



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Michael Winn / 854-4728; 632-5927

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir, County Clerk

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE:

Receive comments related to the adoption of a Vote Center program for use in the November 8, 2011 Constitutional Amendment election in Travis County.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

April 18, 2011 letter to Commissioners Court with program overview.

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

No fiscal impact anticipated.

REQUIRED AUTHORIZATIONS:

Susan Bell, Chief Deputy Clerk, 854-9587

Gail Fisher, Elections Division Manager, 854-9193 / 632-5916

Michael Winn, Elections Program Manager, 854-4728 / 632-5927

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



Dana DeBeauvoir
Travis County Clerk

PO Box 149325, Austin TX 78714-9325
Phone: (512) 854-9188 Fax: (512) 854-3942
<http://www.co.travis.tx.us>

**Recording, Elections, Computer Resources,
Accounting, and Administration Divisions**
5501 Airport Boulevard, Austin, Texas 78751-1410

**Misdemeanor Records, Civil/Probate,
and Records Management Divisions**
1000 Guadalupe, Austin, Texas 78701-2328

April 18, 2011

TO: Travis County Commissioners Court
FROM: Dana Debeauvoir
RE: A New Approach to Voting in Travis County: Proposal for Establishment of Vote Centers

We are asking for your support for the use of vote centers in Travis County for the November 2011 election and your assistance in taking the steps required for submitting a proposal to the Texas Secretary of State by August 3, 2011.

What are Vote Centers?

Vote centers are another name for countywide polling places. Instead of requiring voters to vote at their precinct polling locations, vote centers allow all registered voters in Travis County the option of voting at any of the county's polling locations on election day. It allows election day polling places to operate in a similar way to early voting locations.

A pilot program to permit countywide polling places was authorized by the Texas Legislature in 2005, and the first program was implemented in Lubbock County in 2006. Since then, additional counties have successfully participated in the program. For the past few years, the Clerk's Office has been moving steadily toward developing the infrastructure needed for this program so that computerized poll lists (these are not connected to the voting system) with real-time updates are available at every election day location. This is not only a legal requirement for using vote centers, but a necessary tool for preventing vote fraud.

Benefits of Vote Centers

Voter centers provide numerous advantages including:

1. **Giving voters more election day options and greater convenience.** For example, a voter could vote close to work if there is not sufficient time to get back to his/her neighborhood polling location before the polls close.
2. **Eliminating voter confusion about where to vote on election day.** Because we have such a mobile population, voters who sometimes only vote once every two or four years, and polling places that sometimes change, there is a significant number of voters each election who do not know their precinct polling location. For the November 2010 election, more than 80% (5,747) of the phone calls we received were from persons asking for the location of their precinct polling place. Additionally, citizen complaints are often associated with this issue. For example, we hear: "Why do I have to drive past a polling place to get to the polling place where I am registered?" or "Why can I vote at this grocery store during early voting but not on election day?"
3. **Reducing problems with less-than-ideal facilities used as polling locations.** This is particularly important when trying to find locations that best serve an area and have good disability access, parking, and sufficient space for an organized workflow. This problem is exacerbated in gubernatorial and presidential election where the law requires us to have a polling location in every precinct. For some areas, that task proves to be extremely challenging.
4. **Reducing the use of elementary schools used as polling locations.** Our goal is to avoid using elementary schools whenever possible to prevent any potential security or safety issues involving young children. Sometimes, however, there are no other public facilities available in a precinct.

5. **Reducing the number of provisional votes that are cast each election.** Approximately 25% (264) of the provisional ballots cast for the November 2010 election were related to persons unsure about their precinct of residency.
6. **Providing voters a service they want.** According to surveys taken in other counties using vote centers, voters have a high satisfaction level with this type of voting. Some studies have even made assumptions that vote centers increase voter turnout.

Challenges with Vote Centers

Some of the counties who have implemented this program have also experienced problems, such as:

1. Complaints that polling places have moved too far away from neighborhoods thereby potentially disenfranchising poor, disabled, or elderly voters and persons with transportation issues.
2. Long lines at some polling locations (especially between 5:00 p.m. and 7:00 p.m.) when voters arrive in mass at a particularly popular site.

Do Vote Centers Save Money?

