible to serve on a board until the expiration of three years after the date that the person ceases to be registered, required to be registered, or employed by a person registered or required to register.

§ 4-8-4 PERSONS REQUIRED TO REGISTER.
Excepted as provided in 4-8-5 (Exceptions), a person must register with the city clerk if the person: (1) receives compensation of $200 or more in a calendar quarter for lobbying; (2) receives reimbursement or $200 or more in a calendar quarter for lobbying; (3) expends or more in a calendar quarter for lobbying; (4) lobbies as the agent of employee of a person who: (a) receives compensation of $200 or more in a calendar quarter for lobbying; (b) receives reimbursement of $200 or more in a calendar quarter for lobbying; or (c) expends $200 or more in a calendar quarter for lobbying.

Please apply before 5pm on Thursday, August 20.

COMPREHENSIVE PLAN CITIZENS ADVISORY TASK FORCE

Candidate information sheet (optional)

About the Comprehensive Plan process

The principles and content of the plan will be generated from community input, which will be primarily collected during four Community Forum Series, as well as ongoing input opportunities. Opportunities for input include (but are not limited to) public forums held across the city, online input, and focus groups. Tools for reaching out and connecting to communities to involve them in the process include the plan website, Speakers Bureau, advertising, canvassing, and educational forums and events.

About the Task Force

Drawing on the many resources and interests of the Austin community, the Task Force will work with the consultant team and City to help all members of the community articulate the common values that will guide Austin into the future.

The task of the Task Force is to champion the planning process; to provide an ongoing venue for reaching out to Austin and bringing its many perspectives together where they can amicably engage one another; and to provide advice to City Council, the Planning Commission, the consultant, and City staff.

To achieve this, membership in the Comprehensive Plan Task Force will emphasize that each member represents overlapping backgrounds, interests, and constituencies.

Ideal characteristics

The ideal attributes and characteristics of Task Force members are:

- Able to commit to membership on the Task Force. The Task Force is expected to last at least two years (beginning in October 2009) and will require attendance at monthly meetings. Special events and subcommittees could require up to 10 hours or more per month.
- Dedicated to work for all of Austin, by viewing their advocacy position within the context of the larger community.
- Able to maintain a "big picture" viewpoint, appropriate to the Comprehensive Plan's "30,000-foot" view of Austin and its future.
- Maintain a civil tone and amicable working relationships.
- Problem solving / solution-oriented / forward-thinking / open to new approaches and ideas.
- Experience working as a team member.
- Knowledgeable of Austin.

The next section of this form is **voluntary** and has been created to assist City Council in selecting a Task Force that is broadly representative. **It is public information and subject to public disclosure under the Texas Open Records Act.**

Please apply before 5pm on Thursday, September 3

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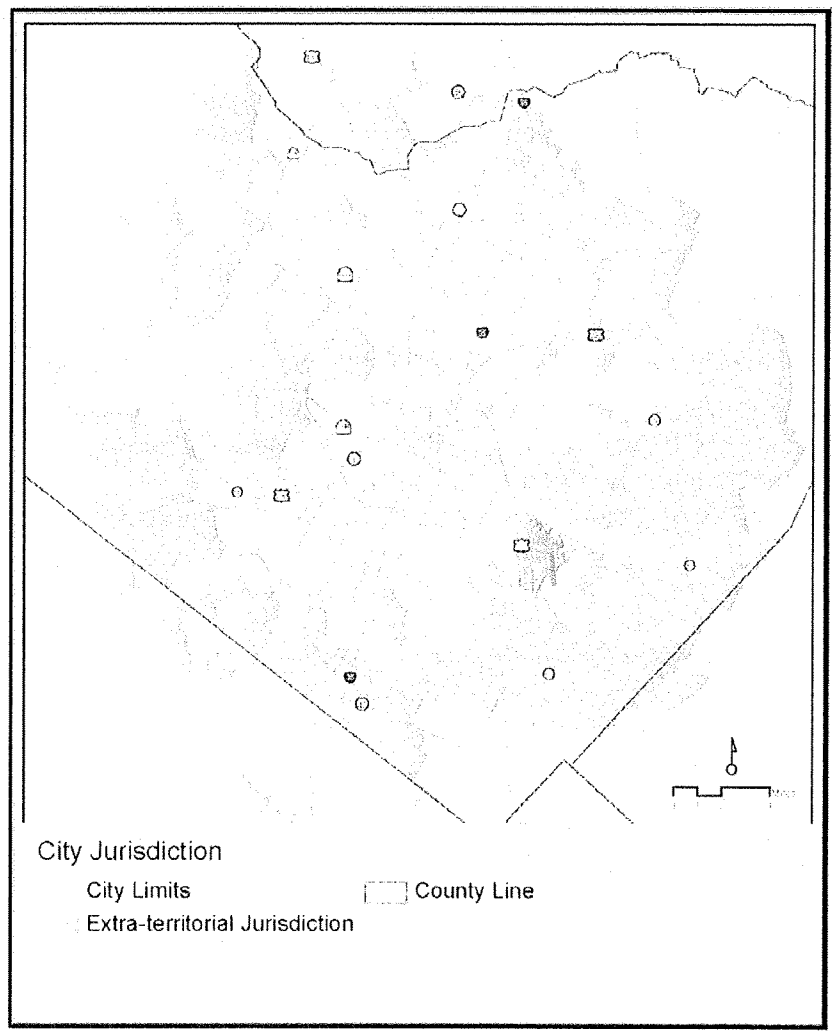
- Match your name and address and click on your "Certificate number."
- On the page titled "Voter Registration Information," look for the code for your City jurisdiction (**CEJ** for City of Austin ETJ; **C10** for City of Austin).



Please apply before 5pm on Thursday, August 20.

*Name: _Paul Labuda*_____

Further information

This information sheet will assist City Council in selecting a Task Force that is diverse, with each member representing multiple traits or interests. **All questions are voluntary. Your answers are public information and are subject to public disclosure under the Texas Open Records Act.**

- Do you live, work, or own property within the Austin City Limits or its Extraterritorial Jurisdiction (ETJ)? __**Austin City Limits** _X_**Austin ETJ**
  In what zipcode(s) do you live, work, or own property?
  78728-6809
- Are you currently a member of a City of Austin Board or Commission? Board or Commission Name:
  No
- Are you currently a member of any other organization (such as a non-profit, neighborhood group, etc.)? If so, please list organization and position?
  Travis County Democratic Party - Precinct 229 Chair and many political clubs(member)____

We are interested in creating a diverse Comprehensive Plan Citizens Task Force with broad interests. Please check all of the following that apply to you:

Personal Info

Employment Status

Are you currently employed?

_X_Yes __No

Please mark all that apply:

_X_Work at or Own Local Business
_X_High-tech Industry
__Creative Industry
__Development or Design Industry
__Government Employee
__Other: please specify:
_____
_____

Household Income

This section to be completed by staff. (Clerk: Mark all that apply.)

☐ Central	☐ Southwest	☐ ETJ Northwest
☐ Northeast	☐ Southeast	☐ ETJ Southwest
☐ Northwest	☐ ETJ Northeast	☐ ETJ Southeast

Please apply before 5pm on Thursday, August 20.

City Council is interested in reflecting the characteristics of Austin. Are there other characteristics you would like them to be aware of?

Please tell us how can you serve the Task Force to help to oversee the Comprehensive Plan process? Your answers are public information and are subject to public disclosure under the Texas Open Records Act.

You may attach a sheet if your response is longer than the provided space.

I have received basic peace officer training and took a crime prevention course.

22

MEMO

- ❑ For Your Information
- ❑ Action Required

TO: **Travis County Commissioners Court**

FROM: Deece Eckstein, Coordinator, IGR

DATE: Tuesday, October 13, 2009

RE: **AGENDA ITEM 22: CapMetro Board of Directors**

RECEIVE BRIEFING AND TAKE APPROPRIATE ACTION REGARDING THE COMPOSITION OF THE CAPITAL METROPOLITAN TRANSIT AUTHORITY BOARD OF DIRECTORS:

A. RECENT LEGISLATION REGARDING SUCH COMPOSITION AND TRAVIS COUNTY'S OBLIGATION TO MAKE AN APPOINTMENT; AND
B. STEPS TRAVIS COUNTY SHOULD TAKE TO COMPLY WITH NEW LAW, INCLUDING ADOPTION OF A PROCESS FOR FILLING COUNTY VACANCY.

Summary

Under Senate Bill 1263, passed this session, Travis County will continue to appoint one member to the Capital Metropolitan Transit Authority (CapMetro) Board of Directors. However, that appointee is no longer required to be a member of the Commissioners Court.

The new law also provides that the term of the County's current appointee, Commissioner Margaret Gomez, will expire in December, and requires the County to replace her by the end of the year.

The CapMetro Board

Prior to the enactment of Senate Bill 1263 during the recent legislative session, the CapMetro board was composed of seven members, one of whom was a member of the Commissioners Court, appointed by the Court.[1]

Senate Bill 1263 expands the CapMetro board to eight members, one of whom continues to be appointed by the Commissioners Court.[2] It removes the requirement that the Court appoint one of its members;[3] however, the County's appointee must either:

- be a qualified voter in Travis County, or
- have his or her principal place of employment in the portion of Travis County that is within the CapMetro service area.[4]

Commissioner Gomez's term on the board was slated to expire on September 15, 2009. S.B. 1263 extends that term until December 31, 2009, and requires the Court to appoint a replacement by that date.[5]

Appointment Process

Both the Transportation Code and S.B. 1263 are silent on the process for making appointments to the CapMetro board, leaving that in the hands of the respective appointing bodies.

---

1 See attached explanation of old and new composition of the Board, prepared by Tina Bui at CapMetro and dated September 17, 2009.

2 Texas Transportation Code §451.5021(b)(3), as amended by SECTION 7, S.B. 1263, 81st Texas Legislature, Regular Session (2009).

3 Texas Transportation Code §451.5021(d), as amended by SECTION 7, S.B. 1263, 81st Texas Legislature, Regular Session (2009).

