



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session
Prepared By: Debbie Ties, Fire Marshal's Office, 854-6472
Elected/Appointed Official/Dept. Head: Hershel Lee, Fire Marshal
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action regarding Outdoor Burning in the Unincorporated Areas of Travis County.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

see attachment

STAFF RECOMMENDATIONS:

Enter Staff Recommendations here

ISSUES AND OPPORTUNITIES:

Enter Issues and Opportunities here

FISCAL IMPACT AND SOURCE OF FUNDING:

No Financial Impact.

REQUIRED AUTHORIZATIONS:

Unkown	Hershel Lee	Completed	01/05/2011 9:19 AM
Emergency Services	Danny Hobby	Completed	01/05/2011 5:00 PM
County Judge's Office	Cheryl Aker	Completed	01/06/2011 4:43 PM
Commissioners Court	Cheryl Aker	Pending	

COUNTY OF TRAVIS §
 §
STATE OF TEXAS §

**ORDER PROHIBITING
OUTDOOR BURNING**

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

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

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

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

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

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

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

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

This order prohibiting outdoor burning shall expire on February 9, 2011 or upon such date as the Travis County Commissioners Court by order determines that the circumstances present in the unincorporated areas of Travis County no longer create a public safety hazard that would be exacerbated by outdoor burning, whichever occurs earlier.

ORDERED THIS 11th DAY OF JANUARY 2011.

TRAVIS COUNTY COMMISSIONERS COURT

By: _____
Samuel T. Biscoe, County Judge

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Voting Session: January 11, 2011

I. A. Request made by: HERSHEL LEE, TRAVIS COUNTY FIRE MARSHAL
Phone #: 854-9591
(Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested topic: CONSIDER AND TAKE APPROPRIATE ACTION ON AN ORDER CONCERNING OUTDOOR BURNING IN THE UNINCORPORATED AREAS OF TRAVIS COUNTY.

C. Approved by: _____
Signature of Commissioner or Judge

II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies).
B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

III. Required Authorizations: Please check if applicable.

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

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

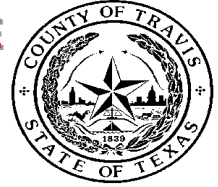
Purchasing Office (854-9700)
____ Bid, Purchase Contract, Request for Proposal, Procurement

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

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

TRAVIS COUNTY FIRE MARSHAL'S OFFICE

5555 AIRPORT BLVD., SUITE 400, AUSTIN, TEXAS 78751
P. O. Box 1748, AUSTIN, TEXAS 78767
(512) 854-4621, FAX (512) 854-6471



MEMORANDUM

To: Travis County Commissioners Court

From: Hershel Lee, Travis County Fire Marshal

Date: January 11, 2011

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

At the time of preparation for this agenda item, we are at a point where we should keep a burn ban in place in the unincorporated areas of Travis County. The KBDI in Travis County is currently 500. Local fire departments are still responding to small grass fires.

Weather forecasts indicate the possibility of rainfall over the upcoming weekend. If this rain is received we may be able to recommend that Court lift the burn ban for a week or so. However if the rain does not come as forecast, we will need to ask Court to declare a new burn ban.

The Office of Emergency Management and the Fire Marshal's Office will have a recommendation to make to Court when we arrive for the voting session.

Thank you.

COUNTY OF TRAVIS §

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STATE OF TEXAS §

**ORDER LIFTING
OUTDOOR BURNING BAN**

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

WHEREAS, Section 352.081 of the Local Government Code further provides that an order prohibiting outdoor burning shall expire on the date that a determination is made by the commissioners court that the circumstances which necessitated the order no longer exist; and,

WHEREAS, on August 24, 2010, the Travis County Commissioners Court made a finding that circumstances present in the unincorporated area of Travis County created a public safety hazard that would be exacerbated by outdoor burning and approved an Order Prohibiting Outdoor Burning in the unincorporated area of Travis County; and,

WHEREAS, the Travis County Commissioners Court has determined that conditions in the unincorporated area of Travis County have improved as a result of recent rainfall and that the circumstances which necessitated the Order Prohibiting Outdoor Burning no longer exist;

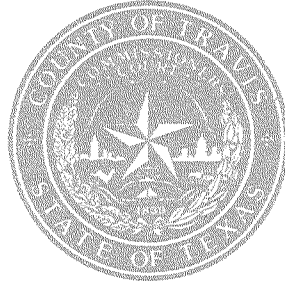
NOW, THEREFORE, the Travis County Commissioners Court hereby LIFTS its Order of December 14, 2010, Prohibiting Outdoor Burning in the unincorporated areas of Travis County. Although conditions in the unincorporated area of Travis County have improved, the Commissioners Court urge all persons to use extreme caution and to obey all laws when burning outdoors.

ORDERED THIS 11TH DAY OF JANUARY, 2011.

TRAVIS COUNTY COMMISSIONERS COURT

By: _____
Samuel T. Biscoe, County Judge

Travis County Commissioners Court



Resolution

RESOLUTION

Honoring

JOSEPH P. GIESELMAN

On His Retirement

Whereas, Joseph P. Gieselman, Executive Manager of Transportation and Natural Resources Department will retire January 31, 2011, after 36 years of outstanding and devoted service to the Travis County Commissioners Court and the citizens of Travis County; and

Whereas, Joe began his career with Travis County as a Transportation Analyst in April 1975, and as a result of diligent work and demonstrated ability, he ultimately advanced to the Executive Manager of Transportation and Natural Resources (formerly Public Improvement and Transportation Department) in December 1993; and

Whereas, Joe through his steadfast devotion, leadership, dedication, and commitment to Travis County has addressed the transportation needs of the County by constructing miles of roadways; and,

Whereas, Joe Gieselman is an avid outdoorsman and long-range visionary, and as such, he oversaw the acquisition and development of many thousands of acres of parkland and preserve for the benefit of generations of Travis County residents; and

Whereas, his love of nature extended to his commitment to contribute to cleaner natural resources, by purchasing cleaner fuel burning vehicles and equipment and advocating for the cleanup of Hamilton Pool; and

Whereas, during his tenure Joe's integrity, positive attitude, proven professionalism, and commitment to excellence permeated his work environment with outstanding customer service to the constituents of Travis County; and

Whereas, throughout his many years of service Joe has earned the respect and admiration of colleagues and staff for his fairness, dedication, knowledge, compassion, humor and unwavering moral compass; and

Whereas, Joe can be classified as the next "Captain Kirk" for taking the Transportation and Natural Resources Department to places where no man has gone before; and

NOW, THEREFORE, BE IT RESOLVED THAT WE, the Travis County Commissioners Court do hereby extend to Joseph P. Gieselman our sincere and grateful appreciation for his dedicated service, integrity, hard work, outstanding leadership, and many significant contributions to the residents of Travis County our congratulations on his well-earned retirement, and our best wishes for continued success, happiness, good health, good fishing, and sculpting in the years to come.

Samuel T. Biscoe
County Judge

Ron Davis
County Commissioner, Precinct 1

Karen Huber
County Commissioner, Precinct 3

Sarah Eckhardt
County Commissioner, Precinct 2

Margaret Gomez
County Commissioner, Precinct 4



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session
Prepared By: Melissa Velasquez, County Judge's Office, 854-9557
Elected/Appointed Official/Dept. Head: Samuel T. Biscoe, County Judge
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Approve Proclamation declaring January 10 through 14, 2011 as "Reverend Bruno C. Schmidt Week" in Travis County.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Reverend Bruno C. Schmidt was, until recently, a longtime member of the Travis County Historical Commission. He retired from service and was honored by the Commissioners Court on May 4, 2010. On January 13, 2011 Reverend Schmidt will celebrate his 100th birthday and we congratulate and salute him for his years of service and contribution to our community.

FISCAL IMPACT AND SOURCE OF FUNDING:

none.

REQUIRED AUTHORIZATIONS:

County Judge's Office	Cheryl Aker	Completed	01/04/2011 10:52 AM
Commissioners Court	Cheryl Aker	Pending	

Travis County Commissioners Court



Proclamation

WHEREAS, One of the more pleasant duties of this Court is to express appropriate appreciation and well wishes to deserving individuals;

WHEREAS, Today, we are especially delighted to fulfill this duty by sending heartfelt birthday greetings to Reverend Bruno Carl Schmidt, who celebrates his 100th birthday;

WHEREAS, Reverend Schmidt was born on January 13, 1911 in Albert, Texas, near Stonewall, in Gillespie County;

WHEREAS, We are all familiar with the words of Robert Browning – “Grow old along with me! The best is yet to be.” It is the elderly who preserve a human link with the past and nourish generations curious to know their full cultural heritage;

WHEREAS, Reverend Schmidt’s marriage to Frances Mae Schuessler, in 1935, coincided with his first parish appointment in Jarrell, Texas, followed by his service as faculty chaplain and teacher for Naval Units during World War II;

WHEREAS, Reverend Bruno C. Schmidt's love of the past led him to compose and compile historical literature in addition to volunteering for various local historical societies including our Travis County Historical Commission from 1978 to 2010; and

WHEREAS, Reverend Schmidt is loved and appreciated by his family, daughter Ruth Dyar and son Dr. John C. Schmidt, numerous friends and colleagues, and countless residents of Travis County for his devotion as a father, reverend, counselor, and friend.

NOW, THEREFORE, BE IT RESOLVED that we, the members of the Travis County Commissioners Court, do hereby extend joyful and heartfelt birthday greetings to Reverend Bruno Carl Schmidt in observance of his first 100 years, and do here proclaim January 10 through January 14, 2011 as:

“Reverend Bruno Carl Schmidt Week”

in Travis County, and encourage all residents to join us in saluting him for his unwavering commitment to public service.

Signed and entered this 11th day of January, 2011.

SAMUEL T. BISCOE
Travis County Judge

RON DAVIS
Commissioner, Pct. 1

SARAH ECKHARDT
Commissioner, Pct. 2

KAREN L. HUBER
Commissioner, Pct. 3

MARGARET J. GÓMEZ
Commissioner, Pct. 4



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session
 Prepared By: Ron Dube, Purchasing, 854-6458
 Elected/Appointed Official/Dept. Head: Cyd Grimes, Purchasing Agent
 Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Pursuant to Section 263.151 of the Texas Local Government Code, declare list of certain equipment as surplus property and sell at public auction.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

The court will note that some of the items on the list have purchase dates of 1984 through 2010 with an acquisition method of F/A which means "Found At Inventory". That does not necessarily mean the items were bought during those years and now they are no longer useable. In nearly every case, the year reflects when the item was found within the department and entered into the HTE tracking system. Despite our best efforts, not all departments totally comply with our inventory policies and procedures.

REQUIRED AUTHORIZATIONS:

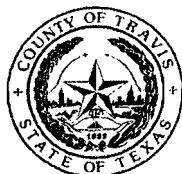
Purchasing	Cyd Grimes	Completed	01/03/2011 2:16 PM
Purchasing	Cyd Grimes	Completed	01/03/2011 2:15 PM
Purchasing Admin Support Group	Juan Gonzalez	Completed	01/03/2011 2:17 PM
County Judge's Office	Cheryl Aker	Pending	
Commissioners Court	Cheryl Aker	Pending	

LOT#	E-ASSET #	AQ.	TYPE	YEAR	TAG #	IMP	DESCRIPTION	SERIAL	COST	INS.	DEPT.	DIV.	P.O.	ASSET	LOC	STA	ACCT
#1	N/A	N/A	N/A	N/A	N/A	N/A	48 PLASTIC CHAIRS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#2	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF OLD WATER FOUNTAINS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#3	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF ELECTRICAL SUPPLIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#4	N/A	N/A	N/A	N/A	N/A	N/A	PALLET MISC MOTORS & COMPRESSORS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#5	N/A	N/A	N/A	N/A	N/A	N/A	G.E. REFRIGERATOR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#6	LOT# 2316	PO	CLC	2004	122211	0	TOPLOAD-55 25PD-PUSH/START WASHER, SPEED QUEEN	409016152	\$0.00	\$745.00	15	10	297766	73735	TCAUC1	A	8031
#7	N/A	N/A	N/A	N/A	N/A	N/A	(4) LOCKERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#8	N/A	N/A	N/A	N/A	N/A	N/A	LAPTOP & PC FROM EVIDENCE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#9	N/A	N/A	N/A	N/A	N/A	N/A	AMP & HEADLIGHT ASSEMBLY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#10	N/A	N/A	N/A	N/A	N/A	N/A	22 OLD FIRE EXTINGUISHERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#11	N/A	N/A	N/A	N/A	N/A	N/A	ESCORT RADAR DETECTOR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#12	N/A	N/A	N/A	N/A	N/A	N/A	KENWOOD AMP & BOOSTERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#13	N/A	N/A	N/A	N/A	N/A	N/A	MISC ELECTRONICS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#14	N/A	N/A	N/A	N/A	N/A	N/A	DELL CPU & F.P. MONITOR FROM EVIDENCE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#15	LOT# 2317	PO	CAM	2004	120406	0	HP DIGITAL CAMERA WITH HP INSTANT SHARE	CN46S1A0VM	\$0.00	\$166.00	15	10	291868	71502	TCAUC1	A	8013
#15	LOT# 2317	PO	LEF	2006	130807	0	TESTER, BLOW BREATH, CMI ALCO SENSOR	AB27672	\$0.00	\$289.95	15	10	354086	81563	TCAUC1	A	8055
#16	LOT# 2318	PO	CAM	2004	120400	0	CAMERA,HP PHOTOSMART 735X1	CN37X010V4	\$0.00	\$180.82	15	10	274747	68924	TCAUC1	A	8013
#16	LOT# 2318	PO	CAM	2001	131118	0	CAMERA,OLYMPUS C-3040 ZOOM DIGITAL, W/BATTERIES	153301325	\$0.00	\$715.00	15	10	212434	53734	TCAUC1	A	8013
#16	LOT# 2318	PO	CAM	2006	152462	0	CAMERAS, CANON A410 DIGITAL CAMERA	1226220706	\$0.00	\$127.00	15	10	327288	77920	TCAUC1	A	8013
#16	LOT# 2318	PO	CAM	2009	158271	0	CAMERA/DIGITAL/POWERSHOT/CANON/A590	8122413571	\$0.00	\$104.00	15	10	415275	90519	TCAUC1	A	8013
#17	LOT# 2319	PO	CAM	2004	120392	0	CAMERA,HP PHOTOSMART 735X1	CN3BB011SP	\$0.00	\$180.82	15	10	274747	68917	TCAUC1	A	8013
#17	LOT# 2319	PO	CAM	2006	152422	0	CAMERAS, CANON A410 DIGITAL CAMERA	1226229895	\$0.00	\$127.00	15	10	327288	77880	TCAUC1	A	8013
#17	LOT# 2319	PO	CAM	2006	152439	0	CAMERAS, CANON A410 DIGITAL CAMERA	1226229922	\$0.00	\$127.00	15	10	327288	77897	TCAUC1	A	8013
#17	LOT# 2319	PO	CAM	2007	157584	0	CAMERA, CANON POWERSHOT A460 DIGITAL	4126011195	\$0.00	\$135.00	15	10	356617	81460	TCAUC1	A	8013
#18	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF NIC NACS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#19	N/A	N/A	N/A	N/A	N/A	N/A	SET OF SILVERWARE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#20	N/A	N/A	N/A	N/A	N/A	N/A	MOTORCYCLE HELMET	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#21	N/A	N/A	N/A	N/A	N/A	N/A	X-BOX,DVD PLAYER CD PLAYER FROM EVIDENCE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#22	N/A	N/A	N/A	N/A	N/A	N/A	3 SPEAKERS (EVIDENCE)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#23	N/A	N/A	N/A	N/A	N/A	N/A	KENT FIREPOWER BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#24	N/A	N/A	N/A	N/A	N/A	N/A	(8) SETS OF LOCKERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#25	LOT#2320	PO	COP	2005	127850	0	PIONEER DVR-S806SPK EXTER	DJDL003736WL	\$0.00	\$229.99	15	10	324593	77992	TCAUC1	A	8001
#26	N/A	N/A	N/A	N/A	N/A	N/A	(4) LOCKERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#27	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF JACKHAMMERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#28	LOT# 2321	PO	YGA	2007	152191	0	ECHO GAS STRING TRIMMER	S65611005255	\$0.00	\$263.62	15	10	376332	84401	TCAUC1	A	8043
#29	LOT# 2322	PO	YGA	2006	127859	0	WEEDEATER, GAS OPERATED MARIYAMA	H412866	\$0.00	\$259.00	15	10	329267	77773	TCAUC1	A	8043
#30	LOT# 2323	PO	YGA	2006	127860	0	STRING TRIMMER, GAS OPERATED MARIYAMA	H412867	\$0.00	\$237.33	15	10	328525	77996	TCAUC1	A	8043
#31	LOT# 2324	FA	YGA	2010	139538	0	MARIYAMA TRIMMER	D500172	\$0.00	\$254.00	14	2		96994	TCAUC1	A	8043
#32	LOT# 2325	PO	YGA	2003	123316	0	POWER PRUNER, ECHO	5012751	\$0.00	\$349.00	15	10	272288	71091	TCAUC1	A	8043
#33	LOT# 2326	PO	YGA	1997	89634	0	POWER PRUNER EXTENSION CHAIN SAW	55982	\$0.00	\$479.00	15	10	115704	38974	TCAUC1	A	8043
#34	LOT# 2327	PO	YGA	2007	152190	0	ECHO GAS STRING TRIMMER	S65611005225	\$0.00	\$263.62	15	10	376332	84400	TCAUC1	A	8043
#35	N/A	N/A	N/A	N/A	N/A	N/A	(1) SET OF MINI-LOCKERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#36	N/A	N/A	N/A	N/A	N/A	N/A	CABINET,BOOKCASE & LOCKER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#37	N/A	N/A	N/A	N/A	N/A	N/A	(5) METAL LOCKERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#38	N/A	N/A	N/A	N/A	N/A	N/A	(9) SECTIONS OF PVC PIPE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#39	N/A	N/A	N/A	N/A	N/A	N/A	OLD WOOD LADDER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#40	N/A	N/A	N/A	N/A	N/A	N/A	ROLLING CABINET	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#41	LOT# 2328	PO	FAX	1999	98973	0	CANON L4500 LASER FACSIMILE TO INCLUDE:	ULR58688	\$0.00	\$925.00	15	10	175619	48889	TCAUC1	A	8013
#41	LOT# 2328	PO	VCR	2001	103867	0	PANASONIC,VHS HI-FI	E0SA20295	\$0.00	\$165.62	15	10	178715	53519	TCAUC1	A	8013
#41	LOT# 2328	PO	VCR	2001	103868	0	PANASONIC,VCR HI-FI	I0MA21370	\$0.00	\$165.62	15	10	178715	53520	TCAUC1	A	8013
#41	LOT# 2328	PO	CAM	2001	104584	0	VIEWSTATION FX, POLYCOM H.323, #2200-10323-001	820136021574A7	\$7,050.00	\$0.00	15	10	219327	54829	TCAUC1	A	8013
#42	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OFFICE SUPPLIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#43	LOT# 2329	PO	YGA	2008	131642	0	BLOWER, HUSQUERVANA	20073301025	\$0.00	\$149.00	15	10	387468	86570	TCAUC1	A	8043
#44	LOT# 2330	FA	YGA	2010	139581	0	CHAINSAW POULAN	01334D300833	\$0.00	\$299.00	49	45		98060	TCAUC1	A	8043

#45	LOT# 2331	PO	YGA	2003	121287	0	CHAINSAW, HOMELITE	630034	\$0.00	\$179.00	15	10	272261	69100	TCAUC1	A	8043
#46	LOT# 2332	PO	IEF	1991	76347	0	SEWER CLEANING MACHINE	N/A	\$0.00	\$300.00	15	10		4658	TCAUC1	A	8036
#47	N/A	N/A	N/A	N/A	N/A	N/A	FLOOR SCRUBBER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#48	N/A	N/A	N/A	N/A	N/A	N/A	FLOOR SCRUBBER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#49	N/A	N/A	N/A	N/A	N/A	N/A	FLOOR SCRUBBER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#50	N/A	N/A	N/A	N/A	N/A	N/A	POWE DRAIN AUGER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#51	LOT# 2333	PO	YGA	2003	121288	0	CHAINSAW, HOMELITE	630033	\$0.00	\$179.00	15	10	272261	69101	TCAUC1	A	8043
#52	LOT# 2334	PO	MOW	2002	106287	0	LAWN MOWER, YARDMACHINE	1K304110419001	\$0.00	\$139.00	15	10	229088	57105	TCAUC1	A	8043
#53	N/A	N/A	N/A	N/A	N/A	N/A	DRAIN AUGER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#54	LOT# 2335	PO	MOW	2002	106285	0	LAWN MOWER, YARDMACHINE	1J29K80399	\$0.00	\$139.00	15	10	229088	57103	TCAUC1	A	8043
#55	LOT# 2336	PO	MOW	2008	138303	0	POULAN PRO 21" SELF-PROPEL MOWER "FOB"	060608M000075	\$0.00	\$319.00	15	10	394058	88941	TCAUC1	A	8043
#56	LOT# 2337	PO	YGA	2006	127851	0	BLOWER, GAS OPERATED MARIYAMA	25188	\$0.00	\$199.00	15	10	329267	77769	TCAUC1	A	8043
#57	LOT# 2338	PO	OGH	2010	139531	0	SUMP Pump Engine Driven 2hp	6011CA	\$0.00	\$366.30	15	10	436505	94426	TCAUC1	A	8015
#58	LOT# 2339	FA	OGH	2010	76764	0	MONTGOMERY WARD COMPRESSOR	28046	\$0.00	\$0.00	37	10		97215	TCAUC1	A	8015
#59	LOT# 2340	PO	YGA	2004	11786	0	HANDHELD POWER BLOWER, STIHL	263676842	\$0.00	\$113.00	15	10	290195	72945	TCAUC1	A	8043
#60	LOT# 2341	PO	ARE	2009	140719	0	QUICK CABLE BOOSTER PACK	NONE	\$0.00	\$329.97	15	10	411539	90375	TCAUC1	A	8021
#61	LOT# 2342	PO	OGH	2008	138228	0	PORTER CABLE PANCAKE AIR COMPRESSOR	2867044464	\$0.00	\$179.00	15	10	395398	89480	TCAUC1	A	8015
#62	LOT# 2343	PO	ARE	2001	104288	0	MULTI PURPOSE ELECTRICAL SYSTEM ANALYZER,	10W5064	\$0.00	\$1,779.00	15	10	194255	53328	TCAUC1	A	8021
#63	LOT# 2344	PO	CAM	2001	104582	0	VIEWSTATION, POLYCOM H.323 #2200-11323-001	82010801E3A8A0	\$0.00	\$3,290.00	15	10	219327	54838	TCAUC1	A	8013
#63	LOT# 2344	PO	CME	2003	119302	0	VIEWSTATION FX, POLYCOM H.323, #2200-20323-001	82023002CB8A0	\$0.00	\$3,290.00	15	10	248724	66102	TCAUC1	A	8012
#63	LOT# 2344	PO	OFE	2007	128286	0	ATIVA SHREDDER, 160C	260188559	\$0.00	\$950.95	15	10	357227	81501	TCAUC1	A	8001
#63	LOT# 2344	FA	TV	2010	139539	0	TV, JVC	11982295	\$0.00	\$400.00	15	10		97150	TCAUC1	A	8001
#64	LOT# 2345	OJ	TV	1987	80930	0	13" SHARP COLOR TV	984113	\$0.00	\$318.00	15	10		21205	TCAUC1	A	8015
#65	N/A	N/A	N/A	N/A	N/A	N/A	(2) BASEBALL BAG TRANSPORTS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#66	N/A	N/A	N/A	N/A	N/A	N/A	PEUGEOT BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#67	LOT# 2346	PO	VCR	2002	109093	0	VHS HI-FI RECORDER, RCA	C303NJ0J2	\$0.00	\$68.00	15	10	239607	60460	TCAUC1	A	8013
#67	LOT# 2346	LF	VCR	2004	120036	0	GO VIDEO DUAL DECK	3.04311E+11	\$0.00	\$199.99	15	10		70925	TCAUC1	A	8013
#67	LOT# 2346	LF	VCR	2004	120039	0	VCR, JVC	177W3191	\$0.00	\$82.58	15	10		70928	TCAUC1	A	8013
#67	LOT# 2346	PO	TVC	2007	128625	0	MAGNOVOX TV/DVD/VCR COMBO 20"	DD3C0541121459	\$0.00	\$247.74	15	10	360912	81820	TCAUC1	A	8013
#68	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF MOP BUCKETS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#69	LOT# 2347	PO	TV	2007	130860	0	TELEVISION, 20" TOSHIBA, #20AS25	BC308080339	\$0.00	\$109.00	15	10	354910	81552	TCAUC1	A	8013
#69	LOT# 2347	FA	TV	2010	139745	0	SHARP T.V.	A310811244	\$0.00	\$0.00	37	35		97904	TCAUC1	A	8013
#69	LOT# 2347	FA	TV	2010	139746	0	TOSHIBA T.V.	8661C0359C	\$0.00	\$0.00	37	35		97905	TCAUC1	A	8013
#69	LOT# 2347	FA	TV	2010	139750	0	PANASONIC T.V.	MB31360178	\$0.00	\$0.00	37	35		97906	TCAUC1	A	8013
#69	LOT# 2347	FA	TV	2010	139751	0	TOSHIBA T.V.	1261C1486E	\$0.00	\$0.00	37	35		97907	TCAUC1	A	8013
#69	LOT# 2347	FA	TV	2010	139752	0	PHILLIPS T.V.	60729500	\$0.00	\$0.00	37	35		97908	TCAUC1	A	8013
#70	LOT# 2348	PO	TV	2001	104260	0	31 IN ZENTH COLOR TELEVISION	12143340365	\$0.00	\$559.00	15	10	214159	53781	TCAUC1	A	8013
#70	LOT# 2348	IF	TV	2005	126357	0	19" TV, TOSHIBA	BC301009496A	\$0.00	\$109.00	15	10		75258	TCAUC1	A	8013
#70	LOT# 2348	FA	TV	2010	139753	0	G.E. T.V.	34305106	\$0.00	\$0.00	37	35		97909	TCAUC1	A	8013
#70	LOT# 2348	FA	TV	2010	139754	0	TOSHIBA T.V.	1261C1473E	\$0.00	\$0.00	37	35		97910	TCAUC1	A	8013
#71	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF LAW BOOKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#72	N/A	N/A	N/A	N/A	N/A	N/A	PALLET PLASTIC CONTAINERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#73	N/A	N/A	N/A	N/A	N/A	N/A	SMALL DIAMOND BACK BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#74	N/A	N/A	N/A	N/A	N/A	N/A	NEXT BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#75	N/A	N/A	N/A	N/A	N/A	N/A	HUFFY BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#76	N/A	N/A	N/A	N/A	N/A	N/A	PINK GIRLS BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#77	N/A	N/A	N/A	N/A	N/A	N/A	RED BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#78	N/A	N/A	N/A	N/A	N/A	N/A	SCHWINN BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#79	N/A	N/A	N/A	N/A	N/A	N/A	ROADMASTER ULTRA TERRAIN BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#80	N/A	N/A	N/A	N/A	N/A	N/A	HUFFY ALPINE BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#81	N/A	N/A	N/A	N/A	N/A	N/A	WATER HEATER & DRIP PAN	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#82	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OLD SINKS & FOUNTAINS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#83	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OUTDATED LIGHTS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#84	N/A	N/A	N/A	N/A	N/A	N/A	WOOD BOOKCASE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#85	N/A	N/A	N/A	N/A	N/A	N/A	OLD TOOL BOX	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#86	N/A	N/A	N/A	N/A	N/A	N/A	OLD HEADACHE RACK	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A

#126	N/A	N/A	N/A	N/A	N/A	N/A	N/A	STACK OF WOOD SHELVES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#127	LOT# 2367	IF	TV	2005	126373	0		19" TV, TOSHIBA	BC301009500A	\$0.00	\$109.00	15	10		75129		TCAUC1	A	8013
#128	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(2) PALLETS OF OFFICE SUPPLIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#129	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FIRE CABINET, STORAGE RACK, MISC STORAGE CABINETS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#130	N/A	N/A	N/A	N/A	N/A	N/A	N/A	GLASS DISPLAY CASE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#131	N/A	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF UNOPENED PAINT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#132	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FIELD DRAG & MISC PARTS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#133	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FOOD WARMER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#134	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FOOD WARMER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#135	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(2) BALLFIELD CHAULK LINE CARTS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#136	N/A	N/A	N/A	N/A	N/A	N/A	N/A	GARY FISCHER BIKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#137	N/A	N/A	N/A	N/A	N/A	N/A	N/A	OLD A/C UNIT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#138	LOT# 2368	PO	OGH	1990	67668	0		SAW, WALTON POWER	991063	\$0.00	\$942.22	15	10		4784		TCAUC1	A	8015
#139	LOT# 2369	PO	MOW	2000	101781	0		REEL MOWER	813164	\$0.00	\$1,329.00	15	10	193497	53211		TCAUC1	A	8043
#140	LOT# 2370	PO	YGA	2007	126844	0		TILLER, BOLENS	1L116K50185	\$0.00	\$299.00	15	10	357897	82112		TCAUC1	A	8043
#141	LOT# 2371	FA	PRT	2006	20166	0		HP LASERJET 5N	USLC009994	\$0.00	\$400.00	15	10		79204		TCAUC1	A	8001
#142	LOT# 2372	FA	TV	2010	139580	0		PHILLIPS TV/VCR COMBO	79548432	\$0.00	\$0.00	37	35		97912		TCAUC1	A	8013
#143	N/A	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF OFFICE SUPPLIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#144	N/A	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF TONER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#145	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(2) BOXES MISC CLOTHING	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#146	N/A	N/A	N/A	N/A	N/A	N/A	N/A	MISC LUGGAGE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#147	LOT# 2373	PO	COP	2000	104406	0		PALM VX	1DOK1BK07PF0	\$0.00	\$379.99	15	10	196804	54478		TCAUC1	A	8001
#147	LOT# 2373	PO	COP	2003	109749	0		PALM M515 HANDHELD	00TABJ2A24H	\$0.00	\$339.99	15	10	249340	65949		TCAUC1	A	8001
#147	LOT# 2373	PO	COP	2002	109807	0		PALM M505 ORGANIZER	10R11BK1G08	\$0.00	\$405.00	15	10	224499	67448		TCAUC1	A	8001
#148	LOT# 2374	PO	CAM	2003	121280	0		SONY MAVICA DIGITAL CAMERA MDL# MVC-CD350	338420	\$0.00	\$399.99	15	10	271190	69245		TCAUC1	A	8013
#148	LOT# 2374	PO	CAM	2003	121282	0		SONY MAVICA DIGITAL CAMERA MDL# MVC-CD500	362400	\$0.00	\$599.99	15	10	271190	69247		TCAUC1	A	8013
#149	N/A	N/A	N/A	N/A	N/A	N/A	N/A	MISC CAR RADIOS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#150	N/A	N/A	N/A	N/A	N/A	N/A	N/A	METAL STORAGE CABINET	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#151	N/A	N/A	N/A	N/A	N/A	N/A	N/A	PALLET PLASTIC CONTAINERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#152	N/A	N/A	N/A	N/A	N/A	N/A	N/A	CLOTH PANELS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#153	LOT# 2375	PO	LEF	2006	127896	0		GARRETT CS5000 WALK THROUGH METAL DETECTOR	36024749	\$0.00	\$1,894.80	15	10	326644	78468		TCAUC1	A	8055
#154	LOT# 2376	PO	IEK	1999	98914	0		SANITIZER/DREAM MACHINE, MODEL: 6000	1971	\$0.00	\$2,950.00	15	10	172857	48556		TCAUC1	A	8036
#155	N/A	N/A	N/A	N/A	N/A	N/A	N/A	METAL CABINET	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#156	N/A	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF WOOD PANELS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#157	N/A	N/A	N/A	N/A	N/A	N/A	N/A	CLOTH CHAIR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#158	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 BOX OF OLD AIRTANK CARRIERS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#159	N/A	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF AUTO PARTS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#160	N/A	N/A	N/A	N/A	N/A	N/A	N/A	CABINET & OLD DESK	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#161	LOT# 2377	FA	IEF	1991	73838	0		LAMINATING MACHINE, ELECTRIC	N/A9	\$0.00	\$680.00	15	10		50499		TCAUC1	A	8036
#161	LOT# 2377	PO	FAX	2001	103097	0		FACSIMILE TRANSCEIVERS, CANON CLASS 2060	UKJ08796	\$0.00	\$1,045.00	15	10	198846	52787		TCAUC1	A	8013
#161	LOT# 2377	PO	FAX	2001	104381	0		CANON LASER CLASS FAX MACHINE CFXL4500	ULR85742	\$0.00	\$898.00	15	10	212433	53987		TCAUC1	A	8013
#161	LOT# 2377	PO	FAX	2000	105103	0		CANNON LASER CLASS 2060 FAX MACHINE	UKJ08660	\$0.00	\$1,045.00	15	10	197226	55895		TCAUC1	A	8013
#162	N/A	N/A	N/A	N/A	N/A	N/A	N/A	OLD 2 WHEELER & METAL PANELS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#163	N/A	N/A	N/A	N/A	N/A	N/A	N/A	CAFETERIA TABLE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#164	N/A	N/A	N/A	N/A	N/A	N/A	N/A	OLD A/C UNIT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#165	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(2) ROLLING CARTS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#166	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(2) ROLLING STORAGE UNITS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#167	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(1) PINK COUNTER & (1) WOOD PLATFORM	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#168	N/A	N/A	N/A	N/A	N/A	N/A	N/A	BLUE TRASH CONTAINER	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#169	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5 MISC CABINETS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#170	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#171	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8 OLD BOOKCASES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#172	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5 MISC CABINETS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#173	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#174	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4 TABLES & DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#175	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A

#176	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A	
#177	N/A	N/A	N/A	N/A	N/A	N/A	6 SMALL PRINTER TABLES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#178	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#179	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#180	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#181	N/A	N/A	N/A	N/A	N/A	N/A	4 DESKS & (1) COUCH	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#182	N/A	N/A	N/A	N/A	N/A	N/A	4 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#183	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS & TABLES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#184	N/A	N/A	N/A	N/A	N/A	N/A	5 DESKS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#185	N/A	N/A	N/A	N/A	N/A	N/A	(2) VAN SEATS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#186	N/A	N/A	N/A	N/A	N/A	N/A	(2) VOLLEYBALL ROLLING POLES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#187	N/A	N/A	N/A	N/A	N/A	N/A	(30) DIRTY, STAINED STACKING CHAIRS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#188	N/A	N/A	N/A	N/A	N/A	N/A	6 FILING CABINETS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#189	N/A	N/A	N/A	N/A	N/A	N/A	6 FILING CABINETS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#190	N/A	N/A	N/A	N/A	N/A	N/A	(170) OLD OFFICE CHAIRS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#191	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF JEWELRY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#192	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF JEWELRY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#193	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF JEWELRY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#194	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF JEWELRY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#195	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF JEWELRY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#196	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF JEWELRY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#197	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF JEWELRY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#198	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF KNIVES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#199	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF CD'S	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#200	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF SUNGLASSES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#201	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF MISC RADIOS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#202	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF MISC TOOLS & VIDEOS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#203	N/A	N/A	N/A	N/A	N/A	N/A	BOX OF WALLETS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#204	N/A	N/A	N/A	N/A	N/A	N/A	(6) WOOD MAILBOXES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#205	N/A	N/A	N/A	N/A	N/A	N/A	OLD COMPRESSOR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#206	N/A	N/A	N/A	N/A	N/A	N/A	OLD SPEEDAIRE COMPRESSOR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#207	N/A	N/A	N/A	N/A	N/A	N/A	OLD SEARS COMPRESSOR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#208	N/A	N/A	N/A	N/A	N/A	N/A	(6) OLD A/C UNITS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#209	N/A	N/A	N/A	N/A	N/A	N/A	(1) WIRE CAGE WITH SLIDING DOOR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#210	N/A	N/A	N/A	N/A	N/A	N/A	BLUE WATER TANK	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#211	N/A	N/A	N/A	N/A	N/A	N/A	PALLET MISC CEMENT BLOCKS(APPROX 45)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#212	N/A	N/A	N/A	N/A	N/A	N/A	MISC BLOCKS & PADS FOR LANDSCAPING	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#213	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF BLOCKS (APPROX 25)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#214	N/A	N/A	N/A	N/A	N/A	N/A	PALLET OF BLOCKS & PADS(APPROX 30 BLOCK & 16 PAD)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A
#215	N/A	N/A	N/A	N/A	N/A	N/A	PALLET MISC PADS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TCAUC1	N/A	N/A



TRAVIS COUNTY PURCHASING OFFICE

Cyd V. Grimes, C.P.M., Purchasing Agent

314 W. 11th Street, Room 400 Austin, Texas 78701 (512) 854-9700 Fax (512) 854-9185

Approved by: _____

Voting Session: Tuesday, January 11, 2011

REQUESTED ACTION:

CONSIDER AND TAKE APPROPRIATE ACTION ON ISSUANCE OF REQUEST FOR SERVICES (RFS) FOR PROFESSIONAL CONSULTING SERVICES FOR A STUDY OF PRE-HOSPITAL MEDICAL CARE, AND AUTHORIZE THE TRAVIS COUNTY PURCHASING AGENT TO ISSUE THE RFS.

Points of Contact:

Purchasing: Elizabeth Corey and Marvin Brice

Department: Danny Hobby, Executive Manager

County Attorney: Barbara Wilson

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spartaro and Jose Palacios

Other: Members of the Austin-Travis County EMS Advisory Board

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action met the compliance requirements as outlined by the statutes.
- The requested study will focus on obtaining expert advice on how best to improve County-wide Emergency Medical Services (EMS) response times and service delivery through maximum utilization of existing resources, new strategies, and effective management of funding constraints.
- The RFS is attached for the Court's review and approval of issuance. Upon the Court's approval, the RFS will be issued within one week.
- **Contract Expenditures:** Not Applicable
- **Contract-Related Information:**
 - Award Amount: Not Applicable
 - Contract Type: Professional Services
 - Contract Period: To be determined
- **Contract Modification Information:**

Modification Amount: Not Applicable
Modification Type: Not Applicable
Modification Period: Not Applicable

➤ **Solicitation-Related Information:**

Solicitations Sent: TBD Responses Received: TBD
HUB Information: TBD % HUB Subcontractor: TBD

➤ **Special Contract Considerations:**

- Award has been protested; interested parties have been notified.
- Award is not to the lowest bidder; interested parties have been notified.
- Comments:

➤ **Funding Information:**

- Purchase Requisition in H.T.E.: 486484
- Funding Account(s): 00159156026099
- Comments:

➤ **Statutory Verification of Funding:**

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

REQUESTED ACTION:

Approved _____

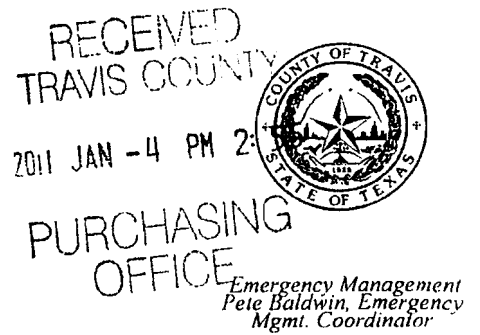
Disapproved _____

Samuel T. Biscoe
County Judge

Date

EMERGENCY SERVICES

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



MEMORANDUM

*Fire Marshal
Hershel Lee*

*Chief Medical Examiner
Dr. David Dolinak*

To: Cyd Grimes, C.P.M., Purchasing Agent

From: Danny Hobby, Executive Manager, Emergency Services

A handwritten signature in black ink, appearing to read "Casey Ping", is written over a horizontal line.

*STAR Flight
Casey Ping, Program
Director*

Date: January 4, 2011

Subject: Departmental Request for a Travis County Solicitation Pertaining to a Travis County Pre-Hospital Medical Care Study

Please consider this recommendation memorandum as an official request to continue with the procurement process in moving forward with the formal Request for Services pertaining to a Pre-Hospital Medical Care Study – **RFS# S110093-EC, Professional Consulting Services for the 2011 Travis County Pre-Hospital Medical Care Study.**

Thank you for all the good work you and your staff have already done on this project to date. We are very interested in this endeavor since it will make available the needed information and expert recommendations on how best to continue providing county-wide emergency medical services in ways that are better and quicker while at less expense. This is a very important study for the future of emergency medical services and the delivery of such services to our county residents.

A county purchase requisition has been entered for this effort. It is number 486484.

Please let me know if you need anything or we can be of assistance.

Cc: Marvin Brice, CPPB, Assistant Purchasing Agent
Elizabeth Corey, Purchasing Agent Assistant
Barbara Wilson, Attorney, Transaction Division- County Attorney's Office
Toby Fariss, Contracts Administrator, Emergency Services
Casey Ping, Program Director, *STAR Flight*

RFS #S110093-EC
Draft 3; 1/4/11
MinuteTraq ID #3361



TRAVIS COUNTY PURCHASING OFFICE
Cyd V. Grimes, Purchasing Agent

314 W. 11th, Room 400 P.O. Box 1748 Austin, Texas 78767 (512) 854-9700 Fax (512) 854-9185

January 14, 2011

You are invited to submit your proposal in accordance with the requirements in this **REQUEST FOR SERVICES (RFS) # S110093-EC**, to provide recommendations for improving the delivery system for Emergency Medical Services in Travis County, Texas, outside the City of Austin, in terms of performance, quality care and lower government subsidy for services.

Proposals must be submitted with an **ORIGINAL (MARKED "ORIGINAL")** to the Travis County Purchasing Agent, 314 W. 11th Street, Suite 400, Austin, Texas 78701, no later than **2:00 P.M. on Monday, February 7, 2011.**

In addition, email one **PORTABLE DOCUMENT FORMAT (PDF)** version of the proposal to Elizabeth Corey, Purchasing Agent Asst., at Elizabeth.corey@co.travis.tx.us. Direct questions concerning this RFS to Elizabeth Corey by email, or by phone at 512-854-9853.

All proposals shall be submitted to the Travis County Purchasing Agent in a sealed envelope marked:

REQUEST FOR SERVICES

RFS #S110093-EC

STUDY OF PRE-HOSPITAL EMERGENCY MEDICAL CARE

DO NOT OPEN IN MAILROOM

Your consideration of this Request for Services is appreciated.

Sincerely,

Cyd V. Grimes, C.P.M.
Purchasing Agent

**REQUEST FOR PROFESSIONAL CONSULTING SERVICES
STUDY OF PRE-HOSPITAL EMERGENCY MEDICAL CARE**

RFS #S110093-EC

TABLE OF CONTENTS

PART I	GENERAL REQUIREMENTS	<u>Page</u>
	Section A - General Information	
	Section B - Required Documentation	
	Section C - Additional Information	
	Section D - Negotiations	
	Section E - Background Information and Additional Requirements	
	Section F - Cost Proposal	
PART II	SCOPE OF SERVICES	
PART III	DRAFT PROFESSIONAL SERVICES AGREEMENT	
PART IV	ATTACHMENTS, EXHIBIT, AND APPENDICES	
	<u>Section A – Attachments and Exhibit</u>	
	Attachment 1 HUB Declaration	
	Attachment A Ethics Affidavit	
	Attachment B Proposal – to be completed by Proposer	
	Attachment C Conflict of Interest Questionnaire	
	Exhibit A List of Key Contracting Persons	
	<u>Section B - Appendices (also Listed in Part I, Section E, Subsection 2.0)</u>	
	<i>Area Maps:</i>	
	Appendix 1 Map of EMS Stations in Travis County	
	Appendix 2 Map of Municipal Jurisdictions in Travis County	
	Appendix 3 Map of Emergency Services Districts in Travis County	

Existing Interlocal Agreements and Samples:

- Appendix 4 Interlocal Agreement between the City of Austin and Travis County for Emergency Medical Services, Fiscal Year 2009
- Appendix 5 Interlocal Agreement between the City of Austin and Travis County for Emergency Medical Services, Fiscal Year 2010
- Appendix 6 Novation of Interlocal Agreement for Emergency Services between Travis County and the City of Lakeway
- Appendix 7 Emergency Medical Services Interlocal Agreement among Travis County and Emergency Services Districts
- Appendix 8 City of Austin Deployment Plan

Reports and Presentations:

- Appendix 9 EMS Performance Report for Fiscal Year 2009
- Appendix 10 EMS Performance Report for Fiscal Year 2008
- Appendix 11 EMS Performance Report for Fiscal Year 2007
- Appendix 12 Quality Pre-Hospital Care in Austin/Travis County

Back-up Information Provided to Travis County EMS Advisory Board for November 2009 Meeting:

- Appendix 13 Agenda November 2009
- Appendix 14 Austin-Travis County EMS Balance Sheet 4th Quarter 2009
- Appendix 15 Cardiac Arrest Performance Measures Update

**REQUEST FOR PROFESSIONAL CONSULTING SERVICES
STUDY OF PRE-HOSPITAL EMERGENCY MEDICAL CARE**

RFS #S110093-EC

PART I - GENERAL REQUIREMENTS

Section A - General Information

1.0 PURPOSE:

The Travis County Purchasing Office requests proposals from qualified consulting firms to do the following in an objective and unbiased manner:

- 1.1 Conduct a cost and performance review of the Travis County Emergency Medical Services (EMS) portion of the shared Austin-Travis County EMS System outside the City of Austin, which Travis County currently contracts through a cooperative interlocal agreement with the City of Austin, and make recommendations for improvement, including current financial formulas determining County costs.
- 1.2 Provide professional recommendations on how best to improve the existing Travis County pre-hospital EMS delivery system outside the City of Austin through:
 - 1.2.1 An assessment of EMS ground ambulance services, EMS first responder services, and aero ambulance services to promote an efficient and accountable emergency medical services delivery.
 - 1.2.2 Developing a rational and "best practices" business methodology for response time performance measurement and EMS system resource allocation.
 - 1.2.3 Providing recommendations for better utilization of existing Travis County ground ambulance resources, EMS first responder resources (fire departments outside the City of Austin) and aero ambulance resources (*STAR Flight*) to improve pre-hospital care to County patients and reduce unnecessary first responder resources and ground and aero ambulance resources.
- 1.3 Develop considerations and a format for drafting EMS agreements with Travis County pre-hospital EMS emergency medical service providers (including county fire departments and the City of Austin) that contains accountability and performance factors.

2.0 INCURRED EXPENSES:

There is no expressed or implied obligation for Travis County to reimburse Proposers for any expenses incurred in preparing proposals in response to this RFS, and Travis County will not reimburse anyone for these expenses. Travis County will consider proposals from all qualified, responsible Proposers.

3.0 SUBMISSION OF PROPOSAL:

- 3.1 In order to conserve costs and materials, and to make it easier for our evaluation team to compare proposals and make additional copies if needed, please submit one original of your proposal on standard 8½" x 11" paper, secured with a binder clip. Do not use 3-ring binders or spiral binding, and do not include pre-printed materials unless specifically requested in this RFS.
- 3.2 To be considered, an original sealed proposal plus one Portable Document Format (PDF) version must be received by Monday, February 7, 2011, at 2:00 p.m. Central Time, in the office of the Purchasing Agent.

- 3.2.1 Address the original proposal to:
Travis County Purchasing Agent
314 West 11th Street, Room 400
P.O. Box 1748
Austin, Texas 78701
- 3.2.2 Submit the original proposal in a sealed envelope marked:

REQUEST FOR SERVICES

RFS #S110093-EC

STUDY OF PRE-HOSPITAL EMERGENCY MEDICAL CARE

DO NOT OPEN IN MAILROOM

- 3.2.3 Send the PDF to Elizabeth Corey at elizabeth.corey@co.travis.tx.us. If you are not able to create and submit a PDF, contact Elizabeth Corey to make alternate arrangements.
- 3.2.4 Travis County takes no responsibility for proposals that are prevented from reaching the proper destination by any delivery or postal services, or by any Travis County anti-virus or other security software.
- 3.2.5 Proposals may be modified by fax or e-mail, provided such modification is received prior to the time and date set for the proposal opening, and specific proposal prices are not exposed by the modification.

4.0 LATE PROPOSALS OR MODIFICATIONS:

Proposals or modifications to proposals received after the time set for the proposal submission will not be considered, and will be returned to the sender unopened.

5.0 WITHDRAWAL OF PROPOSALS:

Proposer may not withdraw a proposal for ninety (90) days following the date designated for the receipt of proposals without the permission of Travis County, and Proposer agrees to this by submitting a proposal.

6.0 POINTS OF CONTACT:

- 6.1 For any information related to this RFS, the primary point of contact at Travis County, from RFS issuance until contract award, is:

Elizabeth Corey
Purchasing Agent Asst.
Phone: 512-854-9853
Fax: 512-854-9185
Email: elizabeth.corey@co.travis.tx.us

- 6.2 Additional points of contact are Marvin Brice, Assistant Purchasing Agent, and Cyd Grimes, Purchasing Agent, at 512-854-9700.
- 6.3 When requesting information, refer to RFS #S110093-EC.

- 6.4 Contact with other Travis County personnel initiated by a Proposer may be grounds for disqualification.

7.0 CLARIFICATION OR OBJECTION TO PROPOSAL SPECIFICATION:

If any person contemplating submitting a proposal is in doubt as to the true meaning of the requirements or other documents or any part thereof, a request for clarification should be submitted to the Purchasing Agent on or before SEVEN (7) DAYS PRIOR to the scheduled opening of the proposals. All such requests for information shall be made in writing, and the person submitting the request is responsible for its prompt delivery. Any interpretation of the RFS will be made only by an RFS Amendment issued by the Purchasing Agent. In addition to being posted on BidSync, the County's third-party vendor database system (at www.co.travis.tx.us/purchasing, on the left side of the page under "Other Sites"), a copy of such RFS Amendment will be mailed or faxed to each person receiving a copy of this RFS from the Purchasing Office who does not have access to electronic means of doing business.

8.0 GENERAL CONDITIONS:

Proposers must thoroughly examine the requirements, schedule, instructions and all other RFS documents and conduct all investigations necessary to be thoroughly informed regarding delivery of the services as required by the RFS conditions.

9.0 QUALIFICATIONS:

The minimum required qualifications include:

- 9.1 Five (5) years of experience in the consulting services business, in which the consulting firm is regularly engaged;
- 9.2 Five (5) years of experience working with local government entities on EMS related studies and consultation services;
- 9.3 Proven track record for successfully designing and implementing high quality EMS operations systems and EMS agreements;
- 9.4 Basic knowledge and understanding of the Texas Health and Safety Code and of rules and regulations of the Texas Department of State Health Services related to EMS; and
- 9.5 Understanding of EMS national industry standards, trends and current local economy.

10.0 HUB PROCUREMENT PROGRAM:

- 10.1 Pursuant to the Travis County Historically Underutilized Business (HUB) Procurement Program, the Travis County Commissioners Court adopted goals for Certified HUB Subcontractor participation in the professional services category to be observed by the County in its award of contracts and subcontracts to certified HUBs.
- 10.2 It is the policy of Travis County that HUBs shall have the maximum opportunity to participate in the performance of county contracts and subcontracts. Contractors shall make a "good faith" effort to take all necessary and reasonable steps to insure HUBs maximum opportunity to participate as subcontractors. Failure by a contractor or subcontractor to carry out the County HUB Procurement Program shall constitute a breach of contract, and after notification of such breach by the Purchasing Agent may result in termination of this contract.

- 10.3 For purposes of HUB participation, Travis County shall count the dollar amount of all firm fixed price/fixed quantity contracts, or the dollar amount of Purchase Orders placed against "Estimated" or "Not to Exceed" contracts.
- 10.4 The following section identifies the specific procedures to be followed with respect to this contract for compliance with the HUB Procurement Program.
- 10.5 HUB Purchases
 - 10.5.1 To be eligible under this program, HUB Proposers and subcontractors must:
 - 10.5.1.1 Be certified as HUB, M/WBE or DBE source by:
 - (A) City of Austin Municipal Government,
 - (B) Texas Unified Certification Program, or
 - (C) State of Texas
 - 10.5.1.2 Register online with the County's third-party vendor database system, BidSync, at www.co.travis.tx.us/purchasing (on the left side of the page under "Other Sites"). Select the Free Registration option.
 - 10.5.1.3 Identify the certifying agency and Item/Service for which certified.
 - 10.5.1.4 Obtain county approval of all proposed HUB subcontractors through the Purchasing Agent.
 - 10.5.1.5 Complete and return the HUB Declaration form, Attachment 1, with the proposal.
 - 10.5.2 Any third party may challenge a Proposer's HUB status before or after certification. Such action shall be in writing and submitted to the Purchasing Agent, including all relevant information available, who together with the Advisory Committee shall make a determination as to the challenged Proposer's status. If no merit to the challenge is found, the challenging party will be notified by the Purchasing Agent in writing and the matter will be considered closed. If merit is found, the Proposer in question will be notified by the Purchasing Agent of the challenge, who made it, and a summary of the allegations. The challenged Proposer shall be required to submit, within a reasonable period of time, information in support of the Proposer's HUB status. The Purchasing Agent and the Advisory Committee shall make an evaluation and notify the parties of a proposed determination, citing the basis for the decision, and provide an opportunity for an informal hearing to interested parties and affording an opportunity for a written or personal response. The Purchasing Agent, with the Advisory Committee, shall make a recommendation to the Commissioners Court for a final determination. The Purchasing Agent shall inform all interested parties of the Court's determination and its reasons. A Proposer's HUB status shall remain accurately certified during the challenge procedure and shall not be changed unless or until a successful challenge is finalized. (See also Section 7.0, "Clarification or Objection to Proposal Specification" in Part I, Section A of this RFS.)

PART I - GENERAL REQUIREMENTS

Section B - Required Documentation

- 1.0 The documentation required for submittal with the proposal is described in the following Sections. Section 2.0 describes documentation that will be used in the evaluation of the proposal. Section 3.0 lists other documents that must be submitted. **Note that this Section B may not address all documentation required by the RFS. The Proposer is cautioned to read the entire RFS to determine all requirements.**

**TRAVIS COUNTY RESERVES THE RIGHT TO REJECT A PROPOSAL
THAT DOES NOT CONTAIN ALL INFORMATION REQUIRED BY THIS RFS.**

- 2.0 Responses will consist of one original and one PDF. Include the following:
- 2.1 Title Page - The Title page must show the RFS subject and number; the Proposer's name; the name, address, and telephone number of a contact person; and the date of the proposal.
 - 2.2 Transmittal Letter - Submit a signed letter briefly addressing the Proposer's understanding of the work to be done, the Proposer's commitment to do the work detailed within this RFS, and a statement explaining why the Proposer believes itself to be best qualified to do the required work.
 - 2.3 Detailed Proposal - The detailed proposal must address the ability to provide services for each requirement set forth in this RFS, including but not limited to, responses to the following items:
 - 2.3.1 The number, location, and experience level of staff, the manner in which the staff is trained. (Individual Proposers will be submitting personal information.)
 - 2.3.2 A professional résumé for each staff member designated to work with Travis County, listing work experience, professional certifications, honors, and awards, and each staff member's proposed role in the performance of consulting evaluation services related to EMS. (Individual Proposers will be submitting personal information.)
 - 2.3.3 A description of the specialized expertise related to EMS available to or within the Proposer's firm. (Individual Proposers will be providing personal experience throughout the response.)
 - 2.3.4 The duration for which the Proposer has provided EMS related consulting and evaluation study services.
 - 2.3.5 A description of plans, if any, to subcontract any of the work to be performed under the Scope of Services, including the type of work and the percentage to be subcontracted, and the names and addresses of the intended subcontractors.
 - 2.3.6 A description of Proposer's experience with and knowledge of the Texas Health and Safety Code and of the rules and regulations of the Texas Department of State Health Services related to EMS, as well as national EMS standards and trends.
 - 2.3.7 A list of all contracts in which the Proposer is currently or has previously provided services, as a prime contractor or subcontractor, or in any other capacity, relating to emergency medical services, with a) the City of Austin, and b) Travis County. Include a brief description of the services provided, and the duration of the services.

- 2.3.8 A list of all individuals who are currently or were previously associated with the Austin-Travis County Emergency Medical Services system, who provided assistance or information to you related to your providing consulting services for any of the contracts named in Subsection 2.3.7.
- 2.4 Proposer References - Furnish references for two (2) contracts in which the Proposer has provided similar services within the last five (5) years. These references must include (a) a description of the services and location of the contract, and (b) the name, address and telephone number of at least one (1) person who represents the Proposer's client. Travis County may contact or visit any of the listed clients to evaluate the services proposed in response to this RFS.
- 2.5 Description of Proposer - Include the type of entity and place of formation, the services the Proposer provides (including licensing authorities, if applicable), the number of employees both inside and outside of Travis County, and a description and location of service facilities.
- 2.6 Proposer Representatives - Include the names and phone numbers of the individuals who will be responsible for answering technical and contractual questions with respect to the proposal.
- 2.7 Cost Proposal - Provide a complete fee schedule indicating method of billing, i.e., hourly rates, fixed fee, or a combination of these. Include an estimate and description of anticipated miscellaneous expenses, if applicable. These expenses may be reimbursed at cost in addition to the negotiated fee. Proposers must propose a fee.
- 3.0 Proposer must complete and return the following documents with their proposal:
 - 3.1 Ethics Affidavit (Attachment A to Part III – Draft Professional Services Agreement), and the accompanying Exhibit A, List of Key Contracting Persons;
 - 3.2 HUB Declaration (Attachment 1 to this RFS); and
 - 3.3 All other information required by this RFS.
- 4.0 Proposer must submit the following documents after contract award:
 - 4.1 Insurance documentation within ten (10) days and before beginning work; and
 - 4.2 All other information required in this RFS.
- 5.0 If required by law, Proposer must complete the Conflict of Interest Questionnaire attached as Attachment C to this RFS and file the questionnaire with the County Clerk, Elections Division, 5501 Airport Boulevard, Austin, Texas 78751 within seven (7) business days of submitting its proposal. In addition, if any statement on this submitted questionnaire becomes incomplete or inaccurate, Proposer shall submit an updated, completed questionnaire, not later the seventh (7th) business day after the date of an event that makes a statement in the questionnaire incomplete or inaccurate. Proposer should note that the law requires the County to provide access to this questionnaire on the official Travis County Internet Website.