When initially promoting vote centers, some advocates trumpet the dramatic cost savings that can be obtained with fewer polling locations. We have found that this advantage is often overstated since the number of voters voting does not change or may increase. For example, fewer polling sites may not equal fewer poll workers since more voters in fewer locations will have to be processed more quickly. We anticipate some savings once this program has been in use, but we cannot at this time guarantee what those savings will be.

Travis County's Approach

Our goal is to offer Travis County voters the benefits of vote centers without the downsides. We believe anything that substantially changes voting should be done slowly and with community input. For the first election using vote centers, the law allows us to cut back to 65% of the number of polling places we normally use and cut back to 50% for subsequent elections. However, for the November 2011 election, we want to start with a less than 10% reduction (we normally have about 189 locations for a constitutional amendment election and would move to approximately 175). It should be noted that the 2009–2010 Election Study Group supported the use of vote centers but voted that little or no reduction in the number of polling locations should occur the first time vote centers are used.

To get community input, we will send information about this program in general along with an explanation of the methods used for site selection and a specific list of proposed polling locations to a wide range of governmental and political entities and civic and advocacy organizations. We will put mechanisms in place to receive input back from community members by phone, email, and regular mail. We will post information about this program on the County's internet page and on the County Clerk's Facebook page. We will engage the support of the local media to inform residents about the opportunity to participate in the process. Plans will be adjusted to incorporate the initial feedback received from the community, and with your permission, a public hearing at Commissioners Court will be scheduled to give residents and organizations another chance to express support or concerns.

After community input has been received, a proposal will be sent to the Texas Secretary of State and the U.S. Department of Justice for review. The Texas Secretary of State has until August 15, 2011 to approve or deny this request. If we are allowed to use vote centers this November, we will again solicit opinions after the election to gauge voter opinion and to determine where improvements need to be made.

Please Note

Currently, the law does not allow vote centers to be used in primary elections and limits the number of counties in Texas that can use this type of program. Legislation regarding vote centers has been proposed and changes could occur during this session.

Thank you for your help, and if you have any questions regarding this matter, please contact me at 854-4996.



Item #:

Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/11

Prepared By/Phone Number: Michael Hettenhausen/854-7563

Department Head/Title: Anna Bowlin/Division Director of Development Services

Elected/Appointed Official:  Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Commissioner: Commissioner Karen Huber Precinct Three
or County Judge

AGENDA LANGUAGE: Receive comments regarding a plat for recording in Precinct Three: Revised Plat of Lot 6 and 7, Block Q of Lake Pointe, Phase 1B and Lot 7A Block Q of Lake Pointe Phase 1-E Subdivision (Revised Plat - Two lots - 0.61 Acre - Norco Drive).

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

This revised plat reconfigures two single family lots with an adjacent vacant lot to make the single family lots larger for a total of 0.61 acre. There is no fiscal security or parkland fees required for this revised plat. Water and waste water services are provided by the Lower Colorado River Authority.

STAFF RECOMMENDATIONS:

As this revised plat meets all Travis County standards and has been approved by the City of Bee Cave, TNR staff recommends approval of the motion.

ISSUES AND OPPORTUNITIES:

As part of the requirements of revising a plat in Travis County, a notice of public hearing sign was posted at the property on May 18, 2011, announcing the date, time, and location of the public hearing. As of this date, no inquiries have been received.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

EXHIBITS/ATTACHMENTS:

Existing Plats
Proposed Plat
Location Map
Precinct Map
Photographs of public notice sign
Affidavit of public notice sign posting

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

CC:

MH:AB:
1105 -



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/2011

Prepared By/Phone Number: Debbie Ties – 854-6472

Elected/Appointed Official/Dept. Head: Hershel Lee

Commissioners Court Sponsor: Judge Biscoe

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

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING: None

REQUIRED AUTHORIZATIONS:

Hershel Lee

Danny Hobby

Cheryl Aker

Commissioners Court

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

COUNTY OF TRAVIS §
 §
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 May 31, 2011, 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 May 31, 2011, 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 21st DAY OF JUNE, 2011.

TRAVIS COUNTY COMMISSIONERS COURT

By: _____
 Samuel T. Biscoe, County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/2011

Prepared By/Phone Number: Debbie Ties – 854-6472

Elected/Appointed Official/Dept. Head: Hershel Lee

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE REGULATION OF FIREWORKS IN THE UNINCORPORATED AREA OF TRAVIS COUNTY.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING: None

REQUIRED AUTHORIZATIONS:

Hershel Lee

Danny Hobby

Cheryl Aker

Commissioners Court

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's 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: June 21, 2011
Subject: **Regulation of Fireworks in Unincorporated Travis County**

Due to the lack of significant rainfall, Travis County has been designated as being in a "high fire danger" category.