4 Texas Transportation Code §451.5021(d-2), as added by SECTION 7, S.B. 1263, 81st Texas Legislature, Regular Session (2009).

5 SECTION 10(c), S.B. 1263, 81st Texas Legislature, Regular Session (2009).

As a preliminary matter, the Court must decide whether it wants to have a member of the Court serve on the CapMetro board or appoint a member of the public to that position.

In the event that the Court elects to appoint a member of the public to the Capt Metro Board, attached is a proposed process and schedule for making the appointment.

Attachments

1. Proposal for citizen appointment process, timetable, October 8, 2009.
2. CTMA Board appointments spreadsheet, September 17, 2009.
3. Senate Bill 1263, 81st Texas Legislature, Regular Session, 2009.

TRAVIS COUNTY COMMISSIONERS COURT
CapMetro Board of Trustees Appointment
Proposed Process and Timetable for Citizen Appointment

October 27	Commissioners Court adopts selection process for CapMetro Board of Directors appointment, announces call for applications
November 25	Deadline for submission of applications
November 30-December 1	Staff review of all applications, decisions on candidates to interview
December 3-7	Staff-level screening interviews with qualified candidates
December 8	IGR updates Commissioners Court, presents short list of candidates to be interviewed by the Court
December 10	Commissioners Court work session interviews with finalists 40-minute interviews with each candidate Prepared list of questions to be asked of each candidate Open, but untelevised, session
December 22	Commissioners Court selects Travis County appointee to CapMetro Board of Directors
December 31	Commissioner Gomez's term expires
January 1	Term of the new Travis County appointee begins

Capital Metro board composition

	Current	As of Jan. 1, 2010	As of July 24, 2010	As of August 15, 2010
1	**CAMPO** • Trevino/Manor, appointed by Transportation Policy Board (TPB) members w/in service area	**CAMPO**[1] • Finance professional • Appointed by all TPB members	**CAMPO**	**CAMPO**
2	**CAMPO** • Trevino/Manor, appointed by TPB members w/in service area	**CAMPO**[1] • Exec mngmnt professional • Appointed by all TPB members	**CAMPO**	**CAMPO**
3	**Travis County** • must be elected official • Gomez, appointed by Comm. Court	**Travis County**[2] • Not required to be an elected official • Appointed by Comm. Court	**Travis County**	**Travis County**
4	**Small Cities in Travis Co.** • Jatzlau, appointed by small city mayors (excludes Austin)	**Small Cities throughout service area** • Elected official from one of the small cities (excludes Austin) • Appointed by small city mayors	**Small Cities throughout service area**	**Small Cities throughout service area**
5	**Williamson County** • Cowman, appointed by judge, small city mayor(s), MUD president(s) of Wmnsn. Co.	**Williamson County**[3] • Cowman	**Williamson County** • Cowman	**Williamson County** • Not required to be an elected official • Appointed by Comm. Court
6	**COA** • Martinez/Riley, appointed by Council	**COA** • Martinez/Riley	**COA** • Elected official from Austin City Council • Appointed by Council	**COA**
7	**COA** • Martinez/Riley, appointed by Council	**COA** • Martinez/Riley	**CAMPO**[1] • Elected official from Austin City Council or Travis Co. Commissioners Court • Appointed only by TPB members w/in service area	**CAMPO**
8	-	**COA** ***The legislation does not specify when this position is appointed.*** • Not required to be an elected official • Appointed by Council		

[1] At least two of the three CAMPO appointees must be qualified voters residing in Austin.

[2] The Travis County appointee must have his/her principal place of employment in the portion of Capital Metro's service area that is located within Travis County; or be a qualified voter of Travis County.

[3] The Williamson County appointee must have his/her principal place of employment in the portion of Capital Metro's service area that is located within Williamson County; or be a qualified voter of Williamson County.

Any individual required to be an elected official must be a member of the governing body
• Of the political subdivision that is entitled to make the appointment, or
• Over which a member of the panel entitled to make an appointment presides.

All appointments must be made no later than Dec. 31, 2009.

S.B. No. 1263

AN ACT

relating to certain mass transit entities.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Subsections (e) and (f), Section 451.0611, Transportation Code, are amended to read as follows:

(e) The notice required by Subsection (d)(2) may be included in a citation issued to the person under Article 14.06, Code of Criminal Procedure, or under Section 451.0612, in connection with an offense relating to the nonpayment of the appropriate fare or charge for the use of the public transportation system.

(f) An offense under Subsection (d) is:

(1) a Class C misdemeanor; and

(2) not a crime of moral turpitude.

SECTION 2. Subchapter B, Chapter 451, Transportation Code, is amended by adding Section 451.0612 to read as follows:

Sec. 451.0612. FARE ENFORCEMENT OFFICERS IN CERTAIN AUTHORITIES. (a) An authority confirmed before July 1, 1985, in which the principal municipality has a population of less than 750,000 may employ persons to serve as fare enforcement officers to enforce the payment of fares for use of the public transportation system by:

(1) requesting and inspecting evidence showing payment

of the appropriate fare from a person using the public transportation system; and

(2) issuing a citation to a person described by Section 451.0611(d)(1).

(b) Before commencing duties as a fare enforcement officer, a person must complete a 40-hour training course approved by the authority that is appropriate to the duties required of a fare enforcement officer.

(c) While performing duties, a fare enforcement officer shall:

(1) wear a distinctive uniform that identifies the officer as a fare enforcement officer; and

(2) work under the direction of the authority's manager of safety and security.

(d) A fare enforcement officer may:

(1) request evidence showing payment of the appropriate fare from passengers of the public transportation system;

(2) request personal identification from a passenger who does not produce evidence showing payment of the appropriate fare on request by the officer;

(3) request that a passenger leave the public transportation system if the passenger does not possess evidence of payment of the appropriate fare; and

(4) file a complaint in the appropriate court that charges the person with an offense under Section 451.0611(d).

(e) A fare enforcement officer may not carry a weapon while

performing duties under this section.

(f) A fare enforcement officer is not a peace officer and has no authority to enforce a criminal law, other than the authority possessed by any other person who is not a peace officer.

SECTION 3. Subsection (c), Section 451.108, Transportation Code, is amended to read as follows:

(c) A peace officer commissioned under this section, except as provided by Subsections (d) and (e), or a peace officer contracted for employment by an authority confirmed before July 1, 1985, in which the principal municipality has a population of less than 750,000, may:

(1) make an arrest in any county in which the transit authority system is located as necessary to prevent or abate the commission of an offense against the law of this state or a political subdivision of this state if the offense or threatened offense occurs on or involves the transit authority system;

(2) make an arrest for an offense involving injury or detriment to the transit authority system;

(3) enforce traffic laws and investigate traffic accidents that involve or occur in the transit authority system; and

(4) provide emergency and public safety services to the transit authority system or users of the transit authority system.

SECTION 4. Section 451.061, Transportation Code, is amended by amending Subsection (d) and adding Subsection (d-1) to read as follows:

(d) Except as provided by Subsection (d-1), the [~~The~~] fares, tolls, charges, rents, and other compensation established by an authority in which the principal municipality has a population of less than 1.2 million may not take effect until approved by a majority vote of a committee composed of:

(1) five members of the governing body of the principal municipality, selected by that governing body;

(2) three members of the commissioners court of the county having the largest portion of the incorporated territory of the principal municipality, selected by that commissioners court; and

(3) three mayors of municipalities, other than the principal municipality, located in the authority, selected by:

(A) the mayors of all the municipalities, except the principal municipality, located in the authority; or

(B) the mayor of the most populous municipality, other than the principal municipality, in the case of an authority in which the principal municipality has a population of less than 300,000.

(d-1) The establishment of or a change to fares, tolls, charges, rents, and other compensation by an authority confirmed before July 1, 1985, in which the principal municipality has a population of less than 750,000, takes effect immediately on approval by a majority vote of the board, except that the establishment of or a change to a single-ride base fare takes effect on the 60th day after the date the board approves the fare

or change to the fare, unless the policy board of the metropolitan planning organization that serves the area of the authority disapproves the fare or change to the fare by a majority vote.

SECTION 5. Section 451.071, Transportation Code, is amended by adding Subsections (g) and (h) to read as follows:

(g) This section does not require the authority to hold a referendum on a proposal to enter into a contract or interlocal agreement to build, operate, or maintain a fixed rail transit system for another entity. Notwithstanding Subsection (d), the authority may spend funds of the authority to enter into a contract and operate under that contract to build, operate, or maintain a fixed rail transit system if the other entity will reimburse the authority for the funds.

(h) A referendum held by a political subdivision, the authority, or an entity other than the authority at which funding is approved for a fixed rail transit system is considered to meet the requirements of Subsections (d) and (e) and Section 451.3625 if the notice for the election called by the political subdivision, the authority, or other entity contains the description required by Subsection (c). The referendum may allow for financial participation of more than one political subdivision or entity. The authority may only spend funds of the authority if the referendum authorizes that expenditure.

SECTION 6. Subchapter J, Chapter 451, Transportation Code, is amended by adding Sections 451.458, 451.459, and 451.460 to read as follows:

Sec. 451.458. INTERNAL AUDITOR. (a) This section applies only to an authority confirmed before July 1, 1985, in which the principal municipality has a population of less than 750,000.

(b) The board shall appoint a qualified individual to perform internal auditing services for a term of five years. The board may remove the auditor only on the affirmative vote of at least three-fourths of the members of the board.

(c) The auditor shall report directly to the board.

Sec. 451.459. SUNSET REVIEW. (a) An authority confirmed before July 1, 1985, in which the principal municipality has a population of less than 750,000 is subject to review under Chapter 325, Government Code (Texas Sunset Act), as if it were a state agency but may not be abolished under that chapter. The review shall be conducted as if the authority were scheduled to be abolished September 1, 2011. In addition, another review shall be conducted as if the authority were scheduled to be abolished September 1, 2017. The reviews conducted under this section must include an assessment of the governance, management, and operating structure of the authority and the authority's compliance with the duties and requirements placed on it by the legislature.