**FAILURE TO PROVIDE ALL INFORMATION REQUESTED
MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.**

PART I - GENERAL REQUIREMENTS**Section C - Additional Information**

- 1.0 **PROPOSAL DISCLOSURE:** Proposals are opened in a manner so as to avoid disclosure of the contents to competing Proposers. They are kept secret during the evaluation process; however, all proposals will be open for public inspection after award, except for information that qualifies as trade secrets or other confidential information under the Texas Public Information Act, if such information is identified by the Proposer in its proposal.
- 2.0 **EVALUATION FACTORS:** Travis County will consider the following evaluation factors which are listed in order of importance:

EVALUATION FACTORS		WEIGHT
2.1	Qualifications and Independence of Key Performing individuals	25%
2.2	Competitiveness of Cost Proposal	25%
2.3	Firm's experience with performing similar types of work with a scope similar to the requirements of this RFS	20%
2.4	Proposed Schedule and timelines	15%
2.5	Proposed Deliverables and Methodology	15%
	Grand Total	100%

*County may also consider any other information that comes to the County's attention that County deems relevant. Prompt payment discounts will not be considered in making awards.

- 3.0 **METHOD OF AWARD:** The award of a contract shall be based on the demonstrated competence, experience and qualifications of the Proposer, whose Proposal is determined to be the best-value, resulting from negotiations, taking into consideration the relative importance of price and other evaluation factors as listed above. Travis County reserves the right to award one or more items listed under the proposal cost breakdown list set forth in Attachment B - Proposal, and to also make award to one or more than one Proposer.

PART I - GENERAL REQUIREMENTS

Section D - Negotiations

1.0 NEGOTIATIONS:

- 1.1 Travis County reserves the right to negotiate the price and any other terms with the Proposer.
- 1.2 If such negotiations are deemed necessary, the Purchasing Agent shall supervise them.
- 1.3 Proposers may be required to submit additional data during any negotiations.

2.0 DEVIATIONS:

Requirements stated in this RFS become part of the contract resulting from this RFS unless the Proposer requests a deviation. Any requests for deviations from these requirements must be specifically defined by the Proposer in its proposal. If accepted, the deviation becomes part of the contract. Travis County reserves the right to modify the requirements of this RFS.

3.0 REJECTION OF PROPOSALS:

- 3.1 County expressly reserves the right to:
 - 3.1.1 waive any defect, irregularity or informality in any proposal;
 - 3.1.2 reject or cancel any proposal or parts of any proposal;
 - 3.1.3 accept proposals from one or more Proposers; or
 - 3.1.4 procure the services in whole or in part by other means.

4.0 PROTESTS:

Protests before award must be submitted in writing to the Purchasing Agent not later than six (6) calendar days after proposal opening, and protests after award must be submitted within ten (10) days after award by the Commissioners Court. The Purchasing Agent shall rule on the protest in writing within ten (10) days from date of receipt. Any appeal from the Purchasing Agent's decision must be made within ten (10) days after receipt of it and submitted to the Purchasing Agent, who presents the matter for final resolution to Commissioners Court. Appellant shall be notified of the time and place the appeal is to be heard by Commissioners Court and afforded an opportunity to present evidence in support of the appeal.

5.0 DISCOUNTS:

In connection with any discount offered, time will be computed from the date of receipt of goods or services or from the date a correct invoice is received, whichever is the later date. Payment is deemed to have been made on the date of mailing the check, or warrant.

PART I - GENERAL REQUIREMENTS

Section E - Background Information and Additional Requirements

1.0 BACKGROUND:

The Austin-Travis County Emergency Medical Services System is a cooperative effort involving the City of Austin and Travis County, a political subdivision of the State of Texas and the fourteen (14) Emergency Services Districts within Travis County. System stakeholders consist of those within the City of Austin and suburban Travis County, as well as local governmental entities, including twenty-one (21) smaller municipalities within, or partially within, the County.

The study needs to not only be unbiased and objectively prepared, the firm preparing it must have the appearance of being independent, unbiased and objective based on its current and prior involvements with Travis County, the City of Austin and the Austin-Travis County Emergency Medical Services System. This includes not only formal engagements related to these but also relationships with and informal use of persons who are or have been employed by the Austin-Travis County Emergency Medical Services System within the last ten (10) years.

2.0 APPENDICES:

The background information necessary for preparation of the proposal and completion of the study requested include political jurisdictions, the area served by each, the agreements among entities and reports and presentations previously prepared by or for the participants in the Austin Travis County EMS System.

The following sample documents are included in Part IV, Section B, for Proposers' use and review:

Area Maps:

- Appendix 1 Map of EMS Stations in Travis County
- Appendix 2 Map of Municipal Jurisdictions in Travis County
- Appendix 3 Map of Emergency Services Districts in Travis County

Existing Interlocal Agreements and Samples:

- Appendix 4 Interlocal Agreement between the City of Austin and Travis County for Emergency Medical Services, Fiscal Year 2009
- Appendix 5 Interlocal Agreement between the City of Austin and Travis County for Emergency Medical Services, Fiscal Year 2010
- Appendix 6 Novation of Interlocal Agreement for Emergency Services between Travis County and the City of Lakeway
- Appendix 7 Emergency Medical Services Interlocal Agreement among Travis County and Emergency Services Districts
- Appendix 8 City of Austin Deployment Plan

Reports and Presentations:

- Appendix 9 EMS Performance Report for Fiscal Year 2009
- Appendix 10 EMS Performance Report for Fiscal Year 2008
- Appendix 11 EMS Performance Report for Fiscal Year 2007

**RFS #S110093-EC
Draft 3; 1/4/11
MinuteTraq ID #3361**

Appendix 12 Quality Pre-Hospital Care in Austin/Travis County

Back-up Information Provided to Travis County EMS Advisory Board for November 2009 Meeting:

Appendix 13 Agenda November 2009
Appendix 14 Austin-Travis County EMS balance sheet 4th quarter
Appendix 15 Cardiac Arrest Performance Measures Update

PART I - GENERAL REQUIREMENTS**Section F – Cost Proposal**

In accordance with Part I, Section B, Subsection 2.7, Cost Proposal, Proposer will provide County with this cost breakdown for evaluation purposes. Proposer may submit a cost proposal in a different format, as long as it is divided according to each Module item as shown in the chart below. For more complete descriptions, see Part II, Scope of Services.

Item	Description	Cost
<u>Module A – Cost and Performance Review</u>		
A1.	Conduct a cost and performance review of EMS services provided to County by the City of Austin and make recommendations for improvement based on “industry best practices” for performance metrics, ground ambulance operations and transport, and cost of services, including current financial formulas determining County costs.	\$ _____
TOTAL FOR MODULE A		\$ _____
<u>Module B – Professional Recommendations</u>		
B1.	Provide an assessment of existing EMS ground services, EMS first responder services, and aero ambulance services to promote an efficient and accountable emergency medical services delivery.	\$ _____
B2.	Develop a rational and “best practice” business methodology for response time performance measurement and EMS system resource allocation.	\$ _____
B3.	Provide recommendations for better utilization of existing County ground ambulance resources, EMS first responder resources and aero ambulance resources (<i>STAR Flight</i>) to improve pre-hospital care to County patients and reduce unnecessary first responder resources and ground and aero ambulance resources.	\$ _____
TOTAL FOR MODULE B		\$ _____
<u>Module C – EMS Agreement Considerations and Format</u>		
C1.	Develop considerations for drafting EMS agreements with County pre-hospital emergency medical service providers (including county fire departments and the City of Austin), that contains accountability and performance factors.	\$ _____
C2.	Develop a format for drafting EMS agreements with County pre-hospital emergency medical service providers, (including county fire departments and the City of Austin), that contains accountability and performance factors. Note: an example of our current City of Austin agreement components is listed in Part II – Scope of Services, B2.	\$ _____
TOTAL FOR MODULE C		\$ _____
TOTAL FOR MODULES A, B, and C		\$ _____

Travis County reserves the right to award the contract for the complete study (Modules A, B, and C), or by the individual line items listed above.

NOTE: PARTS II AND III, ANY DEVIATION TO WHICH TRAVIS COUNTY HAS AGREED, IN WRITING, AND THE PROPOSER'S PROPOSAL WILL BECOME PARTS OF THE CONTRACT RESULTING FROM THIS REQUEST FOR SERVICES.

PART II - SCOPE OF SERVICES

A. Contractor shall make all inquiries, investigations, and analysis necessary to:

1. Review the existing and proposed performance and cost of EMS services provided to Travis County by the City of Austin and make recommendations based on "industry best practices" for EMS performance metrics, ground ambulance operations and transport, and cost of services, including current financial formulas for determining County costs.
2. Assess the existing EMS ground services delivery, EMS first responder services delivery, and aero ambulance services delivery to promote an efficient and accountable emergency medical services delivery.
3. Develop a rational and "best practices" business methodology for response time performance measurement and EMS system resource allocation (station locations, unit deployment, operational staffing levels, management/supervisor levels, administration, etc.).
4. Evaluate how to better utilize existing Travis County ground ambulance resources, EMS first responder resources and aero ambulance resources (*STAR Flight*) to improve pre-hospital care to patients and reduce unnecessary ground and air ambulance responses (examples: enhancing dispatch protocols to maximize the effectiveness and efficiency in how first response, ground and aero ambulance resources compliment and support one another in managing the 9-1-1 request for service; and expanding EMS first responder clinical level of services from the current capability to a more strategic combination.
5. Develop considerations and a format for drafting EMS agreements with Travis County pre-hospital EMS emergency medical service providers (including county fire departments and the City of Austin) that contains accountability and performance factors.

B. Objective and Deliverables: Within one hundred twenty (120) days from the date of contract award, Contractor shall provide Travis County, through its Emergency Services Executive Manager, with the following:

1. A written report which addresses:
 - i. A review and cost and performance review of EMS services provided to County by the City of Austin, along with recommendations for improvement based on "industry best practices" for performance metrics, ground ambulance operations and transport, and cost of services, including current financial formulas determining County costs.
 - ii. An assessment of EMS ground ambulance services, EMS first responder services, and aero ambulance services to promote an efficient and accountable emergency medical services delivery.
 - iii. A rational and "best practices" business methodology for response time performance measurement and EMS resource allocation
 - iv. Recommendations for better utilization of existing Travis County ground ambulance resources, EMS first responders resources and aero ambulance resources (*STAR Flight*) to improve pre-

hospital care to County patients and reduce unnecessary first responder resources and ground and aero ambulance resources.

2. A written description of the considerations and a format for drafting EMS agreements with Travis County pre-hospital EMS emergency medical service providers (including county fire departments and the City of Austin) that contains accountability and performance factors. Examples of sample agreements may be included in the descriptions for this deliverable. The description of these considerations should include, but not be limited to the following:
 - i. Performance requirements, including incentives and penalties for performance based on best industry practices;
 - ii. Process for setting and regulating fees for activities including, but not limited to, ground and aero ambulance service and licensing;
 - iii. Financial formulas for EMS services delivered by a provider;
 - iv. Medical direction;
 - v. Development of the required governmental oversight (EMS Manager/Contract Administrator, Medical Oversight);
 - vi. Performance measures;
 - vii. Process for replacing a non-compliant contract vendor;
 - viii. Collections and payments;
 - ix. Duties and performance by the provider;
 - x. Duties and performance by Travis County;
 - xi. Supplies and equipment;
 - xii. Dispatch services;
 - xiii. Training
 - xiv. Ownership, replacement and maintenance of assets and facilities;
 - xv. Monitoring compliance regarding reporting, maintaining, records and inspecting;
 - xvi. Deployment methods for ground transport units and personnel; and
 - xvii. Fleet use and maintenance.

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Draft 3; 1/4/11
MinuteTraq ID #3361**

DRAFT

PART III

**PROFESSIONAL CONSULTING SERVICES AGREEMENT FOR
STUDY OF PRE-HOSPITAL EMERGENCY MEDICAL CARE**

AGREEMENT NO. PS110093EC

PART III

GENERAL CONDITIONS FOR PROFESSIONAL CONSULTING SERVICES AGREEMENT

TABLE OF CONTENTS

	* PAGE
1.0	GENERAL DEFINITIONS.....
2.0	GENERAL CONDITIONS.....
3.0	RESERVED
4.0	CONTRACTOR CERTIFICATIONS.....
5.0	DISPUTES AND APPEALS
6.0	PAYMENTS
7.0	PROMPT PAYMENT ACT.....
8.0	INSURANCE REQUIREMENTS
9.0	OFFICIALS NOT TO BENEFIT
10.0	COVENANT AGAINST CONTINGENT FEES....
11.0	CHANGE OF NAME AGREEMENTS....
12.0	FORCE MAJEURE.....
13.0	TERMINATION FOR DEFAULT
14.0	TERMINATION FOR CONVENIENCE
15.0	CHANGES
16.0	COUNTY ACCESS
17.0	SUBCONTRACTS.....
18.0	MONITORING
19.0	ASSIGNMENT OF AGREEMENT.....
20.0	CIVIL RIGHTS/ADA COMPLIANCE
21.0	GRATUITIES ..
22.0	FORFEITURE OF AGREEMENT
23.0	CONFLICT OF INTEREST QUESTIONNAIRE...
24.0	NOTICES
25.0	CONSTRUCTION OF AGREEMENT.....
26.0	ENTIRE AGREEMENT
27.0	CONTRACTOR LIABILITY, INDEMNIFICATION AND CLAIMS NOTIFICATION
28.0	RESERVED
29.0	ORDER OF PRECEDENCE.....
30.0	ADDITIONAL GENERAL PROVISIONS
31.0	DESIGNATED COUNTY HOLIDAYS FY2010 ..
32.0	MEDIATION ..
33.0	RESERVED
34.0	NON-WAIVER OF DEFAULT ..

* PAGE NUMBERS TO BE ADDED TO FINAL DOCUMENT.

TABLE OF CONTENTS (CONT.)

35.0 CERTIFICATION OF ELIGIBILITY
36.0 EFFECTIVE DATE
37.0 FUNDING OUT
38.0 TEXAS PUBLIC INFORMATION ACT
39.0 INDEPENDENT CONTRACTOR
40.0 LEGAL AUTHORITY... ..

SIGNATURE PAGE.....

ATTACHMENT A: ETHICS AFFIDAVIT

EXHIBIT A: LIST OF KEY CONTRACTING PERSONS.

ATTACHMENT B: CONTRACTOR'S PROPOSAL

PART III

GENERAL PROVISIONS

1.0 GENERAL DEFINITIONS:

- 1.1 "Auditor" means the Travis County Auditor or her designee.
- 1.2 "Commissioners Court" means the Travis County Commissioners Court.
- 1.3 "County Building" means any County owned buildings and does not include buildings leased by County.
- 1.4 "Is doing business" and "has done business" mean:
 - 1.4.1 Paying or receiving in any calendar year any money or other valuable thing which is worth more than \$250 in the aggregate in exchange for personal services or for purchase or use of any property interest, either real or personal, either legal or equitable; or
 - 1.4.2 Loaning or receiving a loan of money, services, 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;

but does not include:

- 1.4.3 Any retail transaction for goods or services sold to a Key Contracting Person at a posted, published, or marked price available to the general public; or
 - 1.4.4 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 Contractor in the ordinary course of its business; or
 - 1.4.5 A transaction for a financial service or insurance coverage made on behalf of Contractor which is a national or multinational corporation by an agent, employee or other Contractor representative who does not know and is not in a position that he or she should have known about this Agreement.
- 1.5 "Key Contracting Person" means any person or business listed in Affidavit attached to Agreement and Part I, Section B, Exhibit A.
 - 1.6 "Purchasing Agent" means the Travis County Purchasing Agent.
 - 1.7 "County" means Travis County, Texas.
 - 1.8 "Historically Underutilized Business" or "HUB" means any entity or association formed for the purpose of making a profit in which one (1) or more persons who are educationally or economically disadvantaged because of their identification as members of one of the following groups: African Americans, Hispanic Americans, Asian Pacific Americans, Native Americans or Women of any ethnicity have the following rights:
 - 1.8.1 Own at least fifty-one percent (51%) of all classes of the shares of stock or other equitable securities and have incidents of ownership, including an interest in profit and loss, equivalent

to the percentage of capital, equipment or expertise contributed to the business where ownership is measured as though the community property interest of a spouse is the separate property of that spouse, if both spouses certify in writing that the non-participating spouse relinquishes control over his or her spouse, and his or her community property, and not as if it is subject to the community property interest of the other spouse; and

- 1.8.2 Have a proportionate interest and demonstrated active participation in the control, operation and management of the business's affairs; where control means having recognized ultimate control over all day-to-day decisions affecting the business, and is be known to, and at least tacitly acknowledged in day-to-day operations by employees of the business and by those with whom business is conducted, and holding a title commensurate with that control.

2.0 GENERAL CONDITIONS:

Contractor represents that he has thoroughly examined the scope of services, schedule, instructions and all other contract documents. Contractor has made all investigations necessary to be thoroughly informed regarding delivery of material, equipment and/or services as required by the proposal conditions.

3.0 RESERVED

4.0 CONTRACTOR CERTIFICATIONS:

- 4.1 Contractor certifies that it is a duly qualified, capable, and otherwise bondable business entity that it is not in Receivership and does not contemplate same, and has not filed for bankruptcy and does not contemplate same. Contractor further certifies that it is not currently delinquent with respect to payment of property taxes within County.
- 4.2 Contractor warrants that all applicable copyrights and licenses which may heretofore or hereafter exist on products or materials used in this Agreement have been and will be adhered to and further warrants that County shall not be liable for any infringement or misappropriation of those rights and, any rights granted to County shall apply for the duration of the Agreement. Contractor, at its own expense, shall indemnify, defend and hold harmless County, its officers, agents and employees from and against any and all claims, demands, losses, damages, causes of action and liability of every kind including expenses of litigation, other associated expenses, court costs and attorneys' fees for damages to any person or property arising in connection with any alleged or actual infringement or misappropriation of existing licenses or copyrights applicable to products or materials used in this Agreement. However, nothing in this Subsection 4.2 shall be construed as a waiver of county's sovereign immunity; and, County hereby retains all of its affirmative defenses.

5.0 DISPUTES AND APPEALS:

The Purchasing Agent acts as the County representative in the issuance and administration of this Agreement. Any document, notice, or correspondence not issued by or to the Purchasing Agent is null and void, unless otherwise stated in this Agreement. If the Contractor does not agree with any document, notice, or correspondence issued by the Purchasing Agent, or other authorized County person, the Contractor must submit a written notice to the Purchasing Agent within ten (10) calendar days after receipt of the document, notice, or correspondence, outlining the exact point of disagreement in detail. If the matter is not resolved to the Contractor's satisfaction, Contractor may submit a Notice of Appeal to the Commissioners Court, through the Purchasing Agent, if the Notice is submitted within ten (10) calendar days after receipt of the unsatisfactory reply. Contractor then has the right to be heard by Commissioners Court. However, nothing in this Section 5.0 shall be construed as a waiver of County's sovereign immunity; and, County hereby retains all of its affirmative defenses.

6.0 PAYMENTS:

- 6.1 Contractor 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, its rules and regulations, before any Agreement funds are payable.
- 6.2 Payment shall be made by check or warrant within thirty (30) days of receipt by County Auditor of an acceptable invoice, or upon satisfactory delivery and acceptance of items, whichever is later. Submission of Invoice shall be made to the address below for orders placed by the Purchasing Agent:

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

- 6.3 For purposes of payment discounts, time will begin upon satisfactory delivery of goods or submission of acceptable invoice, whichever is last. Partial payments will not be made unless specifically requested and approved by County prior to Agreement award.
- 6.4 As a minimum, invoices shall include: (i) Name, address, and telephone number of Contractor and similar information in the event payment is to be made to a different address; (ii) County Contract or Purchase Order number; (iii) identification of item(s) or service(s) as outlined in the Agreement; (iv) quantity or quantities, applicable unit prices, total prices, and total amount; and (v) any additional payment information which may be called for by the Agreement.

7.0 PROMPT PAYMENT ACT:

- 7.1 County shall pay Contractor, in compliance with the Prompt Payment Act, TEX. GOV'T CODE ANN. ch. 2251 and any invoice not paid within thirty (30) calendar days of receipt bears interest in compliance with the Prompt Payment Act.
- 7.2 Invoices must include all information required in Subsection 6.4 and be mailed to the address in Subsection 6.2. For compliance with the Prompt Payment Act, time does not begin unless or until all billing instructions in Section 6.0 have been complied with or proper delivery or performance has been made satisfactorily, whichever is later. County has twenty-one (21) days in which to notify Contractor of an erroneous invoice or unsatisfactory goods or services. If no Contractor error is found, the original date of delivery of goods or performance of services, or the day after a complying invoice was received, whichever is later. Payment is be deemed to have been made on payment postmark date on the payment or the date of electronic transmission. However, nothing in this Subsection 7.2 shall be construed as a waiver of County's sovereign immunity; and, County hereby retains all of its affirmative defenses.

8.0 INSURANCE REQUIREMENTS:

- 8.1 During this Agreement, Contractor shall maintain at its expense, insurance covering all of Contractor's professional activities under this Agreement with coverage limits not less than those stated below. With respect to required insurance, Contractor shall:
 - 8.1.1 Name County as additional insured/or an insured, as its interests may appear.
 - 8.1.2 Provide County a waiver of subrogation.
 - 8.1.3 Provide County with a thirty (30) day advance written notice of cancellation or material change to the insurance.

8.1.4 Provide the Purchasing Agent at the address shown in Section 24.0, a Certificate of Insurance evidencing required coverage within ten (10) days after receipt of Notice of Award and within ten (10) days of any renewal. Contractor shall **assure its certificate contains the contract number as indicated on the Contract Award form issued by Travis County.**

8.1.5 Submit an original certificate of insurance reflecting coverage as follows:

Automobile Liability:

Bodily Injury (Each person).....\$250,000.00
Bodily Injury (Each accident)\$500,000.00
Property Damage.....\$100,000.00

General Liability (Including Contractual Liability):

Bodily Injury\$500,000.00
Property Damage.....\$100,000.00

Professional Liability:

Professional Liability\$1,000,000.00

Worker's Compensation:Statutory

8.2 The policy shall include the following endorsements in favor of Travis County:

- 8.2.1 Waiver of Subrogation
- 8.2.2 Thirty (30) Day Notice of Cancellation
- 8.2.3 Travis County named as an additional insured

8.3 Insurance underwriters must be acceptable to County.

9.0 OFFICIALS NOT TO BENEFIT:

If a member of the Commissioners Court belongs to a cooperative association, the County may purchase equipment or supplies from the association only if no member of the Commissioners Court will receive a pecuniary benefit from the purchase, other than as reflected in an increase in dividends distributed generally to members of the association.

10.0 COVENANT AGAINST CONTINGENT FEES:

Contractor warrants that no persons or selling agency has been retained to solicit this Agreement upon an understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial selling agencies maintained by Contractor to secure business. For breach or violation of this warranty, County has the right to terminate this Agreement without liability, or in its discretion to add to or deduct from the Agreement price for consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

11.0 CHANGE OF NAME AGREEMENTS:

Contractor is responsible for the performance of this Agreement. If a change of name is required pursuant to action initiated by Contractor, the Purchasing Agent shall be notified immediately. No change in the obligation of Contractor will be recognized unless such change is approved by Commissioners Court.

12.0 FORCE MAJEURE:

If the performance by County of any of its obligations under this Agreement is interrupted or delayed by any occurrence not occasioned by its own conduct, whether such occurrence be an act of God or the result of war, riot, civil commotion, sovereign conduct, or the act or conduct of any person or persons not a party to this Agreement, then County is excused from performance for the time reasonably necessary to remedy the effects of that occurrence.

13.0 TERMINATION FOR DEFAULT:

Failure by either party to this Agreement to perform its obligations under this Agreement constitutes a breach of this Agreement; and, in the event of such breach, the other party may require corrective action within ten (10) calendar days after the date the party in breach receives written notice citing the exact nature of that party's breach. Failure to take corrective action or failure to provide a satisfactory written reply excusing such failure within ten (10) calendar days constitutes a Default. The defaulting party has twenty (20) calendar days within which to show cause why the Agreement should not be terminated for default. Commissioners Court may take whatever action as its interest may appear, resulting from such notice. All notices for corrective action, breach, default or show cause, shall be issued by the Purchasing Agent or County Attorney only and all replies shall be made in writing to the Purchasing Agent or County Attorney at the address shown in Subsection 24.2. Notices issued by or to anyone other than the Purchasing Agent or County Attorney are null and void, and considered as not having been issued or received. County reserves the right to enforce the performance of this Agreement in any manner prescribed by law in case of default and may contract with another party with or without competition or further notification to the Contractor. At a minimum, Contractor shall be required to pay any difference in the cost of securing the products or services covered by this Agreement, or compensate County for any loss or damage derived under this Agreement, if it becomes necessary to Agreement with another source because of this default, plus reasonable administrative costs and attorney's fees. In the event of Termination for Default, County, its officers, agents, representatives and employees, shall not be liable for loss of any profits anticipated to be made under this Agreement. Nothing in this Section 13.0 shall be construed as a waiver of County's sovereign immunity; and, County hereby retains all of its affirmative defenses.

- 14.0 TERMINATION FOR CONVENIENCE:** County reserves the right to terminate this Agreement upon thirty (30) calendar days written notice for any reason deemed by Commissioners Court to serve the public interest, or resulting from any governmental law, ordinance, regulation, or court order. Termination for Convenience shall not be made when termination is authorized under any other provisions of this Agreement, and termination for convenience shall not be taken with the intention of awarding the same or similar agreement requirements to another source. In the event of such termination, County shall pay Contractor those costs directly attributable to work done or supplies obtained in preparation for completion or compliance with this Agreement prior to termination, provided, however, that no costs shall be paid which are recoverable in the normal course of doing the business in which Contractor is engaged. In addition, no costs which can be mitigated through the sale of supplies or inventories shall be paid. If County pays for the costs of supplies or inventories obtained for use under this Agreement, said supplies or inventories become the property of County and shall be delivered to the FOB point shown in the Agreement, or as designated by the Purchasing Agent. County shall not be liable for loss of any profits anticipated to be made hereunder.

15.0 CHANGES:

- 15.1** Unless specifically provided otherwise in this Agreement, any change to the terms of this Agreement or any attachments to it shall be made by written change order signed by both parties. The Purchasing Agent may at any time, by written document, make changes within the general scope of this Agreement in any one of the following:

15.1.1 Description of services;

15.1.2 Place of delivery; or

15.1.3 Any aspect of Agreement to correct errors of a general administrative nature or other mistakes, the correction of which does not affect the scope of the Agreement and does not result in expense to Contractor.

15.2 It is acknowledged by Contractor that no officer, agent, employee or representative of County has any authority to change the scope of this Agreement or any attachments or exhibits to it, unless expressly granted that specific authority by the Commissioners Court.

15.3 If any change under Subsection 15.1 causes an increase or decrease in the cost, or time required for performance of any part of the work under this Agreement, the Commissioners Court shall make an equitable adjustment in the Agreement price, the delivery schedule, or both, and modify the Agreement. Contractor must submit any "proposal for adjustment" within thirty (30) calendar days after the date of receipt of the written order.

15.4 Contractor shall submit all requests for alterations, additions or deletions of the terms of this Agreement or any attachment to it to the Purchasing Agent. The Purchasing Agent shall present Contractor's requests to Commissioners Court for consideration.

16.0 COUNTY ACCESS:

Contractor shall give County, or any of its duly authorized representatives, access to and the right to examine all books, accounts, records, reports, files, and other papers, things, or property belonging to or in use by Contractor pertaining to this Agreement at reasonable periods. These rights to access shall continue as long as the records are retained by Contractor.

17.0 SUBCONTRACTS:

17.1 Contractor shall not enter into any subcontracts for any service or activity relating to the performance of this Agreement without the prior written approval or the prior written waiver of this right of approval from County. It is acknowledged by Contractor that no officer, agent, employee or representative of County has the authority to grant such approval or waiver unless expressly granted that specific authority by the Commissioners Court.

17.2 If a subcontract is approved, Contractor must make a "good faith" effort to take all necessary and reasonable steps to insure HUBs maximum opportunity to be subcontractors under this Agreement. Contractor must obtain County approval of all proposed HUB subcontractors through the Purchasing Agent. Failure by Contractor to make a good faith effort to employ HUBs as subcontractors constitutes a breach of this Agreement and may result in termination of this Agreement.

18.0 MONITORING:

County reserves the right to perform periodic on-site monitoring of Contractor's compliance with the terms of this Agreement, and of the adequacy and timeliness of Contractor's performance under this Agreement. After each monitoring visit, County shall provide Contractor with a written report of the monitor's findings. If the report notes deficiencies in Contractor's performances under the terms of this Agreement, it shall include requirements and deadlines for the correction of those deficiencies by Contractor. Contractor shall take the action(s) specified in the monitoring report prior to the deadlines specified by County.

19.0 ASSIGNMENT OF AGREEMENT:

19.1 Contractor shall not transfer, assign or sublet any part or right or interest or obligation in this Agreement, directly or indirectly, voluntary or involuntary without the prior, express written approval of the Commissioners Court. Express written approval of Commissioners Court is subject to any terms, conditions and provisions which the Commissioners Court may deem necessary.

19.2 Any approval by the Commissioners Court of any assignment shall not be deemed in any way to incur any obligation by County in addition to those stated in this Agreement, including the total agreed upon price(s) or fee(s) set forth in this Agreement or any exhibits attached to it. Approval by County of an assignment shall not be deemed a waiver of any right accrued or accruing against Contractor. An assignee of Contractor shall not assign this Agreement without the prior written approval of the Commissioners Court.

20.0 CIVIL RIGHTS/ADA COMPLIANCE:

Contractor shall provide all services and activities required by this Agreement in a manner that would comply with the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, Public Law 93-1122, Section 504, and with the provisions of the Americans With Disabilities Act of 1990, Public Law 101-336 [S.933] if Contractor were an entity bound to comply with these laws. Contractor shall not discriminate against any employee or applicant for employment based on race, religion, color, sex, national origin, age or handicapped condition.

21.0 GRATUITIES:

County may terminate this Agreement if it is found that gratuities of any kind including entertainment, or gifts were offered or given by Contractor or any agent or representative of Contractor, to any county official or employee with a view toward securing favorable treatment with respect to this Agreement. If this Agreement is terminated by County pursuant to this provision, County is entitled, in addition to any other rights and remedies, to recover from Contractor at least three times the cost incurred by Contractor in providing the gratuities.

22.0 FORFEITURE OF AGREEMENT:

22.1 Contractor shall forfeit all benefits of the Agreement and County shall retain all performance by Contractor and recover all consideration or the value of all consideration, paid to Contractor pursuant to this Agreement if:

22.1.1 Contractor was doing business with any Key Contracting Person at the time of submitting its proposal or had done business during the 365-day period immediately prior to the date of which its proposal was due; or

22.1.2 Contractor does business with a Key Contracting Person at any time after the date on which the proposal that resulted in this Agreement and prior to full performance of the Agreement.

23.0 CONFLICT OF INTEREST QUESTIONNAIRE:

If required by Chapter 176 of the Local Government Code, Contractor shall file the Conflict of Interest Questionnaire, Attachment C, with the County Clerk, Elections Division, 5501 Airport Boulevard, Austin, Texas 78751, by September 1, 2010, and each year thereafter if Agreement or continues under contract with County. In addition, if any statement on this submitted questionnaire becomes incomplete or inaccurate, Contractor shall submit an updated, completed questionnaire, not later the seventh (7th) business day after the date of an event that makes a statement in the questionnaire incomplete or inaccurate. Contractor acknowledges that the law requires the County to provide access to this questionnaire on the official Travis County Internet Website.

24.0 NOTICES:

24.1 Any notice required or permitted to be given under this Agreement by one party to the other shall be in writing and shall be given and deemed to have been given immediately if delivered in person to

the address in this section for the party to whom the notice is given, or on the third day following mailing if placed in the United States Mail, postage prepaid, by registered or certified mail with return receipt requested, addressed to the party at the address in this section.

- 24.2 The address of County for all purposes under this Agreement shall be:

**Ms. Cyd Grimes, C.P.M.
Travis County Purchasing Agent
P.O. Box 1748
Austin, Texas 78767-1748**

With copies to (registered or certified mail with return receipt not required):

**Honorable David Escamilla (or his successor in office)
Travis County Attorney
P.O. Box 1748
Austin, Texas 78767-1748
File: 260.0**

- 24.3 The address of Contractor for all purposes under this Agreement and for all notices hereunder shall be the address shown in the Notice of Award.
- 24.4 Each party may change the address for notice to it by giving notice of the change in compliance with Section 24.0.

25.0 CONSTRUCTION OF AGREEMENT:

- 25.1 Venue/Choice of Law. This Agreement is governed by the laws of the United States of America and Texas. All obligations under this Agreement are performable in Travis County, Texas. Venue for any dispute arising out of this Agreement lies in the appropriate court of Travis County, Texas.
- 25.2 Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, illegal, or unenforceable, in any respect, that invalidity, illegality, or unenforceability shall not impair, invalidate, nullify, or otherwise affect the remainder of this Agreement, and the effect of that holding shall be limited to the provision held to be invalid, illegal or unenforceable.
- 25.3 Headings. Headings and titles at the beginning of the various provisions of this Agreement have been included only to make it easier to locate the subject matter covered by that part, section or subsection and are not to be used in interpreting this Agreement.
- 25.4 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 Travis County has declared a holiday for its employees, these days shall be omitted from the computation. All hours stated in this Agreement are stated in Central Standard Time or in Central Daylight Savings Time, as applicable.
- 25.5 Gender and Number. Words of any gender in this Agreement shall be construed to include any other gender and words in either number shall be construed to include the other unless the context in the Agreement clearly requires otherwise.

26.0 ENTIRE AGREEMENT:

- 26.1 The following exhibit and attachment are incorporated into this Agreement and represent promised performance under it:

- 26.1.1 Attachment A, Ethics Affidavit
- 26.1.2 Attachment B, Portions of Contractor's Proposal

26.2 This Agreement and all exhibits and attachments to it constitute the entire agreement between Contractor and County and, this Agreement supersedes any prior negotiations, representations or agreements, either written or oral, covering the same subject matter. All oral and written agreements between Contractor and County, as well as accepted negotiations and representations by them, that relate to the subject matter of this Agreement and that were made prior to the execution of this Agreement have been reduced to writing and are contained in this Agreement.

27.0 CONTRACTOR LIABILITY, INDEMNIFICATION AND CLAIMS NOTIFICATION:

27.1 Contractor shall indemnify County, its officers, agents, and employees, from and against any and all third party claims, losses, damages, causes of action, suits, and liability of every kind, whether meritorious or not, and including all expenses of litigation, court costs, and reasonable attorney's fees for bodily injury or death of any person or injury to any property, received or sustained by any person or persons or property arising in connection with the services or goods provided by Contractor under this Agreement.

27.2 If any claim or other action that relates to Contractor's performance under this Agreement, including proceedings before an administrative agency, is made or brought by any person, firm, corporation, or other entity against Contractor; Contractor shall give written notice to County in compliance with Section 24.0, including the following information:

27.2.1 the existence of the claim, or other action, within ten (10) working days after being notified of it;

27.2.2 the name and address of the person, firm, corporation or other entity that made a claim, or that instituted any type of action or proceeding;

27.2.3 the alleged basis of the claim, action or proceeding;

27.2.4 the court or administrative tribunal, if any, where the claim, action or proceeding was instituted; and

27.2.5 the name or names of any person against whom this claim is being made.

27.3 Except as otherwise directed, Contractor shall furnish to County copies of all pertinent papers received by Contractor with respect to making these claims or actions and all court pleadings related to the defense of these claims or actions.

27.4 The indemnity provisions set forth in this Section 27.0 shall survive the termination or expiration of the agreement.

28.0 RESERVED

29.0 ORDER OF PRECEDENCE:

If there is a conflict in the Agreement documents:

29.1 The introductory portion of the Agreement stating the names of the parties and incorporating the negotiation of the parties after opening overrides Part III and all Attachments; and

29.2 Part III overrides all Attachments.

30.0 ADDITIONAL GENERAL PROVISIONS:

30.1 County may assign any of its rights or interests under this Agreement.

30.2 Contractor must comply with all Federal and State laws and regulations, as well as City and County ordinances, orders, and regulations, relating in any way to this Agreement.

30.3 Performance of Professional Services. If legally required, the Contractor covenants that it is licensed in compliance with Texas law to undertake all tasks and performance required under this Agreement. If a licensed person's license expires, is revoked, or is cancelled, Contractor shall inform County of that within five (5) working days. Contractor shall perform all services and responsibilities required of the Contractor under this Agreement in a professional manner at a standard acceptable for similar services in Travis County and in a prompt and efficient manner. Nothing in this Agreement shall be construed to relieve the Contractor of this duty.

30.4 Contractor must secure all permits and licenses, pay all charges and fees, and give all notices necessary for lawful operations.

30.5 Contractor must pay all taxes and license fees imposed by the federal and the state governments and their agencies and political subdivisions upon the property and business of Contractor.

30.6 Despite anything to the contrary in this Agreement, if the Contractor is delinquent in payment of property taxes at the time of providing services, Contractor hereby assigns an amount of the Agreement price equal to the amount Contractor is delinquent in property tax payments to the Travis County Tax Assessor-Collector for the payment of the delinquent taxes.

31.0 DESIGNATED COUNTY HOLIDAYS: Below is the approved holiday schedule for 2011. Future schedules are expected to be similar.

Holiday	Month, Date, Year	Day of the Week
New Year's Day (observed)	December 31, 2010	Friday
Martin Luther King, Jr. Day	January 17, 2011	Monday
Presidents' Day	February 21, 2011	Monday
Memorial Day	May 30, 2011	Monday
Independence Day	July 4, 2011	Monday
Labor Day	September 5, 2011	Monday
Veterans Day	November 11, 2011	Friday
Thanksgiving Day	November 24 and 25, 2011	Thursday and Friday
Christmas Day	December 23 and 26, 2011	Friday and Monday

32.0 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, as the provider of mediators for mediation as described in the TEX. CIV. PRAC. AND REM. CODE, §154.023. 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, §154.073, unless both parties agree, in writing, to waive the confidentiality.

33.0 RESERVED

34.0 NON-WAIVER OF DEFAULT:

34.1 No payment, act or omission by County may constitute or be construed as a waiver of any breach or default of Contractor which then exists or may subsequently exist.

34.2 The rights and remedies of County under this Agreement are cumulative. 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. The exercise by County, in whole or in part, of any right or remedy under this Agreement shall not preclude the exercise of any other right or remedy under this Agreement or under any law, nor shall any right or remedy by be deemed a waiver of any other rights or remedies.

35.0 CERTIFICATION OF ELIGIBILITY:

Contractor certifies that at the time of submission of its Proposal, it was not on the Federal Government's list of suspended, ineligible, or debarred contractors and that Contractor has not been placed on this list between the time that its proposal was submitted and the time of execution of this Agreement. If Contractor is placed on the list during this Agreement, Contractor shall notify the Purchasing Agent. False certification or failure to notify may result in termination of this Agreement for default.

36.0 EFFECTIVE DATE:

This Agreement shall take effect on the date the Commissioners Court approves this Agreement.

37.0 FUNDING OUT:

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

38.0 TEXAS PUBLIC INFORMATION ACT:

38.1 To the extent that compliance with any provision of this Agreement would result in the County's non-compliance with the Texas Public Information Act (the "Act"), that portion of this Agreement has no force or effect. In the event that the procedures set forth in this Section 38.0 conflict with any requirements of the Act, or successor law as such act may be amended in effect at the time of the request for disclosure, the requirements of the Act shall supersede the procedures provided in this Section.

38.2 If County receives a request to disclose under the Act any information furnished to County by Contractor that Contractor has previously identified as confidential, County must notify Contractor in writing of that request, not later than the tenth (10th) business day after the date the County receives the request for information. In their discretion, County's officers and employees may request a decision from the Attorney General about the applicability of the Act to any information furnished to County and about whether that information is public record or public information under the Act. Contractor has ten (10) business days after the date Contractor receives notice from County of the request for information to submit to the Attorney General reasons why the requested information should be withheld and a brief supporting those reasons. If the Attorney General renders a decision holding that the information must be disclosed, County shall notify Contractor of

the Attorney General's decision. After consultation with Contractor, County decides whether to seek relief from compliance with the Attorney General's decision. It is further acknowledged by Contractor that County's officers and employees have the right to rely on the Attorney General's decision and that County, its officers and employees, have no liability or obligation to Contractor for disclosure to any person or entity of any information furnished to County by Contractor under this Agreement, where such disclosure is in reliance on the Attorney General's decision or an existing Attorney General Opinion or letter ruling.

38.3 Upon receipt of a request for information, County reserves the right to release to the requestor any information furnished to County by Contractor under this Agreement, where such information is clearly public information and is not excepted from disclosure under the Act.

38.4 The parties hereto expressly acknowledge and agree that each party shall be responsible for paying its attorney's fees and expenses incurred in connection with receiving, handling and responding to requests for information from third parties.

39.0 **INDEPENDENT CONTRACTOR:**

Contractor, its officers, agents, representatives, and employees are independent contractors and are not employees of the County. Contractor has no authorization, express or implied, to bind County to any agreements, settlements, liability or understanding whatsoever. Contractor acknowledges that it is not an agent of County and agrees not to perform any acts while representing itself as agent of County. Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of County vehicles, or any other benefits afforded to employees of County, as a result of this Agreement. As an independent contractor, Contractor is responsible for any and all employee benefits, provided to the persons performing under this Agreement.

40.0 **LEGAL AUTHORITY:**

Contractor hereby warrants and guarantees that _____, _____ has been duly authorized by Contractor to sign this Agreement on behalf of Contractor and to bind Contractor validly and legally to all the terms, conditions and provisions of this Agreement.

CONTRACTOR

By: _____
Its Duly Authorized Agent

Printed Name: _____

Title: _____

Date: _____

TRAVIS COUNTY

By: _____
Samuel T. Biscoe, County Judge

Date: _____

RFS #S110093-EC
Draft 3; 1/4/11
MinuteTraq ID #3361

As to Legal Form:

Funds Certified By:

Assistant County Attorney

Susan Spataro, County Auditor

Date: _____

Date: _____

Purchasing:

Cyd Grimes, Purchasing Agent

Date: _____

RFS #S110093-EC
Draft 3; 1/4/11
MinuteTraq ID #3361

PART IV

ATTACHMENTS, EXHIBIT AND APPENDICES

Attachment 1

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) DECLARATION Contract #*(to be assigned)*

It is the policy of the Travis County Purchasing Office to ensure a good faith effort is made to assist Certified HUB vendors and contractors in receiving contracts in accordance with the HUB Program policies and the Minority and Woman-Owned Business (M/WBE) goals adopted by the Travis County Commissioners Court.

The following goals for HUB contractor/vendor participation, as well as HUB subcontractor participation, have been selected for this particular project and designated with an "X" in the box provided.

Note: To be considered "certified" with the State of Texas., City of Austin or the Texas Unified Certification Program, please attach a current and valid certificate. Sub-goals are included to assist you in diversifying your subcontractors.

<input type="checkbox"/> COMMODITIES		<input type="checkbox"/> PROFESSIONAL SERVICES		<input checked="" type="checkbox"/> NON-PROFESSIONAL SERVICES	
Overall MBE Goal: 3.5%	Sub-goals: 0.3% African-American; 2.5% Hispanic; 0.7% Asian/Native-American	Overall MBE Goal: 15.8%	Sub-goals: 1.9% African-American; 9.0% Hispanic; 4.9% Native/Asian American	Overall MBE Goal: 14.1%	Sub-goals: 2.5% African-American; 9.9% Hispanic; 1.7% Native/Asian American
Overall WBE Goal: 6.2%		Overall WBE Goal: 15.8%		Overall WBE Goal: 15.0%	

Prime Contractor: _____

Project Title: _____

HUB: Yes No Indicate Gender & Ethnicity: _____

Certifying Agency (Check all applicable): State of Texas (HUB) City of Austin (M/WBE) Tx. Unified Cert. Program (DBE)

Address: _____ Phone No.: () _____ Fax No.: () _____

City: _____ State: _____ Zip: _____

E-mail: _____

_____ We are able to fulfill all, or most, of the potential subcontracting opportunities with our own resources.

What percentage of the Bid or Proposal is to be subcontracted with Certified HUB sources: _____%
 (List all Subcontractor information below).

TOTAL MBE: \$ _____ % _____ TOTAL WBE: \$ _____ % _____

PLEASE COMPLETE ALL INFORMATION IN ITS ENTIRETY.

PART I: LIST OF CERTIFIED HUB SUBCONTRACTORS (Duplicate as necessary)

HUB Subcontractor Name: _____

HUB: Yes No Certifying Agency (Check all applicable): State of Texas (HUB) Indicate Gender & Ethnicity: _____
 City of Austin (M/WBE) Tx. Unified Cert. Program (DBE)

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Title: _____ Phone No.: () _____

Fax No.: () _____ E-mail: _____

RFS #S110093-EC
Draft 3; 1/4/11
MinuteTraq ID #3361

Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %
Description of Work to be Performed: _____

HUB Subcontractor Name: _____

HUB: Yes No Certifying Agency (Check all applicable): State of Texas (HUB) Indicate Gender & Ethnicity: _____
 City of Austin (M/WBE) Tx. Unified Cert. Program (DBE)

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Title: _____ Phone No.: () _____

Fax No.: () _____ E-mail: _____

Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Work to be Performed: _____

HUB Subcontractor Name: _____

HUB: Yes No Certifying Agency (Check all applicable): State of Texas (HUB) Indicate Gender & Ethnicity: _____
 City of Austin (M/WBE) Texas Unified Cert. Program (DBE)

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Title: _____ Phone No.: () _____

Fax No.: () _____ E-mail: _____

Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Work to be Performed: _____

HUB Subcontractor Name: _____

HUB: Yes No Certifying Agency (Check all applicable): State of Texas (HUB) Indicate Gender & Ethnicity: _____
 City of Austin (M/WBE) Texas Unified Cert. Program (DBE)

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Title: _____ Phone No.: () _____

Fax No.: () _____ E-mail: _____

Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Work to be Performed: _____

PART II: DISCLOSURE OF OTHER "NON-HUB" SUBCONTRACTORS

The bidder shall use this section to provide a listing of all "Non-HUB" Subcontractors, including suppliers that will perform work on this project. A list of "Non-HUB" Subcontractors selected after contract award must be provided IMMEDIATELY after selection.

Subcontractor Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Title: _____ Phone No.: () _____

Fax No.: () _____ E-mail: _____

Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Work to be Performed: _____

Subcontractor Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Contact Person: _____ Title: _____ Phone No.: () _____
 Fax No.: () _____ E-mail: _____
 Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %
 Description of Work to be Performed: _____

Subcontractor Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Contact Person: _____ Title: _____ Phone No.: () _____
 Fax No.: () _____ E-mail: _____
 Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %
 Description of Work to be Performed: _____

Subcontractor Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Contact Person: _____ Title: _____ Phone No.: () _____
 Fax No.: () _____ E-mail: _____
 Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %
 Description of Work to be Performed: _____

PART III: NON-COMPLIANT FOR MEETING SET HUB GOALS CHECK LIST

If you were unable to meet the set goals for this project, place a check mark ✓ by the response(s) that best fit your situation.

Our firm was unable to meet the HUB goals for this project for the following reason(s):

- All Subcontractors/Vendors/Contractors to be utilized are "Non-HUBs."
- HUBs solicited did not respond.
- HUBs solicited were not competitive.
- HUBs were unavailable for the following trade(s): _____

ATTACHMENT A

ETHICS AFFIDAVIT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

Date: _____

Name of Affiant: _____

Title of Affiant: _____

Business Name of Contractor: _____

County of Contractor: _____

Affiant on oath swears that the following statements are true:

1. Affiant is authorized by Contractor to make this Affidavit for Contractor.
2. Affiant is fully aware of the facts stated in this Affidavit.
3. Affiant can read the English language.
4. Contractor has received the list of Key Contracting Persons 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 Contractor is doing business or has done business during the 365-day period immediately before the date of this Affidavit.

Signature of Affiant

Printed Name of Affiant

Address of Affiant

SUBSCRIBED AND SWORN TO before me by _____ on _____, 20____.

Notary Public, State of Texas

Typed or Printed Name of Notary

My Commission Expires: _____

RFS #S110093-EC
Draft 3; 1/4/11
MinuteTraq ID #3361

ATTACHMENT B

PROPOSAL

(to be completed by Proposer)

Attachment C

CONFLICT OF INTEREST QUESTIONNAIRE		FORM CIQ
For vendor or other person doing business with local governmental entity		
<p>This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. <i>See</i> Section 176.006, Local Government Code.</p> <p>A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.</p>		<p>OFFICE USE ONLY</p> <p>Date Received</p>
1	Name of person who has a business relationship with local governmental entity	
2	<p><input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire.</p> <p><small>(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)</small></p>	
3	<p>Name of local government officer with whom filer has employment or business relationship.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Name of Officer</p> <p>This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.</p> <p>A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>D. Describe each employment or business relationship with the local government officer named in this section.</p>	
4	<p>_____</p> <p>Signature of person doing business with the governmental entity</p>	<p>_____</p> <p>Date</p>

Adopted 06/29/07

EXHIBIT A
LIST OF KEY CONTRACTING PERSONS
January 4, 2011

CURRENT

<u>Position Held</u>	<u>Name of Individual Holding Office/Position</u>	<u>Name of Business Individual is Associated</u>
County Judge	Samuel T. Biscoe	
County Judge (Spouse)	Donalyn Thompson-Biscoe	MHMR
Executive Assistant	Cheryl Brown	
Executive Assistant.....	Melissa Velasquez	
Executive Assistant.....	Josie Z. Zavala	
Executive Assistant.....	Cheryl Aker*	
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 McDaniel, 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.....	Lori Duarte	
Commissioner, Precinct 4.....	Margaret Gomez	
Executive Assistant.....	Edith Moreida	
Executive Assistant.....	Norma Guerra	
Special Assistant to Comm. Court.....	Vacant	
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	
Exec. Manager, Criminal Justice Planning..	Roger Jefferies	
Director, Facilities Management	Roger El Khoury, M.S., P.E.	
Chief Information Officer.....	Joe Harlow	
Director, Records Mgmt. & Comm.	Steven Broberg	
Travis County Attorney	David Escamilla	
First Assistant County Attorney	Steve Capelle	
Executive Assistant, Civil Division.....	Jim Collins	
Director, Land Use Division.....	Tom Nuckols*	

Attorney, Land Use Division.....Julie Joe
Attorney, Land Use Division.....Christopher Gilmore
Director, Transactions DivisionJohn 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
Director, Health Services Division.....Beth Devery
Attorney, Health Services Division.....Prema Gregerson*
Purchasing AgentCyd Grimes, C.P.M.
Assistant Purchasing AgentMarvin Brice, CPPB
Assistant Purchasing AgentBonnie 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 IV.....John E. Pena, CTPM*
Purchasing Agent Assistant III.....David Walch
Purchasing Agent Assistant III.....Michael Long, CPPB
Purchasing Agent Assistant III.....Elizabeth Corey, C.P.M.*
Purchasing Agent Assistant III.....Rosalinda Garcia
Purchasing Agent Assistant III.....Loren Breland
Purchasing Agent Assistant II.....C.W. Bruner, CTP*
Purchasing Agent Assistant III.....Nancy Barchus, CPPB
HUB Coordinator.....Sylvia Lopez
HUB SpecialistBetty Chapa
HUB SpecialistJerome Guerrero
Purchasing Business Analyst.....Scott Worthington
Purchasing Business Analyst.....Jennifer Francis*

FORMER EMPLOYEES

<u>Position Held</u>	<u>Name of Individual Holding Office/Position</u>	<u>Date of Expiration</u>
Executive Assistant	Kelly Darby	01/15/11
Purchasing Agent Assistant III	Vania Ramaekers, CPPB, CPPO	04/26/11
Attorney, Transactions Division	Sarah Churchill	04/30/11
Purchasing Agent Assistant II	Donald E. Rollack	05/31/11
Special Assistant to Comm. Court	Christian Smith	05/31/11

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

Travis County Commissioners Court Agenda Request

Voting Session 1/11/11
(Date)

Work Session _____
(Date)

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

B. Requested Text:

Consider and take appropriate action on:

A plat for recording in Precinct Three: Sola Vista Section One Final Plat (Final Plat – One residential lot - 1.017 acres - Cypress Ranch Boulevard - No fiscal required - Water service to be provided by individual water well and sewage service to be provided by on-site septic facilities - No extra-territorial jurisdiction (ETJ)).

Approved by:

Karen Huber
Commissioner Karen Huber, Precinct Three

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

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

Michael Hettenhausen: 854-7563
Anna Bowlin: 854-7561

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

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

Human Resources Department (854-9165)

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

Purchasing Office (854-9700)

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

County Attorney's Office (854-9415)

- ___ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
JAN 11 PM 4:00

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



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

BACK-UP MEMORANDUM

December 17, 2010

TO: Members of the Commissioners Court

THROUGH: *For* Joseph P. Gieselman, Executive Manager

FROM: *AMP* Anna Bowlin, Division Director of Development Services

SUBJECT: Sola Vista Section One Final Plat, Precinct Three

Consider and take appropriate action on:

A plat for recording in Precinct Three: Sola Vista Section One Final Plat (Final Plat – One residential lot - 1.017 acres - Cypress Ranch Boulevard - No fiscal required - Water service to be provided by individual water well and sewage service to be provided by on-site septic facilities - No extra-territorial jurisdiction (ETJ)).

SUMMARY AND STAFF RECOMMENDATION:

This subdivision consists of one single-family residential lot on 1.017 acres. There are no public or private streets proposed with this final plat; all lots are platted from the existing Cypress Ranch Boulevard. No fiscal is required for this short form final plat.

As this final plat application meets all Travis County standards, Transportation and Natural Resources staff recommends approval of the plat.

ISSUES AND OPPORTUNITIES:

This final plat is out of the 91 lot, 114.06 acre Sola Vista Preliminary Plan, which was reviewed per the Travis County Interim Water Quality Rules. The preliminary plan was approved in July 2008. The final plat application was submitted on July 7, 2010, prior to the temporary suspension on development that utilizes groundwater from the Trinity Aquifer.

At this time, staff has not received any inquiries from adjacent property owners. Should the case manager receive any inquiries prior to Court, an addendum to this memorandum will be presented to the Court.

BUDGETARY AND FISCAL IMPACT:

None.

REQUIRED AUTHORIZATIONS:

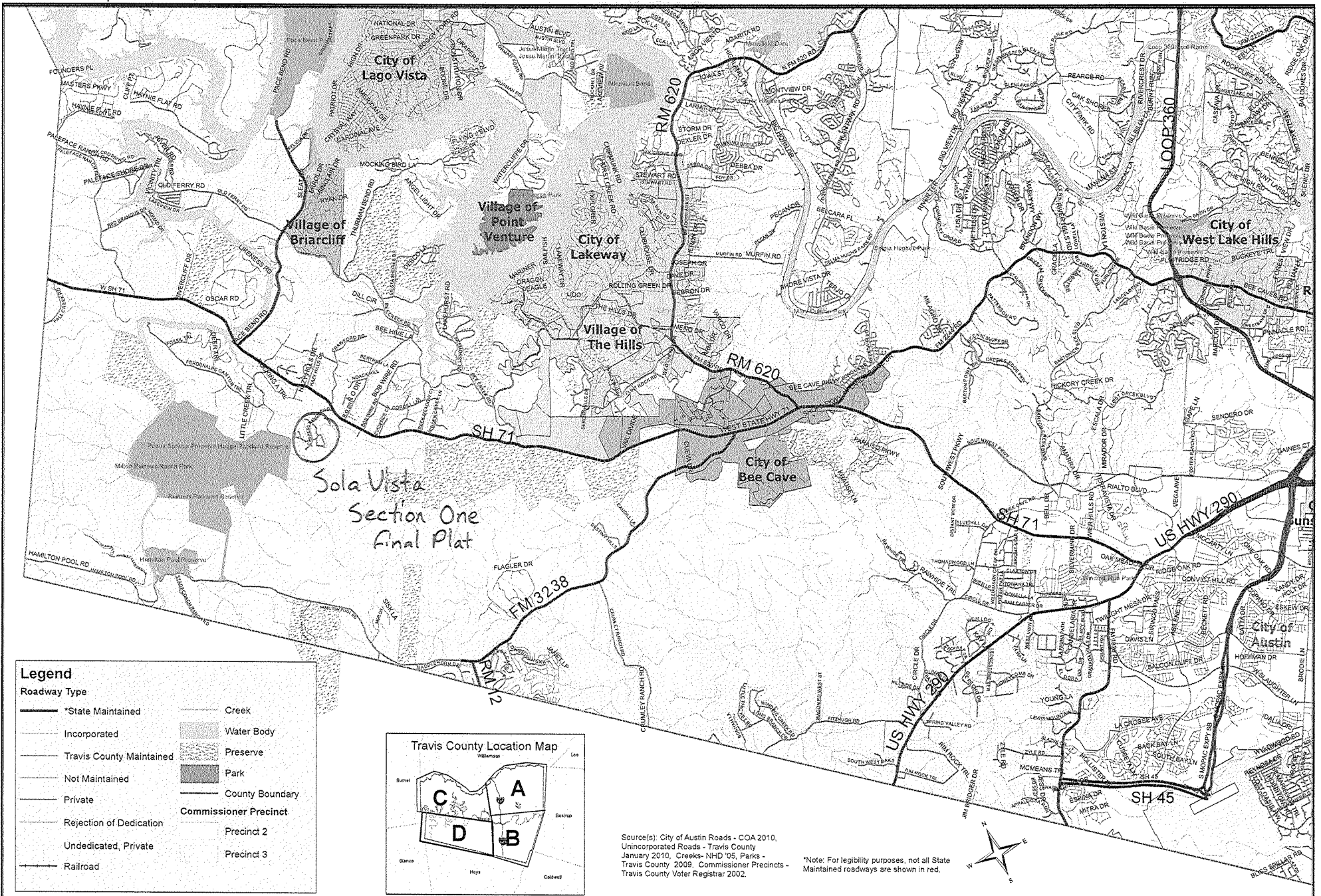
None.