Travis County is in the "Exceptional" drought category which is the highest drought category according to US Drought Monitor.

Travis County had a KBDI reading of 671 on June 14, 2011. Our long term forecast is for warmer than normal and drier than normal conditions.

Travis County has declared a local disaster, banning the sale and use of all fireworks in Travis County. We have received calls questioning the banning of "children's" fireworks such as sparklers. All fireworks are banned.

We encourage the public to recognize the danger involved with open burning, use of fireworks, parking vehicles over tall grass, dragging chains, discarding lighted cigarettes etc.

Thank you.



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Norman McRee/854-4821

Elected/Appointed Official/Dept. Head: Rodney Rhoades, County Executive, Planning & Budget

Commissioners Court Sponsor: Sam Biscoe, County Judge

AGENDA LANGUAGE:

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 \$1,028,676.55, for the period of May 27 to June 2, 2011, plus an increase to the reimbursement privilege account per UHC contract of \$729,323, for a total of \$1,757,999.55.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See attached.

STAFF RECOMMENDATIONS:

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 \$1,757,999.55.

ISSUES AND OPPORTUNITIES:

See attached.

FISCAL IMPACT AND SOURCE OF FUNDING:

Employee Health Benefit Fund (526) – 1,757,999.55

REQUIRED AUTHORIZATIONS:

Dan Mansour, 854-9499

Diane Blankenship, 854-9170

Rodney Rhoades, 854-9106

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE: June 21, 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: June 3, 2011 to June 9, 2011

REIMBURSEMENT REQUESTED FOR THIS PERIOD: \$1,757,999.55

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 \$1,757,999.55.

Please see the attached reports for supporting detail information.

TRAVIS COUNTY
HOSPITAL AND INSURANCE FUND
SUPPORTING DETAIL FOR THE
WEEKLY REIMBURSEMENT REQUEST TO
COMMISSIONERS COURT
FOR THE PAYMENT PERIOD
JUNE 3, 2011 TO JUNE 9, 2011

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- Page 1. Detailed Recommendation to Travis County Auditor for transfer of funds.
- Page 1a. Explanation of Higher than Normal Reimbursement Amount.
- Page 1b. Privilege Account Increase Calculation
- Page 2. Chart of Weekly Reimbursements Compared to Budget.
- Page 3. Paid Claims Compared to Budgeted Claims.
- Page 4. FY Comparison of Paid Claims to Budget.
- Page 5. Notification of amount of request from United Health Care (UHC).
- Page 6. Last page of the UHC Check Register for the Week.
- Page 7. List of payments deemed not reimbursable.
- Page 8. Journal Entry for the reimbursement.



HRMD

Human Resources Management Department

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

MEMORANDUM

Date: June 21, 2011

To: Commissioners Court

From: Dan Mansour, Risk Manager, HRMD

Re: Explanation of Larger than Normal Health Reimbursement Request
For the Period of June 3 - 9, 2011,
\$1,757,999.55

This week's claims reimbursement request of \$1,757,999.55 includes \$729,323 to increase the UHC reimbursement privilege account. Travis County's contract with UHC allows for an amount to be deposited with UHC which they in turn use to pay claims up front which Travis County reimburses.

The deposit amount is based on an estimated 17 days of medical claims and 10% of estimated annual pharmacy costs. The last increase in the privilege account was in FY 2008. The deposit equals \$2,668,041 with the current increase included.

In addition to the increase in the privilege account there were two claims over \$25,000, totaling \$66,855.29, and eleven claims over \$5,000, totaling \$99,927.84. There are 6,872 claims included this week.

Pharmacy charges are included in reimbursements every other week. Pharmacy charges included in this week's reimbursement of \$404,034.50 are slightly higher than average.

This week's reimbursement is higher due to the increase in the privilege account, plus the inclusion of pharmacy charges, as well as the overall number and dollar amount of claims included.