(b) The authority shall pay the cost incurred by the Sunset Advisory Commission in performing a review of the authority under this section. The Sunset Advisory Commission shall determine the cost, and the authority shall pay the amount promptly on receipt of a statement from the Sunset Advisory Commission detailing the cost.

Sec. 451.460. ANNUAL REPORT. (a) This section applies only

to an authority confirmed before July 1, 1985, in which the principal municipality has a population of less than 750,000.

(b) The authority shall provide an annual report to each governing body of a municipality or county in the authority regarding the status of any financial obligation of the authority to the municipality or county.

SECTION 7. Section 451.5021, Transportation Code, is amended by amending Subsections (a), (b), (d), and (e) and adding Subsections (b-1), (d-1), (d-2), and (d-3) to read as follows:

(a) This section applies only to the board of an authority created before July 1, 1985, in which the principal municipality has a population of less than 750,000 [~~in which each member of the governing body of the principal municipality is elected at large~~].

(b) Members of the [~~The~~] board [~~is composed of seven members who~~] are appointed as follows:

(1) one member, who is an elected official, [~~two members representing the general public~~] appointed by the metropolitan planning organization designated by the governor that serves the area of the authority;

(2) two members, one who must be and one who may be an elected official, [~~two members~~] appointed by the governing body of the principal municipality;

(3) one member appointed by the commissioners court of the principal county;

(4) one member appointed by the commissioners court of the county, excluding the principal county, that has the largest

population of the counties in the authority [~~a panel composed of the mayors of all the municipalities in the authority located in the principal county of the authority, excluding the mayor of the principal municipality~~]; [~~and~~]

(5) one member, who is an elected official, appointed by a panel composed of [~~:~~

[~~(A)~~] the mayors of all municipalities in the authority [~~located outside the principal county of the authority~~], excluding the mayor of the principal municipality;

(6) one member, who has at least 10 years of experience as a financial or accounting professional, appointed by the metropolitan planning organization that serves the area in which the authority is located;

(7) one member, who has at least 10 years of experience in an executive-level position in a public or private organization, including a governmental entity, appointed by the metropolitan planning organization that serves the area in which the authority is located; and

(8) two members appointed by the metropolitan planning organization that serves the area in which the authority is located, if according to the most recent federal decennial census more than 35 percent of the population in the territory of the authority resides outside the principal municipality [~~(B) the county judges of the counties having unincorporated area in the authority, excluding the county judge of the principal county; and~~

[~~(C) the presiding officer of each municipal~~

~~utility district that:~~

[~~(i) has a majority of its territory located outside the principal county; and~~

[~~(ii) is located wholly or partly in the authority~~].

(b-1) Notwithstanding Section 451.505, members of the board serve staggered three-year terms, with the terms of two or three members, as applicable, expiring June 1 of each year.

(d) A person appointed under Subsection (b)(1), (2) [~~(b)(2), (3), (4)~~], or (5), except as provided by Subsection (b)(2):

(1) must be a member of the governing body:

(A) of the political subdivision that is entitled to make the appointment; or

(B) over which a member of the panel entitled to make an appointment presides;

(2) vacates the office of board member if the person ceases to be a member of the governing body described by Subdivision (1);

(3) serves on the board as an additional duty of the office held on the governing body described by Subdivision (1); and

(4) is not entitled to compensation for serving as a member of the board.

(d-1) At least two members appointed under Subsections (b)(1), (6), and (7) must be qualified voters residing in the principal municipality.

(d-2) A person appointed under Subsection (b)(3) must:

(1) have the person's principal place of occupation or employment in the portion of the authority's service area that is located in the principal county; or

(2) be a qualified voter of the principal county.

(d-3) A person appointed under Subsection (b)(4) must:

(1) have the person's principal place of occupation or employment in the portion of the authority's service area that is located in the county, other than the principal county, that has the largest population of the counties in the authority; or

(2) be a qualified voter of the county, other than the principal county, that has the largest population of the counties in the authority.

(e) A panel appointing a member under Subsection (b)(5) [~~this section~~] operates in the manner prescribed by Section 451.503.

SECTION 8. Subsection (b), Section 451.505, Transportation Code, is amended to read as follows:

(b) The terms of members of a board are staggered if the authority was[~~:~~

[~~(1)~~] created before 1980 and has a principal municipality with a population of less than 1.2 million[~~; or~~

[~~(2) confirmed before July 1, 1985, and has a principal municipality with a population of less than 750,000~~].

SECTION 9. Subsections (g) and (h), Section 451.5021, Transportation Code, are repealed.

SECTION 10. (a) This section applies only to a member of the board of a metropolitan rapid transit authority created before July

1, 1985, in which the principal municipality has a population of 750,000 or less.

(b) The term of a board member that is scheduled, under the law as it existed before the effective date of this Act, to expire:

(1) after the effective date of this Act but before January 1, 2010, is extended to December 31, 2009; and

(2) on or after January 1, 2010, expires on the date the term was scheduled to expire under this law as it existed before the effective date of this Act.

(c) As soon as practicable on or after the effective date of this Act, but not later than December 31, 2009, the persons and entities specified in Section 451.5021, Transportation Code, as amended by this Act, shall appoint the members of the board in compliance with that section, as amended, to serve terms that begin, as applicable and as subject to Subsection (d) of this section:

(1) January 1, 2010; or

(2) the day after a term expires under Subdivision (2), Subsection (b) of this section.

(d) A vacancy created because of the expiration of a term under Subsection (b) of this section is filled in the following manner:

(1) for a member appointed under Subdivision (1), Subsection (b), Section 451.5021, Transportation Code, under the law as it existed before the effective date of this Act:

(A) one vacancy shall be filled by the appointing

person or entity specified by Subdivision (6), Subsection (b), Section 451.5021, Transportation Code, as added by this Act; and

(B) one vacancy shall be filled by the appointing person or entity specified by Subdivision (7), Subsection (b), Section 451.5021, Transportation Code, as added by this Act;

(2) for a member appointed under Subdivision (2), Subsection (b), Section 451.5021, Transportation Code, under the law as it existed before the effective date of this Act:

(A) one vacancy shall be filled by the appointing person or entity specified by Subdivision (1), Subsection (b), Section 451.5021, Transportation Code, as amended by this Act; and

(B) one vacancy shall be filled by the appointing person or entity specified by Subdivision (2), Subsection (b), Section 451.5021, Transportation Code, as amended by this Act;

(3) for a member appointed under Subdivision (3), Subsection (b), Section 451.5021, Transportation Code, under the law as it existed before the effective date of this Act, the vacancy shall be filled by the appointing person or entity specified by Subdivision (3), Subsection (b), Section 451.5021, Transportation Code, as amended by this Act;

(4) for a member appointed under Subdivision (4), Subsection (b), Section 451.5021, Transportation Code, under the law as it existed before the effective date of this Act, the vacancy shall be filled by the appointing person or entity specified by Subdivision (5), Subsection (b), Section 451.5021, Transportation Code, as amended by this Act; and

(5) for a member appointed under Subdivision (5), Subsection (b), Section 451.5021, Transportation Code, under the law as it existed before the effective date of this Act, the vacancy shall be filled by the appointing person or entity specified by Subdivision (4), Subsection (b), Section 451.5021, Transportation Code, as amended by this Act.

(e) The members of the board appointed under Subsection (c) of this section shall draw lots to determine which terms of two members expire June 1, 2011, which terms of three members expire June 1, 2012, and which terms of three members expire June 1, 2013.

(f) As soon as practicable after the metropolitan planning organization specified by Subdivision (8), Subsection (b), Section 451.5021, Transportation Code, as added by this Act, determines that that subdivision applies to the metropolitan rapid transit authority, the metropolitan planning organization shall appoint:

(1) one member of the board of the authority for a term to expire June 1, 2011, or, if that date has passed, the following six-year anniversary of that date; and

(2) one member of the board of the authority for a term to expire June 1, 2013, or, if that date has passed, the following six-year anniversary of that date.

SECTION 11. This Act takes effect September 1, 2009.

President of the Senate

Speaker of the House

I hereby certify that S.B. No. 1263 passed the Senate on May 18, 2009, by the following vote: Yeas 31, Nays 0; May 30, 2009, Senate refused to concur in House amendment and requested appointment of Conference Committee; May 30, 2009, House granted request of the Senate; May 31, 2009, Senate adopted Conference Committee Report by the following vote: Yeas 31, Nays 0.

Secretary of the Senate

I hereby certify that S.B. No. 1263 passed the House, with amendment, on May 27, 2009, by the following vote: Yeas 147, Nays 1, one present not voting; May 30, 2009, House granted request of the Senate for appointment of Conference Committee; May 31, 2009, House adopted Conference Committee Report by the following vote: Yeas 143, Nays 0, one present not voting.

Chief Clerk of the House

Approved:

Date

Governor

Item # 23

Travis County Commissioners' Court Agenda Request

Meeting Date: October 13, 2009

I. A. Requestor: DEECE ECKSTEIN, IGR Phone # 854-9754

B. Specific Agenda Wording:

RECEIVE UPDATE AND TAKE APPROPRIATE ACTION ON TRAVIS COUNTY PARTICIPATION IN THE **CENSUS 2010 COMPLETE COUNT COMMITTEE** WITH THE CITY OF AUSTIN, INCLUDING:

A. UPDATE ON PLANNING EFFORTS TO DATE, AND
B. CONSIDERATION AND ADOPTION OF TRAVIS COUNTY NOMINEES TO THE 2010 CENSUS AUSTIN-TRAVIS COUNTY STEERING COMMITTEE AND THE 2010 CENSUS AUSTIN-TRAVIS COUNTY LEADERSHIP COUNCIL.

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.

SEE LIST BELOW	

III. Required Authorizations: Please check if applicable:

NONE APPLICABLE.

NAMES, PHONE NUMBERS AND EMAIL ADDRESSES OF PERSONS WHO MIGHT BE AFFECTED BY OR BE INVOLVED WITH THIS REQUEST:

Rodney Rhoades, Executive Manager
Planning and Budget Office
Phone: 854-9106
Email: rodney.rhoades@co.travis.tx.us

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.