FEES:

Parkland fees of \$70.00 were paid to Travis County as the closest park is Milton Reimers Ranch Park. Subdivision review fees were paid on July 7, 2010 (receipt number 996573), and a 10% inactivity fee was paid on December 6, 2010 (receipt number 591), for a total review fee of \$3,280.

EXHIBITS:

Precinct map
Location map
Proposed Final Plat

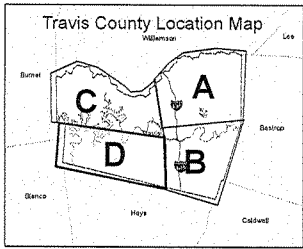


Legend

Roadway Type

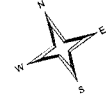
- *State Maintained
- Incorporated
- Travis County Maintained
- Not Maintained
- Private
- Rejection of Dedication
- Undedicated, Private
- Railroad

- Creek
- Water Body
- Preserve
- Park
- County Boundary
- Commissioner Precinct
- Precinct 2
- Precinct 3



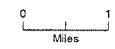
Sources: City of Austin Roads - COA 2010, Unincorporated Roads - Travis County January 2010, Creeks- NHD '05, Parks - Travis County 2009, Commissioner Precincts - Travis County Voter Registrar 2002.

*Note: For legibility purposes, not all State Maintained roadways are shown in red.



Map Disclaimer: This map was created for the Travis County Sign Crew for identifying Travis County's maintained roadways. The data is provided "as is" with no warranties of any kind. For questions, contact the Travis County GIS Coordinator at (512) 854-7591.

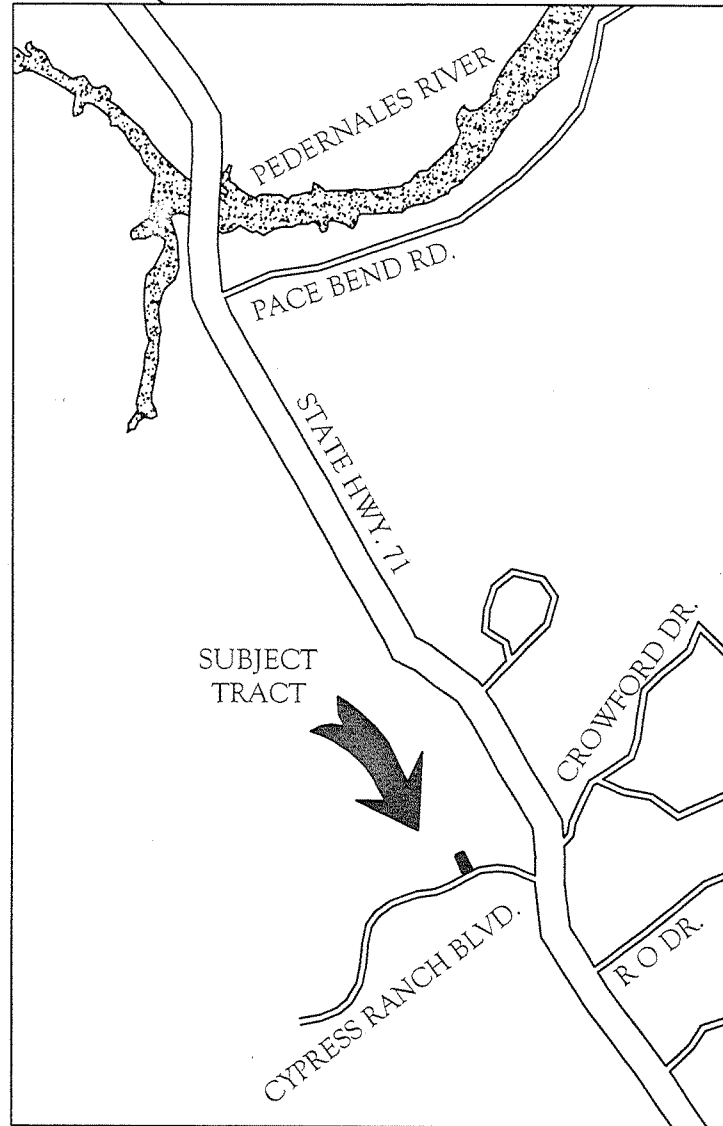
Travis County Roadways, Map D



Map Prepared by: Travis County, Dept. of Transportation & Natural Resources. Date: 1/20/2010

PRECINCT MAP

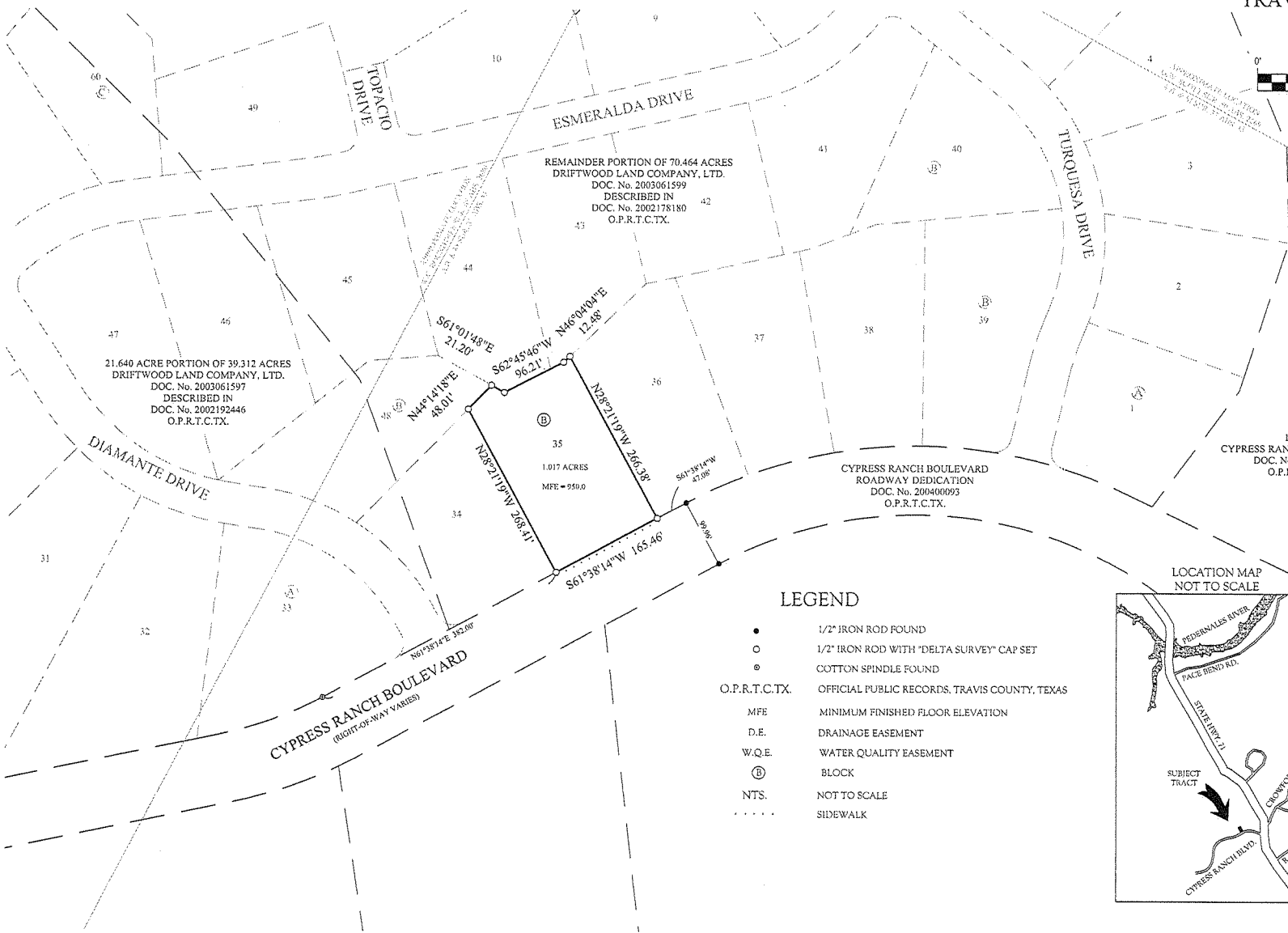
LOCATION MAP
NOT TO SCALE



A.B. & M SUR. No. 37
 TRAVIS COUNTY, TEXAS
 OCTOBER 2010



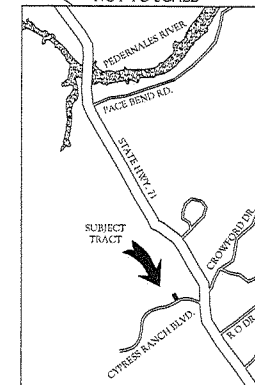
GRAPHIC SCALE
 1" = 100'



LEGEND

- 1/2" IRON ROD FOUND
- 1/2" IRON ROD WITH "DELTA SURVEY" CAP SET
- ⊙ COTTON SPINDLE FOUND
- O.P.R.T.C.TX. OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS
- MFE MINIMUM FINISHED FLOOR ELEVATION
- D.E. DRAINAGE EASEMENT
- W.Q.E. WATER QUALITY EASEMENT
- Ⓟ BLOCK
- NTS. NOT TO SCALE
- SIDEWALK

LOCATION MAP
 NOT TO SCALE



STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS THAT DRIFTWOOD LAND COMPANY, L.P., A TEXAS LIMITED PARTNERSHIP, ACTING HEREIN AND THROUGH WILLIAM J. MADDUX, MEMBER, ANGEL LAND, LLC., GENERAL PARTNER (OF DRIFTWOOD), OWNERS OF 1.017 ACRES IN THE A.B. & M SURVEY No. 37, TRAVIS COUNTY, TEXAS, BEING A PORTION OF A REMAINDER OF A 70.464 ACRE TRACT CONVEYED TO DRIFTWOOD LAND COMPANY, LTD. IN DOCUMENT No. 2003061599 AND DESCRIBED IN DOCUMENT No. 2002178180, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS AND A PORTION OF A 21.640 ACRE TRACT CONVEYED TO DRIFTWOOD LAND COMPANY, LTD. IN DOCUMENT No. 2003061597 AND DESCRIBED AS A PORTION OF A 39.312 ACRE TRACT IN DOCUMENT No. 2002192446, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, SAID SUBDIVISION HAVING BEEN APPROVED PURSUANT TO THE PUBLIC NOTIFICATION AND HEARING PROVISION OF CHAPTER 212.015, OF THE LOCAL GOVERNMENT CODE, DO HEREBY SUBDIVIDE SAID 1.017 ACRE TRACT IN ACCORDANCE WITH THE PLAT AS SHOWN HEREON TO BE KNOWN AS:

SOLA VISTA, SECTION ONE (BEING LOT 35, BLOCK B OUT OF APPROVED SOLA VISTA PRELIMINARY PLAN)

AND DO HEREBY DEDICATE TO THE PUBLIC, THE STREETS, AND EASEMENTS HEREON, SUBJECT TO ANY EASEMENTS AND OR RESTRICTIONS GRANTED AND NOT RELEASED.

WITNESS MY HAND THIS ___ DAY OF _____, 20__.

BY: _____ DATE _____
WILLIAM J. MADDUX, MEMBER, ANGEL LAND, LLC.
DRIFTWOOD LAND COMPANY, L.P.,
A TEXAS LIMITED PARTNERSHIP

STATE OF TEXAS
COUNTY OF TRAVIS

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED WILLIAM J. MADDUX, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

NOTARY
MY COMMISSION EXPIRES: _____ 20__ A.D.

ACCORDING TO THE F.E.M.A. MAP No. 48453C0380H, DATED SEPTEMBER 26, 2008, SUBJECT TRACT LIES IN ZONE "X" (AREAS DETERMINED TO BE OUTSIDE THE 500-YEAR FLOOD PLAIN), THIS STATEMENT IS MADE FOR INSURANCE PURPOSES AND IS NOT A GUARANTEE THAT THE PROPERTY WILL OR WILL NOT FLOOD.

I, DAVID T. SMITH, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS, TO PRACTICE THE PROFESSION OF ENGINEERING, AND DO HEREBY CERTIFY THAT THIS PLAT IS FEASIBLE FROM AN ENGINEERING STANDPOINT, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

DAVID T. SMITH, P.E.
REGISTERED PROFESSIONAL ENGINEER NO. 67565
DAVID T. SMITH, P.E.
13200 BEE CAVE PARKWAY
BEE CAVE, TEXAS 78738

STATE OF TEXAS
COUNTY OF TRAVIS
KNOW ALL MEN BY THESE PRESENTS:

I, JOHN E BRAUTIGAM, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND DO HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH THE SURVEY RELATED PORTIONS OF TITLE 25, OF THE AUSTIN CITY CODE OF 1988, AS AMENDED, AND TO THE BEST OF MY KNOWLEDGE IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE ON THE GROUND UNDER MY SUPERVISION.

JOHN E BRAUTIGAM
REGISTERED PROFESSIONAL LAND SURVEYOR
No. 5057 STATE OF TEXAS
DELTA SURVEY GROUP, INC.
8213 BRODIE LANE, STE 102
AUSTIN, TEXAS 78745

NO PORTION OF THIS TRACT IS WITHIN THE CITY OF AUSTIN E.T.J., THIS THE ___ DAY OF _____ 20__ A.D.

GREG GUERNSEY, DIRECTOR
PLANNING AND DEVELOPMENT REVIEW DEPARTMENT

COMMISSIONER'S COURT RESOLUTION

IN APPROVING THIS PLAT, THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS ASSUMES NO OBLIGATION TO BUILD THE STREETS, ROADS AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR ANY BRIDGES OR CULVERTS IN CONNECTION THEREWITH. THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, AND ALL BRIDGES AND CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACED IN SUCH STREETS, ROADS OR OTHER PUBLIC THOROUGHFARES OR IN CONNECTION THEREWITH, IS THE RESPONSIBILITY OF THE OWNER AND/OR DEVELOPER OF THE TRACT OF LAND COVERED BY THIS PLAT IN ACCORDANCE WITH PLANS AND SPECIFICATIONS PRESCRIBED BY THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS.

THE OWNER(S) OF THE SUBDIVISION SHALL CONSTRUCT THE SUBDIVISION'S STREET AND DRAINAGE IMPROVEMENTS (THE "IMPROVEMENTS") TO COUNTY STANDARDS IN ORDER FOR THE COUNTY TO ACCEPT THE PUBLIC IMPROVEMENTS FOR MAINTENANCE OR TO RELEASE FISCAL SECURITY POSTED TO SECURE PRIVATE IMPROVEMENTS. TO SECURE THIS OBLIGATION, THE OWNER(S) MUST POST FISCAL SECURITY WITH THE COUNTY IN THE AMOUNT OF THE ESTIMATED COST OF THE IMPROVEMENTS. THE OWNER(S) OBLIGATION TO CONSTRUCT THE IMPROVEMENTS TO COUNTY STANDARDS AND TO POST THE FISCAL SECURITY TO SECURE SUCH CONSTRUCTION IS A CONTINUING OBLIGATION BINDING ON THE OWNERS AND THEIR SUCCESSORS AND ASSIGNS UNTIL THE PUBLIC IMPROVEMENTS HAVE BEEN ACCEPTED FOR MAINTENANCE BY THE COUNTY, OR THE PRIVATE IMPROVEMENTS HAVE BEEN CONSTRUCTED AND ARE PERFORMING TO COUNTY STANDARDS.

THE AUTHORIZATION OF THIS PLAT BY THE COMMISSIONERS COURT FOR FILING OR THE SUBSEQUENT ACCEPTANCE FOR MAINTENANCE BY TRAVIS COUNTY, TEXAS, OF ROADS AND STREETS IN THE SUBDIVISION DOES NOT OBLIGATE THE COUNTY TO INSTALL STREET NAME SIGNS OR ERECT TRAFFIC CONTROL SIGNS, SUCH AS SPEED LIMIT, STOP SIGNS, AND YIELD SIGNS, WHICH IS CONSIDERED TO BE PART OF THE DEVELOPER'S CONSTRUCTION.

STATE OF TEXAS:
COUNTY OF TRAVIS:

I, DANA DEBEAUVOIR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT ON THE DAY OF _____ 20__ A.D., THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS, PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD THIS PLAT, AND THAT SAID ORDER WAS DULY ENTERED IN THE MINUTES OF SAID COURT.
WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THE ___ DAY OF _____ 20__ A.D.

DANA DEBEAUVOIR, COUNTY CLERK, TRAVIS COUNTY, TEXAS.

DEPUTY

FILED FOR RECORD AT ___ O'CLOCK ___ M., THIS THE ___ DAY OF _____, 20__ A.D.

DANA DEBEAUVOIR, COUNTY CLERK, TRAVIS COUNTY, TEXAS.

DEPUTY

STATE OF TEXAS:
COUNTY OF TRAVIS:

I, DANA DEBEAUVOIR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE ___ DAY OF _____, 20__ A.D., AT ___ O'CLOCK ___ M. AND DULY RECORDED ON THE ___ DAY OF _____, 20__ A.D., AT ___ O'CLOCK ___ M., OFFICIAL PUBLIC RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NO. _____

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THE ___ DAY OF _____ 20__ A.D.

DANA DEBEAUVOIR, COUNTY CLERK, TRAVIS COUNTY, TEXAS.

DEPUTY

FILED FOR RECORD AT ___ O'CLOCK ___ M., THIS THE ___ DAY OF _____, 20__ A.D.

DANA DEBEAUVOIR, COUNTY CLERK, TRAVIS COUNTY, TEXAS.

DEPUTY

NOTES:

1. NO OBJECTS, INCLUDING BUT NOT LIMITED TO, BUILDINGS, FENCES, OR LANDSCAPING SHALL BE ALLOWED IN A DRAINAGE EASEMENT EXCEPT AS APPROVED BY TRAVIS COUNTY.
2. PROPERTY OWNER OR HIS/HER ASSIGNS SHALL PROVIDE FOR ACCESS TO THE DRAINAGE EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY TRAVIS COUNTY FOR INSPECTION OR MAINTENANCE OF SAID EASEMENTS.
3. ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE OWNER OR HIS/HER ASSIGNS.
4. DEVELOPMENT WHICH EXCEEDS 20% IMPERVIOUS COVER, WHEN CALCULATED AGAINST THE TOTAL PROPERTY, SHALL CONTROL THE INCREASED STORM WATER.
5. THE 100 YEAR FLOOD PLAIN IS CONTAINED WITHIN THE DRAINAGE EASEMENTS AS SHOWN HEREON. A PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA SHOWN ON THE FEDERAL FLOOD INSURANCE ADMINISTRATION RATE MAP #48453C00380H, TRAVIS COUNTY, TEXAS.
6. NO STRUCTURE SHALL BE OCCUPIED UNTIL CONNECTED TO AN APPROVED OSSF AND PUBLIC WATER SUPPLY OR INDIVIDUAL WATER WELL.
7. LCRA DEVELOPMENT PERMITS ARE REQUIRED FOR ANY DEVELOPMENT ON LOTS WITHIN THE SUBDIVISION.
8. A TRAVIS COUNTY DEVELOPMENT PERMIT IS REQUIRED PRIOR TO SITE DEVELOPMENT.
9. THE STATE LEGISLATURE HAS LIMITED THE AUTHORITY OF COUNTY GOVERNMENTS TO REGULATE LAND USE IN THE UNINCORPORATED AREAS. AT THE TIME THIS PLAT WAS APPROVED, SECTION 232.101(B) OF THE LOCAL GOVERNMENT CODE PROHIBITS TEXAS COUNTIES, UNLESS OTHERWISE AUTHORIZED BY STATE LAW, FROM REGULATING THE USE OF ANY BUILDING OR PROPERTY FOR BUSINESS, INDUSTRIAL, OR OTHER PURPOSES, THE BULK, HEIGHT, OR NUMBER OF BUILDINGS CONSTRUCTED ON A PARTICULAR TRACT OF LAND; THE SIZE OF A BUILDING THAT CAN BE CONSTRUCTED ON A PARTICULAR TRACT OF LAND, INCLUDING WITHOUT LIMITATION AND RESTRICTION ON THE RATIO OF BUILDING FLOOR SPACE TO THE LAND SQUARE FOOTAGE; AND THE NUMBER OF RESIDENTIAL UNITS THAT CAN BE BUILT PER ACRE OF LAND, UNLESS CONTAINED IN RESTRICTIVE COVENANTS APPLICABLE TO THIS SUBDIVISION. TRAVIS COUNTY MAY NOT, AT THE TIME THIS PLAT WAS APPROVED, RESTRICT OR PROHIBIT ADVERSE LAND USES ON OR IN THE VICINITY OF LOTS IN THIS SUBDIVISION.

WASTEWATER NOTES:

1. NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC SEWER SYSTEM OR A PRIVATE ON-SITE WASTEWATER (SEPTIC) SYSTEM THAT HAS BEEN APPROVED AND LICENSED FOR OPERATION BY THE TRAVIS COUNTY ON-SITE WASTEWATER PROGRAM.
2. NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A POTABLE WATER SUPPLY FROM AN APPROVED PUBLIC WATER SYSTEM OR A PRIVATE WATER WELL.
3. NO ON-SITE SEWAGE DISPOSAL SYSTEM MAY BE INSTALLED WITHIN 100 FEET OF A PRIVATE WATER WELL NOR MAY AN ON-SITE WASTEWATER DISPOSAL SYSTEM BE INSTALLED WITHIN 150 FEET OF A PUBLIC WATER WELL.
4. NO CONSTRUCTION MAY BEGIN ON ANY LOT IN THIS SUBDIVISION UNTIL PLANS FOR THE PRIVATE ON-SITE SEWAGE DISPOSAL SYSTEM ARE APPROVED BY THE TRAVIS COUNTY ON-SITE WASTEWATER PROGRAM.
5. DEVELOPMENT ON EACH LOT IN THIS SUBDIVISION SHALL BE IN ACCORDANCE WITH THE MINIMUM REQUIREMENTS OF THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) TEXAS ADMINISTRATIVE CODE CHAPTER 285 AND CHAPTER 48 OF THE TRAVIS COUNTY CODE IN EFFECT AT THE TIME OF CONSTRUCTION.
6. LOTS IN THIS SUBDIVISION ARE LIMITED TO ONE SINGLE FAMILY DWELLING AND APPURTENANT STRUCTURES PER LOT.
7. THESE RESTRICTIONS ARE ENFORCEABLE BY THE TRAVIS COUNTY ON-SITE WASTEWATER PROGRAM.

STACEY SCHEFFEL
ON-SITE WASTEWATER PROGRAM
TRAVIS COUNTY - TNR

DATE



8213 Brodie Lane Ste. 102 Austin, TX. 78745
office: (512) 282-5200 fax: (512) 282-5230

SOLA VISTA
SECTION ONE
(BEING LOT 35, BLOCK B OUT OF APPROVED SOLA VISTA PRELIMINARY PLAN)

Travis County Commissioners Court Agenda Request

Voting Session 1/11/2011
(Date)

Work Session _____

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

B. Requested Text: Consider and take appropriate action to amend the Transportation and Natural Resources Department budget using unallocated reserve funds to supplement existing funds for one year of environmental monitoring in eastern Travis County, in an amount not to exceed \$21,000.

C. Approved by: _____
Samuel T. Biscoe, County Judge

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

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

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 the Agenda Request and backup to the following:

- Jon White, Division Director NREQ
- Tom Weber, NREQ Program Mgr
- Cyd Grimes, Director, Purchasing Office
- Jason Walker, Purchasing Agent

III. Required Authorizations: Please check if applicable:

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

Human Resources Department (854-9165)

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

Purchasing Office (854-9700)

Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

Contract, Agreement, Policy & Procedure

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

TRANSPORTATION AND NATURAL RESOURCES

JOE P. GIESELMAN, EXECUTIVE MANAGER




411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

Date: January 4, 2011

MEMORANDUM

TO: Members of the Commissioners Court

FROM: Joe P. Gieselman, Executive Manager, TNR 

SUBJECT: Additional Funding for Environmental Monitoring

Proposed Motion: Consider and take appropriate action to amend the Transportation and Natural Resources Department budget using unallocated reserve funds to supplement existing funds for one year of environmental monitoring in eastern Travis County, in an amount not to exceed \$21,000.

Summary and Staff Recommendations: TNR recommends approval of additional funding in an amount not to exceed \$21,000. On August 17, 2010, the Commissioners Court approved of funding for the 3-Phase Colorado River Corridor Plan totaling \$189,000 (including \$60,000 from Travis County, \$60,000 from the City of Austin, and \$5,000 from LCRA). Of the total, \$39,000 was targeted to the Phase 3 Environmental Monitoring effort. An informal request for qualifications for the environmental monitoring phase resulted in bids considerably exceeding this amount. The bids describe appropriate and reasonable costs that will be necessary for a successful program, considering the scope of the work proposed. If approved, the total funding of \$60,000 (\$39,000 + \$21,000) will allow one year of monitoring to establish the baseline conditions before TXI commences mining.

Unless additional funding is secured, it will not be possible to carry out the environmental monitoring program anticipated (please see Attachment 1 for a description of the scope of work). Once approved, the procurement process to solicit qualified professional services will recommence with a request for qualifications (RFQ). With an aggressive effort, a contract and commencement of monitoring would begin in early Spring, 2011.

Background: The Commissioners Court requested TNR to conduct environmental monitoring to determine the potential impact of the pending Hornsby Bend mine on groundwater quality, groundwater availability, surface water quality, air quality, and noise levels. A plan for monitoring will focus on data collection both prior to mining and then during mining, to evaluate if the environmental quality changes. At the request of the Commissioners Court, a competitive

process for obtaining professional services was required, as well as a provision for a second contractor from the University of Texas (independent of the lead contractor) to oversee the work performed. TNR and partner agencies, the City of Austin and Lower Colorado River Authority (further referred to as COA and LCRA respectively), have funds totaling \$39,000 committed to the project. Additionally, TNR will contribute existing staff resources towards surface water monitoring and the LCRA will contribute to laboratory services to the effort for ground and surface water sample analysis.

With the partner agencies and citizen involvement, TNR has now embarked on the development of the Colorado River Corridor Plan. This environmental monitoring is Phase 3 of the plan that also includes development of a corridor-wide plan and land planning of previously mined properties within the corridor. Based upon comments received in the past few months from residents near TXI, both positive and negative citizen anticipation of the proposed monitoring is expected.

Issues and Opportunities: This proposal fulfills the concerns of the Commissioners Court that we aggressively determine what, if any, impacts the sand and gravel mining pose on the environment. Air monitoring will evaluate whether particulate matter results in nuisances or human health impacts on neighborhoods. Noise monitoring similarly evaluates nuisances and objectionable conditions. Groundwater monitoring would evaluate changes in groundwater elevations and changes in the quality of water in the Colorado River Alluvial Aquifer. This aquifer is used as a drinking water and agricultural water source by both private and public water well owners.

Even with a reasonable and well-funded monitoring effort, it may prove difficult to statistically conclude that environmental changes occur from mining. Among the difficulties are the lack of many down-gradient wells to sample and the possible sporadic nature of air quality or noise changes that could go undetected.

Fiscal Impact: On August 17, 2010, the Commissioners Court approved an interlocal agreement (ILA) with the Lower Colorado River Authority and the City of Austin to fund environmental monitoring near the TXI proposed mine in eastern Travis County. The Court and ILA approved \$39,000 for the monitoring (cash from all three partners). To fulfill the scope of work for the first year of effort, additional funding of an amount not to exceed \$21,000 is requested. TNR does not have the flexibility to move this funding from another source within its departmental budget and therefore requests that this priority be approved from unallocated reserve funds or from another appropriate source. The scope of work has a schedule of at least two years duration. Therefore, additional funding will be needed in 2012 to complete the entire scope of the project.

Required Authorizations: N/A

cc: Jon A. White, Division Director NREQ
Thomas Weber, Environmental Quality Program Mgr.
Jason Walker, Purchasing Office
Cyd Grimes, Director, Purchasing Office

ATTACHMENT 1

SCOPE OF SERVICES

Objective: Assess the pre-mining and post-mining conditions or impacts of TXI's Hornsby Bend East and Hornsby Bend West permitted mining sites in four environmental media categories:

- Colorado River Alluvium wells up-gradient and down-gradient from the permitted mining sites;
- Ambient air particulate matter <10 micrometers diameter (PM10) to evaluate particles like dust from sand/gravel mining and PM2.5 to evaluate impacts from fine particulate associated with the use of diesel-powered vehicles or equipment
- Noise levels in areas between mining activities and receptors such as residential areas, schools, and churches.

Proposal Summary: Travis County seeks professional services from an entity with expertise in geoscience and the design and monitoring of groundwater in an alluvial aquifer. We further seek professional services, either from within the same qualified firm or by subcontract, to conduct air quality and noise monitoring. Costs to provide these services will be complemented by in-kind contributions for laboratory services by the Lower Colorado River Authority for analysis of groundwater samples collected and by the Capital Area Council of Government who will allow the use of mobile air monitoring equipment. Monitoring is anticipated to take place over a two year period, including monitoring in the first year "pre-mining" phase and a second year "active mining" phase.

The tasks and deliverables are described below:

Task 1 - Groundwater Availability and Quality

The Colorado River Alluvial Aquifer underlies the TXI site and in the vicinity is used for municipal water supply, agricultural-related irrigation, industry, and private residential consumption in eastern Travis County. Groundwater is available in a wide band of land roughly parallel and on both sides of the Colorado River. Monitoring a collection of alluvial wells could help determine trends in groundwater levels and groundwater quality. A two phase process will be used to select and then monitor wells:

Inventory of Water Wells

A list of available wells will be inventoried to include public water supply and private wells that are registered with the State of Texas close to and including all wells within 1000 feet of the TXI property boundaries. This list would be supplemented with un-registered wells discovered via a door-to-door field survey of each property adjacent to the TXI property boundaries. On this survey, a consultant will interview property owners on well presence, current water source(s) and groundwater use, view the wells if possible, obtain construction data, and discuss potential access to sample wells (if selected during monitoring phase). The time of day selected for the survey must take into account the ability to communicate and interact with each property owner.

Monitoring Water Wells

The consultant will use the inventory list and associated data to select appropriate wells surrounding TXI (both up- and down-gradient). Selection will include verifying the agreement of each property owners on use of the well for monitoring. Monitoring will include:

- Review reference information and records on well construction, well logs, screened interval, and related information on existing wells
- Supplement reference information and records with door-to-door field well survey of properties adjacent to TXI

- Define and select the wells needed in order to achieve monitoring objective of detecting changes in groundwater quality and static water elevation between up-gradient and down-gradient of mining
- Obtain any necessary permission or agreement for access to privately-owned wells
- Accurately measure top of casing water well elevations on selected wells
- Develop a Quality Assurance Project Plan (QAPP) to describe all details for the monitoring, in accordance with procedures consistent with TCEQ standards for groundwater quality monitoring:
 - Prior to mining, the consultant will carry out bi-monthly (six times/year) monitoring of wells for a one year period to establish baseline conditions, measuring static water elevation, pH, conductivity, and temperature
 - During each event, samples will be obtained for laboratory analysis of metals, anions including nitrate-nitrogen, TSS, and alkalinity
 - Subsequently, until mining commences, the consultant will monitor wells for static water elevation quarterly and water quality at least annually
 - After mining commences, the consultant will conduct at least quarterly monitoring of wells for two years for static water elevation, pH, conductivity, temperature, metals, anions including nitrate-nitrogen, TSS, and alkalinity
 - After two years, monitor wells for static water elevation quarterly and water quality annually
- Mobilize personnel and equipment for sampling in accordance with the QAPP
- Provide samples for analysis to LCRA, a NELAC accredited laboratory
- Provide annual reports detailing results to Travis County and partner entities with the first annual report identifying baseline conditions and recommended trigger levels for future action

Coordination and Community Liaison

During the planning and execution of Task 1, the contractor will fund and be responsible for coordinating, seeking advice, and modifying tasks if needed, based upon input from a geoscience expert from the University of Texas who will advise on the project and who will serve as a liaison to interested citizens in the community. The expert has been pre-selected by Travis County. This oversight will be in addition to the oversight and direction of the partners. Points in time when this coordination takes place shall include, but not be limited to, the preparation of the:

- draft proposal for water wells selected for monitoring;
- draft QAPP; and
- draft annual reports, following the year one baseline monitoring, and each subsequent year report.

Appropriate coordination shall be planned for other milestones of the project, for instance, notification of upcoming sampling events. The geoscientist expert will prepare and present the current status and findings from the groundwater monitoring at two public meetings convened and facilitated by Travis County, at the conclusion of the pre-mining and active mining phases.

Task 2 – Air Quality

Air quality monitoring will focus on assessing potential TXI impacts on the adjacent receptors, including residential areas, schools, and churches. CAPCOG has mobile air quality monitoring equipment that it has been made available in the past for specific projects. Travis County will borrow such equipment to evaluate baseline air quality conditions near TXI and then to return to the area with equipment to monitor air quality once mining begins. Monitoring for particulate matter <10 micrometers diameter (PM10) will be used to evaluate particles like dust from sand/gravel mining. Monitoring for PM2.5 will evaluate an impact from fine particulate associated with the use of diesel-powered vehicles or equipment. PM2.5 levels are regulated by USEPA due to the potential for inhalation-related health effects. Initial baseline monitoring prior to mining will use one monitor downwind of the TXI site, based upon prevailing wind patterns. After mining and truck traffic begins, the study will monitor with two stations, one located up-wind and another down-wind of a mine, based upon prevailing wind patterns. It is assumed that Travis County could borrow mobile equipment from CAPCOG either informally or through a no-cost written agreement.

The following are tasks for air quality monitoring:

- Site Reconnaissance in the field to assess appropriate sampling locations
- Select representative monitoring locations with consideration of security to ensure integrity of results
- Execute agreement for use of monitoring equipment with CAPCOG
- Develop a QAPP to describe all details for the monitoring, in accordance with procedures consistent with TCEQ standards for air quality monitoring:
 - Both before and after mining commences, the conditions would be monitored intermittently over a course of time, to account for seasonal changes and to obtain a robust number of data points
 - Monitor at a frequency of quarterly, collecting air samples over an 18-day period, every three months
 - Collect basic wind and meteorological information
- Mobilize personnel and equipment for sampling in accordance with the QAPP
- Operate and maintain the equipment, pick up samples and have sample filters sent for analysis of PM
- Provide samples for analysis to NELAC accredited laboratory
- Provide annual reports detailing results to Travis County and partner entities with the first annual report identifying baseline conditions and recommended trigger levels for future action

Task 3 – Noise

A consultant will measure noise levels at selected receptors on the periphery of the TXI Hornsby Bend East and West sites before the commencement of mining and then again after mining begins during various hours of mining operations. Assessment of the noise levels will use a combination of computer modeling and field measurement. Results will compare the noise levels to Federally-promulgated guidelines. Travis County will complete traffic counts at one or more location during the course of the study to supplement noise testing and to account for changes in traffic that may occur over time.

Tasks would include:

- Site reconnaissance in the field to identify noise generation points and receptors
- Noise measurements using a portable decimeter and computer modeling before and after mining commenced to compare ambient conditions and the impact of TXI.
- Each field visit will include observations and notation of new or different conditions that could significantly change noise levels, such as construction unrelated to TXI.
- Measurements would be made at a variety of points between receptors of interest and where mining would occur or other noise generation points.
- Measurements would be made at different times of the day, night, and week.
- A thorough and representative number of “before mining” measurements would be made in year 1.
- An equal “after mining” effort would be carried out in a subsequent year.
- Provide annual reports detailing results to Travis County and partner entities with the first annual report identifying baseline conditions and recommended trigger levels for future action

END OF SCOPE OF SERVICES

Agenda Item # _____

Travis County Commissioners Court Agenda Request

Voting Session 1/4/10

Work Session _____

Carol B. Gieselman

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

B. Requested Text: **Consider and take appropriate action on the following requests to:**

- a) **Approve TNR to initiate and manage the preparation of a 2011 Bond Referendum;**
- b) **Approve TNR to prepare a draft prioritized list of potential bond projects for consideration by a Citizens Bond Advisory Committee and the Court; and**
- c) **Approve TNR to pursue commitments from public and/or private entities for partnering on projects utilizing "2011 Guidelines for Public/Private Partnerships for Transportation Projects".**

C. Approved by: _____

County Judge Samuel T. Biscoe

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 the Agenda Request and backup to the following:

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



TRANSPORTATION AND NATURAL RESOURCES DEPARTMENT

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

December 16, 2010

MEMORANDUM TO: Members of the Commissioners Court
THROUGH: *Joseph P. Gieselman*
Joseph P. Gieselman, Executive Manager
FROM: Steve Manilla, P.E., Public Works Director

Subject: Preparation for 2011 Bond Referendum

Proposed Motion:

Consider and take appropriate action on the following requests to:

- a) Approve TNR to initiate and manage the preparation of a 2011 Bond Referendum;
- b) Approve TNR to prepare a draft prioritized list of potential bond projects for consideration by a Citizens Bond Advisory Committee and the Court; and
- c) Approve TNR to pursue commitments from public and/or private entities for partnering on projects utilizing "2011 Guidelines for Public/Private Partnerships for Transportation Projects".

Summary and Staff Recommendation:

TNR has developed best practices for preparing a bond referendum through its experiences in 1984, 1997, 2000, 2001 and 2005. These practices were most recently used for the successful 2005 county bond referendum. TNR's role has included compiling an initial list of potential projects; initiating the establishment of a Citizen's Bond Advisory Committee with a Charter (attached); providing administrative support to the citizen's committee; receiving and disseminating recommendations from PBO and the Court; scheduling and facilitating public meetings and project site visits; assisting with finalizing a list of projects for the Court; and preparing brochures, maps, etc to inform the public. TNR proposes to utilize essentially the same, albeit updated, procedures and Charter for a 2011 referendum as may be amended by the Court. Staff recommends the Court direct TNR to initiate and manage the preparation of a 2011 Bond Referendum.

TNR began preparing for a November 2011 Bond Referendum soon after voters approved the 2005 referendum by developing a running list of potential projects that now totals \$570M (attached). An amount for a 2011 referendum has not been officially stated but a preliminary figure of \$200M for Roads, Bridges, Parks, and Open Spaces has been mentioned in Court.

Staff recommends the Court direct TNR to complete the development of a comprehensive prioritized list of projects for presentation to the Citizens Bond Advisory Committee when it is established

Included in TNR's project list are partnership opportunities that need to be developed. At this point in time partnerships are contemplated with the City of Austin, TxDot, the City of Lakeway, the City of Manor, and private developers. Interlocal Agreements will be developed for the public sector partnerships if we have a successful referendum. Participation Agreements will be used for private sector partnerships. Guidelines for Public-Private Partnerships were developed for the 2005 Bond Referendum and several changes to them are recommended by TNR, most importantly to minimize the risk of delays caused by unstable financial conditions. Attached is a draft of the revised guidelines that TNR proposes to present to developers as commitments from them are sought prior to the November 2011 offering to the voters. Staff recommends the Court direct TNR to continue efforts to develop potential project partnerships with the public and private sector to obtain commitments prior to presenting the referendum to voters in November 2011.

Budgetary and Fiscal Issues

It has been the County's practice to present to voters its request for General Obligation Bonds to pay for large capital improvement projects. Bond referendums have been successfully passed by voters in 1984, 1997, 2000, 2001, and 2005. TNR recommends presenting a November 2011 referendum to voters because it will help to incrementally address the ongoing deterioration of County infrastructure; it will help avoid competition with a large referendum the City of Austin is considering for 2012; and, TNR has the capacity to take on more work as the 2005 program is winding down.

Status of existing Bond Programs

Included below is a brief summary of the status of our past bond programs. Generally, all road, bridge, and park improvement projects included in the 1984, 1997 and 2001 bond orders are completed with the exception of McKinney Falls Parkway which will be completed in the summer of 2011. The most significant amounts remaining are for right-of-way the County agreed to acquire for TxDot projects. TxDot has been unable to continue many of their projects due to funding shortages so the acquisitions have been delayed. Savings from these programs have been and are being used for a variety of smaller projects that have been presented to the Court for approval. The 2005 program consisted of twenty-six projects of which ten are completed, two are temporarily suspended due to TxDot financial issues, one is indefinitely suspended due to a Corp of Engineers funding issue; one has been delayed due to a suspension directed by the Court, and the remainder are in various stages of completion ranging from design to right-of-way acquisition to construction.

1984 CIP Bonds

All funds for the 1984 Road and Park Bonds have been issued. All of the 1984 Bond projects have been completed but remnant funds have been, and are being used for smaller projects such as intersection improvements at FM 969/Hunters Bend Road, the realignment of a portion of Blake-Manor Road, and design services for the replacement of Bridge #155 on Old Highway Twenty and for a new access road into Austin's Colony subdivision.

AMOUNT ISSUED: \$157,912,000
AMOUNT OF INTEREST EARNED: \$7,523,793
AMOUNT REMAINING AVAILABLE TO SPEND: \$1,406,733
PENDING OBLIGATIONS: \$1,295,733

1997 CIP Bonds

All funds for the 1997 Road and Park Bonds have been issued and this bond program is complete. All of the 1997 Bond Program road, bridge, and park projects have been completed.

All State Highway 130 (SH130) bond proceeds have been transferred to the State and all right-of-way acquisitions for State Highway 45 South (SH45) are complete.

AMOUNT ISSUED: \$62,650,000
AMOUNT REMAINING AVAILABLE TO SPEND: \$2,319,349
PENDING OBLIGATIONS: \$441,374

2000 CIP Bonds

This referendum was limited to four ROW only projects that included SH 130, SH 45, Loop 1 N. and US 290 W. Only the US 290 W funds have not been issued. However, TNR has requested PBO include them in the 2011 bond issuance so that they can be used for a joint TxDot, City of Austin, Travis County project to improve intersections on US 290 W between Joe Tanner Road and FM 1826. The intersection improvements will reduce congestion significantly over a 5 to 10 year timeframe, during which time TxDot will continue developing the long-term solution for the US 290/SH 71 congestion problems.

AMOUNT ISSUED: \$28,000,000
AMOUNT REMAINING AVAILABLE TO SPEND: \$2,000,000
PENDING OBLIGATIONS: \$2,000,000

2001 CIP Bonds

Most of the funds for the 2001 Road and Park Bonds have been issued and this bond program is substantially complete. All of the 2001 Bond Program road, bridge, and park projects will have been completed with the completion of improvements to McKinney Falls Parkway, which will occur in summer 2011. The 2001 Bonds included Right of Way funding for SH130, FM 1826, and SH 45. All of the SH130 bond proceeds have been transferred to the Texas Department of Transportation. TNR and TxDot need to reconcile the SH45 funding to determine what amount remains to be sent to TxDot. No funds have been issued for the FM 1826 project and TxDot has no plans to do the project within the next ten years. As such, TxDot is working to rescind the Minute Order pertaining to these funds.

AMOUNT ISSUED: \$182,565,000
AMOUNT REMAINING AVAILABLE TO SPEND: \$30,368,602
RESTRICTED USE TBD BY COURT: \$18,007,432
PENDING OBLIGATIONS: \$1,547,516

2005 CIP Bonds

The 2005 bond program consisted of two roadway projects that are completed; 2- bridge projects that are under design; 2- design-only projects, one of which is completed; 7-

Public/Private projects (one is completed; the funds for two were reallocated to a Tier 2 Project because agreements could not be reached with developer partners; one is partially constructed; two have been delayed but are now under design; and, two have been delayed because of private party financial issues and resultant changes of ownership). 2-TxDot ROW acquisition projects which are temporarily suspended due to TxDot funding issues; two drainage improvement projects of which one is completed and one is awaiting Corp of Engineer permitting and design; four flood prone property buy-out projects of which three are substantially complete and one will be recommended by TNR to cancel because the Corp of Engineers determined it is not eligible for their matching funds; four park improvement projects of which one is completed, one is under construction, one is under design, and one has been delayed by private sector financial issues that have delayed the donation of property needed to complete the project; and, two Open Space acquisition projects, one of which is completed and the other under way.

AMOUNT ISSUED: \$121,755,000

AMOUNT REMAINING AVAILABLE TO SPEND: \$51,113,878

PENDING OBLIGATIONS: \$37,930,898

Issues and Opportunities:

The City of Austin had a successful \$90M bond referendum in November 2010. Indications are that they will be offering to the voters another much larger bond referendum in 2012. To reduce the risk of voter rejection in 2012 because of too many referendums at one time the County should aggressively pursue a 2011 referendum.

The City's 2010 Bond Referendum included \$4M for joint City-County Projects in northeast and southeast Travis County. A stipulation is that \$500K be used for trail projects in each region. As such, \$500K is proposed to be used for the Onion Creek Greenway and \$500K is proposed to be used for the Austin to Manor Hike & Bike Trail. Of the remaining funds, TNR will be recommending using \$1.5M to help completed Tuscany Way South and \$1.5M to help complete the County's Slaughter Lane East project that crosses through the City corporate limits. The City will prepare Interlocal Agreement for these projects and it is anticipated they will be presented to the Court for approval in early 2011.

The County Attorney's Office has advised that developers will be pursuing legislation to establish multiple Municipal Utility Districts (MUDs) to complete infrastructure, including roads. City of Austin staff has confirmed that negotiations are underway with a developer who wants to establish five MUDs for this purpose. These negotiations may impact selection for at least two roadway projects included in the draft list of potential 2011 bond projects.

Public-Private Partnerships were a significant part of the 2005 bond referendum. Although several of these projects have been delayed for financial reasons, these partnerships are still a viable means of leveraging public funds. To help reduce the risk of finance-driven delays on future partnerships TNR and the County Attorney's Office are proposing to use revised guidelines (attached) instead of the guidelines approved and amended by the Court for the 2005 referendum. The revised guidelines will be more flexible to allow the private sector more options for securing their funding to the County's satisfaction. Options could include posting money upon execution of a Participation Agreement or forming a Public Improvement District.

Allowing a developer to determine the best means of securing funds to the County's satisfaction may set the standard for other developer partners.

On December 15, 2010, the Texas Transportation Commission (TTC) approved the 2011 call for projects under the Pass-Through Finance Program. A notice of the Project Call will be published in the Texas Register on December 31, 2010. Applications must be submitted by March 1, 2010. Two of the County's anticipated applications will be for very large projects (FM 973 and FM 969). They are estimated to cost \$50M and \$25M, respectively. TNR will be meeting with TxDot in January to determine if these projects can be phased to enable more County road projects to be funded. TNR will prepare the required applications and present them to Court for approval before submitting to TxDot in March.

In preparation for possibly receiving \$30M to \$40M in STP-MM funds in 2011 TxDot has asked CAMPO to canvas its members to determine the number, size, and readiness of projects that may be competing for these funds. This show of "level of need" will assist TxDot with finalizing the decision to distribute these funds to our region. TNR will provide a list of projects that could be ready to go to construction within the six year period suggested by CAMPO, but it is TNR's understanding that it will not preclude us from submitting other projects when an official Call-For-Projects is made by CAMPO in May 2011. TNR will prepare the required grant applications and present them to Court for approval before submitting to CAMPO. It is anticipated that decisions on which projects get funded will be made in October 2011. These are matching grants.

The County has entered into Advance Funding Agreements with TxDot for seven Off-System Bridge Projects. In October 2009 TxDot advised TNR that they discontinued work on all but one of the projects because of a funding shortage. They did not anticipate receiving funding for the remaining bridges for at least two years. Due to the indefinite timeframe given by TxDot TNR will recommend looking closely at these bridges during the project evaluation process and consider including one or more in the list of bond projects. Bridge #155 on Old Manor Road in particular should not be delayed further because it will be used much more during the construction of the US 290 E toll way and by traffic generated from the development of several large subdivisions in the area. TxDot staff has indicated that they do not object to cancelling the AFA's if we decide to move forward using only county funds. If all of the bridges are funded with County funds it would have the effect of by-passing a \$4M of federal grant.

Attachments:

CHARTER 2005 Travis County Bond Citizens Advisory Committee
Preliminary List of Projects
2011 Guidelines for Public/Private Partnerships for Transportation Projects

CC:

Tom Nuckols, County Attorney's Office
Hannah York, Auditor's Office
Cynthia McDonald, Donna Williams-Jones and Brunilda Cruz, TNR Financial Services
Steve Sun, P.E., TNR Public Works
Randy Nicholson, Charlie Watts, LeRoy Click and Wendy Scaperrota, TNR Planning
Don Ward, P.E., Division Director, Road Maintenance
Anna Bowlin, Division Director, Development Services
Cyd Grimes, Marvin Brice, Purchasing Office
Rodney Rhoades, Leroy Nellis, and Jessica Rio, Planning & Budget Office

12/17/2010 DRAFT

2011 TRAVIS COUNTY GENERAL OBLIGATION BONDS:

CRITERIA FOR PUBLIC/PRIVATE PARTNERSHIPS FOR TRANSPORTATION PROJECTS

Overview

Travis County anticipates calling an election in November 2011 to authorize issuance of general obligation bonds. The County is soliciting written proposals to use part of that bond funding for public/private partnerships for road projects. The goal is to achieve economies of scale and leverage public and private funds to expand the capacity of the roadway in areas where new development is anticipated.

In a public/private partnership, a private party may contract for the engineering and construction of the project and be reimbursed by the County for a share of the costs, or the County may contract for the engineering and construction of the project and pay for a share of the costs with funds contributed by a private party.

The County anticipates ranking candidate public/private projects into two tiers. Tier I projects will receive highest priority for funding, conditioned on each project meeting certain milestones. If a Tier I project does not make progress towards completion as expected, the County may withdraw funding from that project and direct the funding to one of the Tier II projects.

Written proposals should address all of the criteria below. Proposals should be submitted to Steve Manilla.

Criteria

1. All candidate projects must be arterials in the CAMPO 2035 Plan.
2. All candidate projects must result in construction of a viable segment of roadway that, standing alone, is fully functional and usable by the public even if no subsequent segment is added in the future. Projects should result in additional traffic loads being directed onto substandard road segments. The County will consider the phased construction of multi-lane projects, but the first phase must result in at least two lanes being completed for the full length of the ultimate project.
3. The County will pay no more than half of all engineering and construction costs. Construction costs will include bridges, utility relocation, road-related storm water detention and water quality ponds, landscaping, and pedestrian and bicycle facilities. The County may pay up to 80% of the cost of bridges and box culverts if County design standards require them.

12/17/2010 DRAFT

4. The County will not pay for the portion of a project that a land owner would be required to pay for or build as a requirement of being granted development entitlements.
5. Private parties will be expected to arrange for the donation to the County of all property interests required for the project, including rights-of-way and easements for slopes, sight distances, stormwater management., etc. Therefore, private parties should own, control, or be able to acquire all the land within project limits. In special cases, however, the County may be willing to use eminent domain to acquire outparcels, provided the private parties bear the cost of the acquisition.
6. The private parties' share of project funding must be secured by a cash deposit, bond, letter of credit, public improvement district assessment, MUD or road district tax, restrictive covenant, or other form of funding or security acceptable to the County in its discretion. Written commitments will be required from all relevant private parties prior to the Commissioners Court vote to call the bond election.
7. A candidate project is expected to include city participation if any part of it is inside the city limits, an area included in a three year municipal annexation, an area subject to an annexation agreement, or a "near-term annexation areas" of the City of Austin under §30-1-21(5), Austin/Travis County Subdivision Regulations. City funding should be roughly proportional to the relative portion of the road segment that is in any one of these areas. The cost of any unique features or design requirements that result from special city requirements must be born entirely by the city or the private party.
8. The County will define the project engineering design standards; define and approve the scope and terms of the engineering contracts, including the amount and coverage of professional errors and omissions insurance; and review and approve the engineering construction plans and specifications.
9. The County's Qualification Based Selection process must be used to procure engineering services for a project, whether done by a private party or the County. The County's goals for Historically Underutilized Businesses must be included in Requests for Qualifications for engineering services. Construction contracts for all projects must be procured through a competitive process, whether done by a private party or the County.

CHARTER
2005 Travis County Bond Citizens Advisory Committee
(Adopted 11/23/04)
(Revised 6/7/05)

1. This Bond Citizen's Advisory Committee shall be composed of 15 members, 3 appointed by each of the 5 Commissioners Court members. That committee will establish their own operating procedures (with the guidance of this charter) and elect their own Chairperson. All meetings will be open to the public. The role of the Committee shall be the following:
2. Establish a democratic, inclusive process to study a bond program that ensures the confidence and trust of the Travis County voters. It is a fundamental expectation of the Commissioners Court in relation to the Committee that the elements of this Charter should only be implemented by the Committee or its appointed subcommittees in a public forum. This effort should be at stated meeting times, properly called, and at which all the members of the Committee or subcommittee are given an opportunity to attend. Private meetings with parties who may financially benefit from the design, construction, or implementation of a candidate bond project is prohibited.
3. Review information from Travis County staff regarding county roles and authorities, previous bond programs, the current needs for improved or additional facilities, related maintenance and operating costs for each project, and the financial capabilities of the County to assume bond debt.
4. Review demographic trends and other relevant studies to determine the impact of population growth patterns on County facilities.
5. Identify the fundamentally critical needs for Travis County capital projects including county roads and right of way for State Farm-to-Market Roads, parks, open space, storm water drainage, and replacement jail beds in the context of the financial impact on taxpayers along with programmatic impact and community benefits. The Commissioners Court has reserved debt capacity to address the mandatory, near-term replacement of variance jail beds. In addition, the Commissioners Court has reserved debt capacity for the planning and design of a new courthouse in anticipation of a subsequent 2007 bond election for its construction.
6. Review pertinent information regarding Travis County jail facilities and operations, including the following:
 - Findings and recommendations of the Jail Operations Study;
 - Applicable standards, policies and statutes that govern the operation of jail facilities in Travis County;
 - Trends that impact jail facilities and operations, including demographics, population and crime trend information; and
 - Historical information regarding jail facilities, including funding, years built, functionality, mission of facility, and prior bond elections.
 - Identify the critical issues, needs and priorities for jail facilities in relation to other capital project priorities and in the context of the financial impact on taxpayers.

7. Determine if project proposals meet appropriate tests for inclusion in an approximately \$100 million dollar bond program and are coordinated with other civic efforts. Appropriate tests shall include but not be limited to the following:

- All projects should be based upon need, and have a significant scale and outcome, and an expected 20-year design life or better
- All projects must be able to be completed within seven years of the bond election.
- Consistent with County adopted plans and policies
- All projects must demonstrate value and affordability and should include a fiscal impact analysis of their associated operating and maintenance costs in order to inform the voting public, and an analysis of the implications of not building the capital improvements.
- All candidate projects should consider joint use with other jurisdictions and due consideration should be given to overlapping debt.
- All projects should reflect Travis County's statutory responsibilities and include serious consideration of citizens' previously voiced needs.

8. Conduct public meetings throughout Travis County from the beginning to the end of the Committee process to receive public input on proposed needs and related impacts.

9. In order to avoid any perception of a conflict of interest, no Committee member may bid on a County capital project or benefit financially from any project under consideration.

10. Advise the Travis County Commissioners Court on the need for a bond election and the prospects for conducting a successful election in November, 2005. If a bond program is warranted, advise the Court on the overall scope of a bond package, recommend a prioritized list of projects and report on the fiscal impacts to the County and to local jurisdictions. The Committee is asked to provide an initial status report to the Commissioners Court within two months after their first meeting and then every 6 to 8 weeks thereafter, with a final report due no later than July 1, 2005

Travis County Commissioners Court Agenda RequestVoting Session: January 11, 2011
(Date)Work Session: _____
(Date)

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

B. Requested Text:

Consider and Take Appropriate Action Regarding Notice of the Vacancies and Expiring Terms of Travis County Appointees to the Joint City of Austin and Travis County Sustainable Food Policy Board.

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

Signature of Commissioner(s) or County Judge

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request
(Original and eight copies)

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

- III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)

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

Human Resources Department (854-9165)

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

Purchasing Office (854-9700)

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

County Attorney's Office (854-9415)

- ___ Contract, Agreement, Policy & Procedure

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




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

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

DATE: January 4, 2010

TO: Members of the Commissioners Court

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

SUBJECT: Travis County Sustainable Food Policy Board Appointments

Proposed Motion:

Consider and take appropriate action regarding notice of the vacancies and expiring terms of Travis County appointees to the Joint City of Austin and Travis County Sustainable Food Policy Board.

Summary and Staff Recommendations:

Travis County Judge and Commissioners Court appointees to the Sustainable Food Policy Board will expire February 22, 2011.