Travis County
Payments By Month

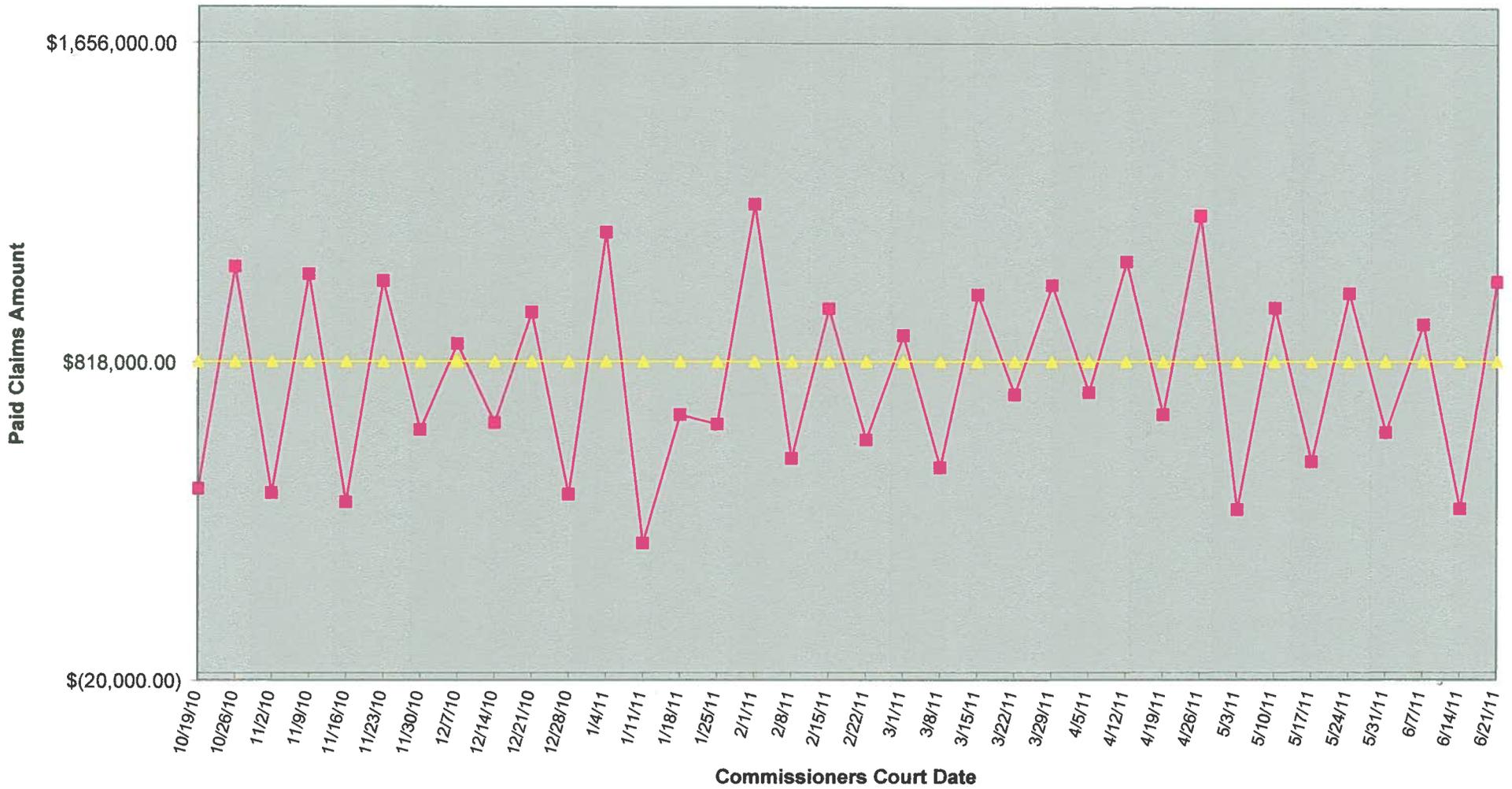
UnitedHealthcare Book-of-Business (BOB) Medical Trend =	13%
UnitedHealthcare BOB Pharmacy Trend =	13%

Reimbursement Privilege Cost Calculation			
Estimated Medical Claims = Paid Medical Claims for Previous 12 Months X Medical Trend BOB			
Estimated Medical Claims =	\$29,799,797	X	1.13 = \$33,673,771
Daily Estimated Medical Claims = Estimated Medical Claims / 360 =	\$93,538		
Daily Estimated Medical Claims X 17 Days =	\$1,590,150.3		
Estimated Pharmacy Claims = Paid Pharmacy Claims for previous 12 Months X Pharmacy trend BOB			
Estimated Pharmacy Claims =	\$9,538,858	X	1.13 = \$10,778,910
10% of Pharmacy Claims expected to be paid in one year = Estimated Pharmacy Claims X 10% =	\$1,077,890.95		
Total Reimbursement Privilege Cost = 17 Days Estimated Medical Expense + 10% Estimated Annual Pharmacy Expense			
Total Reimbursement Privilege Cost =	\$2,668,041		
Current Amount	\$1,938,718	Increase	\$729,323