Item # _____

Danny Hobby, Executive Manager
Emergency Medical Services
Phone: 854-4416
Email: danny.hobby@co.travis.tx.us

Joe Gieselman, Executive Manager
Transportation and Natural Resources
Phone: 854-9383
Email: JOE.GIESELMAN@co.travis.tx.us

Roger Jefferies, Executive Manager
Justice and Public Safety
Phone: 854-4415
Email: ROGER.JEFFERIES@co.travis.tx.us

Sherrie Fleming, Executive Manager
Health and Human Services
Phone: 854-4101
Email: Sherri.Fleming@co.travis.tx.us

Cyd Grimes
Purchasing Agent
Phone: 854-9700
Email: CYD.GRIMES@co.travis.tx.us

David Escamilla
County Attorney
Phone: 854-9415
Email: David.Escamilla@co.travis.tx.us

Roger El-Khoury
Facilities Management Director
Phone: 854-4579

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.

Item # _____

Email: Roger.El-Khoury@co.travis.tx.us

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.

Item # 24

Travis County Commissioners Court Agenda Request

Meeting Date: October 13, 2009

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

B. Specific Agenda Language:

RECEIVE FISCAL YEAR 2010 FORFEITED PROPERTY ACCOUNT BUDGET FROM THE TRAVIS COUNTY DISTRICT ATTORNEY'S OFFICE IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE 59.06(D) OF THE TEXAS CODE OF CRIMINAL PROCEDURE.

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.

Vicki Skinner, District Attorney's Office	John Hille, County Attorney's Office

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.

Last Updated 10-9-09 at 9:52am

Rosemary Lehmberg ✯ Travis County District Attorney
P.O. Box 1748 Austin, Texas 78767 • Telephone: 512-854-9400 • Fax: 512-854-9695

MEMORANDUM

TO: Travis County Judge and Commissioners

FROM: Vicki Skinner, District Attorney's Office Vicki Skinner for Rosemary Lehmberg

DATE: October 1, 2009

SUBJECT: FY 2010 Forfeited Property Account Budget

Attached is the FY 2010 budget for the Travis County District Attorney's Forfeited Property Account. This budget is submitted in accordance with the provisions of Article 59.06(d) of the Texas Code of Criminal Procedure.

cc: Rosemary Lehmberg, District Attorney
Katie Peterson Gipson, Planning and Budget Office
David Jungerman, Auditor's Office

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -5 PM 4:58

TRAVIS COUNTY DISTRICT ATTORNEY'S OFFICE
FORFEITED PROPERTY ACCOUNT
FY2010

EXPENDITURE CATEGORIES	BUDGET
700 Salaries - Permanent Employees	$104,000
800 Salaries - Temporary Employees	$74,300
1100 Overtime Pay	$5,000
1200 Other Pay	$0
1500 Performance Pay	$0
2000 Benefits	$39,000
3000 Operating Supplies	$85,000
4100 Communication, Mail Service	$2,500
4200 Routine Duty Related Travel	$8,200
5000 Repairs & Maintenance - Services Purchased	$2,000
6000 Other Purchased Services	$56,000
6100 Rent	$16,000
6300 Court Related Expenditures	$68,000
6500 Professional Development	$17,000
7500 Miscellaneous	$5,000
8000 Capital Equipment	$25,000
9000 Interfund Transfers	$31,000
TOTAL	$538,000

Last Updated 10-9-09 at 9:52am

26

TRAVIS COUNTY COMMISSIONERS COURT
AGENDA REQUEST

Voting Session: October 13, 2009

Roger A El Khoury

I. A. Request made by: Roger A. El Khoury, M.S., P.E., Director, FMD Phone # 854-4579
(Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested text: CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE POTENTIAL LEASE OF REAL ESTATE IN NORTH AUSTIN FOR THE TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT. (EXEC SESSION GOV'T CODE ANN 551.071 & 551.072)

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:

John Hille, Jr., Assistant County Attorney, (4-9415)
Chief Estela Medina, Chief Juvenile Probation Officer, (4-7069)
Roger A, El Khoury, M.S., P.E., Director, Facilities Management Department (4-4579)

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)
_X_ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -6 AM 9:40

Last Updated 10-9-09 at 9:52am

29

Travis County Commissioners Court Agenda Request

Voting Session: October 13, 2009 (Date) Work Session _____ (Date)

I. A. Request made by: Roger A. El Khoury, M.S., P.E., Director, FMD Phone 854-44579
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

Discuss, approve or take any appropriate action regarding a potential lease between Travis County Housing Authority and Travis County, Texas, for the Health and Human Services Department regarding property located near Highland Mall. (Executive session exception: Real Property, pursuant to tx gov't code ann. sec 551.072)

B. 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:

Sherri Fleming, Executive Manager, HHS	Phone No.: 854-4101
John Hille, Director of Transaction, CA	Phone No.: 854-9513
Jim Barr, AIA, LEED, AP, Senior Project Manager, FMD	Phone No.: 854-9190

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 OCT -6 PM 2:54

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

30

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -7 AM 8:27

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Please consider the following item for:

Voting Session: **October 13, 2009**

I. A. Request made by:

Rodney Rhoades, Executive Manager, Planning & Budget (49106)

CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE POTENTIAL PURCHASE OF REAL ESTATE IN CENTRAL AUSTIN AREA. (Executive Session Pursuant to 551.071 Consultation with Attorney and 551.072; Real Property.)

Approved by: _____

Signature of Commissioner(s) or County Judge

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

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

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

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

Human Resources Department (854-9165)

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

Purchasing Office (854-9700)

_____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

_____ Contract, Agreement, Policy & Procedure

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

#31

Travis County Commissioners Court Agenda Request

Voting Session 10/13/09 (Date) Working Session _____ (Date)

I. A. Request made by: **COUNTY ATTORNEY (Tim Labadie)** Phone: **854-5864**

Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text:

Consider and take appropriate action concerning the settlement offer regarding payment for Starflight services rendered to Lance Bigheart (Executive Session also, pursuant to Tex. Gov't Code § 551.071(1)(B)).

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

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

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

Danny Hobby 854-9367

III. Required Authorizations: Please check if applicable:

A. 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

B. Human Resources Department (854-9165)

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

C. Purchasing Office

_____ Bid, Purchase Contract, Request for Proposal, Procurement

D. County Attorney's Office (854-9415)

_____ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
09 OCT -6 PM 4:43

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

32

Travis County Commissioners Court Agenda Request

Voting Session: 10/13/09 (Date) Work Session: 10/13/09 (Date)

A.. Request made by: COUNTY ATTORNEY ANTHONY J. NELSON
Phone # 854-9513

Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text: RECEIVE LEGAL BRIEFING REGARDING GEORGE GIKAS V. TRAVIS COUNTY A POLITICAL SUBDIVISION OF THE STATE OF TEXAS; LESTER MEIER RODEO COMPANY; AND TEXAS STYLE PROFESSIONAL EVENT PLANNERS ~~PLANNERS~~ INC. AND TAKE APPROPRIATE ACTION. EXECUTIVE SESSION PURSUANT TO TEX. GOV. CODE §551.071(1)(A), §551.071(1)(B)

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

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies 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:

Roger El Koury, Facilities Management, 854-9661
Dan Mansour, Risk Management, 854-9499

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

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

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.

Last Updated 10-9-09 at 9:52am

C2

Travis County Commissioners Court Agenda Request

Voting Session **Tuesday, October 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 Commissioners Court Minutes for the**

Voting Session of September 29, 2009

C. Approved By: Dana DeBeauvoir
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 meeting.

MINUTES OF MEETING SEPTEMBER 29, 2009

TRAVIS COUNTY COMMISSIONERS' COURT

On Tuesday, the 29th day of September 2009, the Commissioners' Court convened the Voting Session at 9:17 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 Commissioners Court retired to Executive Session at 10:56 AM.

The Commissioners Court reconvened the Voting Session at 12:21 PM.

The Commissioners Court recessed the Voting Session at 12:21 PM.

The Commissioners Court, meeting as the Northwest Travis County Road District #3 (Golden Triangle), convened at 1:40 PM and adjourned at 1:47 PM.

The Commissioners Court, meeting as the Travis County Bee Cave Road District #1 (Galleria), convened at 1:47 PM and adjourned at 1:50 PM.

The Commissioners Court, meeting as the Travis County Housing Finance Corporation, convened at 1:50 PM and adjourned at 1:57 PM.

The Commissioners Court, meeting as the Capital Health Facilities Development Corporation, convened at 1:57 PM and adjourned at 1:59 PM.

The Commissioners Court reconvened the Voting Session at 1:59 PM.

The Commissioners Court retired to Executive Session at 2:38 PM.

The Commissioners Court reconvened the Voting Session at 5:02 PM.

The Commissioners Court adjourned the Voting Session at 5:21 PM.

PUBLIC HEARING

1. RECEIVE COMMENTS ON FISCAL YEAR 2010 TAX RATE AND BUDGET. (ACTION ITEMS #33 AND 34) (9:18 AM)

Clerk's Note: This Item is a public hearing to receive comments. Please refer to Agenda Items 33 and 34 for a summary of the action items.

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to open the public hearing.

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

Members of the Court heard from: Rodney Rhoades, Executive Manager, Planning and Budget Office (PBO); Leroy Nellis, Budget Manager, PBO; Chris Broussard, Business System Consultant, PBO; Gus Peña, Travis County Resident; Jimmy Castro, Travis County Resident; and Ronnie Gjemre, Travis County Resident. (9:18 AM)

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to close the public hearing.

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

CITIZENS COMMUNICATION

Members of the Court heard from: Gus Peña, Travis County Resident; Jimmy Castro, Travis County Resident; Charles Williams, Conservation Coordinator, Transportation and Natural Resources (TNR); Brian Block, Executive Director, Keep Austin Beautiful; Maurice Priest, Travis County Resident; and Ronnie Gjemre, Travis County Resident. (9:46 AM)

CONSENT ITEMS

Members of the Court heard from: Gus Peña, Travis County Resident; Ronnie Gjemre, Travis County Resident; and Mary Etta Gerhardt, Assistant County Attorney.