To date, Staff has received four (4) letters of interest from current board members for reappointment and one (1) application from members of the community hoping to be considered for any potential vacancies. (See attachments)

Currently the board is made up of thirteen (13) members; of those members six (6) are appointed by Travis County and seven (7) by City of Austin City Council in order to represent a broad base of the population.

The Travis County Health and Human Services Department staff has collaborated with the Austin Travis County Health and Human Services Department by sharing support to the Sustainable Food Policy Board and its committees since March of 2009. The board

was formed to address the growing need and awareness of the City and County's food system.

Background

On November 25, 2008, the Court voted to approve the creation of and its participation in the Sustainable Food Policy Board. The Board was created to advise both the Austin City Council and the Travis County Commissioners Court in the areas concerning the availability of safe, nutritious, locally, and sustainably-grown food and to aid in coordinating local government activities with those of nonprofits and community organization, and local business. The Sustainable Food Policy Board would accomplish this by:

- (1) monitor[ing] the availability, price and quality of food throughout the Austin and Travis County area;
- (2) collect[ing] data on the food security (i.e., access to an affordable, diversified local food supply) and the nutritional status of city residents;
- (3) inform[ing] city and county policy makers, administrators, and the public-at-large about the status of the region's food system and food security;
- (4) monitor[ing] and analyze the administration of city and county food and nutrition programs;
- (5) explor[ing] new means for the city and county to improve the local food economy, the availability, sustainability, accessibility, and quality of food and our environment, and assist city and county departments in the coordination of their efforts;
- (6) review[ing] availability and recommend measures to promote the preservation of agricultural land in the City of Austin and Travis County;
- (7) and recommend[ing] to the city and county adoption of measures that will improve existing local food production and add new programs, incentives, projects, regulations, or services. (City of Austin Ordinance Ord. 20081120-058)

Travis County Appointees

SFPB Appointee	Appointed By	Request for Re-Appointment	Area of Expertise
David Davenport	Commissioner Eckhardt	Yes	Letter received in Commissioner Eckhardt's Office
Max Elliott	Judge Biscoe	No	As a farmer and as Program Coordinator for YouthLaunch's Urban Roots farm program, I have provided the Board with expertise in sustainable agriculture as well as with service-based youth development. After I leave, the Board will continue to need to have representation from more local farmers.
Katie Kraemer	Judge Biscoe	Yes	As the sole agricultural representative on this City of Austin and Travis County Board, I have been working to improve the sustainability of farming in this area. In addition to my 20 years farming experience, I have dealt personally with some of the challenges of farming near Austin during this age of suburban sprawl and water shortage.
Paula McDermott	Commissioner Gomez	Yes	See attached
Michele Murphy-Smith	Commissioner Huber	Yes	My training in nutrition and nursing shows my longstanding interest in holistic health. I hope that my experience in creating and evaluating public health programs, which enables me to focus on clarifying objectives and identify measurable outcomes, is of value to the other board

			members and to our appointing commissioners and council members. Additionally, I have a long history of studying and working at UT Austin and have relationships with faculty and staff across multiple departments. I have enjoyed being able to connect volunteer students and faculty to assist with needs of the SFPB from time-to-time
Richard Pierce	Commissioner Davis	No	No Response

City Council Appointees

SFPB Appointee	Appointed By	Area of Expertise
Allison Beadle	CM C. Riley	No Response
Brandi Clark Burton	CM R. Shade	No Response
Arthur D'Andrea	CM Bill Spelman	I am a government lawyer with public policy experience at the federal, state, and city levels. I also have a longstanding interest in food policy. My legal background has been useful in navigating the regulatory issues faced by our stakeholders
Ellen Sweets	CM Sheryl Cole	No Response
Marla Camp	CM L. Morrison	No Response
Melanie McAfee	Mayor L. Leffingwell	No Response
Ronda Rutledge	CM M. Martinez	As Executive Director of Sustainable Food Center for the past five years, I've led the only agency in Central Texas that addresses our food system from seed to table. In addition to participating at the city/county level on the Sustainable Food Policy Board, I participate in statewide and national policy advocacy groups such as the Texas Food Policy Roundtable, Partnership for a Healthy Texas, the Farm and Ranch Freedom Alliance, and the Community Food Security Coalition. I am a strong leader who understands that lasting change comes about through policy measures.

From: Sherri Fleming
To: Jackson, Juanita
Date: 12/14/2010 10:06 AM
Subject: Fwd: FW: Travis County Appointments to SFPB

>>> Max Elliott <max@youthlaunch.org> Tuesday, November 30, 2010 1:31 PM >>>

Dear Judge Bisco,

I am writing to inform you that I will not be seeking re-appointment to the Travis County/City of Austin Sustainable Food Policy Board. My term expires on February 22, 2011. It has been an honor to serve on this Board for the past two years. During this time, I feel that we have done a good job building capacity within the local food and anti-hunger movements here in central, Texas. Most importantly, I believe we have found creative ways for the City of Austin to support the production and consumption of local fruits and vegetables. The entire Board worked closely with local market managers and the local Public Health Department to ensure that local vendors could provide samples to market customers and sell hot foods at local farmers markets. This will benefit the local food economy by drawing more customers to the markets and by providing local businesses with more market opportunities. The Board has also worked with multiple departments with the City to identify ways to utilize City resources, including public land, for community gardens and urban farms. In addition, the Water utility has been working to provide community gardens and urban farms with more affordable water rates; waiving waste water charges and charging them commercial rather than residential water rates.

Despite these gains, there is still much work to be done. We still need to gain a better understanding of the inequitable food access for residents of Austin and Travis County. This is a very real issue. All local hunger relief agencies are experiencing an increase in the demand for their services. While emergency hunger relief nourishes many, it does not create lasting solutions to ensuring that everyone has access to healthy, affordable foods. The Board also needs to increase its outreach efforts to engage the residents in Austin who are most directly experiencing food insecurity.

As a farmer and as Program Coordinator for YouthLaunch's Urban Roots farm program, I have provided the Board with expertise in sustainable agriculture as well as with service-based youth development. After I leave, the Board will continue to need to have representation from more local farmers.

If you have any questions regarding my time on the Board, please do not hesitate to contact me. Again, it has been an honor to serve on the Board. Thanks so much for giving me this opportunity.

Best,
Max Elliott

--

Max Elliott
Program Coordinator

YouthLaunch

7756 Northcross Drive, Suite 203
Austin, Texas 78757
(512) 342-0424 | max@youthlaunch.org | www.youthlaunch.org

Urban Roots: Cultivating Young Leaders to Nourish Their Communities

Directions to the Urban Roots farm are at:
<http://youthlaunch.org/contact/urlocation.php>

Juanita Jackson - Travis County Appointments to SFPB

From: Tecolote Farm <tecolotefarm@gmail.com>
To: Sam Biscoe <sam.biscoe@co.travis.tx.us>
Date: 12/17/2010 2:48 PM
Subject: Travis County Appointments to SFPB
CC: <sherri.fleming@co.travis.tx.us>, Juanita Jackson <Juanita.Jackson@co.tr...>

Dear Judge Biscoe,

I am writing to request re-appointment for service on the Sustainable Food Policy Board for the next two year term. I believe that representation of Travis County agriculture is beneficial and necessary to fulfill the missions of the Board. As the sole agricultural representative on this City of Austin and Travis County Board, I have been working to improve the sustainability of farming in this area. In addition to my 20 years farming experience, I have dealt personally with some of the challenges of farming near Austin during this age of suburban sprawl and water shortage.

While serving on the Board the last two years, I have been actively involved with near perfect attendance. I have contributed to lively discussions and appraisals of situations relating to all aspects of our Board's charges, and have wholeheartedly sought to address matters specifically pertaining to local agriculture. These include, but are not limited, to the following:

*I co-authored the eligibility requirements: *Sustainable Food Policy Board recommendations to Austin Water Utility: Requirements for Exemption from Irrigation Meter Tap Fees For Agricultural Customers (Urban Farms and Community Gardens)* to assist Austin Water Utility in their assessment of applicants. This included formulating the definition of an urban farm and a qualified community garden, and then following up with Rusty Coburn of AWU to iron out the specifics.

*I visited the Del Valle Correctional Facility's farm with two other Board members, setting the stage for potential strategic partnerships between the jail's Marketable Skills program and local agricultural operations and youth development programs. I have continued discussion with the program's overseer, Pete Trotman, about allowing the jail to participate in bulk purchases of seed orders with our local agricultural buying cooperative in order to reduce County costs associated with the large garden.

*Conducted in-depth analysis of Egg Grading. I was among those who determined that the cost to local egg producers was not exorbitant and that no changes should be made to the egg grading regulations, as had been requested. This was a situation in which we notified a local farmer that the Board saw no need to advise policy change.

*Worked with City Staff to change permitting stipulations at farmers' markets disallowing the selling of hot food. We were able, with extensive persistence, to change the interpretation of state law in order to create a more dynamic environment for the farmers markets. In the long run, this situation will increase sales for local area growers, thereby increasing sustainability.

I am eager to continue my work with the Board, and strongly feel that another agricultural representative is essential. Without farmers and farms, there would be no sustainable food at all, nor any need for this Board. In protecting the ability of farms which provide Travis County and the City of Austin with food to continue farming in this area, we are moving closer to a Sustainable Food System for the area, moving closer to a time when everyone will have good food to eat.

Thanks for giving me the opportunity to serve.

Sincerely,

Kathleen A. Kraemer

TECOLOTE FARM

Certified Organic! Certified Good!
Texas' Longest-running CSA Farm
tecolotefarm@gmail.com
(512) 276-7008

From: Sherri Fleming
To: Jackson, Juanita; Salazar, David
Date: 12/2/2010 10:09 AM
Subject: Fwd: Re: Sustainable Food Policy Board Re-Appointment Request

>>> Paula McDermott <mcscoq@swbell.net> Thursday, December 02, 2010 8:41 AM >>>
Dear Commissioner Gomez,

I appreciate the opportunity and your confidence.

This past year has been a learning curve for this new board and we have been more successful in strengthening the local food system than really making much difference with food access to date. For this coming year (among other objectives) we have prioritized affecting policies that help eliminate food deserts and improve access to nutritious food. We have a good group committed to the process and will undoubtedly be joined by a few new skilled members, as several of our volunteers will be stepping down.

To that end, at our next Food Access and Wellness standing committee on December 13th, we will be hearing from Bill Ludwig, regional director of USDA's Food and Nutrition programs:
> Bill oversees 15 hunger and nutrition Programs funded by USDA in the south central region. These Programs include SNAP (food stamps), school lunch/breakfast, summer food service, TexCap commodities, farm to school, WIC and low income and at vouchers for Farmers Markets.

He will be presenting along with Jeremy Everett who directs the Texas Hunger Initiative out of Baylor. The meeting is slated to take place at City Hall at 12:30 pm and I will send details along.

Sherri Fleming is collecting information from all the county board appointees and has plans to help facilitate the transition for the court and the board.

I wish you a delightful holiday season.

Very best regards,

paula.

Paula J. McDermott
512-462-9791
mcscoq@swbell.net

On Dec 2, 2010, at 7:59 AM, Margaret Gomez wrote:

> Thank you for the fine job you have done with this assignment. It is a great concern of mine as we get more reports that poverty is increasing as well as hunger. I am ready to reappoint you in February. We will be ready to place this on the agenda. You don't have to do anything. Most likely this reappointment will be approved by consent. We will advise you as soon as it is done. Again, thank you for your hard work on this issue.

>

> >>> Paula McDermott 12/01/10 2:48 PM >>>

> Dear Commissioner Gomez,

>

> I hope this note finds you feeling very healthy. I am writing regarding the upcoming completion of the initial terms for county appointees to the Sustainable Food Policy Board.

>

> I would very much like to be re-appointed to the Sustainable Food Policy Board when my original term comes up in February. Having just been elected chair in September and subsequently having led the board through a strategic planning process to identify and refine work priorities for the coming year, I believe my continued leadership is particularly important at this juncture.

>

> I have been very committed and active on the board to date as I hold the highest regard for the work of the board: to advise policymakers in Austin and Travis County on enacting policies that strengthen and sustain our local food system and that ensure access to high quality food for all who live and work in this area. Briefly, I have used my knowledge of the public policy process to assist the board in getting important work done. I drafted the primary recommendations that resulted in the resolutions passed by council and the commissioners' court to support sustainable agriculture and community gardens through the identification of public lands and development of a clear process to access and utilize those lands for sustainable food production, as well as a recommendation to add a city staff position to facilitate this work. Through the Access and Wellness standing committee we have worked to collate information and resources in order to identify gaps in the existing food safety network. We also are working with food advocates involved with the school districts to determine what city and county officials can do to improve the food served in the schools and to ensure a strong educational component to eating well. I have researched best practices and benchmarks related to school programs, government procurement and ways to improve access to good food and strengthen our food system. Additionally, I advocated tirelessly to work with the city/county health department and policymakers to solve problems that were keeping local farmers' markets from thriving (e.g. permission to prepare and sell hot food on-site safely utilizing local ingredients and other permitting issues). And, I served on a communication workgroup to examine ways to reach stakeholders and garner community input. In that committee, we also created an overview of the work of the board which was presented to the County Commissioners Court and distributed to policymakers via board members (a more formal copy is in the works).

>

> Finally, in my new role as Chairperson, I have been helping the board to clearly define work priorities and build relationships with policymakers, advocates and other stakeholders to ensure we are effective in advising the Travis County Commissioner's Court and Austin City Council as to the best ways to reach the broad and critical goals for which the Sustainable Food Policy Board was formed. To that end, I have carefully created agendas and worked with the standing committee and workgroup chairs to ensure we stay focused and follow through on work in progress.

>

> Currently, I am hoping that the Commissioners whose appointees step down take advantage of vacancies on the board to appoint committed and skilled members that complement exiting members, ensuring a diverse representation of the necessary experience and stakeholders that will strengthen our food system and improve food access and health. To that end, we have asked each board member to briefly summarize his/her area of expertise, representation and contribution to the board. Mine follows.

>

> I very much appreciate your dedication to the health and education of schoolchildren in regard to sustainable and nutritious food and I have asked a member of our board to focus her efforts in helping the board to be effective in those area.

>

> I am always available to meet with you and I continue to stay involved with Becker's Green Classroom and would love to offer you a tour at your convenience.

>

> I look forward to hearing from you soon.

>

> Very best regards,

>

> Paula.

>

> Paula J. McDermott

> Chair, SFPB

> 512-462-9791

> mcscog@swbell.net

- >
- > Summary of relevant expertise, contribution to the board and stakeholder representation:
 - >
 - > - Master of Public Affairs - experience with how the policy process works effectively at the local government level
 - > - Professional background in health and human services via nonprofit organizations and government
 - > - Consumer and community advocate in many different areas related to health, school gardening, education, access to food, sustainable food
 - > - Advocate for genuine inclusion of culturally appropriate input from diverse stakeholders in the policy process
 - > - Fluent in Spanish, conversant in Portuguese (MA in Latin American Studies)
 - >
- > Relevant excerpt from original cover letter submitted with application to the board:
 - >
 - > My resumé reflects many years working with diverse populations in rural, academic, and government settings here and in Latin America. Through direct services, study, independent fieldwork, strategic planning leadership, community organizing and innovative collaboration I have been effective in all aspects of the public policy process. As a health and human services professional I bring perspectives that will benefit this board in attaining challenging goals. In addition, I know how to involve diverse groups in the decision-making process in meaningful and structured ways. Joint graduate work in public policy and Latin American studies (as well as Spanish and Portuguese language skills) grant me a wide repertoire of resources and models to draw from as we lead the way in sustainable food policy.
 - >
 - > Finally, in recent years while focusing on parenting young children, I have been integrating Spanish into schools and families and gardening with children of many ages in the private and public sector. I have followed a two-decades old passion for growing, sourcing, and preparing high quality local food. In the process, I have been involved with many of our growers, nonprofits, city programs, neighborhood councils, community gardens and families all working toward a healthy "food culture" while respecting limited resources. This experience will contribute to the challenging tasks of identifying priorities and implementing actions to improve and sustain the systems that will make fresh local food available to all in our area.
- > Paula J. McDermott
- > 512-462-9791
- > mcscoq@swbell.net
- >
- >

PAULA J. McDERMOTT

810 W. Gibson Street. • Austin, TX 78704 • (512) 462-9791 • mcsog@swbell.net

EDUCATION

Master of Public Affairs / Lyndon B. Johnson School of Public Affairs, GPA 4.0 May 2001

Master of Arts - Latin American Studies / Institute of Latin American Studies, GPA 4.0

The University of Texas at Austin, Austin, Texas

Thesis: original research involving health services and a state-run sustainable development program in the Brazilian Amazon.

Bachelor of Arts – Psychology / Spanish May 1988

University of the Pacific, Stockton, California, *cum laude*

Institute of European Studies, Madrid, Spain

1986 – 1987

SUMMARY

Twelve years professional and academic experience in the social policy field researching, implementing and managing projects. Emphasis on issues related to health, political inclusion, and community development. Excellent oral and written communication and analysis skills in English, Spanish, and Portuguese demonstrated through practical application in Texas and Latin America. Skilled in adapting to diverse situations, developing strong networks, and using limited resources.

PROFESSIONAL EXPERIENCE

Violence Against Women Project Associate, Center for Health Training/Tx Dept. of Health Dec. 2002 – Dec. 2003

- Established, together with a project team, a Violence Against Women (VAW) Prevention Advisory Committee for Texas, made-up of diverse statewide stakeholder representatives.
- Organized, facilitated, and documented a series of advisory committee, sub-committee, and project team meetings resulting in a cohesive statewide strategic plan to prevent VAW.
- Surveyed and assessed primary prevention of violence-related services currently being provided across the state.
- Conducted a thorough literature review related to primary prevention of domestic violence, sexual assault, and stalking.
- Wrote and/or edited all major components of the report of Texas' strategic plan to prevent VAW.
- Represented Texas' VAW prevention project and advisory committee in regional and national meetings.

Policy Analyst, Consultant

Nov. 2001 – March 2002

- Developed, implemented, and analyzed a survey to facilitate better access to health care for Texans.

Consortium Organizer, Organization of American States (OAS)

Summer 1999

- Launched a consortium aimed at assessing the environmental and social impacts of trade corridors, which involved universities and professionals in Argentina, Chile, Ecuador, Costa Rica, and the U.S.
- Interviewed university researchers and public and private sector professionals in each region, produced reports in Spanish and English, and organized and hosted a three-day meeting of consortium members in Austin, Texas.

Wellness Program Coordinator / Intake and Referral Specialist

AIDS Services of Austin (ASA)

Aug. 1995 – Aug. 1998

- Delivered high-quality health education services encompassing all aspects of HIV for the largest AIDS Services Organization in Central Texas, making complex scientific information comprehensible to diverse audiences.
- Coordinated Wellness Team, managed program budget, supervised personnel, and created a strong external network.
- Strengthened and led the *Women's Rising Project*, a collaborative effort involving multiple agencies and individuals.

Independent Case Manager, Project CHANCE, The Arc of Austin

Mar. 1993 – Aug. 1995

- Advocated on individual and systems level for clients representing diverse cultures while providing consultation and technical assistance for agencies, professionals, and families.
- Designed educational presentations, trained professionals, and represented the program in county consortiums to increase the efficacy and diversity of services for people with disabilities involved in the criminal justice system.

Community Development Extensionist, Peace Corps Honduras / FEHMUC

Aug. 1988 – Feb. 1991

- Worked with rural women's groups to prioritize needs, access resources, and implement community development projects.
- Developed, obtained funding for, and implemented a model seminar in Spanish created to support health workers from rural communities. Produced a training guide for seminar replication.
- Conceptualized, coordinated and facilitated four multidisciplinary national seminars to emphasize the importance of work with women and to improve the efficacy of such work.

Office Manager, Vegas Electric, Honduras – 1992; **Elementary School Teacher**, Roatan Bilingual School, Honduras – 1991

PAULA J. McDERMOTT

COMMUNITY SERVICE – LEADERSHIP – PUBLICATIONS

Farmer's Market Advisory Committee Consumer Representative- Sustainable Food Center

Board Member- Green Corn Project (2000-2001)

Volunteer- SafePlace Lifeskills Spanish Program (2000), Women's Rising Project: retreat catering (intermittent)

Activist- Local Food Access/Reproductive Rights/Environmental Protection

Founder- Policy, Women and Resources (PoWeR) – LBJ School

Publications: *LBJ Journal of Public Affairs*, 2001/ *Discovery*, 2001/ *U.S. – Mexican Special Publication*, UT-Austin, 1999

December 8, 2009

RE: Sustainable Food Policy Board application

Dear Ms. Hinkle,

I congratulate you, along with the other city staff, councilmembers, and county commissioners, for creating the Sustainable Food Policy Board. I would be honored to serve as a member of the board and believe my skills, experience, and connections complement the capable representatives already involved in the process.

I participated in an inspiring workshop at the end of the year facilitated by Mark Winne, whose experience and insights helped formulate the charter for our board. With diverse members of the "food community" present, we identified goals, challenges, and specific steps this board could take to bring our municipality into the forefront of producing accessible and sustainable quality local food. We have the good fortune of drawing from experienced growers, educators, chefs, small business owners, lobbyists, nonprofit and governmental representatives to fill the 13 positions on this board. My participation would enhance the specific goals related to health and human services, inclusion of harder-to-reach communities, youth education, and the family consumer perspective in creating effective policies.

My resumé reflects many years working with diverse populations in rural, academic, and government settings here and in Latin America. Through direct services, study, independent fieldwork, strategic planning leadership, community organizing and innovative collaboration I have been effective in all aspects of the public policy process. As a health and human services professional I bring perspectives that will benefit this board in attaining challenging goals. In addition, I know how to involve diverse groups in the decision-making process in meaningful and structured ways. Joint graduate work in public policy and Latin American studies (as well as Spanish and Portuguese language skills) grant me a wide repertoire of resources and models to draw from as we lead the way in sustainable food policy.

Finally, in recent years while focusing on parenting young children, I have been integrating Spanish into schools and families and gardening with children of many ages in the private and public sector. I have followed a two-decades old passion for growing, sourcing, and preparing high quality local food. In the process, I have been involved with many of our growers, nonprofits, city programs, neighborhood councils, community gardens and families all working toward a healthy "food culture" while respecting limited resources. This experience will contribute to the challenging tasks of identifying priorities and implementing actions to improve and sustain the systems that will make fresh local food available to all in our area.

I appreciate your help in circulating my application for appointment as a board member to the newly formed Sustainable Food Policy Board. Please contact me for more information and/or references at 512-462-9791 or mcsocg@swbell.net.

Sincerely,

Paula J. McDermott

From: Sherri Fleming
To: Jackson, Juanita
Date: 11/30/2010 1:51 PM
Subject: Fwd: Re-appointment as member of the SFPB

>>> "Michele Murphy-Smith" <mms@mail.utexas.edu> Tuesday, November 30, 2010 12:44 PM >>>
Dear Sherri,

Thank you for the reminder and information for members whose appointment is expiring in February.

I would like to be re-appointed and I will send an appropriate letter to Commissioner Huber later today.

My contributions to the SFPB

My training in nutrition and nursing shows my longstanding interest in holistic health. I hope that my experience in creating and evaluating public health programs, which enables me to focus on clarifying objectives and identify measurable outcomes, is of value to the other board members and to our appointing commissioners and council members. Additionally, I have a long history of studying and working at UT Austin and have relationships with faculty and staff across multiple departments. I have enjoyed being able to connect volunteer students and faculty to assist with needs of the SFPB from time-to-time.

Once our board fully understood the procedures necessary in working with both the city and county, we coalesced and have been more successful in advising relevant council members and commissioners on policies we believe will make progress towards the goals outlined in our formation ordinance. I have enjoyed meeting city and county staff members and fully appreciate their knowledge and support in our endeavors. I have attended all meetings held when I have been in town, missing four board meetings in two years. Finally, I admire and respect my fellow board members and would be happy to continue to serve with them. In the next two-year cycle I expect to learn more about Travis County, its needs and resources for becoming a healthy, sustainable, local economy which cares for, and is supported by, the central Texas community.

Many thanks for all your assistance Sherri! michele

Michele Murphy-Smith, PhD, RN, RD

Center for Social Work Research, ARI

University of Texas at Austin

(512) 232-0612 office

(512) 529-8150 cell

"If we want more evidence-based practice, we need more practice-based evidence."

L. Green on <http://www.lgreen.net/index.html>

From: Sherri Fleming
To: Jackson, Juanita
Date: 12/14/2010 1:09 PM
Subject: Fwd: Re: Sustainable Food Policy Board

>>> Dick Pierce <dickpiercedesigns@gmail.com> Tuesday, December 14, 2010 1:06 PM >>>
Sherri, thanks for the reminder - this was a to do for me last week - alas,
as I returned from Europe, I returned with the flu bud that you all have
here and a week was lost. Starting to regain energy now but I'm behind.

I'm sorry to not have a letter and report to you and the Commissioners so
far - I'll work on both of those over the next day or so as a part of my
recovery - will have it for you by Thursday PM.

More later, but I will not be asking for a re-appointment to the SFPB for
another 2-year term. I find myself, as I approach a major birthday, not able
to cram as many things as I want and as I have in the past into a day, week,
or month - and that I am going to have to reluctantly let go of a few
things, so I can do the remainder well. I also feel the need to more deeply
delve into a few major issues facing the County such as land/water/tax
relief for agriculture. I love the SFPB, have been so happy to be a member
and to have contributed to its start-up, and most appreciative of the
opportunity afforded me by the Commissioners.

A formal letter, report, and thank you to the Judge and Commissioners will
be forthcoming - as will my recommendations for candidates to replace me on
the SFPB.

Dick Pierce

On Tue, Dec 14, 2010 at 10:10 AM, Sherri Fleming <
Sherri.Fleming@co.travis.tx.us> wrote:

> ** High Priority **

>

> Greetings Board member:

>

> I am checking in to determine your interest in being re-appointed to the
> Board. We have not received a request thus far. If you have sent something,
> please be advised that we have not received anything. If you have provided
> your request to your Court member, it would be helpful if we could receive a
> copy of your submission.

>

> In addition, we asked each Board member to give us a brief summary of your
> experience to facilitate future decisions by the Court on appointees.

>

> Please let me know your interests as soon as possible. We are preparing an
> agenda item for the Commissioners Court. Thanks, SF

>

> Sherri E. Fleming

> Executive Manager

> Travis County Health and Human Services and Veterans Service

> Voice: 512-854-4101 - Fax 512-854-4279

> sherri.fleming@co.travis.tx.us

>

>

> CONFIDENTIALITY NOTICE TO RECIPIENTS:

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> If verification is required, please request a hard copy from the sender.
> Thank you.

>

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>

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DickPierceDesigns@gmail.com

SE-NE (summer) & Austin, TX (winter)

Cell-512-992-8858 (all-season)

www.DickPierceDesigns.com <<http://www.dickpiercedesigns.com/>>

Just Completed: 4 Courses of citizen Gardener-Basic. Next Course starts on
Jan 15 - <http://citizengardener.grouply.com/>.

And, just started: Fall 2010 Permaculture Decign - through Dec 11. Local
Food Grad Potluck & Celebration - Sun Dec 12 (TBA)

Next PDC starts on Jan. 24th; great Christmas present.

Dick's PC-Bio. on www.austinperm.com/

You Tube Dick Pierce for video clips

December 17, 2010

Commissioner Sarah Eckhardt
Travis County Precinct Two
PO Box 1748
Austin, TX 78767

Dear Commissioner Eckhardt:

I'd like to take this opportunity to thank you for appointing me to the City of Austin/Travis County Sustainable Food Policy Board. The past eighteen months has been both challenging and rewarding in many ways. I am proud to be able to report to you that the board is beginning to make steady progress in the key areas of food insecurity and access.

Recently I was successful in inspiring William Ludwig, Regional Director of USDA Food and Nutrition Services, Jeremy Everett from Texas Hunger Initiative to attend and present at our Food Access and Wellness Committee. This meeting provided the insight and information our committee needed to begin shaping effective policy recommendations around expanding access to healthy, nutritious food to our most vulnerable neighbors.

I am excited and inspired by the direction our board has taken in embracing the belief that healthy food is a human right. I see great work ahead. I see important work undone.

For that reason I am sending you this letter to formally request re-appointment to the City of Austin/Travis County Sustainable Food Policy Board.

Again, thank you for this opportunity to serve. I look forward to working with you and the board to help improve the quality of life for all in Travis County.

In Service,


David M. Davenport



DAVID M. DAVENPORT

15608 Echo Hills Drive □ Austin, Texas 78717 □ (512) 743-2956 □ zips1988@earthlink.net

EXECUTIVE SUMMARY

COMMITMENT | LEADERSHIP | VISION

Nationally recognized leader in social enterprise. Proven visionary who translates organizational goals into concrete strategies. Expert in creating vision for an organization and developing the teams and the plans required to see the vision to fruition. Highly skilled at fund development (capital and operational support) and successful at shaping policy and legislation in support of organizational objectives.

AREAS OF EXPERTISE

- Strategic / Tactical Planning
 - Fund Development
 - Capital Campaigns
 - Food Banking
 - Operations Management
 - Organizational Development
 - Board Development
 - Social Enterprise Leadership
 - Complex Plan Implementation
 - Public Policy / Legislation
 - Social/Non-Traditional Media
-

PROFESSIONAL EXPERIENCE

CAPITAL AREA FOOD BANK - AUSTIN, TEXAS

4/2008 - 9/2010

PRESIDENT AND CHIEF EXECUTIVE OFFICER

- \$2.3MM FY2009/10 Operating Surplus at CAFB doubled the size of organization's operating reserve built over 29 years.
- Responsible for growth in annual operating budget from \$32MM in 2007 to over \$51MM in 2009/2010.
- Engaged community stakeholders to build support for Vision 2014 plan to change the organizational model of food banking and reduce hunger in Central Texas.
- Led Capital Area Food Bank through a brand audit and feasibility study. CAFB is now positioned for a successful \$20 Million Comprehensive Campaign to fund Vision 2014.
- Expanded Central Texas Food Rescue increasing program output of nutritious food to families, children and seniors in need by 420%.
- Led effort to increase efficiencies and effectiveness of CAFB resulting in a lowering of the cost per pound of food distributed from .43 cents per pound to .31 cents per pound saving estimated \$2.67MM in 2009/2010.
- Launched national recognized Capital Area Food Bank social networking and non-traditional media efforts:
- Developed CAFB Mobile Food Pantry Program. CAFB launched Mobile Food Pantry II in September.
- Feeding America selected Capital Area Food Bank as host member organization for the 2010 National Summit.
- Launched Summer Feeding Program in partnership with Texas Department of Agriculture.
- Increased distribution of needed food and grocery products from 15.7MM pounds in 2007 to 27MM pounds in 2010.

CONTINUED ...

PROFESSIONAL EXPERIENCE - CONTINUED**END HUNGER NETWORK – HOUSTON, TEXAS**

3/2004 –4/2008

EXECUTIVE DIRECTOR

- Led End Hunger Network to extraordinary growth in net assets during my tenure from \$1.57MM in 2003 to just over \$10MM in 2006.
- End Hunger Network secured more funding during 18 month timeframe in 2005/2006 than it had secured in the prior 19 years combined.
- Led End Hunger Network through a facility development process that completed concept, design, construction and fundraising in 18 months.
- Provided staff leadership to develop visionary plan of action titled “People are Hungry..There’s Enough Food... What’s the Problem? A Vision for the Future of Food Rescue Services in the Greater Houston Area.”
- Grew End Hunger Network staff team from 7 in 2004 to 36 in 2008.

BOYS AND GIRLS HARBOR – HOUSTON, TEXAS

6/2000 – 3/2004

CAPITAL CAMPAIGN DIRECTOR

- Staff leader for campaign to expand and update campus facilities at organization that serves abused, abandoned and neglected children.
- Funds secured on schedule and project to revitalize 40 acre campus on Galveston Bay completed ahead of schedule.

YOUNG MEN’S CHRISTIAN ASSOCIATION (YMCA)

9/1988 –6/2000

NATIONAL TRAINER/CONSULTANT, YMCA OF THE USA**BRANCH EXECUTIVE DIRECTOR, YMCA OF METROPOLITAN FORT WORTH****OUTREACH PROGRAM DEVELOPMENT, YMCA MINAS GERAIS IN BRAZIL****COMMUNITY DEVELOPMENT SPECIALIST, MEXICAN FEDERATION OF YMCAs****BRANCH EXECUTIVE DIRECTOR, YMCA OF THE GREATER HOUSTON AREA****INTERNATIONAL PARTNERSHIP DEVELOPMENT, YMCA IN KYOTO, JAPAN****ASSOCIATE EXECUTIVE DIRECTOR, YMCA OF THE GREATER HOUSTON AREA****SENIOR PROGRAM DIRECTOR, YMCA OF THE GREATER HOUSTON AREA**

- Completed highly successful community development projects in Belo Horizonte, Brazil and Juarez, Mexico (YMCA).
- Facilitated partnership between the YMCA of the Houston Area and the YMCA in Kyoto, Japan.
- Designed national recognized Leadership Camp and Teen Court programs.

AWARDS AND RECOGNITION

Feeding America Model Program Award (CAFB) 2008

Feeding America Legendary Customer Service Award (CAFB) 2010

Greater Austin Business award for Customer Service (CAFB) 2010

Greater Austin Business Award for Community Relations (CAFB) 2009

Honorary Service Award – United States Armed Forces 2008

YMCA Carl Cooper Award for Program Excellence 1989, 1990, 1992

Rotary International Paul Harris Fellow

Featured in Reuters International’s “Route to Recovery: A trip through the epicentres of the American recession,” 2009-2010

Featured in *Washington Post’s* “A Fresh Look at How to Get Food to 35 Million,” January 2009

CONTINUED ...

PROFESSIONAL ORGANIZATIONS AND AFFILIATIONS

Travis/Williamson County FEMA/Emergency Food and Shelter Program Board - Chair
 Association of Fundraising Professionals - Member
 City of Austin/Travis County Sustainable Food Policy Board - Member
 Former Students Advisory Board - Texas A&M University Department of Political Science - Member
 Texas A&M University - College of Liberal Arts Development Council - Member
 University Hospital St. Paul/UT Southwestern Hospital Foundation - Volunteer
 Holy Family Catholic School - Volunteer
 St. Dominic Savio Catholic High School - Volunteer
 Texas Organ Sharing Alliance - Volunteer
 State of Texas House of Representatives District 127 - Candidate
 Board of Directors, St. Martha Catholic School - Past Chair and Member
 Department of Political Science "One Spirit One Vision" Campaign Texas A&M University- Past Cochair
 "Celebrating our Faith in the New Millennium" Campaign, St. Martha Catholic Church - Past Chair
 The Campaign for St. Martha Catholic School - Past Chair
 St. Martha Catholic Church Parish Council - Past Member
 Galleria Area Rotary Club Board of Directors - Past Member

EDUCATION

BACHELOR OF SCIENCE IN POLITICAL SCIENCE

Texas A&M University - College Station, Texas

PROFESSIONAL DEVELOPMENT

Feeding America State Association Task Force 2009
 Feeding America - Executive Leadership Program 2006
 Feeding America National Conference 2006, 2007, 2009, 2010
 Stanford University Social Innovation Conference 2010
 YMCA of the USA - Executive Development Program Certification
 YMCA of the USA - Senior Director Certification
 YMCA of the USA - Financial Development Certification
 YMCA of the USA - Group Work Certification/Trainer
 YMCA of the USA - Program Development Certification
 YMCA of the USA - Stewardship Certification
 YMCA of the USA - National Consultant - Group Leadership
 World Alliance of YMCAs/YMCA of the USA - Unity Conference Delegate.
 Japan National YMCAs - Conference Delegation Leader (USA) Hiroshima, Japan
 YMCA of the USA International Conference Delegate Juarez, Mexico
 Association of Fundraising Professionals - Best Boards Conference 2002-2007
 Association of Fundraising Professionals - Major Gifts Fundraising
 Association of Fundraising Professionals - Ethics in Fundraising
 Association of Fundraising Professionals - International Conference 2006, 2007, 2010

CONTINUED ...

Travis County Commissioners Court Agenda RequestVoting Session: January 11, 2011
(Date)Work Session: _____
(Date)

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

B. Requested Text:

Consider and Take Appropriate Action on the Following Matters Related to the Travis County Healthcare District Board of Managers:

- A. Designation of Committee to Review Applications to fill Current County-Appointed Vacancy;
B. Proposed Questions for Interviews with Candidates; and
C. Timeline and Other Related Issues.

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

Signature of Commissioner(s) or County Judge

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request
(Original and eight copies)

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

- III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)

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

Human Resources Department (854-9165)

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

Purchasing Office (854-9700)

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

County Attorney's Office (854-9415)

- ___ Contract, Agreement, Policy & Procedure

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



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

**Sherri E. Fleming
Executive Manager
(512) 854-4100
Fax (512) 279-1608**

DATE: January 4, 2011

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: Central Health / Travis County Healthcare District Board of Managers

Proposed Motion:

Consider and Take Appropriate Action on the Following Matters Related to the Travis County Healthcare District Board of Managers:

- A. Designation of Committee to Review Applications to fill Current County-Appointed Vacancy;
- B. Proposed Questions for Interviews with Candidates; and
- C. Timeline and Other Related Issues.

Summary and Staff Recommendations:

On October 5, 2010, the Court authorized Staff to issue the Call for Nominations and make available applications and requirements for potential candidates for appointment to the Board of Managers to fill the vacancy created by Dr. Donald Patrick's resignation. The Board's bylaws provide that the Managers will serve until their re-appointment or the selection of their successor. Utilizing the websites and resources of Travis County, Central Health, formerly Travis County Healthcare District, the Community Action Network and various community leaders and organizations, information and applications have been made available to the public with a closing date of November 19, 2010 and later extended, by action of the Court, until January 7, 2011. Staff has since received a

total of ten (10) applications from the community to fill this vacancy, as well as several inquiries related to the board vacancy.

Staff recommends appointment of a subcommittee to review the list of applicants and proposed interview questions.

Issues and Opportunities:

In 2007, the Travis County Commissioners Court approved an amended process to ensure appropriate notice of the expiring terms of members of the Board of Managers of the Travis County Healthcare District. The process was designed to allow the Court time to determine the best course for appointing or re-appointing citizens to the Board of Managers.

When vacancies have previously existed, the Commissioners Court had appointed a subcommittee made up of two members of the Court and the HHS&VS Executive Manager to review the applications submitted for the Board of Managers vacancies.

A list of potential applicants who have submitted application by the January 7, 2011, deadline is attached.

Background

Pursuant to Section 281.021(d) of the Texas Health and Safety Code, the Travis County Commissioners Court is responsible for selecting and appointing four members of the Travis County Healthcare District Board of Managers with a fifth Manager selected jointly by the Commissioners Court and Austin's City Council.

Current members of the Travis County Healthcare District Board of Managers are:

- Chairperson, Thomas Coopwood, M.D. – City Appointee
- Vice-Chairperson, Rosie Mendoza, C.P.A. – City Appointee
- Secretary Bobbie Barker – City Appointee
- Treasurer Frank Rodriguez – County Appointee
- Manager Clarke Heidrick, J.D. – County Appointee
- **Manager Donald Patrick, M.D. – County Appointee – Resigned**
- Manager Brenda Coleman-Beattie – County Appointee – Reappointed October 2010
- Manager Katrina Daniel, R.N. – City Appointee
- Manager Anthony Haley – Joint County/City Appointee

(Managers with terms expiring are in bold.)

cc: Stacy Wilson, Central Health
Trish Young Brown, CEO, Central Health

TRAVIS COUNTY
HEALTHCARE DISTRICT APPLICANTS

1. Harry Barnes
2. Paul T. Garza
3. Ray M. Branson, DPh
4. William J. McLellan
5. Isabel V. Hoverman, MD
6. Sarah Smiley, DO
7. Richard Butler
8. Mark Bellman
9. William D. Defoyd, DC
10. Christopher M. Ziebell, MD

Approved by the Travis County Commissioners Court on March 24, 2009



INTERVIEW QUESTIONS FOR APPLICANTS
To The Travis County Healthcare District Board of Managers.

1. Why are you interested in serving on the Board of Managers?
2. List the most important attributes you would bring to the Healthcare District if selected to serve on the Board of Managers.
3. What do you consider the primary mission, challenges and opportunities for the Healthcare District?
4. What, in your view, can the Board of Managers do to ensure the success of the Healthcare District?
5. What role, if any, should neighborhood and homeowners' associations and other sources of public input play for the Healthcare District, particularly when considering any future clinic locations and/or clinic closings?
6. What limitations, if any, are placed on the time you have available for service on the Board of Managers?
7. Describe an event or project in your personal or professional life where your leadership helped to navigate a diverse group to consensus on a difficult issue.
8. Describe your personal philosophy on public policy relating to providing healthcare.
9. Please describe for us your philosophy and understanding of fiscal accountability as it relates to the provision of public services.
10. Are there any comments or questions for the members of the Commissioners Court?

TRAVIS COUNTY APPOINTEES

Clarke Heidrick is an attorney with the firm of Graves, Dougherty, Hearon & Moody, where he has practiced law since 1977. He specializes in general business law, mergers and acquisitions, corporate and securities, real estate acquisitions, banking and finance, and tax-exempt organizations

Frank Rodriguez is the **Development Director** for Mexic-Arte Museum. In this capacity, he is responsible for strategic development activities related to the Museum's growth and development. Prior to this position, Mr. Rodriguez was a business owner for a firm specializing in financial and business planning for both the private and public sector.

Donald W. Patrick, M.D., J.D., is a **physician and an attorney** and most recently served as the Executive Director of the Texas Medical Board, the body responsible for regulating healthcare in Texas. Previous to this position, Dr. Patrick practiced neurosurgery in Austin from 1969 to 2001 and is a Diplomate of the American Board of Neurological Surgery.

Brenda Coleman-Beattie, M.A., is the **CEO and Principal Strategy Consultant** for 2Thrive4, a strategy consulting company. Prior to this position, Ms. Coleman-Beattie was the Assistant Chief Operating Officer with the Lower Colorado River Authority. Ms. Coleman-Beattie maintains a distinctive record of public service and presently serves as the board's chair for the Texas Council for Developmental Disabilities.

CITY OF AUSTIN APPOINTEES

Rosie Mendoza is a licensed **Certified Public Accountant** and is the managing shareholder for R. Mendoza & Company, P.C. with expertise in financial and governmental accounting, where she leads the attest services area of the firm.

Thomas B. Coopwood, M.D., F.A.C.S., is retired from a distinguished career as a **surgeon** serving the Austin community for over 30 years. During his career, Dr. Coopwood served as Chief of Surgery at Brackenridge Hospital from 1980 to 1985, Chief of Staff at Brackenridge Hospital in 1986 and Chief of Surgery at St. David's Hospital from 1988 to 1990.

Bobbie Barker is the **Vice President** for Grants and Community Programs at St. David's Community Health Foundation. In that role, she overseeing the Foundation's multimillion-dollar grant making process, ongoing development of the Foundation's program areas of mental health, aging services, and healthy living, and outreach to other community agencies and programs.

Katrina Daniel, R.N., M.P.H., is **Senior Associate Commissioner, Texas Department of Insurance**, overseeing the regulation of life, annuity, accident and health insurance and the development of a State workers' compensation health care network. Commissioner Daniel has also held a variety of planning and public policy positions with the Texas Legislature, Texas Department of Health, the Sunset Advisory Commissioner and the Texas Department of Family and Protective Services, as well as serving the community through volunteer commitments with the American Red Cross, the Austin Neighborhood Council, and her neighborhood association.

JOINT TRAVIS COUNTY/ CITY OF AUSTIN APPOINTEE

Anthony Haley, J.D., is an attorney who operates a consulting practice providing strategic advice and public policy research to businesses and State and local government organizations. Prior to opening his consulting firm, Mr. Haley worked as the VP for University Relations at Texas Southern University and has over seventeen years of experience working in leadership roles with the Texas Legislature and Judiciary, in addition to teaching and lecturing at academic institutions across the State in the areas of law and public policy.

**TRAVIS COUNTY
HEALTHCARE DISTRICT BOARD OF MANAGERS
APPOINTMENT APPLICATION**

TRAVIS COUNTY HHS &
ADMINISTRATIVE SER
RECEIVED

2010 DEC 28 P 4:

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: Harry F. Barnes		
Spouse's Name: Sandra K. Barnes		
Home Telephone # 512-266-5939	Work Telephone # 512-491-1403	Fax # 512-491-1971
Email Address shbarnes@austin.rr.com		Cellular # (Optional)
Present Job title & job description: Chief of Staff to the Medical Director--- Medicaid /CHIP Program State of Texas 2005-Now Performed highly advanced consultative work in planning, development, and implementation of programs designed to change the role and scope of the Medical Director's Office. Results: Designed a drug distribution system, redesigned the medical policy function, and established the Office of Medical Technology. Implemented a plan to increase the duties and responsibilities of the Medical Director's Office by adding several key functions. Results: Recruited, hired, trained, and mentored the increase from four employees to twenty one, including four physicians, twelve nurses and a research specialist, besides several clerical staff. Planned and implemented a resource allocation process to align skills and needs with available resources. Results: Successfully developed a budget of over \$1 million dollars to accomplish goals and objectives of department.		
Profession: Health Care Executive		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 11613 Woodland Hills Trail Austin, Texas 78732		Employer and Employer's Address Texas Medicaid and CHIP, 11209 Metric Blvd. Austin TX 78758
County: Travis		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) Yes	
Undergraduate School: Lemoyne College Syracuse N.Y.	Year Graduated: 1967
Graduate School: Saint Louis University Saint Louis MO. Masters degree in Health Care Administration	Year Graduated: 1972
Licenses/Certifications: Fellow in the American College of Health Care Executives	Year Obtained: 1979

Name: Harry Barnes

EMPLOYMENT AND CAREER HISTORY (include business, administrative, & finance experience):

Chief of Staff to the Medical Director, Medicaid/CHIP Program State of Texas Austin TX 2005-Current
Vice President, American Heart Association, Texas Affiliate Austin TX 2001-2005
Acting Bureau Chief, Texas Department of Health Bureau of Managed Care Austin TX 2000-2001
President and Chief Executive Officer, Wilson N. Jones Regional Health System, Sherman TX 1982-1998

CURRENT PROFESSIONAL MEMBERSHIPS:

Fellow in the American College of Health Care Executives

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

None This is the first opportunity I feel my back ground and qualifications make me a viable candidate to fill a public service role.

CIVIC PARTICIPATION:

Past member, Lions Club Lakeway Texas

Name: Harry Barnes

COMMUNITY LEADERSHIP ROLES:

[Empty box for Community Leadership Roles]

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

25 years as a hospital administrator.
Four years with the American Heart Association.
6 years with the medicaid program

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

Managed successfully a 244-bed acute care facility with two remote clinics, one rural health clinic, one ambulatory surgery center, an employed physician group of 12 and a Medical Service Organization. Operations included 1,100 employees, a \$35 million payroll and gross revenues of more than \$180 million.
Results: Grew the organization from a net loss of \$105,000 to a gross profit of \$4.6 million while expanding the market share from 20% to 44%. Tripled the square footage of the facilities.

Established a four-county network of four hospitals and 200 physicians to create a stronger market with managed care companies. Created an urgency within the organization to shift revenue stream from in-patient to out-patient care.
Results: The Hospital received two large managed care contracts that would otherwise not have been awarded. The organization adapted to the environment of a shrinking economy and generated positive fiscal results.

Managed the addition of 250,000 square feet of new hospital facilities and the renovation of another 120,000 square feet in the existing

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

Name: Harry F. Barnes					
Date of Birth 10/23/1945	Driver's License # or DPS I.D. # 11648996	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

Harry F. Barnes

Printed Name

Harry F. Barnes

Applicant's Signature

12/21/2010

Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
sherri.fleming@co.travis.tx.us
Travis County Health and Human Services and Veterans Service
100 N.IH 35
Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

HARRY F. BARNES
11613 Woodland Hills Trail, Austin, Texas 78732
Home: (512) 266-5939 Cell: (512) 922-9086
Email: shbarnes@austin.rr.com

SUMMARY

An accomplished professional with a strong background in healthcare administration, state government and association management arenas. Proven leader who champions and demonstrates integrity, innovation, strategic planning, effective communication and teamwork. A manager who drives results based on creative thinking, sound planning, ethical business practices and a strong work ethic.

AREAS OF EXPERTISE

Leadership and Staff Management
Program Direction
Quality Improvement
Financial Oversight

Research Administration
Volunteer Management
Physician Relationships
Construction Management

BUSINESS CONTRIBUTIONS

Special Assistant (Chief of Staff) to the Medical Director, Medicaid/CHIP Program, State of Texas Austin TX 2005-Now

Performed highly advanced consultative work in planning, development, and implementation of programs designed to change the role and scope of the Medical Director's Office.

Results: Designed a drug distribution system, redesigned the medical policy function, and established the Office of Medical Technology.

Implemented a plan to increase the duties and responsibilities of the Medical Director's Office by adding several key functions.

Results: Recruited, hired, trained, and mentored the increase from four employees to twenty one, including four physicians, twelve nurses and a research specialist, besides several clerical staff.

Planned and implemented a resource allocation process to align skills and needs with available resources.

Results: Successfully developed a budget of over \$1 million dollars to accomplish goals and objectives of department.

Vice President, American Heart Association, Texas Affiliate, Austin, TX

2001-2005

Created a Marketing Plan to increase visibility for American Heart Association Research Grants in Texas Medical Schools.

Results: Growth of 38% in number of applications for AHA grants.

Implemented CPR in Schools Program throughout Texas school districts.

Results: 87% of the high schools in Texas (1,200) implemented the program. 250,000 students per year have been trained.

Administered Matching Grant Program for Automated External Defibrillator (AED) for First Responders within Texas.

Results: The Matching Grant Program was conducted twice and placed over \$2 million worth of AED's in first responder vehicles.

Reorganized AHA Quality Improvement Program for Texas hospitals.

Results: Increased market penetration from 22% to 50% in target hospitals.

Acting Bureau Chief, Texas Department of Health (TDH), Bureau of Medicaid Managed Care, Austin, TX **2000 – 2001**

Restructured the Bureau's work flow using Quality Improvement Initiatives (QII) and Deming techniques (i.e., fish diagrams and flow charts).

Results: Responded quickly to information inquiries and met reporting deadlines 100% of the time. Improved employee morale by eliminating duplicate work functions.

(1 of 2)

HARRY F. BARNES

Managed the Bureau's activities related to communication and accountability of the Medicaid Managed Care Program to provider organizations, advisory groups, professionals, local governments, federal agencies, and other stakeholders by offering guidance, direction and information.

Results: Saved the State of Texas over \$90 million.

Supervised Bureau functions with the Texas Medicaid Administrative System (TMAS) to ensure compliance with both State and Federal regulations.

Results: Successfully administered the State's Texas Health Network health plan (250,000 members).

Independent Distributor, Equinox International, Austin, TX

1999 – 2000

Recruited, interviewed, hired and trained sales personnel to market Equinox International products.

Established extensive down-line organization of sales representatives.

Results: Achieved sales volume of \$10,000 in the first month.

President and Chief Executive Officer, Wilson N. Jones Regional Health System, Sherman, TX

1982 – 1998

Managed successfully a 244-bed acute care facility with two remote clinics, one rural health clinic, one ambulatory surgery center, an employed physician group of 12 and a Medical Service Organization. Operations included 1,100 employees, a \$35 million payroll and gross revenues of more than \$180 million.

Results: Grew the organization from a net loss of \$105,000 to a gross profit of \$4.6 million while expanding the market share from 20% to 44%. Tripled the square footage of the facilities.

Established a four-county network of four hospitals and 200 physicians to create a stronger market with managed care companies. Created an urgency within the organization to shift revenue stream from in-patient to out-patient care.

Results: The Hospital received two large managed care contracts that would otherwise not have been awarded. The organization adapted to the environment of a shrinking economy and generated positive fiscal results.

Managed the addition of 250,000 square feet of new hospital facilities and the renovation of another 120,000 square feet in the existing building with a total value of more than \$35 million.

Results: Project was finished on time and under budget. This allowed the Hospital to provide 25 new services to the community, which, in turn, increased profits by more than 40%.

Directed the recruitment of 36 new physicians to the WNJ Regional Health System.

Results: This reduced the out-migration rate by 21% and added 33% to Hospital revenues.

EDUCATION

Master of Science – Healthcare Administration
St. Louis University, St. Louis, MO

Bachelor of Science – Business Administration
LeMoyne College, Syracuse, NY

PROFESSIONAL AFFILIATIONS

Fellow – American College of Healthcare Executives

**TRAVIS COUNTY
HEALTHCARE DISTRICT BOARD OF MANAGERS
APPOINTMENT APPLICATION**

TRAVIS COUNTY HHS & VS
ADMINISTRATIVE SERV.
RECEIVED

2010 DEC 28 P 4:54

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: <u>Mark Bellman</u>		
Spouse's Name: <u>Alexis Bellman</u>		
Home Telephone # <u>512-487-5288</u>	Work Telephone # <u>512-347-2764</u>	Fax # <u>512-347-2659</u>
Email Address <u>mbellman@gmail.com</u>		Cellular # (Optional) <u>512-771-4168</u>
Present Job title & job description: <u>UHC Vice President - Small Group Sales Central Texas</u> <u>Manage the sales and account management of the commercial</u> <u>Small business segment (2-99) in Central Texas (Austin, San</u> <u>Antonio, adWaco)</u>		
Profession: <u>Health Insurance</u>		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) <u>5601 Van Winkle Lane</u> <u>Austin, TX 78139</u>		Employer and Employer's Address <u>United Healthcare</u> <u>1250 S. Capital of Texas Hwy Bldg 1</u> <u>Austin, TX 78746</u> <u>Ste 360</u>
County: <u>Travis</u>		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) <u>Alief Elsie H.S.</u>	
Undergraduate School: <u>University of Texas at Austin</u>	Year Graduated: <u>1993</u>
Graduate School: <u>—</u>	Year Graduated: <u>—</u>
Licenses/Certifications: <u>Group I General Lines Agent</u>	Year Obtained: <u>1996</u>

Name: *Mark Bellman*

EMPLOYMENT AND CAREER HISTORY (include business, administrative, & finance experience):

please see resume attached

CURRENT PROFESSIONAL MEMBERSHIPS:

please see resume attached

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

please see resume attached

CIVIC PARTICIPATION:

please see resume attached

Name: *Mark Bellman*

COMMUNITY LEADERSHIP ROLES:

please see resume attached

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

please see resume attached

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

please see resume attached

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

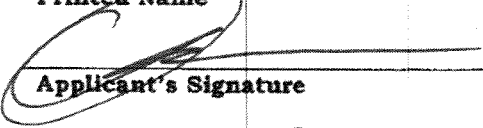
Name: <u>Mark Bellman</u>				
Date of Birth <u>4/30/71</u>	Driver's License # or DPS I.D. # <u>14442942</u>	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Ethnicity: (Optional) <u>Asian</u>	<input type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input checked="" type="checkbox"/> Asian Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

Mark Bellman

 Printed Name



 Applicant's Signature

12-23-10

 Date

Return to:
 Attn: Sherri E. Fleming, Executive Manager
 sherri.fleming@co.travis.tx.us
 Travis County Health and Human Services and Veterans Service
 100 N.IH 35
 Austin, TX 78767

OR
 E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
 WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

Mark T. Bellman, RHU

5601 Van Winkle Lane
Austin, TX 78739
Email: mbellman@gmail.com

Summary

An executive with demonstrated success at developing marketing strategies for new product introduction, identifying customer needs, and building strong customer relations. A goal oriented, self-starter whose drive and leadership abilities produce results with demonstrated success. In addition, specialized knowledge in Consumer Driven Health Plans (CDHP), small business plans, small business tax credits, Healthy Texas Program, and self funded plans.