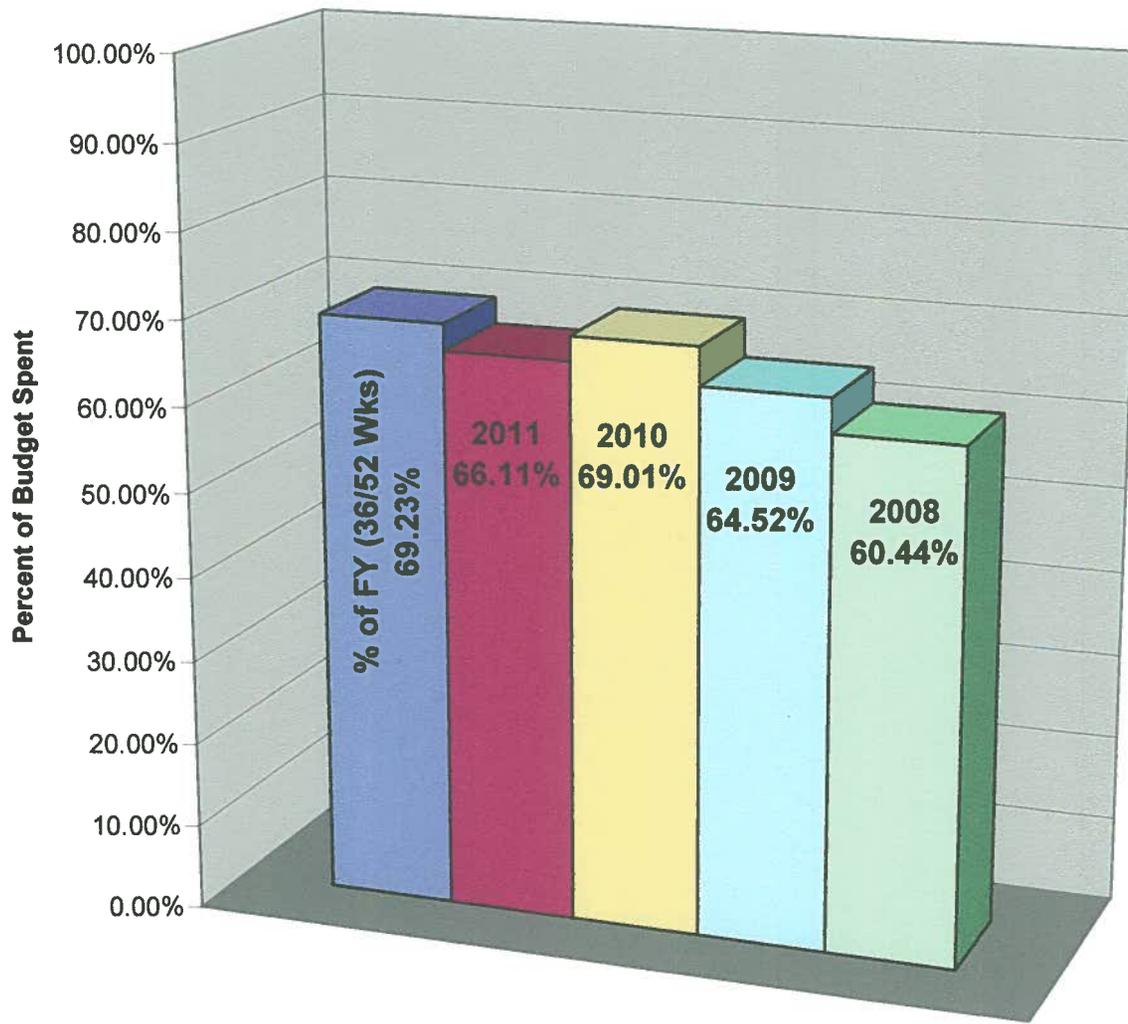
Funding Arrangement Category	Benefit Type Category	Book Year/Month	Medical	Managed Pharmacy	Total
Administrative Services Only	Medical Benefit	2010-04	\$2,463,165	\$0	\$2,463,165
Administrative Services Only	Medical Benefit	2010-05	\$2,153,863	\$0	\$2,153,863
Administrative Services Only	Medical Benefit	2010-06	\$2,086,669	\$0	\$2,086,669
Administrative Services Only	Medical Benefit	2010-07	\$2,559,920	\$0	\$2,559,920
Administrative Services Only	Medical Benefit	2010-08	\$2,780,908	\$0	\$2,780,908
Administrative Services Only	Medical Benefit	2010-09	\$2,307,488	\$0	\$2,307,488
Administrative Services Only	Medical Benefit	2010-10	\$2,534,241	\$0	\$2,534,241
Administrative Services Only	Medical Benefit	2010-11	\$2,734,599	\$0	\$2,734,599
Administrative Services Only	Medical Benefit	2010-12	\$2,289,020	\$0	\$2,289,020
Administrative Services Only	Medical Benefit	2011-01	\$2,852,771	\$0	\$2,852,771
Administrative Services Only	Medical Benefit	2011-02	\$2,146,310	\$0	\$2,146,310
Administrative Services Only	Medical Benefit	2011-03	\$2,890,843	\$0	\$2,890,843
Administrative Services Only	Medical Benefit	Total	\$29,799,797	\$0	\$29,799,797
Administrative Services Only	Managed Pharmacy Benefit	2010-04	\$0	\$698,794	\$698,794
Administrative Services Only	Managed Pharmacy Benefit	2010-05	\$0	\$734,037	\$734,037
Administrative Services Only	Managed Pharmacy Benefit	2010-06	\$0	\$691,422	\$691,422
Administrative Services Only	Managed Pharmacy Benefit	2010-07	\$0	\$1,079,408	\$1,079,408