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to approve the following Consent Items: C1-C2 and Items 6, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20.A&B, 22, 23, 24.A&B, 25, 26, 27, 28, 29, 37.A&B, 39, 40, 41.A&B, 42, 43, 44, 45, 46, and 47. (10:01 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

C1. RECEIVE BIDS FROM COUNTY PURCHASING AGENT.

C2. APPROVE COMMISSIONERS COURT MINUTES FOR VOTING SESSION OF SEPTEMBER 15, 2009.

SPECIAL ITEMS

2. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE PROHIBITION OF OUTDOOR BURNING IN THE UNINCORPORATED AREAS OF TRAVIS COUNTY. (9:17 AM)

Item 2 not needed.

Item 2 to be reposted on October 6, 2009.

RESOLUTIONS AND PROCLAMATIONS

3. APPROVE PROCLAMATION RECOGNIZING THE 26TH ANNUAL NATIONAL NIGHT OUT EVENT ON OCTOBER 6, 2009. (JUDGE BISCOE) (10:05 AM)

Members of the Court heard from: James Kitchens, Deputy, Travis County Sheriff's Office (TCSO).

Motion by Judge Biscoe **and seconded by** Commissioner Gómez to approve the Proclamation in Item 3.

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

4. APPROVE PROCLAMATION DESIGNATING OCTOBER 3 THROUGH 15, 2009 AS "THE NINTH ANNUAL BI-NATIONAL HEALTH WEEK" THROUGHOUT TRAVIS COUNTY, TEXAS. (COMMISSIONER GÓMEZ) (10:09 AM)

Members of the Court heard from: Gloria Souhami, Program Director, Travis County Underage Drinking Prevention Program; Annie Crawford, Coordinator, Ventanilla de Salud; and Rosalba Ojeda, Consul General de Mexico.

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to approve the proclamation in Item 4.

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

5. APPROVE RESOLUTION RECOGNIZING JUDY PITTSFORD ON HER RETIREMENT FROM TRAVIS COUNTY. (JUDGE BISCOE) (10:15 AM)

Members of the Court heard from: Judy Pittsford, Information Technology Director, Information and Telecommunications Systems (ITS); Joe Harlow, Chief Technology Officer, ITS Systems; and Jimmy Castro, Travis County Resident.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez to approve the Resolution in Item 5.

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

JUSTICE AND PUBLIC SAFETY ITEMS

6. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING TRAVIS COUNTY MEDICAL EXAMINERS OFFICE ON AN INTERNSHIP AGREEMENT BETWEEN EVEREST INSTITUTE AND TRAVIS COUNTY. (10:01 AM)

Clerk's Note: Item 6 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

PURCHASING OFFICE ITEMS

7. APPROVE MODIFICATION NO. 7 TO INTERLOCAL AGREEMENT NO. IL060341RE WITH AUSTIN-TRAVIS COUNTY MENTAL HEALTH AND MENTAL RETARDATION FOR SUBSTANCE ABUSE SERVICES. (10:51 AM)

Motion by Commissioner Davis **and seconded by** Commissioner Gómez to approve Item 7.

Motion carried:	County Judge Samuel T. Biscoe	abstain
	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

Clerk's Note: Judge Biscoe noted that he was abstaining from the vote on Item 7 because his spouse is employed by Austin/Travis County MHMR.

8. APPROVE MODIFICATION NO. 4 TO INTERLOCAL AGREEMENT NO. IL070037RE WITH AUSTIN-TRAVIS COUNTY MENTAL HEALTH AND MENTAL RETARDATION FOR SYSTEM OF CARE SERVICES. (10:52 AM)

Clerk's Note: The Court discussed a request from Staff to:

- Approve the substance of the agreement, which is the renewal, changes and the amendment for additional funds
- Authorize the County Judge to sign the contract once non-substantive changes have been made due to concerns from the Auditor's Office.

Members of the Court heard from: Mary Etta Gerhardt, Assistant County Attorney.

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to approve Item 8 with the changes.

Motion carried:	County Judge Samuel T. Biscoe	abstain
	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

Clerk's Note: Judge Biscoe noted that he was abstaining from the vote on Item 8 because his spouse is employed by Austin/Travis County MHMR.

9. APPROVE MODIFICATION NO. 2 TO INTERLOCAL AGREEMENT NO. IL090060VR WITH AUSTIN-TRAVIS COUNTY MENTAL HEALTH MENTAL RETARDATION FOR FAMILY PRESERVATION PROGRAM IN-HOME COUNSELING SERVICES TO JUVENILE OFFENDERS. (10:53 AM)

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to approve Item 9.

Motion carried:	County Judge Samuel T. Biscoe	abstain
	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

Clerk's Note: Judge Biscoe noted that he was abstaining from the vote on Item 9 because his spouse is employed by Austin/Travis County MHMR.

10. APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 4) TO CONTRACT NO. PS080113RE WITH ENCOMPASS MEDICAL MANAGEMENT FOR EVALUATION SERVICES. (10:01 AM)

Clerk's Note: Item 10 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

11. APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 2) TO CONTRACT NO. PS080222RE WITH FOUNDATION COMMUNITIES FOR PARENTING IN RECOVERY SERVICES. (10:01 AM)

Clerk's Note: Item 11 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

12. APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 5) TO INTERLOCAL AGREEMENT NO. IL060054RE WITH AUSTIN INDEPENDENT SCHOOL DISTRICT FOR ADULT BASIC EDUCATION SERVICES. (10:01 AM)

Clerk's Note: Item 12 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

13. APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 5) TO CONTRACT NO. PS070215RE WITH WORKSOURCE SOLUTIONS-CAPITAL AREA WORKFORCE BOARD FOR CHILD CARE MENTORING COLLABORATIVE. (10:01 AM)

Clerk's Note: Item 13 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

14. APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 2) TO CONTRACT NO. PS070371JW WITH ESPEY CONSULTANTS, INC. FOR CONSULTING SERVICES FOR HAMILTON POOL POLLUTION. (10:01 AM)

Clerk's Note: Item 14 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

15. APPROVE MODIFICATION NO. 17 TO CONTRACT NO. PS960295JW WITH AUSTIN CHILD GUIDANCE CENTER FOR MENTAL HEALTH TREATMENT AND CONSULTATION SERVICES TO JUVENILE OFFENDERS. (10:01 AM)

Clerk's Note: Item 15 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

16. APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 2) TO CONTRACT NO. PS080215VR WITH SANTOS ALLIANCES FOR PROFESSIONAL LEGISLATIVE ADVOCACY SERVICES. (10:01 AM)

Clerk's Note: Item 16 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

17. REVIEW AND APPROVE LIST OF AUTO RENEWAL INTERLOCAL AGREEMENTS AND CONTRACTS FOR VARIOUS SERVICES. (SEE ATTACHMENT "A" TO THIS AGENDA) (10:01 AM)

Clerk's Note: Item 17 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

18. APPROVE RENEWAL OF INTERLOCAL COOPERATION AGREEMENT NO. IL990109OJ, CITY OF AUSTIN/DOWNTOWN AUSTIN ALLIANCE, TO PROVIDE SERVICES AND IMPROVEMENTS FOR THE AUSTIN DOWNTOWN PUBLIC IMPROVEMENT DISTRICT. (COMMISSIONER GÓMEZ) (10:01 AM)

Clerk's Note: Item 18 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

19. APPROVE CONTRACT AWARD FOR IFB NO. B100001-DR, RESIDENTIAL ROOF REPAIR/REPLACEMENT SERVICES, TO THE LOW BIDDER, VALDEZ REMODELING AND WEATHERIZATION INC. (THIS ITEM MAY BE DISCUSSED IN EXECUTIVE SESSION PURSUANT TO GOV'T CODE ANN. 551.071, CONSULTATION WITH ATTORNEY) (10:56 AM) (2:38 PM) (5:02 PM)

Discussion only. No formal action taken.

Item 10 to be reposted on October 6, 2009.

20. A. APPROVE TWELVE-MONTH EXTENSION (MODIFICATION NO. 2) TO CONTRACT NO. 07T00006OJ WITH ARTHUR J. GALLAHER FOR AVIATION INSURANCE COVERAGE;

B. REJECT TRIA COVERAGE (TERRORISM COVERAGE) AND AUTHORIZE THE COUNTY JUDGE TO SIGN THE TRIA DISCLOSURE FORM. (10:01 AM)

Clerk's Note: Items 20.A&B approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

21. APPROVE MODIFICATION NO. 1 TO CONTRACT NO. PS090071VR WITH YOUTH ADVOCATE PROGRAM FOR MENTOR PROGRAM SERVICES. (10:30 AM)

Members of the Court heard from: Cyd Grimes, Travis County Purchasing Agent; and Gus Peña, Travis County Resident.

Motion by Commissioner Gómez **and seconded by** Commissioner Eckhardt to approve Item 21.