Experience

2/06 – Present: United Healthcare, Austin, TX

Vice President of Small Business Sales and Account Management (2-99), Central Texas (Austin, San Antonio, and Waco)

- Manage the sales and account management of the commercial small business segment (2-99) in Central Texas
- #1 in country for 2010 2-50 organic net growth and PIT (point in time) membership increase percentage in the 2-50 and 2-99 segment
- Pioneered HB2015 underwriting process that completely changed how small businesses in Texas purchase insurance
- Pioneered SB80 plans (plans that encourage employers to pay 100% of the employee premium) in Texas
- Developed Continuing Education (CE) Programs and conducted these programs to hundreds of people across the state on the following topic:
 - Consumer Driven Health Plans
 - Self Funded Plans
 - Single Payer Systems and the Uninsured
 - SB80 Plans
 - Small Business Tax Credits
- Coach and develop sales executives to apply consultative approaches to selling
- Coach and develop sales executive on products, funding alternatives, and underwriting basics
- Developed a concise sales strategy for each sales segment
- Identified key barriers to sales and provided specific solutions
- Work with underwriting to assess profitability for each market segment
- Identified key prospects and developed long term sales strategies

3/05 – 2/06: Humana, Tampa, FL

Large Group Director of Sales (51-3000 employees): Central Florida (Tampa, Orlando, & Daytona)

- Manage 5 sales executives: a 300+ large group executive, 3 mid market (51-300) representatives, and a smart product consultant (indirect report)
- Increased medical membership +115% (5,629 vs. 2,621) relative to 2004 results (same 7 month time period)
- Increased medical case count sold +67% (30 v. 18) relative to 2004 results (same 7 month time period)
- Increased dental case count sold +67% (10 vs. 6) relative to 2004 results (same time period)
- At the request of the FL CEO conducted internal education program on Humana's CDHP vision to all commercial department employees (including state senior management)

10/04 – 2/05: Humana, Austin, TX

Senior Large Group Sales Representative: Central Texas

- Major Accomplishments in the two month period:
 - Dell Financial Services(1/1/05 effective):
 - 1,500 ASO medical and dental members
 - 4th SmartSelect (Humana's premier CDHP product in the Smart product family) case in company (2nd SmartSelect that was not a national account)
 - PCA/FSA internal administration with HumanaAccess card
 - Austin Foam Plastics (10/1/04 effective)
 - 500 Fully insured medical members
 - SmartSuite Sale
- Conducted CE classes in which members of the association (brokers and agents) paid to attend at the following chapters:
 - CBAHU (Austin) – ASO
 - SAHU (San Antonio) - CDHP CE at the SAHU symposium (Feb 2nd 2005)
- Invited panel participant on legislative affairs at HAHU sales symposium (October 20th 2004)

7/03 – 9/04: Humana, Austin, TX

SmartSuite Consultant: Central Texas

- Smart Product Consultant of the Year 2004 (CDHP Sales)
- 2004 #1 ranked Smart Product Consultant in case sales (per SmartSuite Sold Case Report) in the nation (in 10 month time frame)
- 2004 brought Austin market to #2 in SmartSuite (Humana's lead CDHP product) cases sold market in nation
- 2004 #1 market in SmartSuite sold in nation in markets with only one SmartSuite Consultant
- Developed a previously unsuccessful 2 year SmartSuite campaign in Central Texas from 0 members to +11,000 members (16 cases) in 12 months
- Exceeded 2004 annual SmartSuite new and conversion goals in 10 months
 - New members: 2,100 (goal)/ 2,557 (actual) +22% over goal
 - Conversion members: 4,000 (goal)/ 6,047 (actual) +51% over goal
- Fostered 11 brokerages in 12 months to adopt at least one SmartSuite case

- Developed two continuing education (CE) classes approved by the Texas Department of Insurance (TDI):
 - CDHPs called "Why Consumer Driven Health Plans?"
 - ASO plans called "Self Funding: What? Why? Who? What to look for?"
- Conducted CE classes in which members of the association (brokers and agents) paid to attend at the following chapters:
 - AAHU (Austin)
 - FWAHU (Fort Worth)
 - CBAHU (Corpus Christi)
 - TAHU (annual state symposium)
 - SAHU (San Antonio)
- 1 of 4 panelists invited to speak and participate in the AHRMA (Austin Human Resources and Management Association) January meeting on benefits.

12/01 – 6/03: Humana, Austin, TX

Sr. Large Group Sales Representative: Central Texas

- 12-01 to 5-03 responsible for 100+ market ASO & fully insured (Medical, Dental, & Life)
- 5-03 to 9-03 responsible for 51 – 300 member market (mid market)
- Met 2002 medical membership goal (3,000 members) in 6 months (3,048 members)
- 4,145 members through July 2003 (2003 goal: 7,000 members)
- Personal production accounted at the time for 57% of all CDHP (consumer driven health plan) cases sold in Austin market (4 of 7 Coverage 1st cases)
- Personal production accounted at the time for 80% of all new (non renewal conversions) CDHP cases sold in Austin market (4 of 5 Coverage 1st cases)
- Personal production accounted at the time for 84% of all CDHP members sold in Austin market (2,200 of 2,618 Coverage 1st members)
- Overall personal production CDHP case sales averaged 59% Coverage 1st participation (2,200 of 3,716 members) versus 25% (378 of 5,256) of the remaining CDHP cases
- Sold largest ASO (non slice business) in Central Texas (American Achievement: 3,187 members) with 55% Coverage 1st participation

01/01 – 12/01: Benefit Plans of America, Dallas, TX

Director of Business Development BPA / Corporate Sales Trainer: National, USA

- Market developed product to groups nationally
- Conduct and develop national marketing campaign
- Develop third party relationships to meet national account's needs
- Establish business plan for group project
- Negotiate private label and co-branding contracts
- Qualify and close prospective leads from captive brokers nationally

04/96 – 01/01: Great-West Life & Annuity, Englewood, CO

Sales Representative: Austin/San Antonio, TX

- Sold self-funded group medical, dental, vision, and 401(K) plans to small to mid-size employers through broker and consultant relationships
- Managed and retained existing group insurance accounts
- Cultivated and developed relationships with top producers (Austin & San Antonio) resulting in continued sales production
- Addressed and responded to major client issues to maintain high level of customer satisfaction

- Sold first "Top Hat"/NQDC plan in company

06/94 – 04/96: Print Marketing Concepts, Houston, TX

Sales Representative/Trainer/Project Manager: National, USA

- Sales Consultant to client newspapers throughout the United States
- Coordinated annual sales campaigns for their weekly magazine with retail and classified advertising staff
- Provided market research on publications and work with management to establish sales campaigns and strategies
- Conducted cold calls on target accounts and resold current business
- In a four to six week period generated revenues for each newspaper often exceeding \$1,000,000 annually
- Observed and evaluated new employee's sales presentations

05/91-09/92: The Southwestern Company, Nashville, TN

Student Manager 09/91-09/92: Bloomington, IL

- Trained and managed sales people
- Learned principles of management and advanced sales techniques
- Facilitated weekly sales meetings

Sales Representative 05/91-08/91: Independence, MO

- Ran independent book sales business
- Sold reference books, children's books, and cook books door to door
- Learned principles of salesmanship and success

Education

The University of Texas at Austin

- Bachelor of Arts in Economics, 1993
- Bachelor of Arts in Philosophy, 1993

Professional

- Registered Health Underwriter (RHU) designation earned in 2002
- Florida State Life & Health Agent Licensed
- Series 6 & 63 NASD Licensed (expired Dec 2002)
- Health Alliance for Austin Musicians (HAAM) 2010 & 2011 Benefit Day committee member
- Texas Association of Health Underwriters
 - Secretary (elected state executive board position) 2010-2011
 - State Media Chair 2007-2010
- Austin Association of Health Underwriters board member
 - President 2008-2009 (elected)
 - 1st Vice President 2004 -2005 (elected)
 - 2nd Vice President 2003-2004 (elected)
 - Pioneered Humana's sponsorship of association CE programs for both the Austin and the Fort Worth chapters
 - 2004 Fireball Award winner (1 of 4 annual awards nominated and voted on by association members)
 - 2005 Ken Martin Excellence in Journalism or Public Speaking Award Winner (individual state award presented by TAHU)
 - Public Relations Chair 2002-2003 (appointed)
 - Continuing Education Director 1998-1999 (appointed)
- Board member of Travis County Medical Assistance Program 1999-2001

TRAVIS COUNTY

HEALTHCARE DISTRICT BOARD OF MANAGERS

APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: Ray M. Branson			
Spouse's Name:			
Home Telephone # 512.331.4669	Work Telephone # 512.331.4669	Fax # 512.331.0890	
Email Address branson@medmt.com		Cellular # (Optional) 512.466.3119	
Present Job title & job description: President/CEO, Med MT, Inc., , Managing Partner, Millennium Informatics, LLC, both Austin-based, legal entities that provide various health information technologies, including secure, Internet-based, HIPAA-compliant medical transcription, electronic medical/health records and practice management systems to physician healthcare practices, and coding software to help physicians appropriately document patient encounters and avoid RAC penalties in the event of an audit. Semi-retired.			
Profession: Self-employed healthcare information technology executive/owner			
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 10718 Pickfair Dr. Austin, TX 78750		Employer and Employer's Address <i>MED MT, INC</i> <i>MILLENNIUM INFORMATICS, LLC</i> 13492 Research Blvd., Ste 120, PMB 278, Austin, TX 78750	
County: Travis			

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) Sayre, OK	
Undergraduate School: University of Oklahoma, Norman, OK	Year Graduated: 1968
Graduate School: Trinity University, San Antonio, TX	Year Graduated: 1973
Licenses/Certifications: Doctor of Pharmacy, OK (original designation was 'registered')	Year Obtained: 1968

Name: Ray M. Branson

EMPLOYMENT AND CAREER HISTORY(include business, administrative, & finance experience):

South Community Hospital, Okla. City, OK, Executive Vice President/COO, 1973-1980;
Midland Memorial Hospital, Midland, TX, President/CEO, 1980-1991;
SMC Health Services Corporation (multi-hospital system), Oklahoma City, OK, President/CEO, 1991-1993;
NextCare, Inc., CEO/Founder, an Austin, Texas-based Long Term Acute Care hospital company, 1996-1997;
Med MT, Inc., an Austin-based, Internet-based, HIPAA compliant medical transcription and electronic documentation company, 2004-present;
Millennium Informatics, LLC, Managing Partner, an Austin-based systems integrator of electronic medical records, practice management systems, health information technology hardware and software and various other healthcare-related products, services and solutions, 2009 to present.

CURRENT PROFESSIONAL MEMBERSHIPS:

Fellow American College of Healthcare Executives (non-active)
Oklahoma Pharmacy Association, Doctor of Pharmacy

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

President/CEO, Midland County Hospital District/Midland Memorial Hospital, Midland, TX, 1980-1991
Board member, Texas Organization of Public and Non-profit hospitals, 1980-1991 (approx.)

CIVIC PARTICIPATION:

Midland (TX) Chamber of Commerce, board member;
Greater Oklahoma City and South Oklahoma City chambers of commerce, board member;
Board member, various healthcare organizations and charities, including, Hospice, Cancer Society, and others;
Participation in numerous other local, state civic organizations

Name: Ray M. Branson

COMMUNITY LEADERSHIP ROLES:

President, Midland County Hospital District, 1980-1991;
Lecturer/instructor, Trinity University, San Antonio, South Oklahoma City Community College;
Member, Midland, Oklahoma City and South Oklahoma City Chambers of Commerce;
Member, Board Committee, National Cowboy Hall of Fame, Oklahoma City;
Others

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

President/CEO, Midland County Hospital District, which had ultimate authority over Midland Memorial Hospital, 1980-1991. Worked with three boards: Midland Memorial Foundation, Board of Governors, which contracted with Midland County Hospital District to govern Midland Memorial Hospital; Midland Memorial Hospital Board of Trustees, appointed by Midland Memorial Foundation to govern Midland Memorial Hospital; Midland County Hospital District Board of Trustees, five elected county residents who had ultimate oversight of all district and hospital operations. Officials were originally elected 'at-large;' however, the district was ultimately changed to single member districts.

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

In 1980, Midland County Hospital District had approximately \$200,000 operating cash; eleven years later operating cash was approximately \$6.5 Million;
While in Midland, negotiated a teaching relationship with Texas Tech University College of Medicine for clinical rotation at Midland Memorial Hospital, turning Midland Memorial Hospital into a regional referral center;
During eleven years in Midland, charitable contributions to Midland Memorial Hospital exceeded \$11 Million;
After one year at Southwest Medical Center, Oklahoma City, successfully removed the hospital from the HCFA High Mortality List, which it had been on every year the list was published;
In 1993, Southwest Medical Center board approved a recommendation to merge the inpatient portion of a smaller, owned hospital with the main hospital, adding greater than \$500,000 to the bottom-line;
Due to financial and quality concerns, recommended, and the board approved, merger between SMC Health Services Corporation and the Oklahoma City-based Baptist system. Integris is the largest hospital system in Oklahoma;
Raised \$3.5 Million in venture capital to start Nextcare, an Austin-based long term acute care hospital company that was ultimately sold: [REDACTED]

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

Name: Ray M. Branson					
Date of Birth 7/12/43	Driver's License # or DPS I.D. # 10539797	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

Ray M. Branson

Printed Name

Ray M. Branson

Applicant's Signature

12/15/10

Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
sherri.fleming@co.travis.tx.us
Travis County Health and Human Services and Veterans Service
100 N.IH 35
Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

RAY M. BRANSON, D.Ph., FACHE
10718 Pickfair Dr.
Austin, TX 78750
(512) 331-4669, Cell (512) 466-3119

CAPABILITIES PROFILE

Twenty-plus years of progressive, proactive, results-oriented executive leadership, including serving as CEO of two large hospital organizations. Achieved an excellent reputation working with executive management and governing boards. Served as the organizations chief planner and gained particular expertise in ensuring that at all times there was an effective plan in place to lead the company according to the desires of the governing board. Considered a visionary, who can gather and assess facts and create a dynamic, forward-looking strategy to achieve excellent operational results. Guided by a strong belief in empowering management to make necessary decisions and belief in continuing education to enable decision-makers to effectively execute their responsibilities. A principle-centered leader with emphasis in honesty, integrity, compassion and excellence. Particular skill in evaluating, hiring, managing and retaining quality executives. Excellent interpersonal and communications skills as evidenced by employee satisfaction, effective media relations and frequent public speaking and lecturing. Authored several articles and have served as adjunct faculty in a major university.

ACCOMPLISHMENTS

- ◆ CEO of a Texas Hospital District that became a regional referral center and teaching facility for indigent care and paying patients
- ◆ Negotiated with surrounding counties for participation in funding indigent care
- ◆ Executive responsibility for budgets up to \$200 M and employees greater than 1500
- ◆ Achieved excellent reputation for working with senior management and governing boards; revised board duties and responsibilities to clarify organizational ownership and governance
- ◆ Represented organization to external community by serving on national and community professional boards, chambers of commerce and various faculty
- ◆ Wrote the organization's mission statement, goals and annual objectives
- ◆ Developed financial delegation of authority guidelines between board and executive management
- ◆ Exhibited fiscal responsibility by improving existing, developing new and eliminating non-performing business-lines without negatively impacting the company's mission
- ◆ Managed a Medical Services Organization which bought physician practices, employed physicians and professional and clerical employees and negotiated with managed care
- ◆ Implemented one of the first hospital-based Preferred Provider Organizations in the state to contract directly with employers; the PPO was a product offered after formation of a Physician Hospital Organization, which included the hospital and the medical staff's Independent Practice Association
- ◆ Started numerous new programs and services including successful joint ventures with physicians
- ◆ Developed **NEXTplan**, an organizational and individual planning product

- ◆ Successfully managed construction/renovation/capital acquisition programs in excess of \$100 M
- ◆ Initiated merger activities between two major organizations which resulted in a state-wide system of over 20 urban and rural hospitals, the largest in the State
- ◆ Negotiated a joint venture with a major psychiatric provider to operate a freestanding, 50 bed chemical dependency and behavioral health hospital and served on governing board
- ◆ Executed agreements to manage rural hospitals and clinics
- ◆ Attained significant experience in acquiring various properties, including a shopping center for \$4.3 M
- ◆ Removed a hospital from Medicare's high mortality list
- ◆ Negotiated and managed a teaching program with a major medical school
- ◆ Executive responsibility for charitable foundation activities that raised over \$10M
- ◆ Managed public relations activities after the rescue of Baby Jessica, the "little girl in the well" and had significant interaction with electronic and print media
- ◆ Wrote a business plan, raised \$3.25M in venture capital and served as CEO of a start-up
- ◆ Leadership talents recognized by receiving various awards and appointments

EXPERIENCE

Millennium Informatics, LLC

2009-Present

Co-Founder, Managing Partner

Millennium Informatics is a 'systems integration' provider of health information technology products, services and solutions, including electronic medical records, practice management systems, medical transcription and electronic document management solutions and other health information technology. Millennium has an exclusive marketing agreement with a 400,000 member, nationwide PPO.

Med MT, Inc.

1998-Present

Founder, President and CEO

Med MT is a state-of-the-art, Internet-based HIPAA compliant, medical transcription solution offered to hospitals, healthcare systems and physician offices. Company has been endorsed by the Texas and Oklahoma Hospital Associations and Texas Organization of Rural and Community Hospitals and Bexar County Medical Society.

NextCARE, INC., Austin, TX

1994-1998

President/CEO

Company owned and operated long-term acute care hospitals. As the founder, wrote business plan, raised \$3.25 million in venture capital and served as initial CEO. Company was ultimately sold. During initial start-up time, served as a consultant on several healthcare related projects involving physician hospital organizations (PHOs), independent physician practice associations (IPAs) and medical service organizations (MSOs).

SMC HEALTH SERVICES CORPORATION, Oklahoma City, OK

1991-1993

President/CEO,

The handpicked successor to the organization's original and only CEO. Served as CEO of parent company that operated two hospitals, a PHO, an MSO that owned and operated physician

practices at multiple sites, and a for-profit subsidiary that held property and a reference lab. Operated approximately 350 inpatient beds. System revenue budget approximated \$200,000,000 annually with more than 1700 employees. Main facility provided virtually all major medical and surgical services and served as the principal referral center for southern Oklahoma County and several surrounding counties. The organization was merged with Baptist Medical Center of Oklahoma creating the largest hospital system in Oklahoma.

MIDLAND COUNTY HOSPITAL DISTRICT/MEMORIAL HOSPITAL AND MEDICAL CENTER, Midland, TX 1980-1991

President/CEO

A hospital district-owned regional referral facility for West Texas. Served as CEO of three boards, including the publicly elected, governing and the foundation boards. Total beds operated exceeded 300 on two campuses. Annual revenues approximated \$150 M and total employees exceeded 1500. Over the years, the system grew from a local, community-focused organization to a regional referral center with virtually all major medical and surgical services. Established a teaching program with Texas Tech University Health Sciences Center. Revenues were heavily supported by charitable contributions raised by Midland Memorial Foundation that averaged in excess of \$1 M annually.

SOUTH COMMUNITY HOSPITAL, Oklahoma City, OK 1973-1980

Executive Vice President/COO

Name was changed to Southwest Medical Center of Oklahoma, the main facility of SMC Health Services Corporation prior to the merger with Baptist Medical Center of Oklahoma. Responsibilities included managing the following: a major addition to the hospital that doubled the number of beds; the organization's financial departments; various ancillary and support departments.

BONE AND JOINT HOSPITAL, Oklahoma City, OK 1970-1971

Pharmacy Director

Served as Director of Pharmacy of this nationally known orthopedic and arthritis clinic and hospital.

EDUCATION

Trinity University, San Antonio TX 1971-1972

Masters of Science in Health Care Administration

Graduated "With Distinction"; served administrative residency at Tucson (AZ) Medical Center, 1972-1973. Served as adjunct professor, Health Care Administration Department

University of Oklahoma, Norman, OK

Pharmacy Degree, DPH

Doctor of Pharmacy, Dean's list; awarded National Science Fellowship for Undergraduate Research in Pharmacology; accepted into Ph.D. program in Pharmacology at Kansas University; played baseball; employed by the University as a residential housing counselor for five years, advancing to senior counselor.

PROFESSIONAL AFFILIATIONS/AWARDS

- ◆ “Dean Duce Award”, presented as outstanding alumnus of Trinity University, Health Care Administration program
- ◆ Adjunct Faculty, Trinity University (taught Excellence in Leadership)
- ◆ Named a “Quiet Superstar”, Healthcare Forum
- ◆ VHA, Southwest, Chairman of the Board
- ◆ Texas Hospital Association, member Executive Committee; chaired Strategic Planning Committee
- ◆ Fellow, American College of Healthcare Executives
- ◆ American College of Healthcare Executives, Young Administrators, Oklahoma, served as organization’s first chairman
- ◆ Texas Association of Public and Nonprofit Hospitals, board member
- ◆ Trinity University Healthcare Administration program, Preceptor

COMMUNITY SERVICE

- ◆ Chambers of Commerce, board member, Midland, TX, Oklahoma City and South Oklahoma City
- ◆ Hospice of Midland, founding board member
- ◆ Rotary International, Midland and Oklahoma City
- ◆ American Cancer Society, board member, Oklahoma City
- ◆ American Heart Association, board member, Oklahoma City
- ◆ National Cowboy Hall of Fame, Oklahoma City, committee member
- ◆ University of Oklahoma, Health Sciences Center, lecturer in management
- ◆ Oklahoma County Medical Society, committee member
- ◆ First Presbyterian Church, Midland, compensation committee
- ◆ Midland College, committee member
- ◆ South Oklahoma City Community College, committee member

REFERENCES

- ◆ David M. Davis, Attorney at Law, Davis & Wilkerson, Austin, TX, 1801 S. MoPac, Suite 300, Austin, TX 78746, 512.4820614
- ◆ John Pavlica, Insurance Market Associates, 8650 Spicewood Springs Rd., Suite 145 PMB 535, Austin, Tx 78759, 512.740.4626
- ◆ Stuart Damore, MD, Austin Diagnostic Clinic, 901.1111

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

TRAVIS COUNTY HHS & VS
ADMINISTRATIVE SERV.
RECEIVED

2010 DEC 28 P 4: 54

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: Richard L. Butler		
Spouse's Name: Gayelynn Butler		
Home Telephone # 512 514-0497	Work Telephone # 512 438-9825	Fax #
Email Address ributler@att.net		Cellular # (Optional)
Present Job title & job description: Self employed contract consultant dba Butler Consulting Services Specializing in organizational development and executive coaching primarily in medical and academic medical settings, management consultation and developing public/private partnerships		
Profession: Consultant		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 10604 Little Wind Cove Austin, TX 78730		Employer and Employer's Address self, same address
County: Travis		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.)	
Undergraduate School: Humboldt State University	Year Graduated: 1971
Graduate School:	Year Graduated:
Licenses/Certifications:	Year Obtained:

Name: Richard L. Butler

EMPLOYMENT AND CAREER HISTORY (include business, administrative, & finance experience):

I have already submitted my complete CV to the Office of the Executive Manager. I spent 21 year in public health including positions as Chief of the Bureau of Long Term Care, Chief of Staff to the Commissioner of Health and Associate Commissioner. I spent 5 years ('96 to '01) as VP of Operations at Texas Tech University Health Sciences Center (medicine, nursing, pharmacy, allied health biomedical sciences schools and colleges) and 5 years as Senior Vice Chancellor of the Texas Tech University System.

CURRENT PROFESSIONAL MEMBERSHIPS:

none

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

Served as special consultant to the National Institutes of Medicine's Committee on Immunization Finance.
Former member of the Society of Quality Control.

CIVIC PARTICIPATION:

I retired in late 2006 after ten years at Texas Tech in the positions listed above which were closely linked to a myriad of civic responsibilities in Lubbock and the other cities in which Tech is located.
Since returning to Austin in 2007 I have not been involved in civis affairs to any great extent but I am reducing my workload as a health care and management consultant and I believe I would now like to devote more of my time to "giving back" to the community.

Name: Richard L. Butler

COMMUNITY LEADERSHIP ROLES:

None at present.

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

Detailed above and in my CV.

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

Began my own consulting business and have affiliations and agreements in Texas and New York State.

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

Name: Richard L. Butler					
Date of Birth 07/23/1948	Driver's License # or DPS I.D. # TX 05489690	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

Richard L. Butler

Printed Name

Richard L. Butler

Applicant's Signature

12/22/2010

Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
sherri.fleming@co.travis.tx.us
Travis County Health and Human Services and Veterans Service
100 N.IH 35
Austin, TX 78767

OR

E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

RICHARD BUTLER

Home Address:

10604 Little Wind Cove

Austin, TX 78730

Home Phone: (512) 514-0497

Mobile Phone: (512) 438-9825

Email: ributler@att.net

Professional Experience:

Butler Consulting Services – 2007 to Present

Management Consultant

Assist public and private organizations by working with them to enhance their communication, delegation and decision-making skills and strategies. Serve as executive coach to high ranking senior managers in order to assist them in managerial and leadership skills development.

On a contract basis, serve as senior affiliate in an organization, Strategic Partnerships Inc. that specializes in creating and nurturing public/private partnerships and trains private sector executives on how to deal successfully with federal, state and local governmental entities, state universities and K-12 school districts.

Texas Tech University System – 1996 to 2006

Senior Vice Chancellor, 2002 - 2006

The Texas Tech University System is comprised of both Texas Tech University (TTU), with its primary campus in Lubbock and outreach campuses in the Texas Hill Country, Abilene, San Angelo and Amarillo, and the Texas Tech University Health Sciences Center (TTUHSC) with campuses in Lubbock and five other cities in Texas. Combined their annual operating budgets total just under \$1 billion.

Responsibility for two major operational divisions of the University System: Institutional Advancement, which is responsible for fundraising, marketing, public relations and communications, and, Facilities Planning and Construction (FP&C). FP&C oversees all aspects of every construction project undertaken on every campus. For the period extending from 1998 through 2006 we completed, projects totaling over \$856 million.

Actively involved in negotiations in areas as diverse as energy contracts, employment contracts and professional services.

Extensive intergovernmental responsibilities entailing contacts at the local, state and national levels.

Involved in recruiting and retention activities for the highest administrative officers of both component universities.

Vice President for Operations, 1996 - 2002
Texas Tech University Health Sciences Center

Responsible for administrative oversight and management of complex operations within a major five-campus academic health sciences center (HSC). These include all student support departments (registrar, financial aid and student services) for five schools (Medicine, Nursing, Pharmacy, Allied Health and Biomedical Sciences), the HSC libraries, the office of HSC relations (marketing and public relations), alumni relations, fund raising, computer services and a nationally recognized distance education and telemedicine network. Acted as liaison and conducted negotiations with hospital affiliates (five major affiliates). Developed business relationships with public and private sector partners. Provided strategic and tactical planning and direction for the academic, clinical and research missions of the HSC. Direct involvement in negotiations with the Federal Government regarding Medicare/Medicaid compliance issues.

Played an instrumental role in the development of a public-private partnership which resulted in the construction of a \$12 million nursing home adjacent to the HSC on university land. This 120 bed, state-of-the-art facility was equally divided between skilled nursing care and care and treatment for Alzheimer's disease patients. Our partner in this endeavor was one of the highest rated non-for-profit nursing home owner/operators in the State of Texas. Not only were we able to enhance care and treatment by installing the latest in telemedicine technologies, as one example, but also through the opportunities afforded our students, residents and faculty of all schools and colleges to become grounded in geriatric care through routine in-depth rotations. Bringing this project to fruition involved intensive negotiations on a myriad of internal and external levels. My previous experience as Chief of the Bureau of Long Term Care for the State of Texas was invaluable throughout the development and construction of this facility.

Served as Chair of the Centers of Excellence Committee, Chair of the HSC Space Committee, member of the President's Executive Council and member of the School of Medicine Dean Selection Committee (2001).

Responsible for internal oversight of all construction projects on all campuses. Directly involved in planning, development and creation of the TTUHSC Physician Assistant Program in Midland Texas.

Served from October 2001 through April 2002 as a consultant to the Institute of Medicine's Committee on Immunization Finance.

Texas Department of Health – 1975 to 1996

Associate Commissioner for Operations, 1995 -1996

Administrative oversight of two infectious disease hospitals and eight public health regional offices each comprised of multiple programs with hundreds of staff. Management of the Office of the Commissioner which involved extensive internal and external communications, oversight of the agency's marketing, special health initiatives, the office of the Board of Health, intergovernmental policy, and border health policy. The position required frequent public presentations, oversight of quality improvement initiatives, and statistical data management for planning and forecasting.

Chief of Staff to Commissioner of Health, 1992 -1995

Management of office of CEO for large, complex organization. Duties included operational assessment, strategic planning, quality initiatives, human resources management with a dispute resolution component, presentations, working with large groups, and customer service training. Led and facilitated three strategic and tactical task forces: Human Resources, Maternal and Child Health, and Operational Role of the Public Health Regions. The task force on public health regional operations focused on achieving maximum productivity in a decentralized regional public health system.

Chief, Bureau of Long Term Care, 1988 - 1992

I served as leader of a complex medical regulatory program responsible for state licensure and Medicaid/Medicare certification of over 1100 long term care facilities statewide. The bureau had a \$28 million budget and over 700 staff. I exercised both Indirect and direct supervision of medical (M.D.'s, R.N.'s, and R.Ph.'s) and other professional staff (Nutritionists, Social Workers, Investigators, Trainers, and Administrators). Oversight of licensure (Medicaid and Medicare) for nursing homes, facilities for the mentally retarded, personal care homes, and other long term care facilities. Responsible for implementation of state and federal legislation and preparation and implementation of Board rules. Frequent interaction with the State Board of Health. This position involved intense media exposure as well as presentations to legislative bodies and extensive work with advocacy groups. The position required establishment of a high performance team competent to meet multi-faceted challenges. During my tenure our federal audit scores (rated by HCFA) went from the mid-60s to the high-80s.

Director of Programs, Public Health Region I, 1984 - 1988

Administrative and supervisory oversight of regional programs for Hospital Licensure and Certification, Speech, Vision, and Hearing Screening, Emergency Medical Services, Social Services, Volunteer Coordination, Nutrition Services, WIC Program. Duties included personnel actions, fiscal forecasting and planning, and liaison with agency executive staff, regional medical professionals, health facility administrators, city and county elected officials, community action

agencies, regionalized Texas Councils of Government (COGS) and other state agencies. Negotiated contracts and helped establish public health regional clinics through extensive interaction with state officials and county judges.

Certified Health Facility Surveyor Supervisor, 1978-1984

Managed and participated as a member of a multi-disciplinary team of health care professionals in surveys of long term care facilities, ICFMR facilities, state hospitals and state schools for the developmentally disabled. As generalist team leader I was responsible for each overall health facility survey in assuring that all other survey professionals comprising the team; physician, nurse, nutritionist, pharmacist and social worker, had performed their inspection responsibilities diligently and in the very best interests of all facility residents

Medical Social Worker, 1975-1978

Performed social service assessments and family histories of applicants for federal assistance in long term care facilities. Provided social service interventions when needed by residents.

Education:

- Bachelor of Arts in English, Humboldt University, 1971

Awards and Training:

- Senior Fellow, Salzburg Seminar, Salzburg, Austria, 2004
- Harvard Institutes for Higher Education Management Development Program, 2001
- Letter of Commendation from Governor of Texas for Promoting Quality Management in State Government, 1994
- Dr. W. Edwards Deming's Quality, Productivity and Competitive Position, 1992
- American Society of Quality Control, 1993

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: Kim Coogan		
Spouse's Name: none		
Home Telephone # 512-657-0175	Work Telephone # 512-475-2335	Fax # none
Email Address kimcoogan22@gmail.com		Cellular # (Optional) 512-657-0175
Present Job title & job description: Assistant Attorney General, Law Enforcement Defense Division - The AG's office, among other things, represents state employees when they are sued during the course and scope of their employment. I personally specialize in medical malpractice. As a result, I defend all health care professionals (doctors, nurses, psychologists, etc) who work in the Texas prison system treating inmates. The University of Texas Medical Branch - Galveston and Texas Tech University Health Science Center contract with the state to create a Correctional Managed Health Care System. I defend the health care providers in negligence and civil rights cases with the context of Correctional Managed Care.		
Profession: Attorney		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 6000 Cary Drive Austin, Texas 78757		Employer and Employer's Address Texas Attorney General, 300 West 15th, Austin 78701
County: Travis		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) Lakeview Centennial High School, Garland, Texas	
Undergraduate School: University of Texas, Austin, B.A. in Government	Year Graduated: 1987
Graduate School: Baylor Law School, Waco, Texas	Year Graduated: 1992
Licenses/Certifications: Law	Year Obtained: 1992

Name: Kim Coogan

EMPLOYMENT AND CAREER HISTORY(include business, administrative, & finance experience):

1992 - Graduated from Baylor Law School
1992- 1996, Giessel, Barker & Lyman law firm, Houston, Texas, Associate lawyer
1996 - 1998 Adams, Coffee & Deusler law firm, Beaumont, Texas, Associate Lawyer
1998 - present, Texas Attorney General's Office, Assistant Attorney General

CURRENT PROFESSIONAL MEMBERSHIPS:

State Bar of Texas
Board Certified, Personal Injury Trial Law, State Bar of Texas

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

Assistant Attorney General, 1998-present

CIVIC PARTICIPATION:

voter and citizen

Name: Kim Coogan

COMMUNITY LEADERSHIP ROLES:

This is my first effort at community leadership.

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

Medical malpractice lawyer.

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

NOTE: PLEASE ATTACH A RESUME.

**TRAVIS COUNTY
HEALTHCARE DISTRICT BOARD OF MANAGERS
APPOINTMENT APPLICATION**

Name: Kim Coogan					
Date of Birth 03-01-1965	Driver's License # or DPS I.D. # TX: 09635476	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

Kim Coogan

Printed Name

Kim Coogan

Applicant's Signature

December 15, 2010

Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
sherri.fleming@co.travis.tx.us
Travis County Health and Human Services and Veterans Service
100 N.IH 35
Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

Kim Johnston Coogan
Assistant Attorney General
William P. Clements Building, Seventh Floor
Austin, Texas 78701
512/657-0175
kim.coogan@oag.state.tx.us

Experience:

Office of the Attorney General, Austin, Texas Assistant Attorney General V, Law Enforcement Defense Division Defend state agencies in civil cases involving civil rights, personal injury, Texas Tort Claims Act, ADA and Constitutional violations in both state and federal court. Handle appeals in both state courts and Fifth Circuit.	1998-present
Adams, Coffey & Duesler, Beaumont, Texas Medical Malpractice, Associate Attorney	1996-1998
Giesel, Barker & Lyman, Houston, Texas Medical Malpractice, Associate Attorney	1992-1996

Education:

Baylor Law School, Waco, Texas - J.D.	1992
University of Texas at Austin, Austin, Texas - B.A.	1987

Accreditations and Publications:

Board Certified, Personal Injury Trial Law Texas Board of Specialization	2000 - present
Member, College of the State Bar of Texas	1996 - present
<i>"Conducting an Effective Voir Dire"</i> Office of the Attorney General, Austin, Texas	2005
<i>"Basic Deposition Skills"</i> Office of the Attorney General, Austin, Texas	2002
<i>"Deposition Strategies: Testing Theories and Gathering Admissions"</i> Office of the Attorney General, Austin, Texas	2001
<i>"Premises Liability: Preparation and Trial of a Difficult Case in Texas"</i> Co-Author, National Business Institute, Inc., Houston, Texas	1994

Licenses:

State Bar of Texas, all courts
United State District Court, Fifth Circuit
United State District Court, all Texas District Courts

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: William (Bill) D. Defoyd		
Spouse's Name: Trudy Defoyd		
Home Telephone # 512 328-0674	Work Telephone # 512 804-4853	Fax # 512 490-1040
Email Address bdefoyd@austin.rr.com		Cellular # (Optional) 512 751-5959
Present Job title & job description: Associate Medical Advisor, Texas Department of Insurance - Division of Workers' Compensation (TDI-DWC) 1) Assist the Medical Advisor in performance of a variety of duties including the establishment of policies and procedures to fulfill the statutory responsibilities for reviewing the quality of medical care and/or related decisions involving health care providers, insurance carriers, utilization review agents and independent review organizations. 2) Provide medical knowledge and support the Designated Doctor Outreach and Oversight section. This includes TDI-DWC approved Designated Doctor testing and training courses, scheduling and a variety of Designated Doctor functions.		
Profession: Chiropractor		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 1909 Cypress Point East Austin, TX 78746		Employer and Employer's Address Texas Department of Insurance - Division of Workers' Compensatio
County: Travis		+

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) Spring High School, Spring Texas, 1975	
Undergraduate School: UT Austin BBA in Marketing	Year Graduated: 1979
Graduate School: Texas Chiropractic College - Doctor of Chiropractic University of Houston - Clear Lake City - M.A. in Human Performance	Year Graduated: 1986; 1986
Licenses/Certifications: Chiropractic license Texas and Colorado, multiple other related certifi	Year Obtained: 1987; other

Name: William (Bill) Defoyd

EMPLOYMENT AND CAREER HISTORY(include business, administrative, & finance experience):

Please see attached CV

CURRENT PROFESSIONAL MEMBERSHIPS:

American Chiropractic Association
Texas Chiropractic Association - Education Committee Chair - 1990
West Hartford Group (a chiropractic "think tank") - Chair of Residency Committee 2010 to present

See CV and Professional Activities and Interests for additional information

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

Texas Department of Insurance – Division of Workers' Compensation
Associate Medical Advisor October 2008 - Present

University of Western States (formerly Western States Chiropractic College) Portland, Oregon
Board of Trustees 2005 – Present
Executive Committee Member 2006 – Present

The Official Disability Guidelines San Diego, California
Editorial Advisory Board Member 2008 – Present

West Hartford Group (a chiropractic "think tank") Kattskill Bay, NY
Member 2009 – Present

CIVIC PARTICIPATION:

My volunteer activities have largely been related to professional organizations, rather than civic participation, per se.

Name: William (Bill) Defoyd

COMMUNITY LEADERSHIP ROLES:

I have served in a variety of professional and other voluntary leadership roles. Please see my CV.

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

I have been involved in health care in a variety of roles since 1987. I have been a health care provider, have had significant administrative responsibilities in the formation and operation of a multidisciplinary practice, have been a consultant to both several insurance companies and a regulatory agency (TWCC/TDI-DWC), have been an active Board/Executive Committee member at a chiropractic college that has become a health sciences university under our direction, have served on numerous productive workgroups and committees, and for the last 2+ years have worked in a state regulatory capacity at TDI-DWC as an Associate Medical Advisor.

I sincerely share Central Health's vision of matching patients to the most appropriate care based on their needs. The majority of my professional experience over the last 20 plus years as a health care provider focused on the fulfillment of this objective for spine pain patients through the formation and operation of the Spine and Rehabilitation Center (SRC), an integrated multidisciplinary group. We formed SRC with the implicit goal of providing high quality, cost - effective care for spine patients that matched each patient's individual clinical findings to the services that were most likely to result in the best outcome. This was achieved by assembling a unique team of providers committed to interdisciplinary understanding and knowledge. Much of this understanding was accomplished at weekly "Team

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

While I do not have particular investment expertise, my undergraduate degree is in business from UT Austin and I have applied this knowledge primarily in the health care arena, in a variety of settings. This includes the formation and operation of several different health care practices and other business enterprises, including serving as Managing Partner of a multidisciplinary group for several years. I also serve on the Executive Committee of the Board of Trustees of University of Western States, which requires regular and detailed review to ensure stewardship of the financial health of the institution.

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

Name: William (Bill) D. Defoyd					
Date of Birth 10/10/1956	Driver's License # or DPS I.D. # TX 03025842	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

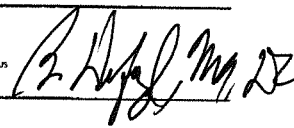
I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

William (Bill) D. Defoyd

Printed Name

Bill Defoyd, MA, DC

Digitally signed by Bill Defoyd, MA, DC
DN: cn=Bill Defoyd, MA, DC, o=Travis County HealthCare District Board of Managers, cn=Bill Defoyd
Date: 2010.12.28 15:35:57 -0600



Applicant's Signature

12/27/10

Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
 sherri.fleming@co.travis.tx.us
 Travis County Health and Human Services and Veterans Service
 100 N.IH 35
 Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

Central Health District Board of Managers Appointment Application

Below are the responses from my application that were not clearly legible on printed pdf form

Bill Defoyd, M.A., D.C.

12/29/10

Employer and Employer's Address:

Texas Department of Insurance - Division of Workers' Compensation 7551 Metro Center Drive,
Suite 100, MS 41 Austin, TX 78744-1645

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

Texas Department of Insurance – Division of Workers' Compensation
Associate Medical Advisor October 2008 - Present

University of Western States (formerly Western States Chiropractic College) Portland, Oregon
Board of Trustees 2005 – Present
Executive Committee Member 2006 – Present

The Official Disability Guidelines San Diego, California
Editorial Advisory Board Member 2008 – Present

West Hartford Group (a chiropractic "think tank") Kattskill Bay, NY
Member 2009 – Present
Chair of Residency Committee 2010 – Present

Texas Workers' Compensation Commission Austin, Texas
Medical Advisory Committee – Chiropractor Representative 2002 – 2005
Treatment Guideline Workgroup Member 2005 – 2006
Return to Work Guideline workgroup - Project leader 2003 – 2004

American Back Society Oakland, California
Interprofessional Relations Committee Chair 1999 – 2004

Texas Chiropractic Association Austin, Texas
Education Committee Chair 1990 – 1991

Travis County Chiropractic Society Austin, Texas
Vice President 1989 - 1990

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

I have been involved in health care in a variety of roles since 1987. I have been a health care provider, have had significant administrative responsibilities in the formation and operation of a multidisciplinary practice, have been a consultant to both several insurance companies and a regulatory agency (TWCC/TDI-DWC), have been an active Board/Executive Committee member at a chiropractic college that has become a health sciences university under our direction, have served on numerous productive workgroups and committees, and for the last 2+ years have worked in a state regulatory capacity at TDI-DWC as an Associate Medical Advisor.

I sincerely share Central Health's vision of matching patients to the most appropriate care based on their needs. The majority of my professional experience over the last 20 plus years as a health care provider focused on the fulfillment of this objective for spine pain patients through the formation and operation of the Spine and Rehabilitation Center (SRC), an integrated multidisciplinary group. We formed SRC with the implicit goal of providing high quality, cost-effective care for spine patients that matched each patient's individual clinical findings to the services that were most likely to result in the best outcome. This was achieved by assembling a unique team of providers committed to interdisciplinary understanding and knowledge. Much of this understanding was accomplished at weekly "Team Conference" meetings, over 15 years, where there were presentations on challenging and unusual cases, clinical advances and new trends in the literature from each of the respective disciplines. This commitment to communication not only increased the knowledge of SRC's providers, but also ensures that patients receive the care that best fits his or her clinical situation.

I have experience in serving as both an effective committee and Board member, as well as a good understanding of how an effective governance Board functions. In addition to serving on numerous productive committees and workgroups, I have served on the Board of Trustees of the University of Western States, previously known as Western States Chiropractic College, as a Trustee since 2005 and on the Executive Committee since 2006. During this time we oversaw the implementation of a strategic plan and policies that transformed Western States Chiropractic College to The University of Western States, health care services university. This transition was successfully accomplished with stewardship of the budget and resulted in increased financial health of UWS at a time of economic distress.

I have a broad vision of health care delivery, with several different perspectives - a health care practitioner, a state regulatory authority, a health care educational institution Board member, a payor, and most importantly, a patient advocate. I am familiar with the mission, vision and values of Central Health and have sincere desire to serve the Hospital District and Travis County's stakeholders. If appointed, I believe my background and energy could be a valuable asset to the Central Health Board of Managers.

Curriculum Vitae

William D. Defoyd

1909 Cypress Point East Austin, Texas 78746 • (512) 751-5959 • bdefoyd@austin.rr.com

December 26, 2010

Education

Texas Chiropractic College Postgraduate Department Postgraduate program in Chiropractic Orthopedics <i>Board Certified Chiropractic Orthopedist</i>	Pasadena Texas 1987 – 1990 1990
University of Houston at Clear Lake <i>Master's Degree in Human Performance (Exercise Physiology)</i>	Houston, Texas 1985 – 1986
Texas Chiropractic College <i>Doctor of Chiropractic</i> Honors: Keeler Award for Outstanding Scholastic Achievement, Faculty Award for Excellence in Professionalism, Dean's List	Pasadena, Texas 1983 – 1986
University of Texas <i>Bachelor's Degree in Business Administration</i> Returned to complete science course work for admission to chiropractic college	Austin, Texas 1975 – 1979 1981 – 1982

Work Experience

Texas Department of Insurance – Division of Workers' Compensation <i>Associate Medical Advisor</i>	Austin, Texas 2008 – Present
The Spine and Rehabilitation Center Chiropractic practice in a multidisciplinary spine group composed of fellowship trained orthopedic spine surgeons, physiatrists, chiropractors, physical therapists and associated medical support staff. Approximately 65 employees, 4 locations. <i>Founding Partner</i> <i>Managing Partner</i> <i>Rehabilitation Department Director/Executive Committee Member</i>	Austin, Texas 1994 – 2008 1994 1996 – 2002 2002 – 2008
Political Subdivision Workers' Compensation Alliance <i>Physician Advisory Committee Member</i>	Austin, Texas 2007 – 2010
Humana Insurance Company <i>Quality Improvement Committee Member</i>	Austin, Texas 2001 – 2009

Curriculum Vitae
William D. Defoyd
December 26, 2010

Texas Association of School Boards <i>Physician Advisor</i>	Austin, Texas 2007 – 2009
Texas Workers' Compensation Commission/Texas Department of Insurance – Division of Workers' Compensation <i>Medical Quality Review Panel - Executive Committee/ Quality Assurance Panel Member</i>	Austin, Texas 2002 – 2008
Comprehensive Network Solutions <i>President and Chief Medical Officer</i>	Austin, Texas 2005 – 2006
Texas Workers' Compensation Insurance Fund/Texas Mutual Insurance Company <i>Medical Consultant</i>	Austin, Texas 1995 – 2006
The Prudential Insurance Company <i>Chiropractic Consultant</i>	Austin, Texas 1989 – 1996
Brodie Oaks Chiropractic Clinic <i>Private chiropractic practice</i>	Austin, Texas 1987 – 1994
Schlotzsky's, Inc. <i>Marketing Research Director</i>	Austin, Texas 1980 – 1981
Holman, Kennedy and Associates <i>Marketing Research Associate</i>	Austin, Texas 1979 – 1980

Volunteer Activities

University of Western States (formerly Western States Chiropractic College) <i>Board of Trustees</i> <i>Executive Committee Member</i>	Portland, Oregon 2005 – Present 2006 – Present
The Official Disability Guidelines <i>Editorial Advisory Board Member</i>	San Diego, California 2008 – Present
West Hartford Group (a chiropractic "think tank") <i>Member</i> <i>Chair of Residency Committee</i>	Kattskill Bay, NY 2009 – Present 2010 – Present

Curriculum Vitae
William D. Defoyd
December 26, 2010

Texas Workers' Compensation Commission	Austin, Texas
<i>Medical Advisory Committee – Chiropractor Representative</i>	2002 – 2005
<i>Treatment Guideline Workgroup Member</i>	2005 – 2006
<i>Return to Work Guideline workgroup - Project leader</i>	2003 – 2004
American Back Society	Oakland, California
<i>Interprofessional Relations Committee Chair</i>	1999 – 2004
Texas Chiropractic Association	Austin, Texas
<i>Education Committee Chair</i>	1990 – 1991
Travis County Chiropractic Society	Austin, Texas
<i>Vice President</i>	1989 - 1990

Professional Activities and Interests

William D. Defoyd

1909 Cypress Point East Austin, Texas 78746 • (512) 751-5959 • bdefoyd@austin.rr.com

December 26, 2010

Publications and Research

Murphy DR, Perle SM, Defoyd WD, "A Postgraduate Clinical Year: The Importance of Residency Training for Chiropractors". Paper presented at the World Federation of Chiropractic/Association of Chiropractic Colleges Conference on Clinical Education in Madrid, Spain, October, 2010

Defoyd WD, "Chiropractic Management"- Chapter 15 in *Low Back Pain: An Evidence-Based, Biopsychosocial Model for Clinical Management, 2nd Edition* Derebery, J. and Anderson, J. (Eds). 2007, OEM Press, Beverly Farms, MA

Defoyd WD, "The Texas Chiropractic College Hospital Rotation Program-A Practitioner's Perspective". Paper presented at the World Federation of Chiropractic/Association of Chiropractic Colleges Conference on Clinical Education in São Paulo, Brazil, October, 2002

Defoyd WD, "Chiropractic Treatment"- Chapter 15 in *Low Back Pain: An Evidence-Based, Biopsychosocial Model for Clinical Management*, Derebery, J. and Anderson, J. (Eds). 2001, OEM Press, Beverly Farms, MA

Defoyd WD, "Cardiovascular Fitness Testing"- Chapter 18 in *The Clinical Application of Outcomes Assessment*, Yeomans, S. (Ed). 2000, Appleton and Lange; Stamford, Connecticut

Pilot Reviewer - Bigos S., Bowyer O., Braen G., et. al. "Acute Low Back Problems in Adults". Clinical Practice Guideline, Number 14. Rockville, MD: U.S. Department of Health and Human Services, Agency for Health Care Policy and Research

Defoyd WD, "The Use of Imaging Procedures in the Diagnosis of Metastatic Disease of the Lumbar Spine", *The Journal of Manipulative and Physiologic Therapeutics*. 1990; 13: 161-164.

Defoyd WD, "Chiropractic Analysis of the Running Gait" An observational study of the relationships between sacroiliac hypomobility, leg length, and subtalar motion on 262 runners from the 1986 Houston Tenneco Marathon pre race exposition. Presented at the American Chiropractic Association's Council on Sports Injuries and Physical Fitness conference in conjunction with the Boston Marathon - April 1986.

Defoyd WD, "Sports Nutrition and Athletic Performance" A double blind randomized controlled trial of the effects of nutritional supplementation on the performance of several male college track athletes. Conducted at the University of Houston at Clear Lake's Human Performance Laboratory and presented at the Texas Chiropractic College Homecoming July 1985 - First Prize.

Professional Activities and Interests
William D. Defoyd
December 26, 2010

Teaching

Western States Chiropractic College
Postgraduate Faculty

Portland, Oregon
2004 – 2005

Canadian Memorial Chiropractic College
Postgraduate Faculty-Rehabilitation Program

Toronto, Ontario
1997 – 1998

Los Angeles College of Chiropractic
Postgraduate Faculty-Rehabilitation Program

Whittier, California
1996 – 1997

Texas Chiropractic College
Postgraduate Faculty –Chiropractic Orthopedics, Certified Sports
Physician, Impairment Rating

Pasadena, Texas
1990 –1994

Multiple presentations at national, regional and local meetings including the American Back Society's annual meetings, McKenzie North America annual meeting, Texas Academy of Family Practice, Texas Spine Society, Texas Workers' Compensation Commission/Texas Department of Insurance - Division of Workers' Compensation, Texas Work Comp Forum, Texas Chiropractic Association, etc.

Professional Organizations

American Chiropractic Association
Texas Chiropractic Association
West Hartford Group

American Back Society - Chair of the Interprofessional Relations Committee – 1999 - 2004

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: PAUL T. GARZA			
Spouse's Name: NOT APPLICABLE (N/A)			
Home Telephone # (512) 327-9537	Work Telephone # N/A	Fax # N/A	
Email Address N/A		Cellular # (Optional) N/A	
Present Job title & job description: RETIRED FROM STATE OF TEXAS GOV'T AND DEFENSE INDUSTRY.			
Profession: AEROSPACE ENGINEERING IN COMPUTING SCIENCE; STRATEGIC/QA PLANNING AND COST ANALYSIS			
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 1405 THE HIGH ROAD AUSTIN, TX 78746-2231		Employer and Employer's Address N/A	
County: TRAVIS			

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) /	
Undergraduate School: UNIV. OF TX AT AUSTIN	Year Graduated: 8/1966 B.A.
Graduate School: /	Year Graduated: /
Licenses/Certifications: /	Year Obtained: /

Name: PAUL T. GARZA

EMPLOYMENT AND CAREER HISTORY (include business, administrative, & finance experience):

SEE ATTACHED RESUME

CURRENT PROFESSIONAL MEMBERSHIPS:

SEE ATTACHED RESUME

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

PRESENTED STUDIES/REPORT BEFORE LEGISLATIVE COMMITTEES/HEARINGS, ETC. DURING DEFENSE INDUSTRY AND STATE CAREERS

CIVIC PARTICIPATION:

- ADOPT A SCHOOL (PALS) PROGRAM(S)
- APPRAISAL REVIEW BOARD (ARB) MEMBER
- ETC.

Name: PAUL T. GARZA

COMMUNITY LEADERSHIP ROLES:

- NEIGHBORHOOD ASSOCIATION, ETC.

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

FAMILY MEMBERS HIGHLY INVOLVED IN MEDICAL AND HEALTH SERVICES - PHARMACIES, MEDICAL DOCTORS, NURSE PRACTITIONERS (NP)

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

- FORMED OWN SOFTWARE CONSULTING COMPANY (SOFTWARE METRICS INDICATORS)
- SEE RESUME ATTACHED HEREIN.

REFERENCES:

- 1) MARY NELDA VALADEZ-GARCIA, ASSISTANT U.S. ATTORNEY, WESTERN DIV., (210) 325-3382 / (409) 384-7111
- 2) KATHY CORDOVA, TEX. GENERAL COUNSEL, HHSC, (512) 775-6222
- 3) ROSIE LYDIA VALADEZ-MCSTAY, DIRECTOR-BOV'S RELATIONS TX CHILDRENS HOSPITAL, (832) 651-8993

NOTE: PLEASE ATTACH A RESUME.

FOR COUNTY JUDGE
MR. SAM BISCOE

**TRAVIS COUNTY
HEALTHCARE DISTRICT BOARD OF MANAGERS
APPOINTMENT APPLICATION**

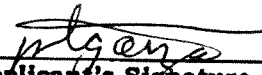
Name: PAUL T. GARZA				
Date of Birth 1992/MAR 12	Driver's License # or DPS I.D. # TX 14298014	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Ethnicity: (Optional)	<input type="checkbox"/> White	<input type="checkbox"/> African-American	<input checked="" type="checkbox"/> Hispanic	<input type="checkbox"/> Asian Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

PAUL T. GARZA

Printed Name


Applicant's Signature

12/20/2010
Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
sherri.fleming@co.travis.tx.us
Travis County Health and Human Services and Veterans Service
100 N.IH 35
Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

Paul T. Garza
1405 The High Road
Austin, Texas 78746-2231

SUMMARY

Interests include all facets of planning and implementing of policies and procedures relating to an organization's infrastructure/business/legislative process, computing/systems management or development, testing/integration, business/marketing analysis, technical writing, computing assessments, performance metrics, and e-Government services. Career objective is to continue in a position requiring a broad expertise in the legislative process, strategic planning and coordination, policy development/implementation, management, and/or software-hardware and telecommunications/Internet technologies with opportunities for professional growth. Career has required independent research, evaluation, development planning (strategic/risk plans), and modeling of information technologies from systems design to data communications procedures to facilities labor/budget needs, creation of automated solutions, standards/policy/procedure statements, technical writing/presentations, financial and operations performance metrics, and communications with vendors, legislative staff or management, including project supervision/leads of technical teams or subject matter experts.

Extensive experience in systems engineering, business analysis, and software costing with major corporations, consulting organizations, and governmental entities. Key player in providing management with legislative, technical and cost-related decision analyses, including standards or policies for implementation. Bilingual in Spanish. Senior level quantitative decision support for:

New Business Operations and Development (Marketing/Electronic Business Services),
Policy and Procedures Planning, Development and Implementation (Agency, Legislature),
Research and Development (Technologies, Process Improvements, Standards & Policies),
Life Cycle Costing and Software Quality Evaluations (Performance Metrics, Labor),
Information Systems (IS) Auditing and Assessments (Coordination, Technical Writing),
Business Continuity Planning and Disaster Recovery Preparations,
IS Project Planning and Financial Reporting (Project Management, Rapid Development),
Activity-based Management (ABM),
IS Contract Oversight Planning and Management,
Imaging-based Document Management,
Performance Measures Planning, Definition, Coordination, and Monitoring, and
Software Process Improvement Programs (Capability Maturity Models, ISO 9000s).

Recognized industry expert in:

Software Cost Metrics (Configuration Management, Design-to-Cost/Price, Security,
Activity-Based Costing, Business and Technical Requirements, all facets),
Sustaining Software Engineering Costing (Operations & Support),
Computing Systems Costing and Procedures Statements and Guidelines, and
Planning, Budgeting, and Scheduling (Engineering Tasking, Technical Writing).

EDUCATION

B.A., Mathematics, The University of Texas at Austin.
Studies in computer systems, programming languages, numerical analysis, theory and applied math, business math, and statistics. Also, knowledgeable in the Texas Property Tax Code, Texas Employer/Employment Policies and Regulations, other Texas Legislation.

Professional Certificates and Training:

Property Tax Institute/Texas Comptroller of Public Accounts (CPA) Property Tax Division, 2006/7
CPA Mandatory Training for Appraisal Review Board Members, 2006/2007
Advanced ACCESS/InfoMaker Report Generation, 2000
Auditing Performance Measures Course, Texas State Auditor's Office, 2000
State Agency Strategic Planners Workshop, SACC, 2000 Year
2000 Planning and Compliance Testing, 1998
Contract Administration/RFP Process, 1998
Strategic Planning/Performance Measures, Governor's Center for Management Dev., 1998
META Group Seminar: Benchmarking and Performance Metrics, 1997
Software Process Improvement/Capability Maturity Model, 1995
Software Risk Management, 1994
Software Project Planning and Monitoring, 1994
Effective Meetings, Teambuilding and Communications, 1994/1998
Quality Assurance for Internal Audit, 1992
Legislative Process/Effective Communications, 1992
Certified Cost Analyst, No. 853, 1983
Specifications and Standards Writing, 1980

Tools:

Software Artistry Expert Advisor (Help Desk Software), MS Office, ACCESS, MS Word, MS Project Manager, WordPerfect, Adobe Acrobat, Lotus 1-2-3, EXCEL, Harvard Graphics, FORTRAN, COBOL, DBMS; COCOMO, SLIM; PC's; Technical/Cost documentation for Military Services (MIL-STDs), Texas Government documentation; Life-Cycle Processes (IEEE/EIA 12207, IEEE 1059/730/828, etc.), ISO 9000s; Department of Health and Human Services systems documentation (Advanced Planning Documents); GUI-based applications; GIS; City of Los Angeles 911 System; ISACA Control Objectives for Information and related Technology (COBIT).