Administrative Services Only	Managed Pharmacy Benefit	2010-08	\$0	\$736,397	\$736,397
Administrative Services Only	Managed Pharmacy Benefit	2010-09	\$0	\$755,194	\$755,194
Administrative Services Only	Managed Pharmacy Benefit	2010-10	\$0	\$714,991	\$714,991
Administrative Services Only	Managed Pharmacy Benefit	2010-11	\$0	\$750,043	\$750,043
Administrative Services Only	Managed Pharmacy Benefit	2010-12	\$0	\$733,303	\$733,303
Administrative Services Only	Managed Pharmacy Benefit	2011-01	\$0	\$1,083,029	\$1,083,029
Administrative Services Only	Managed Pharmacy Benefit	2011-02	\$0	\$763,183	\$763,183
Administrative Services Only	Managed Pharmacy Benefit	2011-03	\$0	\$799,059	\$799,059
Administrative Services Only	Managed Pharmacy Benefit	Total	\$0	\$9,538,858	\$9,538,858
Fully Insured	Medical Benefit	2010-04	\$52,436	\$0	\$52,436
Fully Insured	Medical Benefit	2010-05	\$44,639	\$0	\$44,639
Fully Insured	Medical Benefit	2010-06	\$131,401	\$0	\$131,401
Fully Insured	Medical Benefit	2010-07	\$80,709	\$0	\$80,709
Fully Insured	Medical Benefit	2010-08	\$290,011	\$0	\$290,011
Fully Insured	Medical Benefit	2010-09	\$2,020,105	\$0	\$2,020,105
Fully Insured	Medical Benefit	2010-10	\$7,071	\$0	\$7,071
Fully Insured	Medical Benefit	2010-12	\$0	\$0	\$0
Fully Insured	Medical Benefit	2010-12	\$106,431	\$0	\$106,431
Fully Insured	Medical Benefit	2011-01	\$86,062	\$0	\$86,062
Fully Insured	Medical Benefit	2011-02	\$83,246	\$0	\$83,246
Fully Insured	Medical Benefit	2011-03	\$2,564	\$0	\$2,564
Fully Insured	Medical Benefit	Total	\$2,904,674	\$0	\$2,904,674