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

22. APPROVE CONTRACT NO. IL090291RE WITH DEL VALLE INDEPENDENT SCHOOL DISTRICT FOR CARE COORDINATOR SERVICES. (10:01 AM)

Clerk's Note: Item 22 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

23. APPROVE CONTRACT NO. IL090351RE WITH THE UNIVERSITY OF TEXAS FOR HIV/AIDS AWARENESS AND PREVENTION SERVICES. (10:01 AM)(

Clerk's Note: Item 23 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

24. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING INTERLOCAL AGREEMENT NO. IL080121ML WITH THE CITY OF AUSTIN FOR FORENSIC LAB SERVICES AS FOLLOWS: (10:01 AM)

A. RATIFICATION OF MODIFICATION NO. 1; AND

B. MODIFICATION NO. 2.

Clerk's Note: Items 24.A&B approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

TRANSPORTATION AND NATURAL RESOURCES DEPT. ITEMS

25. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING A LICENSE AGREEMENT WITH JOHN O. LIMON FOR PURPOSE OF HAVING EXCLUSIVE USE OF WEBBERVILLE PARK FOR THE ANNUAL LIMON REUNION. (COMMISSIONER DAVIS) (10:01 AM)

Clerk's Note: Item 25 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

26. CONSIDER AND TAKE APPROPRIATE ACTION ON A FINAL PLAT FOR RECORDING IN PRECINCT FOUR: HOUSE OF PRAYER SUBDIVISION (1 TOTAL LOT). (COMMISSIONER GÓMEZ) (10:01 AM)

Clerk's Note: Item 26 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

27. CONSIDER AND TAKE APPROPRIATE ACTION ON A CASH SECURITY AGREEMENT WITH HIGHLAND HOMES, AUSTIN FOR SIDEWALK FISCAL FOR COMMONS AT ROWE LANE IIA SUBDIVISION, LOT 28, BLOCK I. (COMMISSIONER ECKHARDT) (10:01 AM)

Clerk's Note: Item 27 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

28. CONSIDER AND TAKE APPROPRIATE ACTION ON AN INTERLOCAL AGREEMENT WITH THE CITY OF LEANDER FOR ON-SITE WASTEWATER SERVICES. (COMMISSIONER HUBER) (10:01 AM)

Clerk's Note: Item 28 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

29. CONSIDER AND TAKE APPROPRIATE ACTION ON A LICENSE AGREEMENT WITH R AND B SPORTS, LLC FOR A TRIATHLON AT PACE BEND PARK. (COMMISSIONER HUBER) (10:01 AM)

Clerk's Note: Item 29 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

HEALTH AND HUMAN SERVICES DEPT. ITEMS

30. CONSIDER AND TAKE APPROPRIATE ACTION ON ITEMS RELATED TO THE COMMUNITY DEVELOPMENT BLOCK GRANT PROVIDED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT: (10:34 AM)

    A. AUTHORIZE THE USE OF INTERNAL HEALTH AND HUMAN SERVICES AND VETERANS SERVICES RESOURCES FOR OPERATING EXPENSES UNTIL A FULLY EXECUTED PROGRAM YEAR 2009 GRANT AGREEMENT IS OBTAINED FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AND

    B. CERTIFICATE OF EXEMPTIONS FROM ENVIRONMENTAL ASSESSMENT FOR THE FOLLOWING PROGRAM YEAR 2009 PROJECTS: 1) FAMILY SUPPORT SERVICES SOCIAL WORK SERVICES EXPANSION; 2) YOUTH SERVICES FLEX FUND EXPANSION; AND 3) ADMINISTRATIVE EXPENSES.

Clerk's Note: Items 30.A&B are associated with one another and were called for concurrent discussion.

Members of the Court heard from: Christy Moffett, Social Services Manager, Travis County Health and Human Services (TCHHS).

Motion by Judge Biscoe **and seconded by** Commissioner Gómez to approve Item 30.A.

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

Motion by Commissioner Davis **and seconded by** Commissioner Gómez to approve Item 30.B.

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

31. CONSIDER AND TAKE APPROPRIATE ACTION ON CERTIFICATE OF EXEMPTION FROM ENVIRONMENTAL ASSESSMENT FOR THE PLAINVIEW ESTATES WATER CONNECTION PROJECT FOR COSTS RELATED TO DESIGN, ENVIRONMENTAL REVIEW, ELIGIBILITY DETERMINATIONS AND PROJECT MANAGEMENT PROVIDED BY THE COMMUNITY DEVELOPMENT BLOCK GRANT RECOVERY FUNDS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT. (10:38 AM)

Members of the Court heard from: Christy Moffett, Social Services Manager, TCHHS.

Motion by Commissioner Davis **and seconded by** Commissioner Gómez to approve Item 31, and authorize the County Judge to sign the certificate of exemption.

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

32. CONSIDER AND TAKE APPROPRIATE ACTION ON INTERLOCAL BETWEEN TRAVIS COUNTY AND THE CITY OF AUSTIN FOR THE PROVISION OF PUBLIC HEALTH SERVICES FOR FISCAL YEAR 2010. (10:40 AM)

Members of the Court heard from: Sherri Fleming, Executive Manager, Travis County Health, Human Services, and Veterans' Services (TCHHS&VS).

Motion by Commissioner Huber **and seconded by** Commissioner Davis that we ask Sherri Fleming, Executive Manager, TCHHS&VS and her staff to continue their work with the appropriate City of Austin staff and the Sheriff's Department and the incorporated cities, the rest of them in Travis County, to look towards recommendations for improvement in animal control coordination, as it comes under the umbrella of this interlocal, and to have those recommendations back to the Court by May of 2010; such that we can take a look at those prior to the renewal of this interlocal in 2011 for the 2011 year.

Withdrawal of the Previous Motion was made by Commissioner Huber **and Seconded by** Commissioner Davis.

Motion by Commissioner Gómez **and seconded by** Commissioner Huber to approve the current interlocal agreement in Item 32.

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

Clerk's Note: The Court expressed their intention to revisit the animal control part of this interlocal next week, October 6, 2009.

PLANNING AND BUDGET DEPT. ITEMS

33. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ADOPT ORDER SETTING THE TRAVIS COUNTY TAX RATES FOR THE YEAR BEGINNING JANUARY 1, 2009:

A. TOTAL MAINTENANCE AND OPERATIONS TAX RATE;

B. TOTAL DEBT SERVICE TAX RATE; AND

C. TOTAL COUNTY AD VALOREM TAX RATE.

Clerk's Note: Items 33.A-C are the action items for the public hearing on Agenda Item 1.

Clerk's Note: Items 33.A-C are associated with one another and were called for concurrent discussion.

Members of the Court heard from: Rodney Rhoades, Executive Manager, PBO.

Motion by Commissioner Gómez **and seconded by** Judge Biscoe that the property tax rate be increased by the adoption of a tax rate of 0.3517 for maintenance and operations, which is effectively a 4.3% increase in the tax rate for maintenance and operations.

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

Motion by Commissioner Gómez **and seconded by** Commissioner Eckhardt that the property tax rate be increased by the adoption of a tax rate of 0.0698 for debt service.

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

ITEM 33 CONTINUED

Motion by Commissioner Gómez **and seconded by** Judge Biscoe that the property tax rate be increased by the adoption of a tax rate of 0.4215, with a combined tax rate which is effectively a 2.98% increase in the combined tax rate.

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

Clerk's Note: The Court noted that this makes the FY '09 Tax Rate 0.4215 for each $100.00 valuation.

34. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ADOPT ORDER APPROVING THE TRAVIS COUNTY BUDGET FOR FISCAL YEAR 2010. (10:49 AM)

Clerk's Note: Item 34 is the action item for the public hearing on Agenda Item 1.

Members of the Court heard from: Leroy Nellis, Budget Manager, PBO.

Motion by Judge Biscoe **and seconded by** Commissioner Davis that we approve the proposed order setting budget for Travis County for fiscal year 2010.

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

Clerk's Note: The Court thanked the Staff of PBO for all their hard work on the FY 2010 Budget.

35. CONSIDER AND TAKE APPROPRIATE ACTION ON ORDER DESIGNATING THE REGULAR MEETING DAYS OF THE COMMISSIONERS COURT OF TRAVIS COUNTY. (10:33 AM)

Members of the Court heard from: Ronnie Gjemre, Travis County Resident.

Motion by Commissioner Davis **and seconded by** Commissioner Gómez to approve Item 35.

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

36. CONSIDER AND TAKE APPROPRIATE ACTION ON BUDGET AMENDMENTS, TRANSFERS AND DISCUSSION ITEMS. (9:17 AM)

Item 36 not needed.

37. REVIEW AND APPROVE REQUESTS REGARDING GRANT PROPOSALS, APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE: (10:01 AM)

A. GRANT CONTRACT WITH THE SUPREME COURT OF TEXAS, PERMANENT JUDICIAL COMMISSION FOR CHILDREN, YOUTH AND FAMILIES TO CONTINUE THE OFFICE OF CHILD REPRESENTATION THROUGH FISCAL YEAR 2010; AND

B. GRANT CONTRACT WITH THE SUPREME COURT OF TEXAS, PERMANENT JUDICIAL COMMISSION FOR CHILDREN, YOUTH AND FAMILIES TO CONTINUE THE OFFICE OF PARENTAL REPRESENTATION THROUGH FISCAL YEAR 2010.

Clerk's Note: Items 37.A&B approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

38. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST BY THE PULMONARY HYPERTENSION ASSOCIATION AND LIZA ROBERTS TO WAIVE OR REDUCE THE RENTAL FEES FOR THE EXPOSITION CENTER ARENA OR THE COUNTY OWNED BUILDING AT 5335 AIRPORT BOULEVARD ON NOVEMBER 7, 2009 FOR THE TRAVIS COUNTY PHUN (FUN) WALK FOR A CURE. (1:59 PM)

Clerk's Note: The Court heard a request for:

- Waiver of fees for rental of 5335 Airport Boulevard (Chair King) for November 7, 2009.
- Waiver of part or all of the utility costs, custodial fees, and table and chair rental.

Members of the Court heard from: Leroy Nellis, Budget Manager, PBO; and Liza Roberts, applicant.

Motion by Commissioner Davis **and seconded by** Commissioner Gómez to approve the request, to waive the rent, and to try to cover direct costs, utilities and as much of the custodial as possible; and to work with Roger El Khoury, Director, Facilities Management on the table and chair rental.