Special Skills:

Command, Control, Communications and Intelligence/Integration (C31) systems development, testing, and operations specifications; capacity planning; AI/Expert software costing; software sizing and productivity estimating (human resources needs); computer equipment definition and costing; maintenance and training definition and costing; work breakdown structures (WBSs) preparation/use; Requests for Proposal preparation; Statements of Work preparation; technical contract preparation, negotiation and monitoring; facilities evaluations; technologies evaluations; total quality management (TQM)/Quality Assurance (QA) concepts; auditing techniques; SEI process improvement (SPI) research/use; activity-based costing (ABC)/management (ABM); business continuity planning; independent verification and validation (IV&V) concepts/implementations (test plans, procedures, result reports); statistical analysis (SAS)/linear regression; data communications (Internet, Intranet, Extranet); client-server environments; communications with governmental entities (Legislature, executive directors, etc.) or the public; independent research/evaluation of issues (planning, survey, coordinating, administering, analysis, technical paper preparation/reporting, policy implementations, etc.); project/risk management methods and practices including analysis of business processes and rapid development concepts; human resources administration; historically underutilized business (HUB) contracting; etc.

MISCELLANEOUS

Professional Organizations:

Austin Association of Information Technology Quality Professionals (AA-IT-QP)
International Society of Parametric Analysts (ISPA)
Information Systems Audit and Control Association (ISACA)
Project Management Institute (PMI)
Quality Assurance Institute-Austin Chapter (QAI)
National Contract Management Association (NCMA)

Publications:

Estimating the Cost to Safeguard Software Integrity, 1991
A Software WBS Framework for Acquisition and Maintenance Estimations, 1989
Distribution of Software Estimates by Organizational Breakdown Structures (OBSs), 1987
Planning and Costing Software Maintenance, 1984

Personal:

U. S. Citizen; Clearances: Secret, NATO, SCI; Bilingual (Fluent in Spanish); Limitations -None.

ACCOMPLISHMENTS

Author of "To Protest or Not to Protest: A Guide for Property Owners on Property Values," Travis Central Appraisal District, Appraisal Review Board, Revised 2009
Author of "A Bi-Focal View of Austin," Writing Austin's Lives Project, Humanities Institute, The University of Texas at Austin, September, 2003
Author of the Senior Employment Services Coordination Plan (SESCP), Texas Council on Workforce and Economic Competitiveness, Office of the Governor, June, 2002
Co-author of the Texas Project RIO Strategic Plan, Legislative Budget Board and Governor's Office of Budget and Planning, March, 2002
Author of the Planning Department Operations Recovery Plan (ORP), Texas Workforce Commission, January, 2002
Author of the Senior Employment Services Coordination Plan (SESCP), Texas Council on Workforce and Economic Competitiveness, Office of the Governor, July, 2001
Author of the Assessment Report on the Operation of the Statewide Telecommunications Contract for the Child Support Division (CSD), Texas Office of the Attorney General, April, 1999
Author of the Federal Implementation Advance Planning Document for the Texas State Case Registry Initiative, CSD, Texas Office of the Attorney General, February, 1999
Author of the Texas Department of Information Resources Imaging-based Document Management Initiatives Report, June, 1998
Co-author of the Texas Department of Information Resources Process Improvement Project Technical Position Paper, May 1995
Co-author of the Texas Department of Information Resources Review Guide for Operating Plans, August 1994
Co-author of the Assessment Report on Information Resources for the Texas Office of the Attorney General, January 1993
Co-author of the Southwest Texas State University System Development Life Cycle Procedure Manual, Phases I and II, 1992
Developed a model to Estimate the Cost to Safeguard Software Integrity, 1991 (first of its kind).
Developed an Engineering-Cost Metrics Technique for Estimating the National Aero-Space Plane X-30 (NASP) development, 1989, General Dynamics-Fort Worth.
Developed a model to Estimate Software Maintenance/Enhancements, 1984.
Developed a model to distribute Software Costs by Organizations.
Developed a model to estimate a Burdened Labor Rate, 1984.
Developed a (first of its kind) "Graphic Display Routine" for a mainframe print tape, 1969, for the Manned Orbiting Laboratory (MOL), McDonnell Douglas Astronautics Company.

Software Metrics Speaker at various Professional Conferences/Software Metrics Consultant.
Contributor to the Division of Diversity and Community Engagement Projects, The University of Texas at Austin.

EMPLOYMENT HISTORY

Travis County Property Appraisal Review Board -Austin, TX, 2006-2007

Appraisal Review Board Member -Duties have included continuous training in the Texas Property Tax Code, Public Meetings Act, Public Information Act and commonly used property appraisal methods and related appraisal evaluations. As an Appraisal Review Board (ARB) member, have continuously participated in ARB Panels as a Panelist or Panel Chair. As a Panel Chair, this task has required conducting ARB property appraisal protest hearings according to ARB established procedures, efficiently and effectively. The ARB Panel member position has required listening to all parties' (Property Owner's position and Travis Central Appraisal District's position) arguments, review of supporting data, interpretation of related case law and tax codes, and detailed reviews (for application) of acceptable Appraisal District exemptions, discounts, and other related property appraisal issues. The ARB Panel hearings have required formulating specific real-time questions to be directed at either party for clarification and/or additional data to use in making a fair and equitable property appraisal value determination. Appraisal value determinations must be based on deliberations of all the data presented at the specified ARB hearing. Property valuation protests have included the gamut of appraisal valuations such as agriculture valuations, wildlife management use, residential rental, commercial/inventory (rendition) valuations, and homestead valuations.

Texas Workforce Commission -Austin, TX, 2002-2002

Information Specialist -Unemployment Insurance (UI) Support and Customer Service Department. Duties included responding to inquiries concerning specific agency or UI claims related information in a timely and accurate manner. Other responsibilities included completion of benefits letters and UI manual revisions incorporating changes in the law, policy, system operations or UI procedures. Prepared documents for uploading into the agency Intranet application. Researched, evaluated, coordinated and consulted with subject experts to respond to specific questions raised by state staff, Legislators, other public leaders or the general public. Clarified written instructions in the UI manuals to reflect resolution of system problems and current procedures. Tasks required responding to specific inquiries and preparing factual information by writing formal letters for use/public release by Commissioners, Executive Director, other management staff. Letters or responses composed were coordinated with Legal Counsel, Workforce Development Leaders, etc. Work involved editing, proofing, research, coordination, knowledge of HTML, etc. Extensive use of bilingual/bi-cultural skills. Assisted in preparing administrative reports and performed other related work as assigned.

Texas Workforce Commission -Austin, TX, 2000-2002

Strategic Planner -Planning Department. Duties included developing strategic, operational, coordination or business plans; reporting agency performance to the Legislature; planning, defining, implementing performance measures; evaluation of proposals; conducting meetings with state officials; conducting research/analyses; or preparing reports for the Federal government. Also, evaluated a broad range of programs/contracts including technical guidance on eGovernment services technologies or related statewide technology policies, standards and implementations. Responsible for monitoring, participating, reporting on various e-Government services/e-business initiatives sponsored by state agencies for impacts statewide or on the agency. Project lead in e-technology (Internet, Intranet and Extranet) assessments. Division coordinator on developing division units' recovery plans. Developed, implemented and maintain current department Operations Recovery Plan (ORP). Knowledge/use of the Strategy Roundtable software for developing agency operations units' mission statements, goals, strategies, policies, and actions, etc. Knowledge/use of the state ABEST tool. Use of scanner equipment. Use of bilingual skills. Performed other work as assigned.

Texas Office of the Attorney General -Austin, TX, 1998-1999

Program Specialist V -Child Support Enforcement Division/Program Operations. Responsibilities included division contract management support of the procurement and privatization of specific child support program functions such as the State Disbursement Unit. Serve as a senior technical representative and analyst on various division initiatives such as the welfare reform automation projects or data communications (Internet) uses. Conduct cost benefit analyses. Oversee completion, and compliance with Federal and state regulations or statutes or mandated requirements, of required management information systems (MIS). Conduct comprehensive assessments of the operations of technical contracts such as the Statewide Telecommunications Contract, including electronic applications technology implementations (for services or purchases) and integrated services digital network-wide or local area network standards. Recommend changes or revisions to the division processes for effectiveness and improved measurements (establish standards, guidelines or policies). Prepare Federal and/or state required business/technical documents such as the Systems Advanced Planning Documents or Biennial Operating Plans for technical and financial approval, etc. Technical documentation required planning, research, data collection, analysis, coordination, composition, editing, drafts, reviews, presentations, release updates. Research/support disaster recovery planning for the statewide telecommunications system including field offices, support Year 2000 contingency planning, conduct risk management planning of various projects (IV&V, QA, Project Management needs), perform (SEI) process improvement assessments, including benchmarking, performance metrics, implementation plans, reports, etc.

Texas Department of Information Resources -Austin, TX, 1992-1998

Planning/Systems Analyst IV -Oversight Operations Division. Responsibilities included review, evaluation and approval of state agencies' Information Resources Operating Plans and Strategic Plans as well as Quality Assurance Management Plans, including Risk Management Plans. Also, assist agencies in planning activities, including capacity planning, systems development life-cycle methodologies and project development/risk management plans (assistance required research, analysis, proposed guidelines, policies, etc.). Provide Legislative representatives related information, attend/report on Legislative hearings, evaluate new technologies for potential use such as client/server, open systems architecture, imaging/document management, and (SEI) process improvement techniques (ABC, CMM, People-CMM, SE-CMM, SCE, ISO 9000 series) including quality assurance/risk analysis. Coordinate technical inquiries from the State Auditor's Office or the Legislative Budget Board. Originated guidelines/standards and analysis reporting forms for plan reviews while at the agency. Researched, prepared and maintained various databases/technical reports (conducted writing/editing/graphics) on technologies of interest such as imaging-based initiatives statewide or continuous process improvement initiatives, GIS initiatives and related FTE needs, network initiatives and FTE needs, etc. Assisted agencies in the planning and preparation of disaster recovery/business continuity plans and reviewed plans for approval, etc. Performed related duties as assigned.

Southwest Texas State University -San Marcos, TX, 1991-1992

EDP/IS Audit Specialist -Office of Internal Audit. Key internal advisor on systems objectives and operational procedures, reported findings to executive management with recommendations to insure systems and procedural integrity and accuracy --controls, reliability, standards, quality, cost analysis/benefit. Conducted data collections and data reduction analyses, assisted in the systems integration and acquisition process. Evaluated technologies and made recommendations for implementations. Established standards or policy and procedure statements for technology uses. Supported governmental processes.

General Dynamics -Fort Worth, TX, 1988-1991

Engineering Specialist/Software Metrics Lead -Operations and Research/Economic Analysis. Key corporate consultant and expert on software engineering and cost estimation, life cycle assessments of international and domestic vehicle and electronic programs. Conducted detailed data gathering and data conversion to comprehensive management use for decision-making.

Prepared and delivered technical presentations and reports, developed feasibility studies and requirements analysis reports/acquisition plans. Technical reports/writing required independent planning, research, data collection/reduction, composition, editing, reviews, presentations, legal approvals, etc.

Lockheed Missiles and Space Company -Austin, TX, 1985-1988

Advanced Systems Engineering Specialist -Advanced Programs. Provided software, computer hardware systems, and cost analysis support to program planners and top level management/corporate executives. Provided project management and requirements tracking support, assisted in cost and technical risk analyses. Developed cost and schedule estimating models in support of duties. Prepared and delivered presentations and reports to corporate clients.

Tecolote Research, Incorporated -Los Angeles, CA, 1984-1985

Senior Cost/Engineering Analyst -Software Metrics Office. Responsible for corporate-wide software metrics and cost analysis. Prepared and delivered presentations and reports (on systems engineering, cost methods, and planned budgets). Provided direct support to program planners at technical interchange meetings, including data communications, security code/hardware requirements, target analysis, etc.

The Aerospace Corporation -El Segundo, CA, 1980-1984

Project Engineer/Lead -Cost Analysis Office of DoD. Provided engineering and cost analyses of C31 systems, researched and evaluated software sizing, software reusable engineering and code, computer hardware systems, and advanced technologies. Provided detailed documentation (business and technical requirements), recommendations, supporting data analysis, assisted in the development of budget and procurement plans. Conducted reviews of electronic solutions/communications applications for implementations such as the Los Angeles Emergency (911) Communications System. Interpreted policies, procedures, statements of work in support of duties or established policies. Technical writing/documentation required independent planning, research, data collections, analyses, coordination, composition, editing, drafts, presentations, release of final publications.

TRAVIS COUNTY

HEALTHCARE DISTRICT BOARD OF MANAGERS

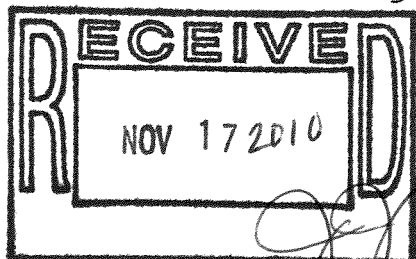
APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: Isabel V. Hoverman, MD			
Spouse's Name: J. RUSSELL HOVERMAN, MD			
Home Telephone # 512-480-9231	Work Telephone # 512-459-3149	Fax # 512-459-6974	
Email Address jrhaus@aol.com		Cellular # (Optional) 512-431-9803	
Present Job title & job description: General internist, private practice, 4-physician internal medicine practice - full time practice ~ 35% practice Medicare BOARD CERTIFIED INTERNAL MEDICINE			
Profession: MD			
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 1614 Forest Trail Austin, TX 78703		Employer and Employer's Address Austin Internal Medicine Associates, LLP 3407 Glenview Austin, TX 78703	
County: TRAVIS			

EDUCATION/TRAINING:

High School or equivalent (G.E.D.)	PRINCETON HIGH SCHOOL, PRINCETON, NJ		
Undergraduate School:	SWARTHMORE COLLEGE, SWARTHMORE, PA	Year Graduated:	167
Graduate School:	DUKE UNIV. MEDICAL SCHOOL DURHAM, NC	Year Graduated:	72
Licenses/Certifications:	TX MEDICAL LICENSE BOARD CERTIFIED INTERNAL MED	Year Obtained:	1978 → current 1976



Name: Isabel V. Hoverman

EMPLOYMENT AND CAREER HISTORY (include business, administrative, & finance experience):

INTERNIST - PRIVATE PRACTICE

1992 - present - AUSTIN INT MED. ASSOC. LLP
1989 - 1992 - solo practice, AUSTIN, TX
1988 - 1989 - AUSTIN DIAGNOSTIC CLINIC
1982 - 1986 - AUSTIN REGIONAL CLINIC
1980 - 1982 - ALBANY INT MED GRP, ALBANY, OREGON
1976 - 79 - supervising physician Ambulatory Care, Houston VA Hospital

FINANCE EXP. - TREASURER - COLA 2002 - 2004
LAB ACCRED ORGANIZ

TREASURER - ACP Fdn (Natl Health Literacy Fdn) - 2005 - 2011

FINANCE + AUDIT COMM - The JOINT COMMISSION - 2009 - present

CURRENT PROFESSIONAL MEMBERSHIPS:

American Medical Assoc., Texas Medical Association, Travis County Medical Association, American College of Physicians

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

member, practicing Physician Advisory Council, advisory to Secty of HHS, Wash. DC 1992-1994
Institute of Medicine / multiple committees on Gulf War Veterans Health Problems
include Co-chair Comm. on Measuring Health of Persian Gulf Veterans
Washington, DC
member, Medicare Carrier Advisory Comm. Dallas, Tx

CIVIC PARTICIPATION:

volunteer physician - school physicals, AISD, 2005 - present
medical student preceptor - 1st. and 3rd yr students 1995 - 2009
volunteer physician - Project Access, Travis County Med. Soc.

Name:

Isabel V. Hoverman

COMMUNITY LEADERSHIP ROLES:

[Empty box for Community Leadership Roles]

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

The Joint Commission, Vice Chair of Board of Commissioners.
Chair, HR + Comp Committee 2009-2010
Chair Standards + Survey Procedures Committee
Multiple activities in quality and safety - accreditation hospitals, labs, home health, ambulatory, hospital quality improvement activities on local, state and national level
member State Review Program Comm at Texas Medical Edtn - review complaints + work to improve care delivered to Medicare patients

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

shared responsibility in running 4 physician medical practice

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

Name: Isabel V. Hoverman, MD				
Date of Birth 7/25/1945	Driver's License # or DPS I.D. #	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

Isabel V. Hoverman, MD

Printed Name

Isabel V. Hoverman

Applicant's Signature

11/15/10

Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
sherri.fleming@co.travis.tx.us
Travis County Health and Human Services and Veterans Service
100 N. IH 35
Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

CURRICULUM VITAE

11/15/2010

NAME: ISABEL V. HOVERMAN, M.D.

ADDRESS: Work
3407 Glenview
Austin, Texas 78703-1448
512/459-3149
Fax 512/459-6974

CURRENT CERTIFICATION AND LICENSURE:

Diplomate, National Board of Medical Examiners	1973
Diplomate, American Board of Internal Medicine	1976
Texas State License No. F0522	1978

EDUCATION:

Duke University Medical School, M.D.	1972
Swarthmore College, B.A.	1967

POST GRADUATE TRAINING:

Straight Medicine Internship	1972-1973
Internal Medicine Residency	1973-1974
Duke University Medical School, Durham, N.C.	

Internal Medicine Residency	1974-1975
Baylor Affiliated Hospitals, Houston, Texas	

TEACHING ACTIVITIES AND APPOINTMENTS:

Clinical Assistant Professor of Medicine	1997-2009
The University of Texas Medical Branch at Galveston	

Clinical Assistant Professor of Medicine	1987-1992
UT Health Science Center at Houston	

Residency Training Program Attending	1983-1985
Brackenridge Hospital	
Austin, Texas	

Assistant Professor of Medicine	1979
Instructor of Medicine	1975-1978
Baylor College of Medicine	

Baylor Core Curriculum	1977-1979
Coordinator, Physical Diagnosis Course	
Houston VA Medical Center	

Lecturer, Core Medical Students	1977-1979
Women-In-Medicine, AMSA: Faculty Advisor	1977-1979
Baylor College of Medicine	

PRACTICE EXPERIENCE:

Internist, Austin Internal Medicine Associates, L.L.P. Austin, Texas	1992-present
Internist, Solo Practice Austin, Texas	1989-1991
Internist, Austin Diagnostic Clinic Austin, Texas	1986-1989
Internist, Austin Regional Clinic Austin, Texas	1982-1986
Internist, Albany Internal Medicine Group Albany, Oregon	1980-1982
Internist, General Medicine Section Supervising Physician Ambulatory Care and Emergency Treatment Houston Veterans Administration Medical Center Houston, Texas	1976-1979

PROFESSIONAL ACTIVITIES:

Joint Commission on Accreditation of Healthcare Organizations	
Commissioner	2003-present
Executive Committee, Vice-Chair	2009-2010
Finance and Audit Committee	2009-present
Human Resources and Compensation Committee, Chair	2009-2010
Center for Transforming Healthcare, Board of Directors	2009-present
Joint Commission Resources, Board of Directors	2009-present
Governance Committee	2008-present
Enhancing the Value of Accreditation Work Group	2007-present
Accreditation Committee	2003-2008
Standards and Survey Procedures Committee	2004-2008
Vice-chair	2005-2006
Chair	2007-2008
Public Policy Work Group	2005-2006
Physician Engagement Work Group, Chair	2004
Texas Medical Foundation	
State Review Program Committee, Member	2004-present
Austin, Texas	
Institute of Medicine, National Academy of Sciences	
Washington, D.C.	
Committee on Identifying Treatments for Gulf War Veterans' Health Problems	2000-2001
Committee on the Establishment of a National Center for the Study of War-Related Illnesses and Post-Deployment Health Issues	1999
Co-chair, Committee on Measuring the Health of Persian Gulf Veterans	1998-1999
Committee on the Evaluation of the VA Uniform Case Assessment Protocol for Persian Gulf Veterans	1997-1998

Committee on the HCFA PRO Evaluation Plan	1993-1994
Practicing Physicians Advisory Council Health Care Financing Administration Dept. Health and Human Services Washington, D.C.	1992-1994
Medicare Carrier Advisory Committee Liaison from PPAC Dallas, Texas	1992-1994
Medical Quality Improvement Committee, Chair	1991-1993
Medical Quality Improvement Committee, Vice-Chair	1988-1990
Medical Care Review Committee	1985-1988
Chair, Medical Care Review Committee	1988
Section Chief, Internal Medicine	1986-1987
Medical Audit Committee	1984-1985
Seton Medical Center, Austin, Texas	
Medical Director, Linn Care Center Advisor, Stroke Club Oregon Heart Association, Albany Branch Coordinator, Health Lectures Albany Senior Citizens Center Albany, Oregon	1981-1982
Quality Assurance Committee, Member Albany General Hospital Albany, Oregon	1981-1982
California Medical Association Audit Faculty	1975
Medical Audit Committee, Member	1976-1977
Medical Audit Committee, Chair	1977-1979
Houston VA Medical Center Houston, Texas	

PROFESSIONAL SOCIETY AND BOARD MEMBERSHIPS:

COLA Board of Trustees	
Chair	2004-2006
Treasurer	2002-2004
Member	2001-2007
American College of Physicians	
Board of Regents	1998-2004
Medical Services Committee	2001-2004
Awards Committee, Chair	2003-2004
American College of Physicians Services. Member	1998-2004
President	2000-2001
Education Committee	2001-2003
Medical Student and Associates Sub-Committee	1998-2000
Nominations Committee	1998-1999
Master	2005
Fellow	1998
Member	1977-present
Alternate Delegate, AMA	1998-2000
Delegate, AMA	2001-2007
Vice-Chair, ACP Delegation to AMA	2005-2007

American College of Physicians Foundation	
Treasurer	2005-2011
Board of Directors	2004-2011
American Society of Internal Medicine	
President-elect	1997-1998
Board of Trustees	1992-1998
Quality Assurance and Review Committee	1990-1992
Task Force on Hassle Factor	1990
Internal Medicine Center for Research and Education (IMCARE)	
Member	1992-1998
President	1996-1997
American Medical Association, Member	
Texas Medical Association, Member	1982-present
Council on Scientific Session	1996-2002
Blue Cross Blue Shield Advisory Committee on	
Performance Measures, Vice-chair	2007-2009
Task Force on Health System Reform	2009
Texas Society of Internal Medicine, Member	
Board of Directors	1987-1999
President	1990-1991
Education Committee, Chair	1989-1991
General Internal Medicine Statewide Preceptorship	
Program Advisory Committee	
Member	1997-2002
Chair	1998-2001
Preceptor, 1st year medical students	1995-2009
Texas Internal Medicine Education Foundation, Inc.	
Member	1995-1998
President	1996-1997
Austin Internal Medicine Society, Member	1982-present
President	1985-1986
Travis County Medical Society, Member	1982-present
Alternate Delegate, TMA	1992-1996
Delegate, TMA	1996-2004
Ethics Committee	2000-2002
Project Access Pharmacy Committee	2002-2003
Project Access, Volunteer Physician	2004-present
AWARDS:	
Texas Society of Internal Medicine: Internist of the Year	1998
Texas Academy of Internal Medicine (Texas Chapter ACP)	
Laureate Award	2003
Master, American College of Physicians	2005

PERSONAL DATA:

Born:	Chelsea, Massachusetts	July 25, 1945
Marriage:	John Russell Hoverman, MD, PhD	1968
Children:	Daniel Stephens Hoverman	1975
	Craig Russell Hoverman	1978
	Claire Elizabeth Hoverman, MD	1981

PUBLICATIONS

Hoverman, I. and Ardolino, A., "Financial Issues", Community Based Teaching: A Guide to Developing Educational Programs for Medical Students and Residents in the Practitioner's Office, American College of Physicians, 1997; pages 117-134.

Hoverman, I.V., Gentry, L.O., Jones, D.W., and Guerrero, W.G., "Intrarenal Abscess", Archives of Internal Medicine, July 1980, pages 914-916.

Hoverman, I.V., Coordinator, "Women in Medicine: Baseline for Success," CME Course sponsored by Baylor College of Medicine, January, 1980.

Hoverman, I.V., and Baylor Women in Medicine, "Women in Medicine: An Alternative Approach," Slide Tape Production, 1978.

Hoverman, I.V. and Gentry, L.O., "Cefamandole in the Treatment of Acute Bacterial Pneumonia", Current Therapeutic Research", Volume 622, page 622, October 1978.

Hoverman, I.V. and Luchi, R.J., "Thyroid Disorders and the Heart", Practice Cardiology, November, 1977, pages 17-25.

Hoverman, I. V., Martin, R. and Gentry, L., "Cefamandole in the Treatment of Bacterial Pneumonia" Progress in Chemotherapy, September, 1976.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: William J. McLellan		
Spouse's Name: Kelly White		
Home Telephone # 512 328 0568	Work Telephone # 512 334 5449	Fax # 512 329 6341
Email Address bmclellan11@gmail.com		Cellular # (Optional) 512 633 8471
Present Job title & job description: <p>Founder: Treaty Oak Bank. My function at the bank is to insure growth of deposits and loans. As a lead investor I served for several years as Vice Chairman before leaving to assist in the opening of other banks in the Central Texas area. I was involved in the formation of Frontier Bank in Elgin, Texas and the effort to develop One Earth Bank. In addition I am involved in several businesses and organizations such as Mystic Pharmaceuticals, Ambit Energy, St.. David's Hospital Board, The Downtown Austin Alliance, the Austin Club House and Communities for recovery.</p>		
Profession: Health Care Executive ((3M) Non Profit CEO (Lifeworks and AMOA) and Entrepreneur.		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 11 Sundown Parkway Austin, Texas 78746		Employer and Employer's Address Treaty Oak Bank 101 Westlake Drive Austin, Texas 78746
County: Travis		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) Central High School St.. Paul Minnesota	
Undergraduate School: St. Thomas University St.. Paul, Minnesota	Year Graduated:
Graduate School:	Year Graduated:
Licenses/Certifications: Certified Banker (FDIC)	Year Obtained: 2010

Name: William J. McLellan

EMPLOYMENT AND CAREER HISTORY(include business, administrative, & finance experience):

3M Company (1960 1996)
Sales Trainee, Sales Representative, Sales Manager, National Sales Manager, General Manager 3M Canada, Vice President and General Manager Orthopedic Products division, Vice President and General Manager Health Care Specialties Division, Staff Vice President, 3M Austin.
For 20 years I had responsibility for Sales, Research, Manufacturing, Quality, Administrative, and Acquisitions and divestitures in Global businesses with revenues of over \$100,000,000.
In addition I served on the board of the 3M Foundation and was responsible for planning the growth of 3M's health Care business in Latin America.
Lifeworks - Founding Executive Director
AMOA - CEO

CURRENT PROFESSIONAL MEMBERSHIPS:

(See Resume)

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

Texas Department of Transportation - Trans Efficiency Committee Chair
Texas Work Force Development Board
Minnesota Coalition to reduce Health Care Costs
Ethics in Business Award - 2005

CIVIC PARTICIPATION:

Austin Chamber of Commerce - Chair
Austin Area Urban League - Chair
AARO - Board
TAME - Board
Texas Research League - Board
Taskforce of Major Austin Employers - Board
United Way Capital Area Board and Chair
St. Edwards University - Board
Ballet Austin - Board
Texas A&M External advisory Council - Board
University of Texas Fine Arts Council - Board

Name: William J. McLellan

COMMUNITY LEADERSHIP ROLES:

Austin Chamber of Commerce - Chair
Austin Area Urban League - Chair
Envision Central Texas - Chair
United Way/ Capital Area - Chair

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

25 Years in the rapidly growing 3M healthcare business.
Executive director - Lifeworks
Austin Recovery - Board Member
Safeplace Board and Foundation Board Member - Chair of Capital Campaign
Gillette Children Hospital Board Member
Minnesota Medical Alley - Founder
Minnesota Coalition to Reduce Health Care costs - Board Member
Minnesota Spine Center - Board Member
Seton Hospital - Board Member
St. David's Hospital Board Member
Round Rock Hospital Board Member
Communities for Recoverv - Board Member

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

Founded Treaty Oak Bank,
Founder of Frontier bank, Elgin, Texas
Grew five acquisitions at 3M into \$100,000, 000 global business with profits of over 20% and new product annual sales of over 70%

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION


Name: William J. McLellan					
Date of Birth July 10, 1936	Driver's License # or DPS I.D. # 15354694	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

William J. McLellan

Printed Name



Applicant's Signature

December 10, 2010

Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
 sherri.fleming@co.travis.tx.us
 Travis County Health and Human Services and Veterans Service
 100 N.IH 35
 Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

Bill McLellan
Vice Chairman
Treaty Oak Financial

SUMMARY OF
PROFESSIONAL
QUALIFICATIONS

- ◆ Accomplished Senior Executive with proven record of developing highly successful business organizations.
- ◆ Extensive background in health care industry. Broad international experience. Significant experience in business unit acquisition and start-up business development.
- ◆ Skilled in recruiting and developing business management teams.
- ◆ Broad and diverse community affairs and public affairs experience.

EXPERIENCE

TREATY OAK BANK, Austin, Texas

Vice Chairman

- ◆ One of the founders of the holding company of this community bank and financial services company focused on providing services to small and medium sized businesses in the Austin area as well as serving moderate to high wealth professionals. Includes banking, tax strategies and preparation, mortgages, business entity formation, business consulting, portfolio management, estate planning, financial planning, profit improvement strategies, and bookkeeping and payroll services.

AUSTIN MUSEUM OF ART, Austin, Texas

- ◆ **Chief Executive Officer** of the Austin community art museum, including the art school, museum store, and all administrative and financial functions. Developed strategies for increased attendance and reduction of the operating budget. Redirected development efforts to include new sources of revenue.

LIFEWORKS: ALLIANCE OF YOUTH & FAMILY SERVICES,
Austin, TX

- ◆ **Executive Director** of the largest social services agency in Austin, Texas. LifeWorks provide care to over 10,000 clients annually through counseling, education, and support. Lifework serves the homeless youth, families and individuals, teen parents, and those with financial problems through a combination of government and private funding.

3M CORPORATE SERVICES, Austin, Texas

Staff Vice President

- ◆ Responsible for development of a 5,000 employee based, world headquarters for business units focused in the electronic and electrical industries. Austin is 3M's first headquarter site outside of Minnesota.
- ◆ Responsible for construction and maintenance of a 3.5 million square foot facility and management of all office administration and support services, public affairs, human resources, staffing, education, safety and security, system development and data processing, facilities and plant engineering.

3M ORTHOPEDIC PRODUCTS, St. Paul, Minnesota

Division Vice President

- ◆ Directed growth and development of the business unit from startup to \$200 million global health care division with growth exceeding 20% per year and profits over 20%. New product sales of more than 50% from new product development, acquisition and joint ventures. Products included powered surgical instruments, orthopedic casting material, arthroscopic products, orthopedic implants, braces and accessories.

3M HEALTH CARE SPECIALTIES DIVISION, St. Paul, Minnesota

Division Vice President

- ◆ Managed a group of high tech start up opportunities in the health care industry. All based on 3M technologies. Products include Cochlear implants, Interocular Lens, contact lenses, electronic medical devices, and OEM supplies.
- ◆ Developed management team, business plans, market entry strategies, and research programs.

3M SURGICAL PRODUCTS DIVISION, St. Paul, Minnesota

National Sales Manager

3M CANADA, Ontario, Canada

National Sales Manager, Health Care

3M PHILADELPHIA SALES CENTER, Philadelphia, Pennsylvania

Area Sales Manager

EDUCATION

ST. THOMAS COLLEGE, St. Paul, Minnesota
Attended 1956 1960 –

STANFORD UNIVERSITY SCHOOL OF MANAGEMENT
Advanced Management College

COLUMBIA UNIVERSITY
Graduate Program, Sales Management

ST. EDWARD'S UNIVERSITY, Austin, Texas
MBA (Honorary) April 2001

ETHICS IN BUSINESS AWARD
Austin, Texas 2005

ADDENDUM

AFFILIATIONS

BUSINESS AND CIVIC

Envision Central Texas, Board Chair 2005
Austin Area Research League, Member
Austin Urban League, Vice President-Chairman 1992
Greater Austin Area Chamber of Commerce
- Board of Directors-Chairman 1995
- Executive Committee
- Vice Chairman of Operations
Taskforce of Austin Major Employers, Member
Texas Association of Business, Board of Directors
Texas Research League, Board of Directors
Texas Department of Transportation-Trans Efficiency
Committee Chair
United Way/Capital Area
- Board Member
- Campaign Chair, 1994
Capital Area Workforce Development, Board Member

COMMUNITY SERVICE

Austin Quality Council, Member
Austin Symphony Orchestra, Board of Directors
Ballet Austin, Board Chair of Development
Ethics in Business Award 2005

EDUCATION

St. Edwards University, Austin, Texas-Trustee
Texas A&M, College of Engineering External Advisory &
Development Council, Member
University of Texas Fine Arts Council, Member

HEALTH CARE

St. David's Hospital, Board Member
Austin Recovery Center, Board Member
Gillette Children's Hospital, Board Member
Medical Alley-Founder and Executive Committee
Minnesota Coalition to Reduce Health Care Costs, Board Member
Minnesota Spine Center, Board Member
Seton Hospital- Board of Trustees and Human Resources Council
Round Rock Hospital, Board Member

HUMAN SERVICES

Capital Ideas, Board Member
Mobile Loaves and Fishes, Board Member
SafePlace-Trustee,
Chair of Capital Campaign

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: Trish O'Day		
Spouse's Name: N/A		
Home Telephone # 512 451-8082	Work Telephone # 512 232-4734	Fax # 512 471-3688
Email Address today2@austin.rr.com		Cellular # (Optional) 512 659-8082
Present Job title & job description: Faculty, University of Texas at Austin School of Nursing Lecturer: Public Health Nursing (required course for all BSN and Alternate Entry graduate students) Clinical Instructor: Public Health Nursing practicum in community settings (develop and oversee community projects performed by nursing students, ensure safe learning experiences). Represent the UT School of Nursing on University, City of Austin and State initiatives and committees.		
Profession: RN, and Faculty, University of Texas School of Nursing		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 4700 Finley Drive Austin TX 78731		Employer and Employer's Address School of Nursing, University of Texas at Austin, 1700 Red River St Austin Tx 78701
County: Travis		<input type="checkbox"/>

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) Memorial High School, Houston TX	
Undergraduate School: University of Texas at Austin	Year Graduated: 1976
Graduate School: University of Texas at Austin	Year Graduated: 1985
Licenses/Certifications: Clinical Nurse Specialist- Community Health	Year Obtained: 1990

Name: Trish O'Day

EMPLOYMENT AND CAREER HISTORY(include business, administrative, & finance experience):

Boon-Chapman, 2001-2004, (TPA: third party administrator for self-funded plans)
Texas Universities Health Plan, 2000-2001
Health Care consultant, 1999-2000
Texas Department of Health, 1985-1999
Colorado Department of Health, Migrant Health Program (summer 1990)
RN positions in Austin hospitals

CURRENT PROFESSIONAL MEMBERSHIPS:

1. Texas Clinical Nurse Specialists
2. Austin Physicians for Social Responsibility
3. American Public Health Association
4. Sigma Theta Tau, Nursing Honor Society

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

2010, Pharmaceutical Disposal Advisory Group (TCEQ), Stakeholder.
2008, Briefing on health effects of air pollution to Texas Senate staffers.
2003-2005, Medical Assistance Program (MAP) Advisory Board (volunteer).
1992-1995, Texas Department of Health (employed), strategic planning with the Board of Health and reporting to the LBB.

CIVIC PARTICIPATION:

Family Eldercare Board of Directors, 2006-present
Lyons Gardens Board of Directors (subsidized senior housing), 2007-present
UT Elementary School, Education Council member, 2006-2008
Clinical Nursing Instructor, UT School of Nursing, focused nursing student projects in St. Johns neighborhood (NE Austin) over the last four years (Austin-Travis County HHS St. Johns Neighborhood Center, Webb Middle School, Foundation Communities housing).

Name: Trish O'Day

COMMUNITY LEADERSHIP ROLES:

Family Eldercare, Executive Committee, Board of Directors
Lyons Gardens, Board of Directors
Austin Physicians for Social Responsibility, Co-President
Texas Nurses Association, Chair, Governmental Affairs, District 5 (1985-87)
Peoples Community Clinic, Board of Directors (1975-76)

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

Population-focused health care; public health; health promotion and disease prevention research and applications; managed health care (utilization management, medical management and large case management); environmental health advocacy; registered nurse since 1976.

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

1. Medicaid Managed Care roll-out in Texas, beginning September 1996. Member of core management team. Oversight and programmatic management of the Quality Monitor contractor.
2. Family Eldercare and Meals on Wheels merger discussions and decisions, 2010.

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

Name: Trish O'Day				
Date of Birth 06-17-1953	Driver's License # or DPS I.D. # TX 06803832	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

Trish O'Day

Printed Name

Trish O'Day

Applicant's Signature

12/31/2010

Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
sherri.fleming@co.travis.tx.us
Travis County Health and Human Services and Veterans Service
100 N.IH 35
Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

Trish O'Day
4700 Finley Drive
Austin, TX 78731

FACULTY CURRICULUM VITAE
The University of Texas at Austin
School of Nursing

Trish O'Day
Clinical Instructor/Lecturer, Public Health Nursing

EDUCATION

B.S.N.	University of Texas at Austin	1976
M.S.N.	University of Texas at Austin (Community Health Nursing)	1985

CERTIFICATES AND LICENSURE

Clinical Nurse Specialist, Community Health	1990
---	------

PROFESSIONAL EXPERIENCE

The University of Texas at Austin, School of Nursing Clinical Instructor/Lecturer, Public Health Nursing	2004-present
---	--------------

Boon-Chapman Director of Utilization Management	2001-2004
--	-----------

Texas Universities Health Plan Director of Medical Management	2000-2001
--	-----------

Health Care Consultant	1999-2000
------------------------	-----------

Texas Department of Health Director, Health Services and Quality, Medicaid Managed Care Program Supervisor, Strategic Planning & Policy Analysis Program Coordinator, state legalization program Health Planner	1985-1999
---	-----------

Colorado Department of Health, Migrant Health Program	summer 1990
---	-------------

HONORS AND SPECIAL AWARDS

May 2010 – School of Nursing Dean's Award for Service
May 2008 - School of Nursing Dean's Award for Service

RESEARCH GRANTS

2010 Co-Investigator
Unused Medications: Survey on Disposal Practices in Travis County, Texas

2005- 2008 Co-Investigator
Health Practices of Mexican-American Truck Drivers

Trish O'Day
4700 Finley Drive
Austin, TX 78731

PUBLICATIONS

O'Day, T. and Pattillo, M., (Dec. 2009) Disaster response: the University of Texas School of Nursing experience, *Nursing and Health Sciences*

O'Day, T. and Pattillo, M. Public Health Nursing Leads the Way, Fall 2009 newsletter, Public Health Nursing section, American Public Health Association

Williams, D. and **O'Day, T.**, In Austin, health care reform can't wait, June 2009, Austin-American Statesman

PRESENTATIONS

O'Day, T., Environmental health; improving the quality of the nation's drinking water, Oral presentation at Annual Meeting, American Public Health Association, Denver, November 2010, invited

O'Day, T. and Pattillo, M., Nursing Disaster Preparedness Education: The UTSON experience, Oral presentation at SAFER (Schools of nursing aligned for emergency responsiveness) conference, Dillard University, New Orleans, April 2010

O'Day, T., Hurricane Ike disaster response, Oral presentation at Annual Meeting, American Public Health Association, Philadelphia, November 2009

O'Day, T., Health Effects of Air Pollution, Oral presentation at "Air Quality 101" Briefing, Texas Senate, October 2008

O'Day, T., Mass Medical Care, Oral presentation at annual conference, Texas Nurse Practitioners, Austin TX, September 2008

O'Day, T., Disaster Response, Oral presentation at Annual Meeting, American Public Health Association, Washington, DC, 2007

PROFESSIONAL ORGANIZATIONS

Texas Clinical Nurse Specialists
November 2010 to present

Physicians for Social Responsibility, Austin Chapter, 2008-present
Co-President, 2008-present

Sigma Theta Tau International Nursing Honor Society
Epsilon Theta, member 2004- present
Chair, Communications Committee, 2005-2008

American Public Health Association
2007-present

PROFESSIONAL SERVICE

Community Service

2009- Pharmaceutical Disposal Advisory Group (Texas Commission on Environmental Quality), Stakeholder

2007- present Lyons Gardens Senior Housing, Board of Directors

2006- present Family Eldercare, Board of Directors

Trish O'Day
4700 Finley Drive
Austin, TX 78731

2009- present, Executive Committee
2006- 2008- U.T. Elementary School, Education Council
2003-2005- Medical Assistance Program (MAP) Advisory Board, City of Austin
2002-2009- Hospital Data Advisory Committee (ad hoc),
Texas Department of State Health Services

Consultations

2009- Consulted with Ketchum Public Relations on "I don't want to miss" national public awareness campaign directed at teens for seasonal influenza.

COMMITTEE SERVICE

University Committees

UT Campus Safety and Security
UT Infectious Disease Committee

School of Nursing Committees

Co-Chair, Disaster Response

City of Austin, Health and Human Services

2009- Co-Chair, Nursing Subcommittee, Community Health Initiative

**TRAVIS COUNTY
HEALTHCARE DISTRICT BOARD OF MANAGERS
APPOINTMENT APPLICATION**

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: SARAH SMILEY		
Spouse's Name: ANDREW DONNELLY		
Home Telephone # 5123277179	Work Telephone # 5127510812	Fax # 5123271390 (Confidentialfax)
Email Address SSmiley@austin.rr.com		Cellular # (Optional)
Present Job title & job description: PHYSICIAN - INTERNAL MEDICINE INPATIENT + OUTPATIENT PRACTICE		
Profession: PHYSICIAN		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP) 2600 SLOW TURTLE COVE AUSTIN, TX 78746		Employer and Employer's Address HOSPITAL INTERNISTS OF AUSTIN PA 7000 N. MOPAC #180 AUSTIN, TX 78731 CENTRAL TEXAS PALLIATIVE ASSOCIATES 4107 Spicewood Springs Rd Austin, TX 78731 Ste. 100
County: TRAVIS		
EDUCATION/TRAINING:		
High School or equivalent (G.E.D.) LAMESA HIGH SCHOOL LAMESA, TX 1981		
Undergraduate School: UT - AUSTIN, TX		Year Graduated: 1985
Graduate School: UNT HSC/TCOM FT. WORTH, TX		Year Graduated: 1991
Licenses/Certifications: Tx Med License J2340		Year Obtained: 1992

BOARD CERTIFICATIONS

INTERNAL MEDICINE 1994, 2004
HOSPICE AND PALLIATIVE 2007
MEDICINE

Name: SARAH I. SMILEY

EMPLOYMENT AND CAREER HISTORY (include business, administrative, & finance experience):

See attached CV

CURRENT PROFESSIONAL MEMBERSHIPS:

TRAVIS COUNTY MEDICAL SOCIETY EXECUTIVE BOARD MBR.
TEXAS MEDICAL ASSOCIATION
AMERICAN MEDICAL ASSOCIATION
AMERICAN COLLEGE OF PHYSICIANS
TEXAS OSTEOPATHIC MEDICAL ASSOCIATION
(see CV for OTHER)

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

NO HISTORY

CIVIC PARTICIPATION:

CHURCH

Name: SARAH SMILEY

COMMUNITY LEADERSHIP ROLES:

NO HISTORY

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

See attached CV

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

(See CV)

CO-FOUNDER → CHIEF OPERATING OFFICER / VICE PRESIDENT
HOSPITAL INTERNISTS OF AUSTIN, PA 1996 - 2004
BOARD OF DIRECTORS HOSPITAL INTERNISTS OF
AUSTIN, PA 1996 - 2010

NOTE: PLEASE ATTACH A RESUME.

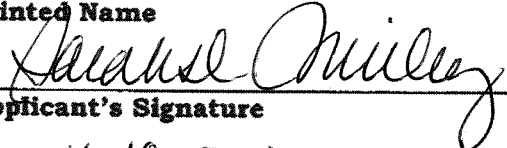
TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

Name: SARAH I. SMILEY					
Date of Birth 10-16-63	Driver's License # or DPS I.D. # TX 09387284	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

SARAH SMILEY

 Printed Name


 Applicant's Signature
 11-18-2010

 Date

Return to:
 Attn: Sherri E. Fleming, Executive Manager
 sherri.fleming@co.travis.tx.us
 Travis County Health and Human Services and Veterans Service
 100 N.IH 35
 Austin, TX 78767

OR
 E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
 WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

Curriculum Vitae

Sarah I. Smiley, D.O.

Business Address:

P.O. BOX 13442
AUSTIN, TX 78711-3442

HOME ADDRESS:

2600 SLOW TURTLE CV
AUSTIN, TX 78746

Education: University of Texas Austin - BA Plan II Honors Program 1985
University of North Texas Health Sciences Center - Fort Worth, TX -
DO 1991

Internship & Residency: Internal Medicine Residency
Central Texas Medical Foundation (current name Austin
Medical Education Programs)
Brackenridge Hospital - Austin, Texas
1991-1994

Certification: American Board of Internal Medicine - Diplomate 1994 and 2004
Diplomate 2007
INTERNAL MEDICINE
HOSPICE AND PALLIATIVE
MEDICINE

Work Experience: Hospitalist, Hospital Internists of Austin, P.A.
Austin, Texas 1996 - present

Co-Founder & Vice-President, Hospital Internists of Austin, P.A.
1996 - 2004

Independent Hospitalist Practice - Austin, Texas 1994-1996

Emergency Room Physician - Rollinsbrook Community Hospital
- Lampasas, TX 1992-1994

St. Edward's University Student Health Center - Part time Staff
Physician - Austin, Texas 1993-1995

Computer Software Consultant - D 2 Software, Inc. - Austin,
Texas 1985-1986

Appointments /Affiliations/Awards/Teaching:

Board of Directors, Hospital Internists of Austin, P.A. 1996 - present
Seton Medical Center Critical Care Council 2000 - present
St. David's Medical Center Critical Care Committee 2003 - present
St. David's Credentials Committee 2003 - present
Preceptor, General Internal Medicine Statewide Preceptorship Program
1998-present
Preceptor/Clinical Faculty, UTMB 2001- present
Chair, St. David's Medical Center Department of Internal Medicine 1999-
2002

Page 2

Appointments /Affiliations/Awards/Teaching (continued):

Medical Advisory Board - Hospice of Austin 1999 - 2004
Travis County Medical Society - member
Texas Medical Association/TEXPAC - member
American Medical Association - member
Texas Osteopathic Medical Association - member
American College of Physicians - member
Texas Society of Internal Medicine - Board Member 1993-1994
President, CTMF Resident's Association 1992-1993
Certificates for Outstanding Service
CTMF Resident's Association 1993
ACGPOMS 1990
Community Service Excellence Award - Dept. of Medical
Humanities - UNTHSC/TCOM 1988

NEW CHANGES:

TRAVIS COUNTY MEDICAL SOCIETY
EXECUTIVE BOARD 2008 - present

HOSPITALIST CONSULTANT
HCC, LLC - AUSTIN, TX 2003 - present

CONTRACT MEDICAL DIRECTOR
HOSPICE AUSTIN / CENTRAL TEXAS
PALLIATIVE ASSOCIATES 2004 - present

REFERENCES: DR WILLIAM M DEATON (512) 632-6816
DR LEIGH FREDHOLM (512) 762-0142
DR CHARLOTTE SMITH (512) 773-0403

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

(Applications must be submitted in this format. Please do not retype or reformat.)

Name: Christopher M. Ziebell, MD, FACEP		
Spouse's Name: NA		
Home Telephone # (512) 794-1189	Work Telephone # (512) 324-7030	Fax # (512) 794-9481
Email Address chris@eddocs.com		Cellular # (Optional) (512) 422-7336
Present Job title & job description:		
<p>1) Emergency Department Medical Director: University Medical Director Brackenridge. Oversight of 39 physicians and extenders providing service to patients in the UMCB Emergency Department. Implementation of best practice standards and operational improvements in the Emergency Department</p> <p>2) Executive Director: Hospital Physicians in Clinical Research. Oversight of clinical studies at multiple ED sites around Texas. Compliance oversight for NIH funded studies</p> <p>3) Attending Emergency Physician: University Medical Center Brackenridge. Care of patients with a wide range of social, psychiatric, medical, and traumatic issues</p> <p>4) Managing Partner: Emergency Service Partners, PLLC. Operational oversight of a corporation that employs or contracts with ~350 physicians and extenders throughout Texas, including Emergency, Primary Care, and Pulmonary/Critical Care Physicians</p>		
Profession:		
Emergency Physician		
Home Address (STREET/P.O. BOX, CITY, STATE, ZIP)		Employer and Employer's Address
4014 Greystone Drive Austin, TX 78731-2154		Emergency Service Partners, PLLC La Costa Center 6300 La Calma Drive, Suite 200 Austin, TX 78752-3825
County: Travis		

EDUCATION/TRAINING:

High School or equivalent (G.E.D.) Duluth East Senior High School, Duluth, Minnesota	
Undergraduate School: Gustavus Adolphus College, St. Peter, Minnesota	Year Graduated: 1986
Graduate School: University Of Minnesota School of Medicine, Minneapolis, Minnesota	Year Graduated: 1990
Licenses/Certifications: Texas Medical License	Year Obtained: 1998

Name: Christopher M. Ziebell

EMPLOYMENT AND CAREER HISTORY(include business, administrative, & finance experience):

Full Curriculum vitae attached

CURRENT PROFESSIONAL MEMBERSHIPS:

Travis County Medical Society: Member and Chair of EMS Steering Committee
Texas Medical Association
American Medical Association
Texas College of Emergency Physicians
American College of Emergency Physicians
Emergency Department Practice Management Association
Society of Academic Emergency Medicine

PUBLIC SERVICE (include participation in local, state, federal governmental processes):

Regular Interaction with State Legislators, including testifying before committees.
Community Consultation process for research studies, including interactions with Austin City Council and Travis County Commissioner's Court

CIVIC PARTICIPATION:

Regular public speaking engagements at schools, churches, civic groups, and before the media.
Active participation in the local psychiatric stakeholder's committee.
Active participation in the community psychiatric CIC committee.

Name: Christopher M. Ziebell, MD, FACEP

COMMUNITY LEADERSHIP ROLES:

Active participation in the community psychiatric CIC committee.
Active participation in the local psychiatric stakeholder's committee.
Chairman of the Travis County Medical Society EMS Steering Committee.
Trustee: Board of Trustees, SETON Family of Hospitals.
Manager: Board of Managers, SETON/UTSW Physician Group.

HEALTH AND/OR HUMAN SERVICES EXPERIENCE AND/OR KNOWLEDGE:

Extensive experience and leadership in issues related to indigent care, psychiatric care, and disaster preparedness.
Leader of the regions only adult level 1 trauma center.

BUSINESS ACHIEVEMENT (specifically entrepreneurial and investment):

Founding Partner/Managing Partner, Emergency Service Partners, PLLC
Founding Partner/President/Executive Director, Hospital Physicians in Clinical Research, PLLC
Board Member, SETON/UTSW Physician Group
Managing Partner, Emergency Physicians of Delaware County
Founding Partner, Indiana Dictate, Inc.
Founding Partner, Southway Urgent Care

NOTE: PLEASE ATTACH A RESUME.

TRAVIS COUNTY HEALTHCARE DISTRICT BOARD OF MANAGERS APPOINTMENT APPLICATION

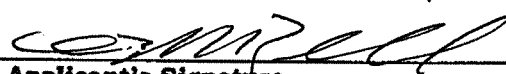
Name: Christopher M. Ziebell, MD, FACEP					
Date of Birth November 08, 1964	Driver's License # or DPS I.D. # 19199118	Are you a U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Ethnicity: (Optional)	<input checked="" type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian	Other: _____

CERTIFICATION OF APPLICANT

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I assign and hereby give Travis County full authority to conduct background investigations pertinent to this application. I also agree that, if selected for appointment, I will complete and submit to the Travis County Commissioners Court the Personal Financial Statement promulgated by the Texas Ethics Commission, a copy of which has been made available to me for my review prior to submitting this application.

Christopher M. Ziebell, MD, FACEP

Printed Name


Applicant's Signature

12/23/2010
Date

Return to:
Attn: Sherri E. Fleming, Executive Manager
sherri.fleming@co.travis.tx.us
Travis County Health and Human Services and Veterans Service
100 N.IH 35
Austin, TX 78767

OR
E-MAIL USING THE E-MAIL ADDRESS LISTED ABOVE
WITH HARD COPY TO BE EITHER MAILED OR HAND-DELIVERED WITH SIGNATURE

Christopher Michael Ziebell, MD, FACEP

4014 Greystone Drive
Austin, Texas 78731-2154
Home: 512-794-1189
Cell: 512-422-7336
Fax: 512-794-9481
CZiebell@austin.rr.com

Emergency Service Partners
La Costa Centre
6300 La Calma Drive, Suite 200
Austin, Texas 78752-3825
512-452-8533
Fax: 512-452-6685
Chris@EDDocs.com

University Medical Center
Brackenridge
601 East 15th Street
Austin, TX 78701-1996
512-324-7024
Fax: 512-324-7018
CZiebell@Seton.org

CURRENT LOCATION:

Medical Director, Emergency Department, University Medical Center at Brackenridge, 2007-present
President and Executive Director, Hospital Physicians in Clinical Research, PLLC, 2009-present
Member, Board of Trustees, SETON HealthCare, 2009-present
Member, Board of Directors, Seton/UT Southwestern Physician Group, 2010-present
President of the Medical Staff, SETON Family of Hospitals, 2008
Chief of the Medical Staff, Seton Northwest Hospital, 2006-2007
Vice-Chief of the Medical Staff, Seton Northwest Hospital, 2004-2006
Medical Director, Emergency Department, Seton Northwest Hospital, 2003-2007
Trauma Medical Director, Seton Medical Center & Seton Northwest Hospital, 2005-2007
Managing Partner and Member of Board of Directors, Emergency Service Partners, 2001-present
Chief of the Medical Staff, Seton Southwest HealthCare Center, 2002-2004
Vice-Chief of the Medical Staff, Seton Southwest HealthCare Center, 2000-2002
Medical Director, Chief of Service, Emergency Department, Seton Southwest HealthCare Center, 2000-2003
Attending Emergency Physician, SETON Family of Hospitals, 1998-present

HONORS:
Emergency Service Partners, Iny (Innovation) Award, 2008
Texas Medical Foundation HealthCare Quality Improvement Award, 2006, 2007
Team Excellence Award, 2004, 2009
Ascension Health President's Award for Outstanding Clinical Quality, 2007

PREVIOUS LOCATION:

Vice-President, Emergency Physicians of Delaware County, 1993-1998
Staff Physician, Department of Emergency Medicine, Ball Memorial Hospital, 1993-1998
Director of Emergency Medical Education, Ball Memorial Hospital, 1995-1998
Director of Primary Care Emergency Medicine Fellowship, 1996-1998
Co-Founder, Indiana Dictate, 1993
Co-Founder, Southway Urgent Care, 1997
Affiliate Professor, Ball State University, 1995-1998
Adjunct Professor, Physician Assistant Program, College of Pharmacy and Health Sciences,
Butler University, Indianapolis, Indiana, 1996-1998

COMMITTEES:

Emergency Department
Medical Education Committee
Transitional Year Internship Institutional Coordinating Committee
Violence Task Force
Trauma Task Force
Critical Care Committee
Critical Care Advisory Committee
Emergency Department Performance Improvement Committee
Observational Medicine Committee
Bylaws Committee

HONORS:

Specialty Teacher of the Year, Family Medicine Residency, 1995 and 1997

POSTDOCTORAL TRAINING:

Department of Emergency Medicine, 1990-1993
William Beaumont Hospital
Royal Oak, Michigan
Directors: Judith E. Tintinalli, MD, Raymond Jackson, MD

HONORS:

Beaumont Hospitality Award

MEDICAL EDUCATION:

University of Minnesota, Minneapolis, 1988-1990
420 Delaware Street, South East
Minneapolis, Minnesota 55455

HONORS:

Marshall H. & Nellie Alworth Memorial Scholarship

Christopher Michael Ziebell, MD, FACEP

University of Minnesota, Duluth, 1996-1998

10 University Drive
Duluth, Minnesota 55812

HONORS:

Marshall H. & Nellie Alworth Memorial Scholarship
Ciba-Geigy Award for Outstanding Community Service, 1998

EXTRACURRICULAR ACTIVITIES:

American Medical Student Association
Chapter President, Beta Chi Chapter, Phi Beta Pi, Theta Kappa Psi Fraternity
Volunteer, Duluth Community Health Center

UNDERGRADUATE EDUCATION:

Gustavus Adolphus College, 1982-1986

800 West College Avenue
Saint Peter, Minnesota 56082

Graduated Cum Laude, Bachelor of Arts, Biology/Chemistry

HONORS:

Robert B. & Sophia Whiteside Memorial Scholarship

EXTRACURRICULAR ACTIVITIES:

Campus Activities Board, Committee Chairman
Chemistry Club
Dorm Council
"Gustie Greeter"
Yearbook

CERTIFICATIONS AND LICENSES:

Board Certified, American Board of Emergency Medicine, June 02, 1994, recertified, December 29, 2003

Fellow, American College of Emergency Physicians, September, 1996

Diplomat, American College of Forensic Examiners, November, 1996

Diplomat, American Board of Forensic Medicine, November, 1996

Physician License Number K5246, Texas

SOCIETY MEMBERSHIPS:

American College of Emergency Physicians
International Trauma, Anesthesia, and Critical Care Society
Emergency Medicine Resident's Association Alumni Member
Travis County Medical Society
EMS Advisory Committee
Disaster Preparedness Committee
Texas Medical Association
American Medical Association
American College of Forensic Examiners

ACADEMIC APPOINTMENTS:

Adjunct Professor, University of Texas Medical Branch, 2008-present

Affiliate Professor, Ball State University, 1995-1998

Course Taught: Clinical Application of the Basic Sciences, 1995-1998

Adjunct Professor, Physician Assistant Program, College of Pharmacy and Health Sciences,
Butler University, Indianapolis, Indiana, 1996-1998

RESEARCH PROJECTS:

Federal Research Projects

Sub-investigator; "Effects of Erythropoietin on Cerebral Vascular Dysfunction and Anemia in Traumatic Brain Injury"; National Institute of Neurological Disorders and Stroke (NINDS); IND: 100681; NIH Project #: P01-NS38660; National Principal Investigator: Claudia Robertson, MD;

Christopher Michael Ziebell, MD, FACEP

Sub-investigator; "Transforming Traumatic Brain Injury Research and Clinical Care"; National Institutes of Health (NIH): Recovery Act Limited Competition for NIH Grants: Research and Research Infrastructure Grand Opportunities (RC2); FOA: OD09-004; National Principal Investigator: Geoff Manley, MD, PhD;

Sub-investigator; "Progesterone for the Treatment of traumatic brain injury: Experimental Clinical Trial (ProTECT)"; National Institute of Neurological Disorders and Stroke (NINDS); IND: 104118; NIH Project #: 1U01NS062778; National Principal Investigator: David Wright, MD;

Sub-investigator; "Platelet-Oriented Inhibition in New TIA or minor ischemic stroke (POINT)"; National Institute of Neurological Disorders and Stroke (NINDS); FOA: R01 NS062835-01; National Principal Investigator: S. Claiborne Johnston, MD, PhD;

PRESENTATIONS and LECTURES:

"Bucking Conventional Wisdom - A Systems Approach for Managing Difficult to Treat Repeat Patients,"
Emergency Department Practice Management Association, November, 2010, Webinar
Presentation

"OR Supply and Demand Management," For the Health of Texas: Systems Approaches to Improving
Emergency Room Performance, University of Texas System, MD Anderson Conference Center,
September, 2010, Houston, Texas

"Bucking Conventional Wisdom - A Systems Approach for Managing Difficult to Treat Repeat Patients,"
Emergency Department Practice Management Association, June, 2010, Key Biscayne, Florida

"Exceptional Customer Service in the Emergency Department," Multiple dates and locations

"The Potential Unintended Consequences of Proposed Regulations for Insurance Reform in Texas,"
Texas Department of Insurance, May 2010, Austin, Texas

"Evaluation of the Response to H1N1 in the State of Texas," Texas Department of State Health Services,
April, 2010, Austin, Texas

"Lunch and Learn," Texas Hospital Association, April, 2010, Austin, Texas

"The Health Care Discussion We're Not Hearing: Deeper Christian Ethical Views," University Christian
Church, November 2009, Austin, Texas

"Care plan program reduces the number of visits for high-utilizing psychiatric patients in the
emergency department," Abello, A.; Brieger, B.; Ziebell, C.; Dear, K.; Milling, T.; & King, B.
Poster, American College of Emergency Physicians Scientific Assembly, October, 2009,
Boston, Massachusetts

"Exception from Informed Consent for Emergency Research: Public Disclosure and Community
Consultation for the RAMPART trial," Austin City Council, 2009

"Exception from Informed Consent for Emergency Research: Public Disclosure and Community
Consultation for the RAMPART trial," Travis County Commissioners Court, 2009

"Etomidate and Adrenal Suppression," Lecture, Austin Trauma and Critical Care Conference, June 2009,
Austin, Texas

"Impact of enrollment in the emergency department (ED) High Alert Program (HAP) on high-utilizing
psychiatric patients' service patterns," Abello, A.; Brieger, B.; Ziebell, C.; Dear, K.; Milling, T.; &
King, B. Poster, Central Texas Clinical Research Forum, May, 2009; *Winner: First Place Poster*,
Austin, Texas

Manuscripts in Progress:

1. Ziebell C, King B, Abello A, Milling T: The High Alert Program: Impact on high-utilizing emergency department psychiatric patients.