16

Travis County Employee Benefit Plan FY11 Paid Claims vs Weekly Claims Budget of \$818,811.85



Comparison of Claims to FY Budgets Week 36



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

FROM: UNITEDHEALTH GROUP
 AB5

NOTIFICATION OF AMOUNT OF REQUEST FOR: TRAVIS COUNTY

DATE: 2011-06-10 REQUEST AMOUNT: \$2,192,572.68

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

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2011-06-09	\$509,642.96
- REQUIRED BALANCE TO BE MAINTAINED:	\$2,668,041.00
+ PRIOR DAY REQUEST:	\$00.00
- UNDER DEPOSIT:	\$2,158,398.04
+ CURRENT DAY NET CHARGE:	\$34,174.64
+ FUNDING ADJUSTMENTS:	\$00.00
REQUEST AMOUNT:	\$2,192,572.68

ACTIVITY FOR WORK DAY: 2011-06-03

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$415,338.55	\$00.00	\$415,338.55
TOTAL:	\$415,338.55	\$00.00	\$415,338.55

ACTIVITY FOR WORK DAY: 2011-06-06

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$277,248.03	\$00.00	\$277,248.03

Page: 1 of 2

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2011_06_09

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	-259.52	NN	1728950	AH		6	200	6/9/11	6/9/11
701254	632	-267.98	NN	1590755	AA		7	200	6/9/11	6/9/11
701254	632	-272.31	NN	1531258	AH		7	200	6/9/11	6/9/11
701254	632	-275.72	NN	1836513	AE		8	200	6/9/11	6/9/11
701254	632	-280.3	NN	1121386	AH		1	200	6/9/11	6/9/11
701254	632	-309.59	NN	1743308	AH		1	200	6/9/11	6/9/11
701254	632	-334.88	NN	1121366	AH		1	200	6/9/11	6/9/11
701254	632	-335.13	NN	2058832	AH		7	200	6/9/11	6/9/11
701254	632	-345.28	NN	1004458	AH		8	200	6/9/11	6/9/11
701254	632	-405.44	NN	1903702	AH		6	200	6/9/11	6/9/11
701254	632	-430.72	NN	1066950	AI		3	200	6/9/11	6/9/11
701254	632	-445.92	NN	1626959	AH		6	200	6/9/11	6/9/11
701254	632	-446.17	NN	1832704	AF		16	200	6/9/11	6/9/11
701254	632	-678.75	NN	1484052	AE		9	200	6/9/11	6/9/11
701254	632	-678.75	NN	1602219	AH		8	200	6/9/11	6/9/11
701254	632	-738.6	QG	80219197	AH		6	50	6/4/11	6/10/11
701254	632	-1980.25	NN	SSN00000	AL		0	600	6/6/11	6/10/11
701254	632	-2157	RH	93750720	AH		1	50	6/4/11	6/10/11
701254	632	-13163.95	NN	SSN00000	AL		0	600	5/31/11	6/6/11

9

1,028,676.55

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 06/09/2011

<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

7

Travis County - Hospital and Self Insurance Fund (526)
Journal Entry for the Reimbursement to United Health Care

 For the payment week ending: 6/2/2011

TYPE	MEMBER TYPE	TRANS_AMT
<i>CEPO</i>		
	EE	
	526-1145-522.45-28	59,308.74
	RR	
	526-1145-522.45-29	6,144.41
Total CEPO		\$65,453.15
<i>EPO</i>		
	EE	
	526-1145-522.45-20	113,111.09
	RR	
	526-1145-522.45-21	20,065.97
Total EPO		\$133,177.06
<i>PPO</i>		
	EE	
	526-1145-522.45-25	221,841.45
	RR	
	526-1145-522.45-26	11,386.74
Total PPO		\$233,228.19
Grand Total		\$431,858.40



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/2011

Prepared By/Phone Number: Cynthia Lam-Roldan, 854-4822

Elected/Appointed Official/Dept. Head: Rodney Rhoades, 854-9106

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on proposed routine personnel amendments.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 5.

If you have any questions or comments, please contact Diane Blankenship at 854-9170 or Todd L. Osburn at 854-2744.

STAFF RECOMMENDATIONS:

N/A

ISSUES AND OPPORTUNITIES:

N/A

FISCAL IMPACT AND SOURCE OF FUNDING:

None.

REQUIRED AUTHORIZATIONS:

Todd Osburn, Human Resources Management Department, 854-2744

Diane Blankenship, Human Resources Management Department, 854-9170

Rodney Rhoades, Planning and Budget Office, 854-9106

Cheryl Aker, County Judge's Office, 854-9555

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



HRMD

Human Resources Management Department

1010 Lavaca Street, 2nd Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-4203

June 21, 2011

ITEM # :

DATE: June 10, 2011

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

RR by DB

VIA: Rodney Rhoades, County Executive, Planning and Budget

FROM: Diane Blankenship, Director, HRMD

DB

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 5.