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

ADMINISTRATIVE OPERATIONS ITEMS

39. REVIEW AND APPROVE THE IMMEDIATE RELEASE OF REIMBURSEMENT PAYMENT TO UNITED HEALTH CARE FOR CLAIMS PAID FOR PARTICIPANTS IN THE TRAVIS COUNTY EMPLOYEE HEALTH CARE FUND FOR PAYMENT OF $800,560.49 FOR THE PERIOD OF SEPTEMBER 11 TO 17, 2009. (10:01 AM)

Clerk's Note: Item 39 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

40. CONSIDER AND TAKE APPROPRIATE ACTION ON PROPOSED ROUTINE PERSONNEL AMENDMENTS. (10:01 AM)

Clerk's Note: Item 40 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

41. A. CONSIDER AND TAKE APPROPRIATE ACTION ON EMPLOYEE REFUNDS UNDER TUITION REIMBURSEMENT POLICY 10.021; AND

B. AUTHORIZE THE COUNTY AUDITOR AND TREASURER TO REIMBURSE CERTAIN EMPLOYEES. (10:01 AM)

Clerk's Note: Items 41.A&B approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

42. CONSIDER AND TAKE APPROPRIATE ACTION ON RECOMMENDATION TO DESIGNATE DANA HESS, EMPLOYMENT SPECIALIST, HUMAN RESOURCES MANAGEMENT DEPARTMENT (HRMD) AS THE CIVIL RIGHTS/EEO LIAISON OFFICER TO MEET GRANT REQUIREMENTS. (10:01 AM)

Clerk's Note: Item 42 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

43. CONSIDER AND TAKE APPROPRIATE ACTION ON RECOMMENDATION TO SETTLE THE LIABILITY CLAIM WITH FARMERS INSURANCE AS SUBROGEE OF MARIA MENDEZ. (10:01 AM)

Clerk's Note: Item 43 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

Clerk's Note: The County Judge noted that by approving Item 43 the Court are settling the property claim for $12,024.76.

OTHER ITEMS

44. APPROVE PAYMENT OF CLAIMS AND AUTHORIZE COUNTY TREASURER TO INVEST COUNTY FUNDS. (10:01 AM)

Clerk's Note: Item 44 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

45. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO AUTHORIZE THE TRAVIS COUNTY SHERIFF TO EXECUTE AN AGREEMENT FOR THE USE OF THE STATE AND LOCAL OVERTIME AND AUTHORIZED EXPENSE/STRATEGIC INITIATIVE PROGRAM BETWEEN THE TRAVIS COUNTY SHERIFF'S OFFICE AND THE U.S. DEPARTMENT OF JUSTICE RELATED TO THE ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCES. (10:01 AM)

Clerk's Note: Item 45 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

46. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO APPOINT BRIE L. FRANCO TO SERVE ON THE BOARD OF TRAVIS COUNTY CHILDREN'S PROTECTIVE SERVICES. (COMMISSIONER GÓMEZ) (10:01 AM)

Clerk's Note: Item 46 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

47. RECEIVE REVENUE AND EXPENDITURE REPORTS FOR THE MONTH OF AUGUST, 2009. (10:01 AM)

Clerk's Note: Item 47 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

EXECUTIVE SESSION ITEMS

Note 1 Gov't Code Ann 551.071, Consultation with Attorney
Note 2 Gov't Code Ann 551.072, Real Property
Note 3 Gov't Code Ann 551.074, Personnel Matters

The Commissioners Court will consider the following items in Executive Session. The Commissioners Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners Court announces that the item will be considered during Executive Session.

48. RECEIVE LEGAL BRIEFING FROM COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION REGARDING COUNTER SETTLEMENT OFFER IN CLAIM FILED BY KATHRYN WINKFEIN [1] (10:56 AM) (2:38 PM) (5:02 PM)

Clerk's Note: Judge Biscoe announced that Item 48 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Commissioner Eckhardt **and seconded by** Commissioner Gómez that we counter their offer of $135,000.00, and counter with $40,000.00 as a firm $40,000.00.

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

49. RECEIVE BRIEFING FROM THE COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION IN TRAVIS COUNTY, ET AL V. DORIS WILLIAMS (DAPHNE GILBERT RESALE DEED). [1] (10:56 AM) (5:03 PM)

Clerk's Note: Judge Biscoe announced that Item 49 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez that we authorize the County Judge to sign the prepared resale deed to Daphne Gilbert, who has paid Travis County the sum of $15,545.31.

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

50. RECEIVE BRIEFING FROM THE COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION IN TRAVIS COUNTY, ET AL V. MICHAEL J. KNIZNER AND CHERYL L. KNIZNER (RHONI A. LAHN RESALE DEED). [1] (10:56 AM) (5:03 PM)

Clerk's Note: Judge Biscoe announced that Item 50 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner that we authorize the County Judge to sign on behalf of the Commissioners Court the prepared tax resale deed to Rhoni A. Lahn, who has paid Travis County the sum of $2,800.00.

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

51. RECEIVE BRIEFING FROM THE COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION IN TRAVIS COUNTY, ET AL V. UNKNOWN (IRA STRANGE, JR. RESALE DEED). [1] (10:56 AM) (5:04 PM)

Clerk's Note: Judge Biscoe announced that Item 51 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez that we authorize the County Judge to sign the proposed tax resale deed to Ira Strange, Jr., who has paid Travis County the sum of $1,600.00.

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

52. RECEIVE BRIEFING FROM THE COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION IN TRAVIS COUNTY, ET AL V. RASHID MOHAMMED REGARDING EXECUTION OF A REDEMPTION QUITCLAIM DEED. [1] (10:56 AM) (5:04 PM)

Clerk's Note: Judge Biscoe announced that Item 52 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez that we authorize the County Judge to sign on behalf of the Court the redemption quitclaim deed that is due to Rashid Mohammed, who has satisfied all legal requirements.

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

53. RECEIVE BRIEFING FROM THE COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION IN TRAVIS COUNTY, ET AL V. WOODIE G. WILLIAMS (PATRICK RYAN CROSBY RESALE DEED). [1] (10:56 AM) (5:05 PM)

Clerk's Note: Judge Biscoe announced that Item 53 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez that we authorize the County Judge to sign the prepared tax resale deed to Patrick Ryan Crosby, who has paid Travis County the sum of $4,500.00 in cash.

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

54. RECEIVE LEGAL BRIEFING AND TAKE APPROPRIATE ACTION REGARDING CLAIMS BY ALICIA PEREZ. [1] (10:56 AM) (2:38 PM) (5:05 PM)

Clerk's Note: Judge Biscoe announced that Item 54 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Discussion only. No formal action taken.

Item 54 to be reposted on October 6, 2009.

55. RECEIVE LEGAL BRIEFING AND TAKE APPROPRIATE ACTION REGARDING CLAIM BY LINDA MOORE SMITH. [1] (10:56 AM) (2:38 PM) (5:05 PM)

Clerk's Note: Judge Biscoe announced that Item 55 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Discussion only. No formal action taken.

Item 55 to be reposted on October 6, 2009.

56. RECEIVE BRIEFING FROM COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION REGARDING CLAIMS FROM TECOLOTE FARMS, INC. REGARDING WATER AVAILABILITY AND RELATED ISSUES. [1] (9:17 AM)

Clerk's Note: Judge Biscoe announced that Item 56 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Item 56 pulled from the Agenda.

57. CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING THE OFFER TO SETTLE TRAVIS COUNTY'S WORKERS COMPENSATION LIEN ON THE CLAIMS OF BENJAMIN MALDONADO; SUBROGATION. [1] (10:56 AM) (5:06 PM)

Clerk's Note: Judge Biscoe announced that Item 57 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez to reject the counter offer and indicate the County's willingness to settle this matter for $9,000.00.

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

58. RECEIVE BRIEFING FROM THE COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION REGARDING THE PENDING LITIGATION IN TRAVIS COUNTY, TEXAS AND STATE OF TEXAS VS. COLDWATER DEVELOPMENT LTD. AND RODMAN EXCAVATION, INC., ET. AL. [1] (10:56 AM) (5:07 PM)

Clerk's Note: Judge Biscoe announced that Item 58 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

No action required on Item 58.

Item 58 to be reposted on October 13, 2009.

59. CONSIDER AND TAKE APPROPRIATE ACTION IN RESPONSE TO REQUEST FOR INFORMATION REGARDING TXI PERMIT APPLICATION. [1] (10:56 AM) (2:38 PM) (5:08 PM)

Clerk's Note: Judge Biscoe announced that Item 59 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner Davis that we authorize the County Judge to notify this constituent who asked a series of questions, that he will be provided responses by Thursday of this week, October 1, 2009 by 5:00 PM, by appropriate County Staff.

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

60. **REVISED LANGUAGE:** RECEIVE LEGAL BRIEFING AND TAKE APPROPRIATE ACTION ON REQUEST FOR A DEVELOPMENT PERMIT FOR THE BFI SUNSET FARMS LANDFILL SITE AT 10200 GILES LANE. [1] (10:56 AM) (2:38 PM) (5:08 PM)

Clerk's Note: Judge Biscoe announced that Item 60 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Members of the Court heard from: Paul Gosselink, Attorney representing BFI; Lee Kuhn, General Manager, BFI Austin; and Ray Schull, Engineer, BFI.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez that we approve the request for a development permit by BFI Sunset Farms.

Motion carried:	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	no
	Precinct 2, Commissioner Sarah Eckhardt	yes
	Precinct 3, Commissioner Karen Huber	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

ADDED ITEMS

A1. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST FOR AN EXCEPTION TO FISCAL YEAR 2009 BUDGET RULES REGARDING THE REIMBURSEMENT OF COUNTY BUSINESS RELATED PARKING. (10:55 AM) (10:56 AM) (2:38 PM) (5:20 AM)

Members of the Court heard from: John Hille, Assistant County Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez that we approve Item A1.

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

A2. RECEIVE BRIEFING, APPOINT COMMISSIONERS COURT REPRESENTATIVE FOR MEDIATION AND TAKE APPROPRIATE ACTION IN GEORGE GIKAS V. TRAVIS COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF TEXAS; LESTER MEIER RODEO COMPANY; AND TEXAS STYLE PROFESSIONAL EVENT PLANNERS, INC. (THIS ITEM MAY BE DISCUSSED IN EXECUTIVE SESSION PURSUANT TO GOV'T CODE ANN. 551.071, CONSULTATION WITH ATTORNEY). (10:56 AM) (2:38 PM) (5:20 PM)

Members of the Court heard from: John Hille, Assistant County Attorney.