Christopher Michael Ziebell, MD, FACEP

PERSONAL INTERESTS:

Weight training, woodworking, auto mechanics, antique cars, hockey games, hiking, computers, dog breeding, traveling

REFERENCES:

Provided upon request

Travis County Commissioners Court Agenda Request

Voting Session: January 11, 2011
(Date)

Work Session: _____
(Date)

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

Requested Text:

Consider and take appropriate action on items related to the Substantial Amendments for Program Years 2007- 2009 for the Community Development Block Grant provided by HUD :

- A. Review the comments received during the public comment period; and
- B. Approve the substantial amendments.

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

Signature of Commissioner(s) or County Judge

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

Mary Etta Gerhardt, Assistant County Attorney
Rodney Rhoades, PBO
Cyd Grimes, Travis County Purchasing Agent
Susan Spataro, Travis County Auditor
Jason Walker, Purchasing
Christy Moffett, HHSVS
Michael Willard, AHFH

Lee Turner, TNR
Travis Gatlin, PBO
Steven Manilla, TNR
Kathleen Haas, HHSVS
Janice Cohoon, Auditor's Office
Tara Thomason, AHFH
Christopher Gilmore, Assistant County Attorney

Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)

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

Human Resources Department (854-9165)

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

Purchasing Office (854-9700)

- Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

- Contract, Agreement, Policy & Procedure

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



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
And VETERANS SERVICE**

100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767

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

MEMORANDUM

Date: January 4, 2011

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: Community Development Block Grant (CDBG) Approval of Program Years 2007-2009 Substantial Amendments for a New Land Acquisition Project

Proposed Motion:

Consider and take appropriate action on items related to the Substantial Amendments for Program Years 2007- 2009 for the Community Development Block Grant provided by HUD :

- A. Review the comments received during the public comment period; and
- B. Approve the substantial amendments.

Summary and Staff Recommendations:

- A. In November, the Commissioners Court approved the draft of a Substantial Amendment to receive public comment on a proposal to move \$174,000 in previous years' project cost savings and a slight reduction in one current project to allow the creation of a new land acquisition project. The new project will fund the acquisition

of 4 lots so that Austin Habitat for Humanity may build affordable, single family homes for low to moderate income households.

A mandatory period providing the public with an opportunity to comment on the draft of the substantial amendments occurred from November 24, 2010 through December 23, 2010. A public hearing was also held on Tuesday, December 7, 2010 at 9 a.m. at the Travis County Commissioners Court. Four comments were received during the public comment period. A summary is below:

- One resident requested that street improvements to the Lake Oak Estates neighborhood be considered.
- One resident requested information on the qualification standards for Austin Habitat for Humanity, specifically focusing on criminal background
- One resident requested a focus on infrastructure on existing development or focusing on supports to existing residents rather than expanding housing opportunities.
- One resident had questions about Sherriff coverage on private roads.

Three comments received responses and one comment was ruled out of order due to its relevance to the topic and is not included in the final draft. For detailed testimony or comments and responses, please review the Public Comments section and Attachment C in the final document.

- A. From the time the draft of the substantial amendments was approved on November 23, 2010, small changes were made to the document including small grammatical, wording and formatting edits to improve clarity and readability. Additionally, staff added the public comment information. Attached you can find the final document, of which, Staff recommends approval.

Budgetary and Fiscal Impacts:

No impact is anticipated to the County General Fund.

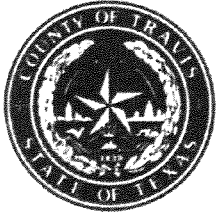
Background:

Under the provisions of Title 1 of the Housing and Community Development Act of 1974 (42 USC 5301), the Federal government through the U.S Department of Housing sponsors a program that provides Community Development Block Grants (CDBG) to cities and counties to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities for low and moderate income persons. Since 2006, Travis County has received CDBG funds from HUD on an annual basis.

On September 21, 2010, the Commissioners Court directed CDBG staff to locate CDBG funds that could be used to support an additional four lot acquisition for single

family home development through Austin Habitat for Humanity. CDBG Staff and the Auditor's Office have analyzed anticipated project savings and preliminary year end data, and have drafted a preliminary plan to fund approximately \$174,000 for the acquisition. On 10/26/2010, the Commissioners Court approved a preliminary funding plan and advertising for the 30 day comment period and public hearing for the substantial amendment.

As outlined in Travis County's CDBG Citizen Participation Plan, a substantial amendment occurs when: 1) the location or beneficiaries of a project proposed under the Consolidated Plan or Action Plan are changed; 2) the scope of the project is increased or reduced by more than 25%; or 3) a new project that was not originally subject to public review is funded. This change would be considered a new project under the Citizen Participation Plan.



Travis County

Community Development Block Grant Program:

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

Substantial Amendments to the Annual
Action Plans for
Program Years
2007, 2008 and 2009



Prepared by Travis County Health & Human Services & Veterans Service
Drafted November 2010
Approved January 2011

Travis County Commissioners Court

Samuel T. Biscoe
Travis County Judge

Ron Davis
County Commissioner, Precinct One

Sarah Eckhardt
County Commissioner, Precinct Two

Karen Huber
County Commissioner, Precinct Three

Margaret Gómez
County Commissioner, Precinct Four

Table of Contents

INTRODUCTION	4
FUNDING PLAN	5
NEW PROJECT	5
PUBLIC COMMENTS	7
TRAVIS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM PUBLIC NOTICE: INVITATION TO COMMENT ON SUBSTANTIAL AMENDMENT FOR LAND ACQUISITION.....	9

Introduction

The Community Development Block Grant (CDBG) initiative is a federal grant program administered by the U.S. Department of Housing and Urban Development (HUD). The program provides annual grants to cities and counties to carry out a variety of community development activities aimed at revitalizing neighborhoods, improving affordable housing options, and providing improved community facilities and services. Since 2006, Travis County has received CDBG funds from HUD on an annual basis.

The administration of the CDBG program follows a cycle that includes the drafting of a Consolidated Plan, an Action Plan, and an annual evaluation. The Consolidated Plan identifies the County's community and housing needs and outlines the strategies to address those needs over a five year period. The Action Plan defines the specific activities and projects to be undertaken during each program year. The annual evaluation assesses yearly accomplishments.

Over the last four years, several projects have had cost savings and those funds need to be allocated for another purpose. Due to changes in projects, CDBG staff must analyze whether or not a substantial amendment needs to occur. According to Travis County's Citizen Participation Plan as required by HUD rules, a substantial amendment is required if any of the changes represent 1) a change in the location or beneficiaries of a project proposed under the Consolidated Plan or Action Plan; 2) a change in the scope of the project by more than 25%; or 3) a change in the funding of a new project that was not originally subject.

This year, Travis County is proposing to substantially amend project years 2006, 2007, and 2008 to allow for cost savings to fund a new acquisition project consisting of four lots in eastern Travis County on Bartney Cove. Additionally, the cost savings are not enough to fully fund the new acquisition project, so the Homebuyer Assistance Program from PY 2009 is proposed to be reduced by \$18,054.57. Austin Habitat for Humanity will purchase the land and be responsible for the development of affordable, single family homes on the acquired land.

The preliminary funding plan was approved by the Travis County Commissioners Court on October 26, 2010, and the final funding plan and draft document were approved for public comment on November 23, 2010. The draft document was available for public comment from November 24 through December 23, 2010 at the seven Travis County community centers as well as the County's website <http://www.co.travis.tx.us/>

and a public hearing was held on December 7, 2010 at the Travis County Commissioners Court.

Funding Plan

The chart below summarizes the project savings and project reductions available to make funding the new project possible. Project savings is defined as funds available after a project's completion.

A total of \$174,000 will be moved from seven projects spanning from years 2007, 2008 and 2009 to fund the new land acquisition project detailed in the next section.

Sources of Funding for the Substantial Amendment		
Original Project	Dollar Amount	Description
PY 07 Street Improvements: Apache Shores	\$89,348.86	Project Savings
PY 08 Public Services, Other: FSS Social Work Expansion	\$2,590.95	Project Savings
PY 08 Administrative Costs	\$25,000	Project Savings
PY 08 Owner Occupied Housing: Production of New Units via Land Acquisition	\$24,864.42	Project Savings
PY 09 Public Services, Other: FSS Social Work Expansion	\$5,035.47	Project Savings
PY 09 Administrative Costs	\$9,105.73	Project Savings
PY 09 Owner Occupied Housing: Homebuyer Assistance	\$18,054.57	Project Reduction. Project funded at \$528,000 originally.
Total Funding	\$174,000	

New Project

Project: Owner Housing: Production of New Units via Land Acquisition - \$174,000

Project Description:

This project funds the acquisition of four developed lots for the construction of affordable, single family homes for low- to moderate income families (up to 80% Median Family Income). Single-family housing is defined as a one- to four-family residence.

Assistance will be in the form of a 10 year forgivable loan. If the homebuyer sells or moves out of the property within the first five years, they will be responsible for paying

Travis County, CDBG Substantial Amendments
December 2010

the full amount of the loan or selling to another low to moderate income household. If the homebuyer sells or moves out of the property within 6 to 10 years after buying the house, the loan will be forgiven incrementally, at a rate of one-fifth of the loan each year over five years. After 10 years, the loan is fully forgiven so no repayment is required. The resulting program income will come back to the County to support future projects.

The location of the four lots is on Bartney Cove in the Gilbert Lane Subdivision located in Eastern Travis County, TX off of FM 969 approximately half a mile east of SH 130.

Austin Habitat for Humanity (AHFH), a local non-profit, will secure funding for the construction of homes on the acquired property. Four units of housing will be created, and the number of individuals impacted will vary depending upon the families selected for the housing units. AHFH may also use other affordable housing developers to build on the lots with written approval from the County.

Any cost savings from the project will first be used to refund the Homebuyer Assistance Program back to its original funding level.

Project: General Project Information	
CDBG Funding:	\$174,000
Leverage Funding:	Not Applicable
Program Delivery:	Austin Habitat for Humanity, Inc. as a designated subrecipient
Program Oversight:	Travis County Health and Human Service and Veteran Services
Expected Start/ Completion Date:	October 1, 2010 – March 30, 2011 (purchase of land) Homes built within 5 years of land purchase
Location:	Lots 1-2 & 31-32 on Bartney Cove in the Gilbert Lane Subdivision in Eastern Travis County, Precinct 1

Project : Priority and Performance Measurement Information (HUD –prescribed)			
Priority Need Category:	Owner Occupied Housing	Project:	Production of New Units
Eligible Activity:	Land Acquisition	Outcome Category:	Affordability
Objective Category:	Decent Housing	Specific Objective:	Increase the affordability of owner housing
Citation:	570.201 (a)	Accomplishment:	4 housing units
Eligibility:	LMH	Matrix Code:	01 Acquisition
Priority in the 2006-2010 Strategic Plan:	High	Travis County HTE #:	HCLE06

Public Comments

Advertisement

During the week of November 1, 2010, Travis County published announcements inviting the public to comment on the substantial amendments made to CDBG projects. Advertisements were posted on the County's website and were published in newspapers of general circulation. In addition, notifications by mail and e-mail were sent to service providers, to citizens who had previously attended public hearings, to the community liaison departments of Travis County schools districts and to neighborhood associations. Refer to attachments A and B for a copy of the public notice in both English and Spanish.

Public Comment Period

The draft report was available to the public for review and to provide written comment from November 24 through December 23, 2010, at the seven Travis County community centers as well as the County's website <http://www.co.travis.tx.us/>. A public hearing was also held at the Travis County Commissioners Court on December 7, 2010.

Summary of Public Comments

A total of four public comments were received on the draft of the PY 07-09 Substantial Amendments. Three people testified at the December 7, 2010, public hearing, and one written comment was received during the 30- day public comment period. For the full detail of comments provided refer to Attachment C.

- One resident requested that street improvements to the Lake Oak Estates neighborhood be considered.
- One resident requested information on the qualification standards for Austin Habitat for Humanity, specifically focusing on criminal background
- One resident requested a focus on infrastructure on existing development or focusing on supports to existing residents rather than expanding housing opportunities.
- One resident had questions about Sherriff coverage on private roads.

Response to the comments:

- The Lake Oak Estates project is on the project list and has been since 2008, however, a primary survey must be conducted to determine whether or not the area is eligible for CDBG grant funds. A primary survey is expected to be completed within the first quarter of 2011.

- The Executive Director for Austin Habitat for Humanity responded directly to the resident on the record at the public hearing.
- Infrastructure and affordable housing development are both high priority projects for the current Consolidated Planning period. The project provides housing across the street from a school, with completed roads, water and wastewater; therefore, it is a fully developed housing development with appropriate infrastructure. Additionally, a balance of housing development and supports to existing neighborhoods is needed to meet the needs identified in the current Consolidated Plan.
- The resident who discussed private roads and the Sherriff's role related to them was ruled out of order by the County Judge as the comments were not related to the CDBG substantial amendment and are not accepted as a part of the report.

Attachment "A": Public Notice



Travis County
Community Development Block Grant (CDBG) Program
Public Notice: Invitation to Comment on
Substantial Amendment for Land Acquisition

Travis County is inviting the public to comment on a draft document that outlines substantial changes for its Community Development Block Grant (CDBG) Program. The CDBG program conducts community development projects for low- to moderate-income residents who live in the unincorporated areas of the County.

The County is proposing to reprogram approximately \$174,000 in CDBG funds to allocate to Austin Habitat for Humanity, Inc. for a 4 lot acquisition on Bartney Cove in the Gilbert Lane Subdivision located in Eastern Travis County, Texas. Single family, affordable homes, benefitting households at or below 80% Median Family Income, will be developed on the acquired property by Austin Habitat for Humanity, Inc. A 10 year forgivable loan will be provided to the homeowners.

The reprogrammed funds will come from the cost savings of the PY 2007 Apache Shores Substandard Street Improvement, PY 2008 Administration and Planning, PY 2008 Land Acquisition and PY 2009 public service projects as well as reducing the Program Year 2009 allocation of the homebuyer assistance program by \$40,000. Any cost savings from the project will be reallocated to the Homebuyer Assistance Program.

Comment Period and Draft Document

Comments will be accepted for 30 days beginning November 24, 2010 at 8:00 a.m. and ending December 23, 2010 at 5:00 p.m. Beginning November 24, 2010, a draft document will be available for download on the Travis County CDBG page www.co.travis.tx.us/CDBG or available for review at any of the seven Travis County Community Centers:

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

Public Hearings

The public can provide their comments by attending a Public Hearing scheduled for Tuesday, December 7, 2010 at 9:00 a.m. at Travis County Granger Building, Commissioners Courtroom, 314 W. 11th St, Austin, TX.

Travis County, CDBG Substantial Amendments
December 2010

Mailing Comments

The public can also mail their comments to: CDBG Program, Travis County, HHSVS P.O. Box 1748, Austin, TX 78767 or e-mail them to Christy Moffett at christy.moffett@co.travis.tx.us

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

Attachment B": Public Notice in Spanish

Condado de Travis
Programa de Subsidio Globales para el Desarrollo Comunitario (CDBG)
Aviso Público: Invitación para comentar sobre la Enmienda Sustancial
para la Adquisición de Terrenos

El Condado de Travis invita al público a hacer comentarios sobre la versión preliminar de un documento que resume los cambios sustanciales para su Programa de Subsidios Globales para el Desarrollo Comunitario (conocido como CDBG por sus siglas en inglés). El Programa CDBG lleva a cabo proyectos para el desarrollo comunitario para residentes de bajos a moderados ingresos que viven en las áreas no incorporadas del condado.

El Condado está proponiendo reprogramar aproximadamente \$174,000 de los fondos del programa CDBG para asignarlos a Austin Habitat for Humanity, Inc. para la adquisición de 4 lotes en la calle Bartney Cove en la subdivisión Gilbert Lane Subdivision ubicada en el este del Condado de Travis, Texas. En la propiedad adquirida por Austin Habitat for Humanity, Inc. se construirán casas unifamiliares asequibles que beneficiarán a familias con un ingreso familiar promedio del 80% o menos. A los propietarios se les proporcionará un préstamo perdonable a 10 años.

Los fondos reprogramados provendrán del ahorro de los gastos del mejoramiento de calles en malas condiciones en Apache Shore del PY 2007, administración y planificación del PY 2008, adquisición de terrenos del PY 2008 y proyectos de servicios públicos del PY 2009 así como también la reducción de las asignaciones del programa de ayuda para compradores de viviendas de \$40,000. Cualquier ahorro en los gastos del proyecto será reasignado al programa de ayuda para compradores de viviendas.

Período para comentarios y documento preliminar

Se aceptarán comentarios durante 30 días a partir del 24 de noviembre de 2010 a las 8:00 a.m. hasta el 23 de diciembre de 2010 a las 5:00 p.m. A partir del 24 de noviembre de 2010 la versión preliminar del documento estará disponible para ser descargada de la página del programa CDBG del Condado de Travis en internet www.co.travis.tx.us/CDBG o estará disponible para ser consultada en cualquiera de nuestros siete centros comunitarios del Condado de Travis:

Centro Comunitario Rural del Sur	3518 FM 973, Del Valle
Centro Comunitario del Condado de Travis	15822 Foothills Farm Loop, Bldg D, Pflugerville
Centro Comunitario Rural del Oeste	8656-A Hwy 71 W., Suite A, Oak Hill
Centro Comunitario Rural del Noroeste	18649 FM 1431, Jonestown
Centro Comunitario Rural del Este	600 W. Carrie Manor, Manor
Centro Comunitario de Palm Square	100 N. IH-35, Suite 1000, Austin
Centro Comunitario de Post Road	2201 Post Road, Suite 101, Austin

Audiencia pública

El público puede hacer sus comentarios asistiendo a una audiencia pública programada para el martes 7 de diciembre de 2010 a las 9:00 a.m. en el edificio Travis County Granger Building, en la sala "Commissioners Courtroom", 314 W. 11th St, Austin, TX.

Travis County, CDBG Substantial Amendments
December 2010

Envío de comentarios

El público también puede mandar comentarios por correo postal al: CDBG Program, Travis County, HHSVS P.O. Box 1748, Austin, TX 78767 o por correo electrónico a Christy Moffett al christy.moffett@co.travis.tx.us

El Condado de Travis está comprometido a cumplir con la Ley de Americanos con Discapacidades (ADA) y con la Sección 504 de la Ley de Rehabilitación de 1973, según su enmienda. Al solicitarlo, se proporcionarán modificaciones razonables e igual acceso a comunicaciones. Si necesita ayuda, por favor llame al 854-3460.

Attachment "C": Public Comments

Detailed Testimony or Public Comments

Comments Received at the December 7, 2010 Public Hearing

*Angela Rowland's testimony Received during Public Hearing on December 7, 2010

Judge Samuel T. Biscoe: Now, that said, would anyone like to give comments during this public hearing? Item number 2.

Angela Roland: Yes, I would. I'm still campaigning for my neighborhood.

Judge Samuel T. Biscoe: Okay.

Angela Roland: I believe that Habitat for Humanity is a wonderful organization and is doing a wonderful thing; however, we already have 58 homeowners who are not able to travel in their neighborhood safely without tearing up their cars. I'd like to see the money spent where people are already living as opposed to making four new homeowners.

Judge Samuel T. Biscoe: The only difference we've been working on this program two years.

Angela Roland: Having said that --

Judge Samuel T. Biscoe: But in your case the problem is those are private roads and we're working with the neighborhood to try to make them public and make the improvement.

Angela Roland: Make my roads public, yes.

Judge Samuel T. Biscoe: They are private roads today.

Angela Roland: Right.

Judge Samuel T. Biscoe: We have a program though that we call the substandard roads program where we work with residents to make private roads public so public funds can be used to improve them.

Angela Roland: That's exactly right.

Travis County, CDBG Substantial Amendments

December 2010

Judge Samuel T. Biscoe: But there are specific requirements that you have to meet by law and under county policy and we've had these policies in place probably 15 years or so, and so -- but we have been able to work with specific neighborhoods from time to time and so your neighborhood is on a list of things if the money were available today, we would still have to jump through hoops to get it done.

Angela Roland: I understand that, but two points. In the information that myself and my neighbors received about the -- the spending, we didn't have all this background information. I didn't get it until I was in the hallway talking to Christy. So, you know, the viewpoint of my neighbors, and I'm here I guess speaking for my neighbors, hey, that's our tax money, we've been paying for years, we already live here. So when the word "substantial" is used, "hey wait a minute" came up in the coffee conversations. That's why I'm here. I would like to continue to bring attention to our neighborhood and I don't know if you can see this as Boling Lane, it's a washed-out road that's difficult to traverse. We have new homes that were built on it. Some of them I understand are section 508 -- rather Section 8, yeah, Section 8 housing. So HUD does have an interest in my neighborhood. In fact, on Cavalier Canyon there was a recent foreclosure with a sign in the window saying it's owned by HUD so I think that we should -- even though we're talking about private roads becoming public, HUD has made an investment in our neighborhood.

Commissioner Sarah Eckhardt: And it is also nice to see the distribution of affordable housing throughout the county, which is also a big plus and a goal of ours.

Angela Roland: Oh, from my backyard you can see million dollar homes.

Commissioner Sarah Eckhardt: That's right. We're in a unique situation here. I think, though, from the CDBG perspective, Christy may be able to speak to this, the substandard road projects are not so much in competition with affordable housing being built as they are with other substandard road projects throughout the county, because we have substandard road issues in every single precinct.

Angela Rowland: Sure, sure. And the way Travis County is growing at different rates and when I first moved here in 2004, I was told this is the wild, wild west, welcome.

Commissioner Sarah Eckhardt: In the unincorporated areas.

*The source of this transcript is the closed-captioned text version of the Travis County Commissioners Court. The comments were taken from the Travis County web site prior to the minutes being approved. Slight changes may occur once the certified minutes are available, though the integrity and intent of the comment will not change.

***Gus Peña's testimony Received during Public Hearing on December 7, 2010**

Gus Peña: Judge, I would like to make a couple of comments. Judge, Gus Peña, native east Austinite and I ran for city council 96 and 97, specifically about the issues of true affordable housing and I understand this is unincorporated, I understand that also, but my comments would be and questions actually is the qualification, how do you qualify to become a participant in the

habitat for humanity? For example we have individuals who have been incarcerated, released from jail, good people, working, need a house for the family. Are there restrictions regarding individuals that have been released from incarceration?

Michael Willard: Let me first talk about the selection process we use. We first look at where they are currently living and whether or not they are in a -- living in a situation that's unsafe. So there could be holes in the floor, things of that nature. We're also looking at whether or not they are paying more than 30% of their annual income for whatever they are currently living in and that tends to be the case in many situations here. And also whether or not in terms of going back to the safety issues, there's gangs, drugs, other things going on in that community. Then the other qualification we look for is their ability to pay because they pay a note at the end of this. We're looking at whether or not they have income between 30 and 50% of the median family in Travis County and whether or not their debt ratio is acceptable so they don't have previous debts, coming to us with a car loan, appliance loan and asking to put another house debt on top of that. Finally we look at their willingness to personally partner with us, 400 hours of sweat equity. That means we are going to work on their own home and other homes and attending classes that we provide on financial literacy, on home maintenance, home repair so they become homeowners. In that process, we also do background check to see if they were previously incarcerated, whether or not they -- depending on the offense, would be good partners for our program. That's part of just another step in that process of evaluating the folks that we serve.

Gus Peña: Do me a favor and define certain offenses.

Michael Willard: If we -- sex offender would be one that we would not consider as a quality partner for us at this point in time. And that would be the biggest issue there. Obviously there are other offenses, but that's one --

Gus Peña: Such as?

Michael Willard: If you were previously had an offense of weapon and -- in a case of a murder or something of that nature, I certainly would think we would question that.

Gus Peña: And I find it highly admirable what habitat for humanity is doing, but in this day and age, you are looking at background, you are looking at credit, you are looking at the income and everything, but we have a lot of people that are homeless, good people that are losing their homes right now. And my comment has been for many years even when I was on the homeless task force with Mayor Frank Cooksey and Mayor Bruce Todd, we're losing a lot because of all these other requirements. What I direct to the court and people listening to me and viewing my ugly face we need transitional housing for individuals who have been incarcerated. Everybody makes mistakes. But the issue is let's not hold it against them. They've paid a debt to society and I worked with homeless, habitat for humanity for many years before you came aboard and I'm well known in that community, but these are the things we need to look at. And thank you for your time, for allowing me to speak, Judge and Commissioners. Ron Davis knows, you've been a good advocate for people who have been incarcerated. All you all have, thank you very much for your time and I know

federal requirements, the issue is a lot of requirements keep people from being housed. Thank you very much.

*The source of this transcript is the closed-captioned text version of the Travis County Commissioners Court. The comments were taken from the Travis County web site prior to the minutes being approved. Slight changes may occur once the certified minutes are available, though the integrity and intent of the comment will not change.

The third resident's testimony is not being included as he was ruled out of order and his comments were not related to the CDBG Substantial Amendment.

Public Comment:

Written Comments Received during the Comment Period

Written Comments Received

Via email from Tamara Trager on 11/29/10 at 4:13pm

Again, there is building without infrastructure. Can we get some sidewalks? Bike paths? SAFE places children can wait for school bustops? Recreation center? earmark taxes for public transportation? Lights? More fully staffed fire and rescue? Help with those whose wells have run dry because of the mining? Not to mention solutions for no health foods. We are being expected to pay for Travis county park lands to build a farmers market. How do we get to have conversations about using some funds for resolving the obvious issues within Travis County? Where is the assistance for farmers markets and a program to support the corner stores to provide healthier food? Was there a public meeting that lead to a general consensus that what we really need is more houses competing for less resources? This is the result of the substantial change for the Community Block Grant. Please defend that rational for the DV public. Are we being asked only to say "yes or no" for more housing? I believe the pressing issue is a need to entering conversations about the obvious infrastructure omissions that DV desperately needs BEFORE more housing is built.

I vote for the CDBG substanscial changes to focus on basic infrastructure. How can we change the focus within the system? We need "our taxes" going to our infrastructure needs rather than new houses . Thank you.

Tamara Trager LBSW
Children's Wellness Center UTSON

BUDGET AMENDMENTS AND TRANSFERS
FY 2011

1/11/2011

OTHER

O1 **Consider and take appropriate action on request to approve
a retirement transition slot in the Planning and Budget Office**

1



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Commissioners Court

FROM: Leroy W. Nellis, Budget Director
Leroy W. Nellis

DATE: January 4, 2011

SUBJECT: Request to create a Transition Slot in the Planning and Budget Office for Retiring Corporations Administrator Position

The Planning and Budget Office has received the notice of the retirement of Travis County Corporations Administrator effective June 30, 2011. PBO is requesting the creation of a transition slot with an end date of June 30, 2011. This will allow PBO to move the retiring Corporations Administrator to the transition slot, post and hire the permanent slot and allow the retiring Corporations Administrator to train his replacement. The Planning and Budget Office has internal salary savings to cover the cost.

Rodney and I are available to answer any questions.

Leroy Nellis

XC: Rodney Rhoades
Budget
Tracey Calloway, Todd Osburn, Carlotta Valdez-Leavy, Kristine Nilsen, HRMD

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

Amount	Dept Transferred Into	Date	Explanation
\$8,953,199			Beginning Balance
(\$18,768)	District Attorney	10/19/10	Family Protection Fund
\$4,443	Various	10/15/10	Canceled Purchase Orders
\$4,051	Various	10/25/10	Canceled Purchase Orders
(\$102,500)	Medical Examiner	10/26/10	Financial Feasibility Study
(\$599,970)	TNR	10/26/10	Hamilton Pool Cleanup Project
(\$3,975)	CJP	10/26/10	ACC Internship Program
(\$5,178)	Civil Courts	10/26/10	ACC Internship Program
\$11,039	Various	11/1/10	Canceled Purchase Orders
(\$230,498)	TNR	11/9/10	McKinney Falls Grant Match
(\$3,500)	Historical Commission	11/9/10	Historical Commission Grant match
\$9,790	Various	11/10/10	Canceled Purchase Orders
(\$168,117)	Facilities	11/23/10	HVAC at EOB
\$3,123	Various	11/23/10	Canceled Purchase Orders
(\$170,000)	Facilities	12/7/10	BEFIT - Data Center
(\$25,100)	Facilities	12/14/10	Land
\$161,390	Various	12/13/10	Canceled Purchase Orders
(\$15,987)	County Attorney	12/14/10	Technical correction of liquidated PO
(\$25,000)	TNR	12/27/2010	Envision Central Texas
\$7,778,442	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$57,465)	Receptionist Position Related Auditor's Office in the 700 Lavaca Building
(\$200,000)	Transition Planning
(\$25,885)	ACC Internship Program
(\$200,000)	Television Cable Service for Travis County
(\$185,439)	Family Drug Treatment Court
(\$184,727)	Drug Court Grant Reserves
(\$21,060)	Cadaver Contract Increase
(\$57,137)	DWI Court Program
(\$20,000)	HAZMAT Allocated Reserves
(\$19,240)	Landfill Leachate Discharge Abatement & Priority 2
(\$25,000)	Cash Match for MHPD Expansion grant
(\$51,494)	MHPD FY 11 Continuation funding
(\$50,000)	Postage and Postage
(\$200,000)	Managed Print Services
(\$255,000)	Workforce Development Pilot Programs
(\$400,000)	Civil Indigent Attorney Fees
(\$300,000)	Indigent Attorney Fees for Capital Cases
(\$200,000)	Transition Planning
(\$70,000)	Redistricting
(\$175,000)	Special Election for Senator Wentworth
(\$250,000)	Conservation Easement
(\$2,947,447)	Total Possible Future Expenses (Earmarks)

\$4,830,995 Remaining Allocated Reserve Balance After Possible Future Expenditures

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

Amount	Dept Transferred Into	Date	Explanation
\$496,980 (\$45,000)	Facilities	12/28/10	Beginning Balance EOB - Safety Improvements
\$451,980 Current Reserve Balance			

Possible Future Expenses Against CAR Identified During the FY11 Budget Process:

Amount	Explanation
(\$135,000)	Video Surveillance Phase 2 of 3
(\$95,500)	Failing Vehicles
(\$90,000)	Guardrails
(\$90,000) Total Possible Future Expenses (Earmarks)	

\$361,980 Remaining CAR Balance After Possible Future Expenditures

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			

Planning Reserve Status (001-9800-981-9821)

Amount	Dept Transferred Into	Date	Explanation
\$2,100,000			Beginning Balance
\$2,100,000 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
\$596,369			Beginning Balance
\$596,369 Current Reserve Balance			

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

Amount	Dept Transferred Into	Date	Explanation
\$51,280			Beginning Balance
\$51,280 Current Reserve Balance			

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

Amount	Dept Transferred Into	Date	Explanation
\$48,595,756			Beginning Balance
(\$22,500,000)	Facilities	12/14/10	Land
(\$754,400)	ITS	12/21/10	Equipment
(\$3,948,400)	TNR	12/21/10	Vehicles
\$21,392,956 Current Reserve Balance			

BEFIT Auditor Reserve Status (001-9800-982-9902)

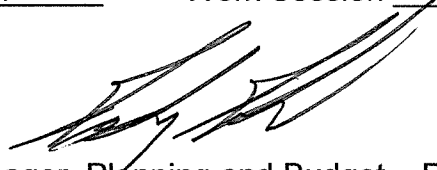
Amount	Dept Transferred Into	Date	Explanation
\$1,099,930			Beginning Balance
(111,697)	ITS	11/9/10	BEFIT Personnel
(920,159)	Auditor	12/7/10	BEFIT Personnel
(68,074)	PBO	12/7/10	BEFIT Personnel
\$0 Current Reserve Balance			

Travis County Commissioners Court Agenda Request

Voting Session January 11, 2011
(Date)

Work Session _____
(Date)

I. Request made by:



Rodney Rhoades, Executive Manager, Planning and Budget Phone # 854-4718
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 \$341,870.01, for the period of December 24, 2010 to December 30, 2010.

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)

TRAVIS COUNTY
HOSPITAL AND INSURANCE FUND
SUPPORTING DETAIL FOR THE
WEEKLY REIMBURSEMENT REQUEST TO
COMMISSIONERS COURT
FOR THE PAYMENT PERIOD
DECEMBER 24, 2010 TO DECEMBER 30, 2010

-

- 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.

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE: January 11, 2011

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: December 24, 2010 to December 30, 2010

REIMBURSEMENT REQUESTED FOR THIS PERIOD: \$341,870.01

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 \$341,870.01.

Please see the attached reports for supporting detail information.

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE: January 11, 2011
 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: December 24, 2010
 TO: December 30, 2010

REIMBURSEMENT REQUESTED: \$ 341,870.01

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$	1,972,134.29
bank withdrawal correction	\$	(2,850.00)
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY		
COMMISSIONERS COURT: January 4, 2011	\$	(1,156,991.32)
December 28, 2011	\$	(470,558.23)
October 5, 2010 adj	\$	135.10
Adjust to balance per UHC	\$	0.17
TOTAL REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$	341,870.01
PAYMENTS DEEMED NOT REIMBURSABLE	\$	-
TRANSFER OF FUNDS REQUESTED:	\$	341,870.01

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

All claims over \$25,000 (0 this week totaling \$0.00) 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 (\$53,730.35) 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 \$200,000 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 (\$6,051.59).

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.

Diane Blankenship 1/4/11
 Diane Blankenship, Director, HRMD Date

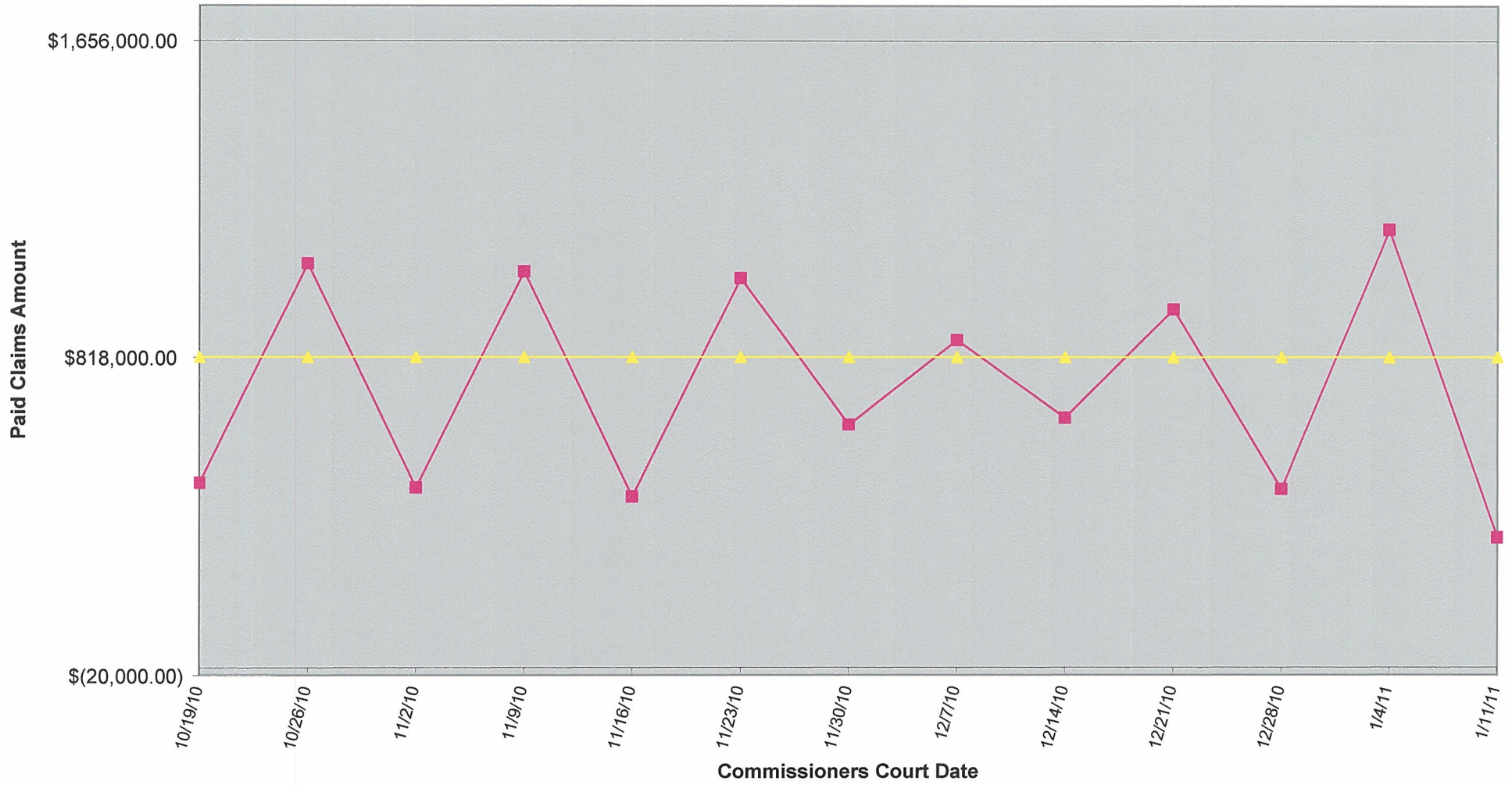
Dan Mansour 1-4-11
 Dan Mansour, Risk Manager Date

Cindy Purinton 1-4-11
 Cindy Purinton, Benefit Contract Administrator Date

Norman McRee 1/4/11
 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.

Travis County Employee Benefit Plan FY11 Paid Claims vs Weekly Claims Budget of \$818,811.85



2

**Travis County Employee Benefit Plan
FY11 Weekly Paid Claims VS Weekly Budgeted Amount**

Wk	Period from	Period To	Voting Session Date	Pd Claims Request Amount	Budgeted Weekly Claims	# of Large Claims	Total of Large Claims	FY 2011 % of Budget Spent	FY 2010 % of Budget Spent
1	10/1/10	10/7/10	10/19/10	\$ 486,507.45	\$ 818,811.85	1	\$ 49,999.05	1.14%	1.34%
2	10/8/10	10/14/10	10/26/10	\$ 1,067,933.98	\$ 818,811.85	1	\$ 28,590.00	3.65%	3.50%
3	10/15/10	10/21/10	11/2/10	\$ 474,168.77	\$ 818,811.85	0	\$ -	4.76%	4.52%
4	10/22/10	10/28/10	11/9/10	\$ 1,046,388.94	\$ 818,811.85	2	\$ 94,485.65	7.22%	6.25%
5	10/29/10	11/4/10	11/16/10	\$ 450,447.03	\$ 818,811.85	0	\$ -	8.28%	7.74%
6	11/5/10	11/11/10	11/23/10	\$ 1,028,242.13	\$ 818,811.85	3	\$ 123,628.10	10.69%	11.01%
7	11/12/10	11/18/10	11/30/10	\$ 639,563.92	\$ 818,811.85	3	\$ 139,913.93	12.20%	13.27%
8	11/19/10	11/25/10	12/7/10	\$ 863,593.47	\$ 818,811.85	1	\$ 131,362.53	14.23%	15.49%
9	11/26/10	12/2/10	12/14/10	\$ 658,118.37	\$ 818,811.85	2	\$ 75,075.28	15.77%	17.37%
10	12/3/10	12/9/10	12/21/10	\$ 945,893.77	\$ 818,811.85	0	\$ -	17.99%	19.74%
11	12/10/10	12/16/10	12/28/10	\$ 470,558.23	\$ 818,811.85	0	\$ -	19.10%	20.97%
12	12/17/10	12/23/10	1/4/11	\$ 1,156,991.32	\$ 818,811.85	4	\$ 263,598.19	21.81%	23.16%
13	12/24/10	12/30/10	1/11/11	\$ 341,870.01	\$ 818,811.85	0	\$ -	22.62%	24.66%

Paid & Budgeted Claims to Date	\$ 9,630,277.39	\$ 10,644,554.00
Paid Claims less Total Weekly Budget	\$ (1,014,276.61)	

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

From: <SIFSFX@UHC.COM>
To: <NORMAN.MCREE@CO.TRAVIS.TX.US>
Date: 12/31/2010 4:38 AM
Subject: UHC BANKING REPTS/C

TO: NORMAN MCREE FROM: UNITEDHEALTH GROUP
FAX NUMBER: (512) 854-3128 AB5
PHONE: (512) 854-3828

NOTIFICATION OF AMOUNT OF REQUEST FOR: TRAVIS COUNTY

DATE: 2010-12-31 REQUEST AMOUNT: \$1,972,134.29

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

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2010-12-30	\$17,150.21
- REQUIRED BALANCE TO BE MAINTAINED:	\$1,938,718.00
+ PRIOR DAY REQUEST:	\$00.00
= UNDER DEPOSIT:	\$1,921,567.79
+ CURRENT DAY NET CHARGE:	\$50,566.50
+ FUNDING ADJUSTMENTS:	\$00.00
REQUEST AMOUNT:	\$1,972,134.29

ACTIVITY FOR WORK DAY: 2010-12-24

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$44,903.22	\$00.00	\$44,903.22
TOTAL:	\$44,903.22	\$00.00	\$44,903.22

ACTIVITY FOR WORK DAY: 2010-12-27

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$8,990.93	\$00.00	\$8,990.93

Page: 1 of 2

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2010_12_30

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	1.61	QG	90062728	AE		5	12/29/2010	100	12/31/2010
701254	632	1.51	QG	70033912	A		11	12/23/2010	100	12/27/2010
701254	632	1.41	QG	60034163	AH		8	12/27/2010	100	12/29/2010
701254	632	1.41	QG	60034163	AH		1	12/27/2010	100	12/29/2010
701254	632	1.34	QG	20035766	AA		5	12/27/2010	100	12/29/2010
701254	632	0.83	QG	20033553	A		50	12/23/2010	100	12/27/2010
701254	632	0.8	QG	70035802	A		46	12/27/2010	100	12/29/2010
701254	632	0.8	QG	80036156	AE		6	12/27/2010	100	12/29/2010
701254	632	0.04	QG	20035719	A		46	12/27/2010	100	12/29/2010
701254	632	0.01	QG	60034163	AA		1	12/27/2010	100	12/29/2010
701254	632	0.01	PH	80126531	AF		11	12/20/2010	20	12/31/2010
701254	632	0.01	QG	60034163	AH		5	12/27/2010	100	12/29/2010
701254	632	0.01	QG	60034163	AH		9	12/27/2010	100	12/29/2010
701254	632	0.01	QG	60034163	AH		1	12/27/2010	100	12/29/2010
701254	632	0.01	QG	60034163	AH		5	12/27/2010	100	12/29/2010
701254	632	-19.97	RJ	44161790	AH		1	7/26/2010	50	12/30/2010
701254	632	-531.49	NN	SSN0000C	AL		0	12/27/2010	600	12/31/2010
701254	632	-850	RI	64592330	AH		6	12/25/2010	50	12/31/2010
701254	632	-4650.13	NN	SSN0000C	AL		0	12/21/2010	600	12/27/2010

5
341,870.01

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 12/30/2010

<i>CONTR_#</i>	<i>TRANS_AMT</i>	<i>SRS</i>	<i>CHK_#</i>	<i>GRP</i>	<i>CLAIM ACCT#</i>	<i>ISS_DATE</i>	<i>TRANS CODE</i>	<i>TRANS_DATE</i>
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Total: \$0.00

6

Travis County - Hospital and Self Insurance Fund (526)
Journal Entry for the Reimbursement to United Health Care

 For the payment week ending: 12/30/2010

TYPE	MEMBER TYPE	TRANS_AMT
<i>CEPO</i>		
	EE	
	526-1145-522.45-28	38,282.73
	RR	
	526-1145-522.45-29	25,320.27
Total CEPO		\$63,603.00
<i>EPO</i>		
	EE	
	526-1145-522.45-20	80,999.04
	RR	
	526-1145-522.45-21	11,520.00
Total EPO		\$92,519.04
<i>PPO</i>		
	EE	
	526-1145-522.45-25	162,566.02
	RR	
	526-1145-522.45-26	23,181.95
Total PPO		\$185,747.97
Grand Total		\$341,870.01



HRMD

Human Resources Management Department

1010 Lavaca Street, 2nd Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-4203

January 11, 2011

ITEM # :

DATE: December 30, 2010

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: Rodney Rhoades, Executive Manager, Planning and Budget

FROM: Diane Blankenship, Director, HRMD

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 3.

If you have any questions or comments, please contact Diane Blankenship at 854-9170 or Todd L. Osburn at 854-2744.

RR/DB/TLO

Attachments

- cc: Planning and Budget Department
- County Auditor
- County Auditor-Payroll (Certified copy)
- County Clerk (Certified copy)

Travis County Commissioners Court Agenda Request

Voting Session 1/11/11
(Date)

Work Session _____
(Date)

I. Request made by:



Rodney Rhoades, Executive Manager, Planning and Budget Phone # 854-9106
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

Consider and take appropriate action on proposed routine personnel amendments.

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)

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE

NEW HIRES				
Dept.	Slot	Position Title	Dept. Requests Level/Salary	HRMD Recommends Level/Salary
Constable 1	16	Court Clerk I	13 / \$31,263.79	13 / \$31,263.79
Sheriff	230	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	331	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	802	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
* Temporary to Regular			** Actual vs Authorized	

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
Fac Mgmt	50062	Custodian	5 / \$10.00	5 / \$10.00	05
Juvenile Probation	50132	Juvenile Res Trt Ofcr Asst	11 / \$12.70	11 / \$12.70	05
Tax Collector	20093	Administrative Asst I	11 / \$12.70	11 / \$12.70	02
Tax Collector	20105	Administrative Asst I	11 / \$12.70	11 / \$12.70	02
TNR	20017	Accountant Assoc	13 / \$15.00	13 / \$15.00	02
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

CAREER LADDERS – POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Sheriff	263	Corrections Officer* / Grd 81	Corrections Officer Sr* / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	405	Corrections Officer* / Grd 81	Corrections Officer Sr* / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
* Actual vs Authorized						

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Constable 3	Slot 6 / Court Clerk II Sr / Grd 16 / \$46,280.00	Constable 3	Slot 7 / Office Manager* / Grd 19 / \$56,683.12	Promotion. Pay is at midpoint of pay grade.
JP Pct 1	Slot 4 / Court Clerk II Sr / Grd 16 / \$41,795.02	JP Pct 1	Slot 4 / Court Clerk II Sr / Grd 16 / \$43,295.02	Salary adjustment. Pay is between min and midpoint of pay grade.
JP Pct 1	Slot 11 / Court Clerk I / Grd 13 / \$32,082.97	JP Pct 1	Slot 11 / Court Clerk I / Grd 13 / \$34,082.97	Salary adjustment. Pay is between min and midpoint of pay grade.
JP Pct 1	Slot 16 / Court Clerk I / Grd 13 / \$31,161.29	JP Pct 1	Slot 16 / Court Clerk I / Grd 13 / \$33,161.29	Salary adjustment. Pay is between min and midpoint of pay grade.
JP Pct 1	Slot 17 / Court Clerk I / Grd 13 / \$31,161.29	JP Pct 1	Slot 17 / Court Clerk I / Grd 13 / \$33,161.29	Salary adjustment. Pay is between min and midpoint of pay grade.
TCCES	Slot 48 / Chem Dependency Counselor / Grd 15 / \$40,827.80	TCCES	Slot 42 / Chem Dependency Counselor / Grd 15 / \$40,827.80	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
* Actual vs Authorized				

BY ORDER OF THE COMMISSIONERS COURT, THE PRECEDING PERSONNEL AMENDMENTS ARE APPROVED.

Samuel T. Biscoe, County Judge

Ron Davis, Commissioner, Pct. 1

Sarah Eckhardt, Commissioner, Pct. 2

Karen L. Huber, Commissioner, Pct. 3

Margaret Gomez, Commissioner, Pct. 4



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session
Prepared By: John Carr, Facilities Management, 854-4772
Elected/Appointed Official/Dept. Head: Roger El-Khoury, Director
Sponsors: Commissioner Davis

AGENDA LANGUAGE:

Consider and take appropriate action on request from the producers of 'Deep in the Heart' to use portions of the Exposition Center on January 13-14, 2011 at a reduced rate for a film documenting the life of the Future Farmers of America major contributor.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Mr. Dustin Daniels, Assistant Location Manager for Bearded Man LLC (producers of the film 'Deep in the Heart') has requested a reduction in the fees associated with filming of the movie that is scheduled to occur at the Travis County Exposition Center on January 13-14, 2011. Bearded Man LLC has reserved the use of the main arena and a portion of the Show Barn on these dates and has agreed to pay the standard fees of \$3,450 on these facilities. The producer of the film and the Director of the Travis County Youth Show (which will be taking place at the same time in the Show Barn) have met and agreed that the filming during the Youth Show is acceptable. Attachment One is the Travis County Exposition Center License Agreement that reflects the charges for the film crew use of the facilities. Attachment Two is the letter from Bearded Man LLC requesting use of the Skyline Club and seating for 200 persons for their crew and cast at no cost or a discounted rate. The standard charge for rental of the Skyline Club is \$1,200 per day, which includes tables and chairs to accommodate 120 persons. The additional 80 chairs that are requested would normally be \$120 based on \$1.50 for each additional chair. Attachment Three is a letter of support for the production team of 'Deep in the Heart' from Ms. Lindsey Ashley of the Texas Film Commission.

STAFF RECOMMENDATIONS:

Facilities Management Department (FMD) recommends reduction of 50% of the Skyline Club daily rental fee (\$600 reduction) and waiving of the \$120 charge for the 80 additional chairs. Total reduction of standard fees would therefore be \$720. Revenue from the event would be \$4,050.

ISSUES AND OPPORTUNITIES:

Upon approval by the Commissioners Court, FMD will revised Exhibit "A" of the contract and obtain the appropriate signatures. Approval of this reduction in fees will benefit the production of this important and inspiring film about the life and contributions of Richard "Dick" Wallrath, the highest all-time individual donor to Texas 4-H and Future Farmers of America.

FISCAL IMPACT AND SOURCE OF FUNDING:

FY 11 Impact if approved is \$720 reduction in revenue.

REQUIRED AUTHORIZATIONS:

Facilities Management	John Carr	Pending	
Facilities Management	Roger El-Khoury	Pending	
Emergency Services	Danny Hobby	Pending	
Commissioner Precinct 1 Office	Ron Davis	Skipped	01/05/2011 2:30 PM
County Judge's Office	Cheryl Aker	Pending	
Commissioners Court	Cheryl Aker	Pending	

TRAVIS COUNTY EXPOSITION CENTER LICENSE AGREEMENT

This License Agreement (this “Agreement”), made this **4th** day of **January, 2011** between Travis County, a political subdivision of the State of Texas (“LICENSOR”), and **Bearded Man, LLC**, whose address is **1901 E. 51st No. 3, Austin, Texas 78723** and Contact Number is: **512.222.0136** (“LICENSEE”), includes the following terms:

1. Representatives of Parties. LICENSOR is acting through the duly authorized Director, or his designee, (the “Director”) of the Travis County Exposition Center (the “Center”) who, unless otherwise provided herein, is the sole person authorized to bind LICENSOR to this Agreement or any modifications thereto. LICENSEE designates **Paul Knaus, Location Manager and Susan Kirr, Co-Producer** who are LICENSEE’s **Location Manager and Co-Producer**, as its duly authorized representatives empowered to enter into this Agreement and any modifications. Unless otherwise notified, in writing, by LICENSEE, LICENSOR shall have no obligation to deal with any other representatives of LICENSEE with respect to the subject matter of this Agreement.

2. Licensed Space. Subject to the terms and provisions of this Agreement, LICENSOR hereby grants to LICENSEE the right to enter and use those portions of the Center identified by description in the Event Costing Schedule attached hereto as Exhibit “A” and incorporated herein for all purposes (the “License”). LICENSEE and its patrons, customers, guests, employees, and agents shall not have the right to enter upon any portion of the Center not so identified in the Exhibit “A” and LICENSOR shall have the right to exclude all such persons from such unlicensed areas at ALL times. Failure of any such persons to abide by LICENSOR’s directives to vacate unlicensed areas shall be grounds for immediate termination of this Agreement. Access to the areas included in the License (the “Licensed Space”) during LICENSEE’s event shall be through Gate(s) **1** and no other Gates(s).

3. Restrictions. The License granted hereunder is subject to all terms, conditions and restrictions set forth in this Agreement. Any violation or disregard of any of the terms, conditions or restrictions set forth herein shall be grounds for immediate revocation of the License, and cancellation of any or all Events, by the Director or his designated representative.

4. Purpose. The Licensed Space will be used for the following purpose (hereinafter called the “Event” or the “Events”) and no other purpose:

Bearded Man LLC
Luedecke Arena - January 13, 2011
Part Show Barn – January 14, 2011

5. License Date and Time. LICENSEE shall have access to the use of the Licensed Space as follows: From **7:00 (a.m.)** until **5:00 (p.m.)** on **Thursday, January 13, 2011** in the **Luedecke Arena** and **7:00 (a.m.)** until **5:00 (p.m.)** on **Friday, January 14, 2011** in the **Show Barn**. LICENSEE’s right of access is subject to satisfactory compliance with the terms of this Agreement.

6. Fee Terms.

6.1 Original Contract Sum and Original Contract Sum Deposit. LICENSEE agrees to pay LICENSOR at 7311 Decker Lane, in Austin, Travis County, Texas an original contract sum (the “Original Contract Sum”) representing the total of all facility rental fees, equipment rental fees, custodial fees, and other fees in the amounts set forth and in accordance with the payment due dates specified in Exhibit “A.” All prices shown on Exhibit “A” have been calculated in accordance with the Travis County

Exposition Center Rate Schedule (the "Rate Schedule"), attached hereto as Exhibit "B" and incorporated herein for all purposes. A non-refundable deposit in an amount equal to twenty percent (20 %) of the Original Contract Sum (the "Original Contract Sum Deposit") is due at the time this Agreement is signed by LICENSEE. The balance of the Original Contract Sum is due no later than thirty (30) days prior to commencement of the Event, unless otherwise agreed by the parties. In the event that LICENSEE cancels the Event for any reason other than breach of this Agreement by LICENSOR or fails to pay the balance of the Original Contract Sum in a timely manner, LICENSOR shall have the right to retain the Original Contract Sum Deposit as liquidated damages, and not as a penalty, for LICENSOR's rental costs.