Motion by Judge Biscoe **and seconded by** Commissioner Gómez that we accept Dan Mansour's, Risk and Benefits Manager, Human Resources Management Department (HRMD) offer to represent Travis County at this mediation; and indicate that the County Judge will also represent Travis County at this mediation.

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 Davis **and seconded by** Commissioner Gómez to adjourn the Voting Session. (5:21 PM)

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 COMMISSIONERS' COURT

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Date of Approval

_____

Samuel T. Biscoe, Travis County Judge

Last Updated 10-9-09 at 9:52am

BOARD OF DIRECTORS
NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3

Voting Session **Tuesday, October 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 Sessions of April 7, September 8, and September 29, 2009

C. Approved By: Dana DeBeauvoir
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 – APRIL 7, 2009

NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3

On Tuesday, the 7th day of April 2009, the Commissioners' Court, meeting as the Northwest Travis County Road District No. 3 (Golden Triangle) Board of Directors, convened the Voting Session at 1:39 PM 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 Commissioners Court record notes that Precinct Two Commissioner Sarah Eckhardt was not present during this Voting Session.

The Road District Board of Directors adjourned the Voting Session of the Northwest Travis County Road District No. 3 (Golden Triangle) at 1:39 PM.

1. APPROVE PAYMENT OF CLAIMS AND AUTHORIZE COUNTY TREASURER TO INVEST ROAD DISTRICT FUNDS. (1:39 PM)

   Item 1 not needed.

2. APPROVE N.W.T.C.R.D.#3 MINUTES FOR THE VOTING SESSIONS OF MARCH 10 AND 24, 2009. (1:39 PM)

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

   Motion carried:

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	absent
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. (1:39 PM)

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

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

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Date of Approval

_____

Samuel T. Biscoe, Travis County Judge

MINUTES OF MEETING – SEPTEMBER 8, 2009

NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3

On Tuesday, the 8th day of September 2009, the Commissioners' Court, meeting as the Northwest Travis County Road District No. 3 (Golden Triangle) Board of Directors, convened the Voting Session at 1:37 PM 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 1:38 PM.

1. APPROVE N.W.T.C.R.D.#3 MINUTES FOR THE VOTING SESSIONS OF JULY 14 AND AUGUST 25, 2009. (1:37 PM)

Motion by Commissioner Gómez **and seconded by** Commissioner Davis to approve 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

ADJOURNMENT

Motion by Commissioner Gómez **and seconded by** Commissioner Huber to adjourn the Voting Session of the Northwest Travis County Road District No. 3. (1:38 PM)

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

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Date of Approval

_____

Samuel T. Biscoe, Travis County Judge

MINUTES OF MEETING – SEPTEMBER 29, 2009

NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3

On Tuesday, the 29th day of September 2009, the Commissioners' Court, meeting as the Northwest Travis County Road District No. 3 (Golden Triangle) Board of Directors, convened the Voting Session at 1:40 PM 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 1:47 PM.

1. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ADOPT ORDER SETTING THE NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO.3 TAX RATE FOR THE YEAR BEGINNING JANUARY 1, 2009: (1:41 PM) (1:45 PM)

   A. TOTAL DEBT SERVICE TAX RATE; AND

   B. TOTAL COUNTY AD VALOREM TAX RATE.

Clerk's Note: Items 1.A&B are associated with one another and were called for concurrent discussion.

Members of the Court heard from: Rodney Rhoades, Executive Manager, Planning and Budget Office (PBO); Ladd Pattillo, Travis County Financial Adviser; and Leroy Nellis, Budget Manager, PBO.

Motion by Commissioner Gómez **and seconded by** Commissioner Huber that we set the ad valorem tax of 0.1250 for each $100.00 valuation of all taxable property for debt service and to provide sinking funds and to pay interest on the above-mentioned bond issues.

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

ITEM 1 CONTINUED

Item 1.B was revisited at 1:45 PM.

Clerk's Note: Staff recommended that the Court adopt the total tax rate of 0.1250, which is the same as the debt rate, as there is no maintenance tax rate.

Motion by Commissioner Gómez **and seconded by** Commissioner Huber to approve Item 1.B, with Staff recommendation.

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. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ADOPT ORDER APPROVING THE NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO.3 BUDGET FOR FISCAL YEAR 2010. (1:45 PM)

Members of the Court heard from: Ladd Pattillo, Travis County Financial Adviser; Rodney Rhoades, Executive Manager, PBO; and Leroy Nellis, Budget Manager, PBO.

Motion by Commissioner Gómez **and seconded by** Commissioner Eckhardt to approve the budget.

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. (1:45 PM)

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

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Date of Approval

_____

Samuel T. Biscoe, Travis County Judge

Last Updated 10-9-09 at 9:52am

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

Voting Session **Tuesday, October 13, 2009** (Date)

Work Session _____ (Date)

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

Phone: 854-4722

B. Requested Text: **Approve the Travis County Bee Cave Road District No. 1 Minutes for the Voting Sessions of October 14, 2008 & April 7, May 12, September 8, and September 29, 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 – OCTOBER 14, 2008

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 14th day of October, 2008, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 1:40 PM 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 Commissioners Court record notes that Precinct Two Commissioner Sarah Eckhardt was not present during this Voting Session.

The Road District Board of Directors adjourned the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) at 1:41 PM.

1. APPROVE TRAVIS COUNTY BEE CAVE ROAD DISTRICT #1 MINUTES FOR THE VOTING SESSION OF SEPTEMBER 23, 2008. (1:40 PM)

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

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

ADJOURNMENT

Motion by Commissioner Gómez **and seconded by** Commissioner Daugherty to adjourn the Voting Session of the Travis County Bee Cave Road District No. 1. (1:41 PM)

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

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

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Date of Approval

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Samuel T. Biscoe, Travis County Judge

MINUTES OF MEETING – APRIL 7, 2009

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 7th day of April, 2009, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 1:40 PM 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 Commissioners Court record notes that Precinct Two Commissioner Sarah Eckhardt was not present during this Voting Session.

The Road District Board of Directors adjourned the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) at 1:40 PM.

1. APPROVE PAYMENT OF CLAIMS AND AUTHORIZE COUNTY TREASURER TO INVEST ROAD DISTRICT FUNDS. (1:40 PM)

Item 1 not needed.

2. APPROVE TRAVIS COUNTY BEE CAVE ROAD DISTRICT #1 MINUTES FOR THE VOTING SESSION OF MARCH 24, 2009. (1:40 PM)

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

Motion carried:	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Sarah Eckhardt	absent
	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. (1:40 PM)

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

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

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Date of Approval

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Samuel T. Biscoe, Travis County Judge

MINUTES OF MEETING – MAY 12, 2009

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 12th day of May, 2009, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 2:00 PM 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 Commissioners Court retired to Executive Session at 2:00 PM.

The Commissioners Court reconvened the Voting Session at 2:30 PM.

The Road District Board of Directors adjourned the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) at 2:30 PM.

1. RECEIVE LEGAL BRIEFING REGARDING STATUS OF OUTSTANDING BONDS OF TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO.1 (GALLERIA). (THIS ITEM MAY BE DISCUSSED IN EXECUTIVE SESSION PURSUANT TO GOV'T CODE ANN. 551.071, CONSULTATION WITH ATTORNEY) (2:00 PM) (2:30 PM)

Clerk's Note: Judge Biscoe announced that Item 1 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Discussion only. No formal action taken.

ADJOURNMENT

Motion by Commissioner Gómez **and seconded by** Commissioner Huber to adjourn the Voting Session of the Travis County Bee Cave Road District No. 1. (2:30 PM)

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

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Date of Approval

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Samuel T. Biscoe, Travis County Judge

MINUTES OF MEETING – SEPTEMBER 8, 2009

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 8th day of September, 2009, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 1:38 PM 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 1:38 PM.

1. APPROVE TRAVIS COUNTY BEE CAVE ROAD DISTRICT #1 MINUTES FOR THE VOTING SESSIONS OF JULY 14 AND AUGUST 25, 2009. (1:38 PM)

Motion by Commissioner Gómez **and seconded by** Commissioner Huber to approve 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

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. (1:38 PM)

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

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Date of Approval

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Samuel T. Biscoe, Travis County Judge

MINUTES OF MEETING – SEPTEMBER 29, 2009

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 29th day of September, 2009, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 1:47 PM 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 1:50 PM.

1. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ADOPT ORDER SETTING THE TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO.1 TAX RATE FOR THE YEAR BEGINNING JANUARY 1, 2009: TOTAL DEBT SERVICE TAX RATE; AND TOTAL COUNTY AD VALOREM TAX RATE. (1:47 PM)

   A. TOTAL DEBT SERVICE TAX RATE; AND

Motion by Commissioner Gómez **and seconded by** Judge Biscoe that we set the ad valorem tax of 0.6984 for each $100.00 valuation of all taxable property for debt service and to provide sinking funds and to pay interest on the above-mentioned bond issues.

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

ITEM 1 CONTINUED

1. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ADOPT ORDER SETTING THETRAVIS COUNTY BEE CAVE ROAD DISTRICT NO.1 TAX RATE FOR THE YEAR BEGINNING JANUARY 1, 2009: TOTAL DEBT SERVICE TAX RATE; AND TOTAL COUNTY AD VALOREM TAX RATE. (1:48 PM)

   B. TOTAL COUNTY AD VALOREM TAX RATE.

Clerk's Note: Staff recommended that the Court adopt the total tax rate of 0.6984, which is the same as the debt rate, since there is no maintenance tax rate.

Members of the Court heard from: Ladd Pattillo, Travis County Financial Adviser.

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

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. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ADOPT ORDER APPROVING THE TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO.1 BUDGET FOR FISCAL YEAR 2010. (1:48 PM)

Members of the Court heard from: Ladd Pattillo, Travis County Financial Adviser.

Motion by Commissioner Gómez **and seconded by** Commissioner Huber to approve the budget that is attached on Page 1 – $314,849.37.

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 Huber to adjourn the Voting Session of the Travis County Bee Cave Road District No. 1. (1:50 PM)

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

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Date of Approval

_____

Samuel T. Biscoe, Travis County Judge