7. Damages Deposit; Liability for Damages. LICENSOR shall not be obligated to grant LICENSEE access to the Licensed Space until LICENSEE posts with LICENSOR a damage and security deposit (the "Damages Deposit") in accordance with Exhibit "A." The Damages Deposit shall be in an amount equal to twenty percent (20%) of the total Facility Rental Fees, and shall be paid no later than one (1) day prior to commencement of the Event. LICENSOR shall be authorized to retain out of the Damages Deposit such amount as shall be necessary to pay the actual costs of repair or replacement of any and all damages sustained in or on the Center premises during or in connection with the Event. If no such damages are sustained, LICENSOR shall refund the Damages Deposit to LICENSOR within thirty (30) days following Event conclusion. If the Damages Deposit is insufficient to cover the total cost of damages, LICENSEE shall be liable for such excess and agrees to pay the amount of such excess upon demand. In the event it is not feasible to calculate the total cost of damages on the date of Event conclusion, LICENSOR shall calculate the amount of excess damages after that date and shall send LICENSEE an invoice showing such amount, which LICENSEE shall pay within thirty (30) days of receipt.

8. Insurance. LICENSEE, at its sole cost and expense, shall obtain liability insurance coverage for the time period during the Event providing the types of coverage, minimum limits of liability and covering itself and the additional insured(s) specified in Exhibit "C", attached hereto and incorporated herein for all purposes. An original, signed certificate of insurance meeting the requirements of this paragraph must be delivered to LICENSOR not later than TEN (10) days prior to commencement of the Event. Failure to timely comply with this requirement shall authorize LICENSOR to cancel this Agreement and to re-license use of the Licensed Space. The Director may accept a copy of a homeowner's insurance policy to substitute for the certificate described in Exhibit "C" if circumstances warrant.

9. Indemnity. Except for any matters over which LICENSOR retains exclusive control during the Event, LICENSEE agrees to and shall indemnify, save and hold LICENSOR and the City of Austin harmless against all claims, demands, suits, costs and expenses, including reasonable attorney's fees, arising out of or in any way connected with staging of the Event, including, but not limited to, any property damage, personal injury or death sustained by anyone coming upon the Center premises as a result of or for the purpose of attending the Event.

10. Compliance with Laws, Rules and Regulations. LICENSEE and anyone coming upon the Center premises as a result of or for the purpose of attending the Event shall comply with all Federal, State, Travis County and City of Austin laws and ordinances, as well as all rules and regulations provided by LICENSOR to regulate behavior at the Center. LICENSEE and its patrons, customers, guests, employees and agents shall observe all posted signs on the Center premises at all time. Anyone who violates or persists in violating any such laws, ordinances, rules or regulations may, at LICENSOR's discretion, be removed from the Center premises.

10A. LICENSEE shall be solely responsible for apprising LICENSEE's Event staff (to include employees, agents and independent contractors of LICENSEE), in writing, of the location of all Americans with Disabilities Act ("ADA")-accessible routes in and around the Center premises, including without limitation the location of all ADA-accessible elevators in the Luedecke (Main) Arena or another Center premises and any temporary ADA-accessible routes created by legally-permissible alterations or modifications made to the Center premises by or on behalf of LICENSEE in order to facilitate LICENSEE's Event activities. LICENSEE has the affirmative obligation to ensure that LICENSEE's staff is fully informed of such ADA-accessible routes, and is able to provide such information to Event attendees (including Event participants) at all times during the Event. LICENSEE acknowledges that it is solely responsible for compliance with and accessibility under the ADA or state law for modifications or alterations made to the Center in order to facilitate LICENSEE's Event activities.

11. Dangerous Wild Animals. LICENSEE may not possess or permit others to possess a dangerous wild animal on the Center premises unless: (i) LICENSEE is also an Owner ("[a] person who owns, harbors or has custody or control of a dangerous wild animal"); and (ii) at least ten (10) days prior to commencement of the Event, the LICENSEE/Owner has provided LICENSOR with written approval from the City of Austin to possess a dangerous wild animal on the Center premises for purposes of the Event. "Dangerous Wild Animal" means an animal of a species defined as a "dangerous wild animal" in Subchapter E, Section 822.101, TEX. HEALTH & SAFETY CODE.

12. Licenses and Permits. Except as otherwise expressly provided herein, LICENSEE shall be responsible for providing all required taxes, excise or license fees required by any governmental authority to conduct the Event.

13. Concessions.

13.1 Food and Beverage Concessions. LICENSOR reserves all food and beverage concession rights.

13.2 Sales of Other Items. LICENSEE shall have the right to sell such items as programs, novelties and clothing as are approved in advance and in writing by LICENSOR. In no event shall LICENSEE be permitted to sell, or to offer for sale, any food or beverage item.

14. Food and Beverage Catering. LICENSOR reserves all food and beverage catering rights. Neither LICENSEE nor any of its patrons or guests shall be allowed to bring food or beverages upon the Center premises except through a qualified caterer expressly approved by LICENSOR in writing and except pursuant to the terms and conditions set forth in the "Special Terms and Conditions" attached hereto as Exhibit "D" and incorporated herein for all purposes. In no event shall LICENSEE's approved caterer be permitted to bring, offer or serve alcoholic beverages upon the Center premises.

15. Security. LICENSEE shall be solely responsible for providing a reasonable number of security personnel before, during and after the Event (unless otherwise approved by LICENSOR in writing and in advance) to help maintain order, to regulate traffic control, and/or to provide any other security functions that LICENSOR, in its sole discretion, determines to be necessary, to be paid by LICENSEE in accordance with Exhibit "D". The parties acknowledge and agree that LICENSOR shall not be responsible for the actions and safety of LICENSEE or any of LICENSEE's guests, patrons, or anyone else coming upon the Center premises as a result of the Event, including without limitation protecting such persons from injury or death and protecting LICENSEE's property or the property of such persons from loss or damage.

16. Additional Equipment, Services and Fees. LICENSOR shall provide only the additional equipment and/or services indicated on Exhibit "A." LICENSOR reserves the right to require the use of any such additional equipment and/or services if and when LICENSOR deems that the safety of the Center and the public require the same. LICENSEE agrees to pay for any such additional equipment and/or services at the rates indicated on the Rate Schedule and in accordance with Exhibit "A".

17. Custodial Services. The Licensed Space shall be clean and orderly at the time LICENSEE is given access thereto. LICENSEE shall pay for custodial services at the rates indicated on the Rate Schedule and in accordance with Exhibit "A".

18. Parking Surcharge. LICENSEE shall pay to LICENSOR one-third (1/3rd) of all parking charges, if any, collected by LICENSEE in connection with the Event, which LICENSEE shall pay upon Event conclusion.

19. Control of Facility and Right to Enter. In permitting LICENSEE to use the Licensed Space under the License granted hereunder, it is understood by the parties that LICENSOR does not relinquish the right to control the management thereof, and to enforce all necessary rules and regulations. Duly authorized representatives of LICENSOR may enter the Center premises, or any part thereof, at any time, and on any occasion without restrictions whatsoever by LICENSEE.

20. Defacement of Center. LICENSEE shall not injure, nor mar, nor in any manner deface the Center premises or any equipment contained thereon, and shall not cause or permit anything to be injured, marred or defaced. Without the express consent of LICENSOR, nothing shall be affixed to the building, furnishings or fixtures and no flammable materials may be brought on the Center premises unless the material is used in accordance with its intended use and unless the Director is notified in advance that such material will be brought on the Center premises. Pyrotechnics are prohibited at all times from the Center premises. No exceptions shall be made unless the Travis County Commissioners Court has expressly authorized such exception, in advance and in writing.

21. Occupancy Interruption. In the event that LICENSOR, due to conditions beyond its control, such as building damage caused by fire, flood, tornado, windstorm, vandalism, civil tumult, riots, or any other act over which LICENSOR has no control, should find it impossible to provide the Licensed Space as contracted herein, LICENSOR may cancel this Agreement and shall refund any prepaid charges to LICENSEE but shall have no other liability to LICENSEE on account of such cancellation.

22. Evacuation of Facility. Should it become necessary in the judgment of LICENSOR to evacuate the Center or the Center premises for life safety purposes or for other reasons of public safety, LICENSEE, at the sole discretion of the Director, will have the option of extending the duration of the License term for a period equal to the duration of the evacuation without additional charge, provided such time does not interfere with the rights or activities of another LICENSEE. If it is not possible to complete presentation of the Event, all charges shall be prorated or adjusted at the discretion of the Director based on the situation. LICENSEE hereby waives any claim for damages or compensation from LICENSOR as a result of such evacuation.

23. Relationship of Parties. It is expressly understood that this Agreement is solely intended to create the relationship of independent contractors between LICENSOR and LICENSEE. LICENSOR shall exercise no supervision or control over the employees of LICENSEE or others in the service of LICENSEE, and LICENSOR shall provide no special services other than those specifically mentioned herein. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture between LICENSOR and LICENSEE, or cause LICENSOR to be liable in any way for the debts and obligations of LICENSEE.

24. Non-Assignment. LICENSEE may not transfer or assign this Agreement nor sublease the Licensed Space nor allow use of the Licensed Space other than as herein specified without the express written consent of LICENSOR.

25. Place of Performance. This Agreement is governed by the laws of the State of Texas and all obligations under this Agreement are performable in Travis County, Texas.

26. Television Coverage. LICENSOR reserves the right to televise live coverage of the Event and to subsequently televise re-plays of the Event, either in total or in excerpts, over Travis County Channel 17. LICENSOR may, through its Director, waive part or all of its rights pursuant to this paragraph 26 by written waiver as specified in Exhibit "D."

27. Compliance with Industry Public Entertainment Facilities Act. The parties agree that the provisions of Subchapter C of Chapter 108, Texas Alcoholic Beverage Code, which governs the statutory duties, rights, and relations among licensees and permittees operating under that subchapter, may apply to this Agreement. In accordance with Section 108.75 of Subchapter C, if applicable, the parties hereby affirm that neither party may engage in conduct prohibited by that subchapter.

28. Entire Agreement. This Agreement constitutes the entire agreement between LICENSOR and LICENSEE. No other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained in this Agreement or incorporated by reference in this Agreement shall be valid or binding.

LICENSEE:

Name: Bearded Man, LLC.

By: Susan Kirr

Title: Co-Producer

Signature: _____

Date: _____

LICENSOR: TRAVIS COUNTY

By: Roger A. El Khoury, M.S., P.E.

Title: Director, Facilities Management Department

Signature: _____

Date: _____

Exhibit "A"

Travis County Exposition Center - Event Costing Schedule					
Customer:	Paul Knaus and Susan Kirr			Date of Event:	
Event:	Bearded Man, LLC			January 13-14, 2011	
Item	Details	Unit	Qty	Rate	Amount
Facility Rental Fees	Luedecke Arena - Rental Period is 16 Hours	Day	1	\$ 3,000.00	\$ 3,000.00
	Luedecke Arena for Each Additional Hour	Hour		\$ 100.00	\$ -
	Luedecke Arena - Dressing Room	Day		\$ 100.00	\$ -
	Skyline Club - Rental Period is Eight Hours	Day		\$ 1,200.00	\$ -
	Skyline Club for Each Additional Hour	Hour		\$ 100.00	\$ -
	Banquet Hall - Rental Period is Eight Hours	Day		\$ 1,800.00	\$ -
	Banquet Hall for Each Additional Hour	Hour		\$ 100.00	\$ -
	Show Barn - Rental Period is 12 Hours	Day		\$ 900.00	\$ -
	Show Barn for Each Additional Hour	Hour		\$ 50.00	\$ -
	Outside Show Barn Equestrian Horse Arena	Day		\$ 200.00	\$ -
	All Grounds - Non-Concert Event	Day		\$ 1,000.00	\$ -
	Portion of the Show Barn	Day	1	\$ 450.00	\$ 450.00
	All or portion of the Grounds - Concert Event	Day		\$ 2,000.00	\$ -
	Other	Day		\$ -	\$ -
	Total Facility Rental Fees				\$ 3,450.00
Equipment Rental Fees	Tables	Each		\$ 6.00	\$ -
	Chairs	Each		\$ 1.50	\$ -
	Portable Bleachers	Each		\$ 20.00	\$ -
	Stalls	Each		\$ 15.00	\$ -
	Pens	Each		\$ 2.00	\$ -
	Cattle Ties	Each		\$ 2.00	\$ -
	50 stalls free if total stalls >100	Each		\$ 15.00	\$ -
	Other-Outside Tables	Each		\$ 20.00	\$ -
	Total Equipment Rental Fees				\$ -
Custodial Fees	Luedecke Arena	Day		\$ 600.00	\$ -
	Skyline Club	Day		\$ 200.00	\$ -
	Luedecke Arena Including Skyline	Day		\$ 775.00	\$ -
	Luedecke Arena Dressing Rooms	Day		\$ 75.00	\$ -
	Banquet Hall	Day		\$ 200.00	\$ -
	Grounds	Day		\$ 260.00	\$ -
	Show Barn - One-Day Horse Show Event	Day		\$ 200.00	\$ -
	Show Barn - Two-Day Horse Show Event	2-Day		\$ 250.00	\$ -
	Show Barn - Three-Day Horse Show Event	3-Day		\$ 300.00	\$ -
	Portion of Show Barn - All Events Except Horse Shows	Day		\$ 100.00	\$ -
	Custodial Services During Event per Custodian	Hour		\$ 25.00	\$ -
	Stall cleaning	Each		\$ 5.00	\$ -
	Total Custodial Fees				\$ -
Other Fees	HVAC - Luedecke Arena Minimum 8 Hours	Hour		\$ 125.00	\$ -
	Forklift - with Driver	Hour		\$ 35.00	\$ -
	Moving and Placing Dirt	Hour		\$ 200.00	\$ -
	RV Parking with Hook-Ups	Each		\$ 35.00	\$ -
	RV Parking without Hook-Ups	Each		\$ 20.00	\$ -
	Electrical Hook-Ups for 110V duplex outlet	Each		\$ 20.00	\$ -
	Electrical Hook-Ups for 220V duplex outlet	Each		\$ 25.00	\$ -
	Water Connection	Each		\$ 30.00	\$ -
	Other	Each		\$ -	\$ -
	Total Other Fees				\$ -
ORIGINAL CONTRACT SUM					\$ 3,450.00
DEPOSIT	Non-Refundable = Percent of Original Contract Sum	1		20%	\$ 690.00
BALANCE	To Be Adjusted for Additional Services, If Applicable	2		80%	\$ 2,760.00
DAMAGES DEPOSIT	Refundable = Percent of Facility Rental Fees	3		20%	\$ 690.00
PARKING SURCHARGE	One-Third of Parking Fees Collected by Licensee	4			
1 = Due at the Time the License Agreement is Signed by Licensee					
2 = Due 30 Days Prior to Commencement of Event					
3 = Due One Day Prior to Commencement of Event					
4 = Due upon Event Conclusion					

Exhibit “B”**RATE SCHEDULE**

A	Luedecke Arena
	Facility Rental Fees:
1	\$3,000 per day – Rental Period is 16 hours
2	\$100 per each additional hour
3	Dressing Room is \$100 per day
4	Damages Deposit is \$600 per Event
	Facility Equipment/Services Charges:
5	HVAC: \$125 per hour (Event Duration Plus 2 hours)
	Custodial Fees:
6	Luedecke Arena Custodial Fee is \$600 per day
7	Luedecke Arena (Including Skyline Club) Custodial Fee is \$775 per day
8	Luedecke Arena dressing Rooms Custodial Fee is \$75 per day
B	Skyline Club (350 Maximum Occupancy)
	Facility Rental Fees:
1	\$1,200.00 per day – Rental Period is 8 hours
2	\$100 for each additional hour
3	Damages Deposit is \$190 per Event
	Facility Equipment/Services Charges:
4	Chairs and Tables included in base price
	Custodial Fees:
5	Skyline Club Custodial Fee is \$200 per day
C	Banquet Hall (1,000 Maximum Occupancy)
	Facility Rental Fees:
1	\$1,800 per day – Rental Period is 8 hours
2	\$100 for each additional hour
3	Damages Deposit is \$360
	Facility Equipment/Services Charges:
4	Table is \$6 per each, per day
5	Chair is \$1.50 per each, per day
	Custodial Fees:
6	Banquet Hall Custodial Fee is \$200 per day
D	Show Barn
	Facility Rental Fees:
1	\$900 per day – Rental Period is 12 hours
2	\$50 for each additional hour
3	Damages Deposit is \$180
	Facility Equipment/Services Charges:
4	Stall is \$15 per each, per day (50 stalls free of charge if more than 100 stalls are rented)

5	Pen is \$2.00 per head per day
6	Cattle tie is \$2.00 per head per day
	Custodial Fees:
7	One-Day Horse Show Event = \$200 (Restrooms, Office, Wash Rack, and Common Area)
8	Two-Day Horse Show Event = \$250 (Restrooms, Office, Wash Rack, and Common Area)
9	Three-Day Horse Show Event = \$300 (Restrooms, Office, Wash Rack, and Common Area)
10	All Events Except Horse Shows = \$200 per day
11	Stall Cleaning = \$5.00 per each
	Outside Show Barn Facility Rental Fees:
12	Equestrian Show Barn Arena Fee is \$200 per day (includes indoor warm-up arenas)
E	Grounds
	Facility Rental Fees:
1	All Grounds, Non-Concert Event is \$1,000 per day
2	Portion of the Grounds, Non-Concert Event is \$500 per day
3	All or Portion of the Grounds, Concert Event is \$2,000 per day
	Facility Equipment/Services Charges:
4	Parking Surcharge: one-third of parking charges collected by Licensee
	Custodial Fees:
5	Grounds Custodial Fee is \$260 per day
F	Additional Equipment and Services Charges
1	Table is \$6 per each, per day
2	Chair is \$1.50 per each, per day
3	Portable bleacher is \$20 per each, per day
4	Forklift is \$35 per hour with driver (one-hour minimum)
5	Moving and Placing Dirt work is \$200 per hour
6	RV parking without hook-ups: \$20 per night
7	RV parking with hook-ups: \$35 per night
8	Electrical Hook-Ups is \$20 for 110-V duplex outlet per each connection (one-time charge)
9	Electrical Hook-Ups is \$25 for 220-V duplex outlet per each connection (one-time charge)
10	Water connection is \$30 per each connection (one-time charge)
11	Custodial Services during any events is \$25 per hour per person
G	Special Consideration
1	15% reduction in facilities rental if all facilities are rented for one event
2	10% reduction in facilities rental for multiyear contracts

Exhibit "C"

INSURANCE COVERAGE REQUIREMENTS

11.1 LICENSEE LIABILITY INSURANCE

The License Agreement specifies those activities that may be permitted upon the Exposition Center premises. Depending on those activities, insurance protection may be required as outlined below. The type and amount of insurance required is shown below. Any questions concerning this insurance requirement should be directed to Travis County Risk Manager, 512-854-9499.

11.1.1 If insurance is required, Licensee shall purchase and maintain such insurance, and shall likewise ensure that all of his Sub-Licensees purchase and maintain such insurance, as will protect them from claims set forth below which may arise out of or result from Licensee's operations under the License, whether such operations be by himself, by any Sub-Licensee, or by anyone directly or indirectly employed by anyone for whose acts any of them may be liable. If required by the License to provide liability insurance it shall be primary and the following shall be included in each policy's coverage:

1. Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment or failure to offer employment, of such person by Licensee, or (2) by any other person;
2. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom; and
3. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance, or use of any amusement ride or motorized vehicle for which admission or ticket purchase is required, or which is part of an organized event.

If Licensee or Sub-Licensee offers any type of alcoholic beverage on a complimentary or for-charge basis, the following endorsement is required:

4. Claims for damages because of liquor liability where Licensee or Sub-Licensee sells, provides as part of an organized event or allows consumption of alcoholic beverages in the Licensed Space. **If alcohol is to be sold by concessionaire only, this section may be waived and the License shall be considered as "no alcohol" for purposes of insurance requirements.**

5. Independent Licensees Contingent Liability
6. Personal Injury Liability including claims related to employment
7. Broad Form Property Damage Liability, or deletion of the "Care, Custody, and Control" exclusion
8. Liquor Liability Endorsement
9. Amusement Ride Endorsement

11.1.2 The insurance required by subparagraph 11.1.1 shall include Lease Liability insurance applicable to Licensee's obligations under the License Agreement.

11.1.3 Licensee shall not occupy the Licensed Space until Licensee has obtained all the insurance required hereunder and certificates of such insurance have been filed with Licensor at least ten (10) business days prior to commencement of the Event and Licensor has reviewed such certificates. Acceptance of the insurance certificates by Licensor shall not relieve or decrease the liability of Licensee. Licensee shall not change or modify the insurance coverage without prior notice to Licensor.

11.1.4 Licensor shall be named as an additional insured on the policies.

11.2 LICENSES REQUIRING INSURANCE

11.2.1 Unless otherwise provided in the License Agreement, Licensee shall provide and maintain, until the License expires or is terminated, the minimum insurance coverages in the following schedule. The minimum required limits may be achieved by purchasing an excess liability policy so long as such policy provides coverages at least as broad as the primary insurance.

1. Workers Compensation compliant with statutory requirements. Employer Liability for bodily injury or disease in the amount of \$250,000 per occurrence with \$500,000 aggregate limits. **(Required only if Licensee retains employees).**
2. Commercial General Liability Insurance

Minimum Limits:

Leased Facility	Type Of Insurance	Per Occurrence	
Banquet Hall	Commercial General/Public Liability	\$1,000,000	
Skyline Club	Commercial General/Public Liability	1,000,000	
Arena and Skyline Club	Commercial General/Public Liability	1,000,000	
Arena (Vehicles Allowed)***	General and Auto Liability (see below)	1,000,000	
Show Barn (Vehicles Allowed)***	General and Auto Liability (see below)	1,000,000	
Outside Events	General Liability Insurance (see below)	1,000,000	

Outside Events (Amusement Rides)	General Liability Insurance (see below)	10,000,000	
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***** Proof of Auto Liability must be presented at time of licensed Event**

Providing the above insurance does not release or limit Licensee from financial responsibility for bodily injury or property damage caused by the negligent acts of Licensee, Licensee's employees, volunteers or Sub-Licensees.

Exhibit "D"

Special Terms and Conditions

1. CONCESSIONS; FOOD & BEVERAGE CATERING:

(a) All food and beverage concessions are provided by G & M Catering. G & M Catering also offers catering services in designated areas of the Center, and will provide such services if requested by Licensee in advance. To discuss and schedule food and beverage catering provided by G & M, please contact:

G & M Catering

Phone: 512-929-8305

Fax: 512-929-8307

Website: www.gmcatering.com

Email:

misty@gmcatering.com OR

sara@gmcatering.com

(b) LICENSEE is permitted to hire outside caterers only as provided in Section 14 of this Agreement. Such permission may be granted only by the Director, in writing, and shall be subject to the terms and conditions set forth below:

[Set forth terms and conditions of outside catering activity here]

2. SECURITY

Licensee shall hire security personnel in accordance with Section 15 of this Agreement. The number and schedule of security officers must be approved by the Expo Center Director, or authorized County representative, prior to commencement of the Event. To schedule security, please contact:

TCSO Off Duty Facilitator Josie Matthias

Phone: 512-854-7271

Offduty@co.travis.tx.us

3. CONDITIONS AND SPECIAL PROVISIONS

1. All signs, banners etc will be fastened with zip ties in pre-approved areas both inside and outside the Luedecke Arena, as well as on the Expo fence line or general property.
2. No tape, nails, tacks of any kind shall be used to fasten banners and signs to the Arena walls, doors, windows or floors.
3. Licensee will be responsible for all clean-up after the use of the Main Arena and Part Show Barn.
4. Licensee will use Le May for cast and crew only. G&M Catering will provide catering for the extras.
5. All parking for trucks and crew is included in the rental fee.
6. County grants to Licensee the right to make use of any and all photographs (motion picture scenes, stills, videotape or otherwise) and sound recordings (collectively, "Photographs") of, on, in and

about the Property, together with all scenery, equipment, buildings, or other property thereon in connection with the production of a documentary film tentatively entitled "Deep in the Heart" (the "Project"). Licensee agrees to make no structural changes to any portion of the Property licensed hereunder. However, the License allows for superficial preparation to be made to the Property to facilitate Licensee's storyline and production needs in connection with the Project. Licensee agrees to leave the Property in the same and as good a condition as when it was received, normal wear and tear excepted, as determined by existing County policy.

7. Without limiting the preceding paragraph, the rights granted in this Agreement include the right to photograph all structures and signs located on the Property (including the exterior and interior of such structures and the names, logos and verbiage contained on such signs), the right to refer to the Property by its correct name or any fictitious name, the right to attribute fictitious events as occurring on the Property, and the right to replicate the Property; provided, however, Licensee acknowledges and agrees that permission to use the Center property for the purposes described herein may be immediately revoked if the production named above contains any content that, in the opinion of the Travis County Commissioners Court, or any of its designated representatives, is obscene, offensive, defamatory, harassing, malicious or that would reflect adversely on the reputation and dignity of Travis County.
8. All rights of every kind and nature, now known or hereafter devised, in and to any of the Photographs (including, without limitation, the irrevocable and perpetual right to exhibit in any and all media, throughout the world, any and all Photographs made at and of the Property) are and shall remain vested in Licensee and its successors, assigns and licensees, subject to Licensee's compliance with the terms of this Agreement. Licensee has no obligation to produce the Picture or any other motion picture, or to make any use of any Photograph in the Picture or otherwise.
9. If, following the License Term, Licensee requires use of the Property for additional use in connection with the Picture, County may, in its sole discretion and subject to the rights granted by County to third parties to license any or all Expo Center premises, permit Licensee to re-enter upon and again utilize the Property for such purpose. The dates for such additional use are subject to County's approval. If Licensee returns to the Property for such additional use, Licensee shall pay County the pro-rata portion of the License Fee, based on the length of time Licensee remains on the Property, payable when Licensee is again finished with, on, in and about the Property. For clarity, all of the terms and conditions of this Agreement apply to any subsequent occupation of the Property for such additional use.



DEEP IN THE HEART

Dear Sir or Madam:

Bearded Man LLC is production a feature film "Deep in the Heart" in the Central Texas area this Winter. The Producers have expressed interest in filming at the Travis County Expo Center. Currently we have an agreement to film in the Show Barn and the Luedecke Arena and we are paying full rental fees for these area. We request to be allowed access and use of the Skyline Club and seating for 200 persons for the duration of the shoot to be used as a staging area for our crew and cast at no cost or discounted rate. Any support that Travis County could provide would be greatly appreciated.

DEEP IN THE HEART is the true story of a remarkable Texan, Richard "Dick" Wallrath, whose personal demons caused him hit rock bottom. After losing everything - jobs, his family, hope - Dick found faith, picked himself up and trudged on to eventually earn back the love of his children, build a successful window company, and become the highest all-time individual donor to Texas 4-H and Future Farmers of America. Wallrath's story proves hope is found DEEP IN THE HEART.

Thank You

Dustin Daniels
Assistant Location Manager
Bearded Man LLC
1901 E 51st St
Austin TX 78723
512 222 0147
281 798 3307 cell



STATE OF TEXAS
OFFICE OF THE GOVERNOR
TEXAS FILM COMMISSION

RICK PERRY
GOVERNOR

December 22, 2010

Dianna Floyd
Travis County Expo Center
7311 Decker Lane, Austin, TX 78724

Dear Ms. Floyd,

The Texas Film Commission, a division of the Office of the Governor, was established in 1971 to serve the needs of the Texas film industry. A large part of our work is assisting production companies in finding locations for filming. These projects make a considerable contribution to the state's economy through employment of crew members and actors, rental of equipment and facilities, and the many goods and services used in production.

It's my understanding that that Mr. Paul Knaus and the production team for DEEP IN THE HEART have recently approached you about the possibility of utilizing the Travis County Expo Center as a filming location in mid-January. I also understand that they are in the process of attempting to coordinate their filming activity in conjunction with the Travis County Youth Show. If you could be so generous as to consider this filming request as a non-traditional facility rental, that would be tremendously helpful. This activity has the potential to be a very positive experience for the Travis County Youth Show and the Travis County Expo Center. Mr. Knaus and the producers involved with this project have worked with the staff of the Texas Film Commission on several projects in the past, and are well-known, respected, and responsible individuals in the Texas film industry. I genuinely hope that all the parties at hand can find a way to work together so that everyone can benefit.

We at the Texas Film Commission are very grateful for your thoughtful consideration of this request. Please don't hesitate to contact me if you have additional inquiries.

Sincerely,

A handwritten signature in black ink that reads "Lindsey Ashley".

Lindsey Ashley
Location Scout



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session
Prepared By: Cheryl Aker, County Judge's Office, 854-9558
Elected/Appointed Official/Dept. Head: Samuel T. Biscoe, County Judge
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider And Take Appropriate Action Regarding Board And Committee Assignments And Appointments For Commissioners Court Members.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Annual committee assignments and appointments for Commissioners Court members.

STAFF RECOMMENDATIONS:

n/a

ISSUES AND OPPORTUNITIES:

n/a

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

County Judge's Office	Cheryl Aker	Completed	01/07/2011 9:36 AM
Commissioners Court	Cheryl Aker	Pending	

2010 Commissioners Court Assignments to Board and Committees

Board/Committee	Appointee	Date Appt'd.	Miscellaneous Information
Austin City Council, Austin Independent School District Board of Trustees, and Travis County Commissioners Court Joint Subcommittee	Judge Biscoe and Commissioner Gómez	1/19/2010	first appointed January 13, 2009
Bail Bond Board	Judge Biscoe	1/19/2010	
Balcones Canyonlands Conservation Plan Coordinating Committee	Commissioner Huber	1/19/2010	
Capital Area Council of Governments - CAPCOG - Executive Committee Board	Judge Biscoe and Commissioner Huber	1/19/2010	Comm Huber Originally appointed 12/9/2008
Capital Area Council of Governments - CAPCOG - General Assembly Member	Judge Biscoe, Commissioner Davis and Commissioner Huber	1/19/2010	Comm Huber Originally appointed 12/9/2008
Capital Area Metropolitan Planning Organization - CAMPO	Judge Biscoe, Commissioner Eckhardt, and Commissioner Huber	1/19/2010	
Capital Area Regional Transportation Planning Organization (CARTPO)	VACANT		Each county in the 10-county CAPCOG region may choose three (3) elected officials to serve as voting members. Individual counties are encouraged to include at least one municipal representative in their voting membership. They serve until replaced, resign or no longer qualify. Commissioner Daugherty was appointed to the committee in 2007, Judge Biscoe recalls serving on this committee as well. CARTPO has informed us that one of our 2 municipal appointees has not attended a meeting in a few years.
Capital Area Rural Transportation System (CARTS)	Commissioner Gómez	1/19/2010	
City of Austin/Travis County Subcommittee	Commissioner Huber and Commissioner Gómez	1/19/2010	To coordinate Intergovernmental issues.
Clean Air Coalition	Judge Biscoe	1/19/2010	

2010 Commissioners Court Assignments to Board and Committees

Board/Committee	Appointee	Date Appt'd.	Miscellaneous Information
Clean Air Force	Commissioner Davis	1/19/2010	
Community Action Network (CAN)	Judge Biscoe and Commissioner Eckhardt	1/19/2010	
Community Justice Council	Commissioner Gómez	1/19/2010	Per Chapter 76 Texas Government Code; a county commissioner or a county judge from a county served by the department, chosen by the County Commissioners and county judges of the counties served by the department;
Conference of Urban Counties Policy Committee	Commissioner Gómez	1/19/2010	Commissioners Eckhardt and Gómez have been alternating appointments to CUC Policy Comm and Downtown Austin Alliance since 2007
Downtown Austin Alliance	Commissioner Eckhardt	1/19/2010	Commissioners Eckhardt and Gómez have been alternating appointments to CUC Policy Comm and Downtown Austin Alliance since 2007
Greater Austin-San Antonio Corridor Council, The	Commissioner Huber	1/19/2010	Comm Huber is an Executive Committee member
Juvenile Agency Coordinating Subcommittee of the Community Justice Council	Commissioner Davis	1/19/2010	
Juvenile Board	Judge Biscoe	1/19/2010	
Lone Star Rail District	Commissioner Huber	1/19/2010	Two year terms to expire February 1, 2011; formerly Austin-San Antonio Intermunicipal Commuter Rail District Board of Directors

2010 Commissioners Court Assignments to Board and Committees

Board/Committee	Appointee	Date Appt'd.	Miscellaneous Information
Oversight Board for the Offices of Child and Parent Representation	Judge Biscoe and Commissioner Eckhardt	1/19/2010	Formed to provide operational oversight & guidance to the PDO-CR and to resolve any conflicts of interest that may occur between the PDO-CR and the Office of Parental Representation. (PDO-PR) This Committee will consist of (1) two County Commissioners or their appointees (2) two Civil Judges (3) one private attorney with a background in CPS cases; (4) one representative of the Texas Department of Family and Protective Services.
Pflugerville/Travis County Subcommittee of Elected Officials	Judge Biscoe and Commissioner Eckhardt	1/19/2010	To coordinate Intergovernmental issues.
Purchasing Board	Judge Biscoe and Commissioner Huber	1/19/2010	

2010 Internal Court Subcommittees of the Commissioners Court

Internal Court Subcommittee	Appointee	Date Appt'd.	Miscellaneous Information
Audit Committee	Commissioner Eckhardt and Commissioner Huber	1/19/2010	Committee made up of two members of Commissioners Court, two District Judges and County Attorney; approved August 30, 1989, item 25.
Central Texas Regional Mobility Subcommittee	Judge Biscoe and Commissioner Davis	1/19/2010	
CORPORATIONS -Travis County Housing Finance Corporation; Travis County Health Facilities Development Corporation; Capital Health Facilities Development Corporation; Capital Industrial Development Corporation; Travis County Development Authority; Travis County Cultural Education Facilities Finance Corporation	President, Judge Biscoe; Vice President, Commissioner Eckhardt; Secretary, Commissioner Gómez; Treasurer, Commissioner Huber; Assistant Secretary, Commissioner Davis	1/5/2010	
E-Government Committee	Commissioner Eckhardt and Commissioner Gómez	1/19/2010	
EMS Subcommittee	Commissioner Eckhardt and Commissioner Huber	1/19/2010	
Exposition & Heritage Center Subcommittee	Judge Biscoe and Commissioner Davis	1/19/2010	
Investment Advisory Committee	Commissioner Eckhardt and Commissioner Huber	1/19/2010	
Legislative Subcommittee	Commissioner Eckhardt and Commissioner Huber	1/19/2010	originally appointed Feb 2007

2010 Internal Court Subcommittees of the Commissioners Court

Internal Court Subcommittee	Appointee	Date Appt'd.	Miscellaneous Information
Oversight Committee - Administrative Operations	Commissioner Davis and Commissioner Gómez	1/19/2010	Two by Two meeting with Staff to discuss department related issues
Oversight Committee - Health and Human Services	Judge Biscoe and Commissioner Davis	1/19/2010	Two by Two meeting with Staff to discuss department related issues
Oversight Committee - Justice and Public Safety	Judge Biscoe and Commissioner Gómez	1/19/2010	Two by Two meeting with Staff to discuss department related issues
Oversight Committee - Planning and Budget	Judge Biscoe and Commissioner Gómez	1/19/2010	Two by Two meeting with Staff to discuss department related issues
Oversight Committee - Transportation and Natural Resources - Pct 1 & Pct 3	Commissioner Huber and Commissioner Davis	1/19/2010	Two by Two meeting with Staff to discuss department related issues
Oversight Committee - Transportation and Natural Resources - Pct 2 & Pct 4	Commissioner Gómez and Commissioner Eckhardt	1/19/2010	Two by Two meeting with Staff to discuss department related issues
Space Planning Committee	Commissioner Eckhardt and Commissioner Gómez	1/19/2010	formerly Capital Improvement Planning Committee; revised 01-10-06 to include only 2 court members
State Highway 130 Subcommittee	Commissioner Davis and Commissioner Gómez	1/19/2010	



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session
 Prepared By: Gary Cotter, Sheriff's Office, 854-7432
 Elected/Appointed Official/Dept. Head: Greg Hamilton, Sheriff
 Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take action on equipment additions to the County fleet:

- A. Consider and approve the addition of two 2010 Solar Tech Sign Board trailers to the Travis County Sheriff's Office vehicle fleet for the Auto Theft Task Force Public Awareness Programs; and
- B. Consider and approve the addition of a 2006 18 foot Flatbed Trailer to the Travis County Sheriff's Office vehicle fleet for the Motors Unit to use to transport motorcycles.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Please see attached letter.

The Travis County Vehicle Users Committee recommended at their July 28, 2010 meeting that all three (3) trailers be added to the County fleet.

FISCAL IMPACT AND SOURCE OF FUNDING:

- A. N/A for Auto Theft Sign Trailers. The Auto Theft grant covers all expenses.
- B. For the Motors trailer no financial impact for the current budget as all maintenance is up to date. The future TNR Fleet maintenance budget would be impacted approximately \$250 per year for a trailer per County Fleet Manager Mike Joyce.

REQUIRED AUTHORIZATIONS:

Sheriff's Office	Greg Hamilton	Pending	
Transportation and Natural Resources		Mike Joyce	Pending
County Judge's Office	Cheryl Aker	Pending	
Commissioners Court	Cheryl Aker	Pending	

- A. N/A for Auto Theft Sign Trailers. The Auto Theft grant covers all expenses.
- B. For the Motors trailer no financial impact for the current budget as all maintenance is up to date. The future TNR Fleet maintenance budget would be impacted approximately \$250 per year for a trailer per County Fleet Manager Mike Joyce.

Consider and take action on equipment additions to the County fleet:

- A. Consider and approve the addition of two 2010 Solar Tech Sign Board trailers to the Travis County Sheriff's Office vehicle fleet for the Auto Theft Task Force Public Awareness Programs; and
- B. Consider and approve addition of a 2006 18 foot Flatbed Trailer to the Travis County Sheriff's Office vehicle fleet for the Motors Unit to use to transport motorcycles.

The Travis County Vehicle Users Committee recommended at their July 28, 2010 meeting that all three (3) trailers be added to the County fleet.

Please see attached letter.



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON

TRAVIS COUNTY SHERIFF


P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

PHYLLIS CLAIR
Major - Law Enforcement

DARREN LONG
Major - Corrections

MARK SAWA
Major - Administration & Support

December 13, 2010

To: The Travis County Commissioner's Court
From: Sheriff Greg Hamilton 
Subject: Equipment Addition to County Fleet

The Travis County Sheriff's Office is requesting the addition of 3 trailers to the County fleet.

- 1) The Auto Theft Task Force recently purchased two (2) Solar Tech sign board trailers to be used in our public awareness programs. The Task Force will pay for any expenses needed for these trailers. The trailers were bought with ABTPA grant funds, and thus will have no impact on the County's budget.

Trailer 1: Solar Tech Sign Board Trailer Vin 4GM1M0914A1470705 County Tag # 139573
Trailer 2: Solar Tech Sign Board Trailer Vin 4GM1M0912A1470704 County Tag # 139572

- 2) The Auto Theft Task Force donated an 18 foot flatbed trailer to Travis County for the TCSO Motor Unit. The trailer is a recovered, stolen trailer that was transferred to the Auto Theft Task Force. The trailer has been on a non-conditional loan to the Motor Unit for the past 3 years.

Primarily, the trailer has been used to transport TCSO motorcycles that have broken down within the Austin Area. In addition, the trailer has been approved to transport motorcycles for approved for out of town trips, such as the funeral of an officer killed in the line of duty.

To date, the trailer has been maintained by the TCSO motors unit. Improvements to the trailer include: repainting, placing TCSO decals on the unit, and adding motorcycle wheel locks. Maintenance of the trailer has been limited and no major repairs are expected in the near future since the tires, brakes, and other equipment are in good shape.

Trailer 3: 18" Flatbed Trailer Vin TR197969

The Travis County Vehicle Users Committee (VUC) recommended at their July 28, 2010 meeting that all three (3) trailers be added to the County fleet.

We request your consideration of the addition of the three (3) trailers above to the county fleet for these noted purposes.

Cc. Ron Dude, Purchasing
Dan Rollie, Purchasing
Mike Joyce, TNR Fleet Manager
Gary Cotter, TCSO



SOLAR TECHNOLOGY, INC.
7620 Cetronia Road, Allentown, PA 18106
Phone: 610-391-8600 Fax: 610-391-8601

MANUFACTURES CERTIFICATE OF ORIGIN

I, the undersigned authorized representative of **SOLAR TECHNOLOGY, INC.**, hereby certify that the following vehicle is the property of the said corporation and is transferred on this date to the following distributor, dealer, or contractor.

Travis County Sheriff's Office
555 Airport Boulevard, Austin, TX 78767

Make	Model	GWR	Year	VIN Number
SOLAR TECHNOLOGY, INC.	SILENT MESSENGER III	1400 LBS	2010	4GM1M0914A1470705

It is further certified that this vehicle is a product of the United States of America and that this is the first transfer of this vehicle in ordinary trade and commerce.

Byron L. Zerphy
Byron L. Zerphy
President

SOLAR TECHNOLOGY, INC.



SOLAR TECHNOLOGY, INC.
7620 Cetronia Road, Allentown, PA 18106
Phone: 610-391-8600 Fax: 610-391-8601

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Travis County Sheriff's Office
555 Airport Boulevard, Austin, TX 78767

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SOLAR TECHNOLOGY, INC.	SILENT MESSENGER III	1400 LBS	2010	4GM1M0912A1470704

It is further certified that this vehicle is a product of the United States of America and that this is the first transfer of this vehicle in ordinary trade and commerce.

Byron L. Zerphy
Byron L. Zerphy
President

SOLAR TECHNOLOGY, INC.

Upon sale of this vehicle, the purchaser must apply for a new title within 20 working days unless the vehicle is purchased by a dealer. Until a new title is issued, the vehicle record will continue to reflect the owner's name listed on the current title. SEE BACK FOR ADDITIONAL INFORMATION.



SHERIFF'S COMBINED AUTO THEFT
TASK FORCE
PO BOX 1748
AUSTIN, TX 78767-1748



TEXAS CERTIFICATE OF TITLE



VEHICLE TITLES AND REGISTRATION DIVISION

83865360

VEHICLE IDENTIFICATION NUMBER
TR197969

YEAR MODEL
2006

MAKE OF VEHICLE
SHOP

BODY STYLE
FB

TITLE / DOCUMENT NUMBER

DATE TITLE ISSUED

22732839474090726 02/11/2008

MODEL

MFG. CAPACITY
IN TONS

WEIGHT

LICENSE NUMBER

4500

9002245

PREVIOUS OWNER

ODOMETER READING

SHERIFF'S COMBINED AUTO AUSTIN TX
OWNER

REMARK(S)

SHERIFF'S COMBINED AUTO THEFT
TASK FORCE
PO BOX 1748
AUSTIN, TX 78767

EXEMPT

X *[Signature]*
SIGNATURE OF OWNER OR AGENT MUST BE IN INK

UNLESS OTHERWISE AUTHORIZED BY LAW, IT IS A VIOLATION OF STATE LAW TO SIGN THE NAME OF ANOTHER PERSON ON A CERTIFICATE OF TITLE OR OTHERWISE GIVE FALSE INFORMATION ON A CERTIFICATE OF TITLE.

DATE OF LIEN
NONE

1ST LIENHOLDER

1ST LIEN RELEASED _____
DATE

BY _____
AUTHORIZED AGENT

DATE OF LIEN

2ND LIENHOLDER

2ND LIEN RELEASED _____
DATE

BY _____
AUTHORIZED AGENT

DATE OF LIEN

3RD LIENHOLDER

3RD LIEN RELEASED _____
DATE

BY _____
AUTHORIZED AGENT

IT IS HEREBY CERTIFIED THAT THE PERSON HEREIN NAMED IS THE OWNER OF THE VEHICLE DESCRIBED ABOVE WHICH IS SUBJECT TO THE ABOVE LIENS.

RIGHTS OF SURVIVORSHIP AGREEMENT
WE, THE PERSONS WHOSE SIGNATURES APPEAR HEREIN, HEREBY AGREE THAT THE OWNERSHIP OF THE VEHICLE DESCRIBED ON THIS CERTIFICATE OF TITLE SHALL FROM THIS DAY FORWARD BE HELD JOINTLY, AND IN THE EVENT OF DEATH OF ANY OF THE PERSONS NAMED IN THE AGREEMENT, THE OWNERSHIP OF THE VEHICLE SHALL VEST IN THE SURVIVOR(S).

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session
Prepared By: Garry Brown, Commissioner Precinct 3 Office, 854-9386
Elected/Appointed Official/Dept. Head: Karen L. Huber, Precinct 3, Commissioner
Sponsors: Commissioner Huber

AGENDA LANGUAGE:

Consider and take appropriate action on the reappointment of Art Maple to the Board of Commissioners for Travis County Emergency Services District No. 4 effective immediately through December 31, 2012.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Enter Background/Summary of Request and Attachments here

FISCAL IMPACT AND SOURCE OF FUNDING:

n/a

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 3 Office	Karen L. Huber	Completed	01/03/2011 5:06 PM
Commissioner Precinct 3 Office	Karen L. Huber	Completed	01/03/2011 5:06 PM
County Judge's Office	Cheryl Aker	Completed	01/04/2011 10:53 AM
Commissioners Court	Cheryl Aker	Pending	



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session

Prepared By: Garry Brown, Commissioner Precinct 3 Office, 854-9386

Elected/Appointed Official/Dept. Head: Karen L. Huber, Precinct 3, Commissioner

Sponsors: Commissioner Huber

AGENDA LANGUAGE:

Consider and take appropriate action on the appointment of two Travis County staff representatives to serve on the technical advisory committee of the Lone Star Rail District; One representative will be from the Planning and Budget Office and the other will be from Transportation and Natural Resources.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Enter Background/Summary of Request and Attachments here

STAFF RECOMMENDATIONS:

Enter Staff Recommendations here

ISSUES AND OPPORTUNITIES:

Enter Issues and Opportunities here

FISCAL IMPACT AND SOURCE OF FUNDING:

ENTER Amount of Funding, Source of Funding, Previously Approved by Commissioners Court (Earmark?), Annualized Amount, Current Budget

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 3 Office	Karen L. Huber	Completed	01/05/2011 3:30 PM
Commissioner Precinct 3 Office	Karen L. Huber	Completed	01/05/2011 3:30 PM
County Judge's Office	Cheryl Aker	Completed	01/05/2011 3:48 PM
Commissioners Court	Cheryl Aker	Pending	

LONE STAR RAIL DISTRICT

October 1, 2010

Honorable Judge Biscoe
Travis County
314 West 11th Street
Austin, Texas 78701

RE: Travis County Station Location Technical Advisory Committee,
LSTAR Environmental Impact Statement (EIS)

Honorable Judge Biscoe:

The Lone Star Rail District would like to invite one or two County staff representatives to serve on a technical advisory committee of approximately 14 total members and attend two station location workshops as part of the LSTAR EIS process.

The Rail District is preparing an Environmental Impact Statement (EIS) on its Georgetown to San Antonio passenger rail project, the LSTAR, in compliance with the National Environmental Policy Act. As part of the LSTAR EIS, the Rail District has met with all of the corridor municipalities over the last several months to determine if any local policy, planning, or development changes have occurred that would alter the previously adopted LSTAR station locations. As a result, some station locations are identical to what was previously adopted, while other locations have had suggested alternatives.

The Rail District would like your assistance in identifying one or two committee members from the County's staff. Your staff representatives will act as liaisons between your local jurisdiction, the Rail District, and our consultant team conducting the EIS, so they should be familiar with current plans and development proposals and convey project information back to their respective staff and elected officials. For your consideration, the Rail District developed a list of potential members for the Technical Advisory Committee (see attached list).

The first station location workshop will be scheduled by the Rail District and its EIS Team in October/November 2010 to discuss the station locations within Travis County. A second station location workshop is planned for early 2011. The results of these workshops and meetings will be incorporated into the LSTAR EIS to develop a better project for the local communities and the Austin-San Antonio region.

In closing, the Rail District is requesting your participation in the LSTAR EIS process at this first station location workshop. We are kindly requesting you to identify the appropriate technical staff and their contact information within two weeks from the receipt of this letter so that we may invite them to the first workshop.

Feel free to contact Alison Schulze, Lone Star Rail District Administrator, at (512) 558-7367 or Joe Clemens, LSTAR EIS Public Involvement Manager, at (512) 314-3135 if you have any questions about these efforts.

Respectfully,

A handwritten signature in black ink, appearing to read "RMilloy", is positioned below the word "Respectfully,".

Ross Milloy, Interim Executive Director
Lone Star Rail District

cc: Commissioner Karen Huber, LSRD Board Member

LONE STAR RAIL DISTRICT

Travis County Station Location Technical Advisory Committee (14 potential members)

Travis County (1-2 members)

County letter contact:

- Samuel T. Biscoe, County Judge

County letter "cc" list:

- Karen Huber, County Commissioner, LSRD Board Member

County potential members:

- ~~Joe Gieselman~~, Executive Manager, Transportation & Natural Resources
- Rodney Rhoades, Executive Manager, Planning & Budget
- Steve Manilla, Public Works

Austin (5-8 members)

City letter contact:

- Marc A. Ott, City Manager

City letter "cc" list:

- Lee Leffingwell, Mayor
- Sheryl Cole, Councilmember, LSRD Board Member
- Sid Covington, LSRD Board Chairman
- Mariano Camarillo, LSRD Board Member
- Robert Goode, Assistant City Manager, Transportation Services
- Sue Edwards, Assistant City Manager, Development & Environmental Services

City potential members:

- Robert Spillar, Director, Transportation Department
- Gordon Derr, Assistant Director, Long Range Planning, Transportation Department
- Gary Schatz, Assistant Director, Traffic Engineering, Transportation Department
- Scott Gross, Study Manager, Strategic Mobility Plan/Urban Rail Program
- Kevin Johns, Director, Economic Growth & Redevelopment Services
- Molly Scarbrough, Senior Planner, TOD
- George Adams, Assistant Director, Land Use, Planning & Urban Design, Planning and Development Review Department
- Garner Stoll, Assistant Director, Comprehensive Planning, Planning and Development Review Department
- Greg Kiloh, Project Manager, Economic Growth & Redevelopment Services

Cap Metro (1 member)

Agency letter contact:

- Linda S. Watson, Chief Executive Officer

(Travis County Contact List, cont'd.)

Agency letter "cc" list:

- John Langmore, LSRD Board Member

Agency potential members:

- Todd Hemingson, Vice President, Planning
- Dianne Mendoza, Vice President, Business & Community Development
- Julie Martin, Business & Community Development

CARTS (1 member)

Agency letter contact:

- David L. Marsh, General Manager

Agency letter "cc" list:

- Debbie Ingalsbe, LSRD Board Member

Agency potential members:

- Pearl Jackson, Deputy General Manager

CAMPO (1 member)

Agency letter contact:

- Maureen McCoy, Interim Executive Director

Agency letter "cc" list:

- Jeff Barton, Hays County Commissioner, LSRD Board Member
- Karen Huber, Travis County Commissioner
- Sam Biscoe, Travis County Judge
- Sarah Eckhardt, Travis County Commissioner

Agency potential members:

- Cathy Stephens, Environmental Program Manager
- Stevie Greathouse, Principal Planner, Metro Transit Plan, Land Use
- Michelle Meaux, Senior Planner, Transportation

Capital Area COG (1 member)

Agency letter contact:

- Betty Voights, Executive Director

Agency letter "cc" list:

- None

Agency potential members:

- Mark Sweeney, Director of Regional Services
- David Fowler, Senior Planner, Regional Services
- Chris Ramser, Planner, Community & Economic Development



Travis County Commissioners Court Agenda Request

Meeting Date: 1/11/2011, 9:00 AM, Voting Session
Prepared By: Harvey Davis, Corporations, 854-4743
Elected/Appointed Official/Dept. Head: Harvey Davis, Corporations & Assistant
Investment Manager
Sponsors: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action to approve payment of property taxes from Neighborhood Stabilization Program mortgage escrow

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

see attachment

STAFF RECOMMENDATIONS:

approve

ISSUES AND OPPORTUNITIES:

see attachment

FISCAL IMPACT AND SOURCE OF FUNDING:

n/a

REQUIRED AUTHORIZATIONS:

Corporations	Harvey Davis	Completed	12/28/2010 10:56 AM
Planning and Budget Office	Leroy Nellis	Completed	12/28/2010 11:19 AM
County Judge's Office	Cheryl Aker	Completed	12/28/2010 1:22 PM
Commissioners Court	Cheryl Aker	Pending	

TRAVIS COUNTY HOUSING FINANCE CORPORATION
AGENDA REQUEST

Work Session _____ Voting Session January 11, 2011 Executive Session _____
Date Date Date

- I. A. Request made by: Samuel T. Biscoe, President
Elected Official
- B. Requested Text: Consider and take appropriate action to approve payment of property taxes from NSP mortgage escrow.

Approved by: _____
Signature of Samuel T. Biscoe, President

- II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies of agenda request and backup).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

III. Required Authorizations: Please check if applicable.

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

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 5:00 PM on Tuesdays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.

**TRAVIS COUNTY
HOUSING FINANCE CORPORATION**



AGENDA MEMO

To: TCHFC Board of Directors
From: Miguel Gonzalez, Sr. Financial Analyst
Date: December 28, 2010
Re: Consider and take appropriate action to approve payment of property taxes from NSP mortgage escrow.

Required Action

Approve payment of attached Travis County Tax Statements totaling \$6,459.16 from two NSP mortgage escrow accounts currently held and serviced by the Corporation.

Background

Our NSP program provided 0%-interest mortgages to two NSP eligible households (Perez and Hernandez). At closing, mortgage escrows accounts were created to cover the costs of property taxes and hazard insurance.

The Perez property has a 2010 tax liability of \$3,453.64 and a 12/31/2010 mortgage escrow balance of \$3,197.29. The Perez January 2011 mortgage payment will include \$271.19 for property tax escrow that will cover the current deficit.

The Hernandez property has a 2010 tax liability of \$3,005.52 and a 12/31/2010 mortgage escrow balance of \$3,048.10.

The Corporation is currently in the process of transferring these mortgages and seeking reimbursement from the Texas Department of Housing and Community Affairs under our Texas NSP contract.

Recommendation

Staff recommends approval of payment of 2010 tax liabilities from respective mortgage escrow accounts.

cc: Rodney Rhoades, Executive Manager, Planning and Budget
Leroy Nellis, Budget Director
Harvey Davis, Manager
Leigh Ann Sledge, Sr. Financial Analyst

Nelda Wells Spears
Assessor And Collector
of Taxes
Travis County Tax Office
5501 Airport Blvd.
Austin, TX 78751-1410



P. O. Box 149328
Austin, TX 78714-9328
(512) 854-9473 voice
(512) 854-9235 fax

TRAVIS COUNTY TAX STATEMENT

1 TAX YEAR	2 BASE TAX DUE	3 PENALTY AND INTEREST DUE	4 ATTORNEY FEES DUE	5 TOTAL DUE
2010	3,453.64			\$3,453.64
TOTAL BASE TAXES, PENALTY, INTEREST & ATTORNEY FEES DUE: 6				\$3,453.64
TOTAL OTHER FEES DUE: 7				\$0.00
TOTAL AMOUNT DUE FOR ALL YEARS: 8				\$3,453.64
PRINT DATE: 12/10/2010		PRINT TIME: 13:42:53		

PEREZ LISA W
 912 SALLY LUNN WAY

 PFLUGERVILLE, TX 78660-3030

9 PROPERTY LOCATION ADDRESS		
912 SALLY LUNN WAY		
10 LEGAL DESCRIPTION		
LOT 73 BLK DD GASTON-SHELDON SUBD SEC 3		
11 BILLING NO.	12 PROPERTY TYPE	
736729	REAL X	PERSONAL
13 PARCEL NUMBER		
0266330120000		

Nelda Wells Spears
Assessor And Collector
of Taxes
Travis County Tax Office
5501 Airport Blvd.
Austin, TX 78751-1410



P. O. Box 149328
Austin, TX 78714-9328
(512) 854-9473 voice
(512) 854-9235 fax

TRAVIS COUNTY TAX STATEMENT

1 TAX YEAR	2 BASE TAX DUE	3 PENALTY AND INTEREST DUE	4 ATTORNEY FEES DUE	5 TOTAL DUE
2010	3,005.52			\$3,005.52
TOTAL BASE TAXES, PENALTY, INTEREST & ATTORNEY FEES DUE: 6				\$3,005.52
TOTAL OTHER FEES DUE: 7				\$0.00
TOTAL AMOUNT DUE FOR ALL YEARS: 8				\$3,005.52
PRINT DATE: 12/10/2010		PRINT TIME: 13:43:59		

HERNANDEZ ERNESTO L &
 YAMIRKA ECHAVARRIA
 1222 MISS ALLISONS WAY

 PFLUGERVILLE, TX 78660-3857

9 PROPERTY LOCATION ADDRESS					
1222 MISS ALLISONS WAY					
10 LEGAL DESCRIPTION					
LOT 8 BLK B SARAH'S CREEK SEC 2					
11 BILLING NO.	12 PROPERTY TYPE				
615332	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">REAL</td> <td style="text-align: center; border: none;">PERSONAL</td> </tr> <tr> <td style="text-align: center; border: none;">X</td> <td style="text-align: center; border: none;"></td> </tr> </table>	REAL	PERSONAL	X	
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13 PARCEL NUMBER					
02742805160000					