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)

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE
--

NEW HIRES				
Dept.	Slot	Position Title	Dept. Requests Level/Salary	HRMD Recommends Level/Salary
County Atty	82	Legal Secretary	15 / Level 3 / \$37,710.40	15 / Level 3 / \$37,710.40
* Temporary to Regular			** Actual vs Authorized	

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
Constable 5	20017	Office Asst	8 / \$10.36	8 / \$10.36	02
County Clerk	20093	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
District Atty	20019	Office Spec	10 / \$11.87	10 / \$11.87	02
District Atty	20052	Law Clerk II	18 / \$20.38	18 / \$20.38	02
General Admin	20002	ACC Intern	98 / \$15.00	98 / \$15.00	02
HRMD	20022	ACC Intern	98 / \$15.00	98 / \$15.00	02
HRMD	20043	ACC Intern	98 / \$15.00	98 / \$15.00	02
Probate Court	50021	Accountant Assoc	13 / \$14.54	13 / \$14.54	05
Tax Collector	50111	Planner Mgmt Rsrch Asst	13 / \$14.54	13 / \$14.54	05
TNR	20075	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20076	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20078	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20089	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20092	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20096	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20099	Park Tech I	8 / \$11.00	8 / \$11.00	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	371	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	392	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	466	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	483	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	509	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	528	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	860	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1079	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1412	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1482	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1489	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1510	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
* Actual vs Authorized						

CAREER LADDERS – POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Sheriff	1531	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1563	Corrections Ofcr* / Grd 81	Corrections Ofcr Sr / Grd 83	\$39,706.37	\$43,159.58	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1663	Corrections Ofcr* / Grd 81	Corrections Ofcr 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
District Atty	Slot 246 / Attorney VI / Grd 28 / \$83,424.52	District Atty	Slot 274 / Attorney VI / Grd 28 / \$83,424.52	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
District Atty	Slot 274 / Attorney VI / Grd 28 / \$90,713.42	District Atty	Slot 246 / Attorney VI / Grd 28 / \$90,713.42	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
HHS	Slot 276 / Planner / Grd 18 / Part-time \$36,550.80	HHS	Slot 276 / Planner / Grd 18 / Full-time \$48,734.40	Status change from part-time to full-time (30 hrs to 40 hrs).
Juvenile Probation	Slot 130 / Human Resources Asst Sr / Grd 16 / \$44,404.51	Juvenile Probation	Slot 17 / Human Resources Spec II / Grd 20 / \$51,065.19	Promotion. Pay is between min and midpoint of pay grade.
Juvenile Probation	Slot 322 / Juvenile Probation Ofcr II / Grd 15 / \$39,753.13	Juvenile Probation	Slot 60 / Juvenile Probation Ofcr II / Grd 15 / \$39,753.13	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
* Actual vs Authorized				

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Sheriff	Slot 1097 / Security Coord / Grd 12 / \$33,253.64	Sheriff	Slot 726 / Office Spec Sr / Grd 12 / \$34,621.60	Lateral transfer. Employee transferred to different slot, different position, same department, same pay grade. Pay is at midpoint of pay grade.
Sheriff	Slot 1152 / Sergeant Corrections / Grd 88 / \$84,537.86	Sheriff	Slot 229 / Corrections Ofcr Sr / Grd 83 / \$59,545.41	Demotion. Peace Officer Pay Scale (POPS).
Tax Collector	Slot 136 / Tax Spec I / Grd 12 / \$28,323.10	Tax Collector	Slot 24 / Tax Spec II / Grd 14 / \$32,345.46	Promotion. Pay is at minimum of pay grade.
TCCES	Slot 18 / Chem Dependency Counselor Sr / Grd 16 / \$42,874.41	TCCES	Slot 30 / Chem Dependency Counselor Sr / Grd 16 / \$42,874.41	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
TNR	Slot 189 / Park Maint Worker Sr / Grd 10 / \$32,873.52	TNR	Slot 561 / Park Maint Worker / Grd 7 / \$28,828.18	Voluntary job change. Pay is between midpoint and max of pay grade. CC approved on 6/17/08.
* 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: June 21, 2011

Prepared By/Phone Number: Kris Nilsen, 854-4820

Elected/Appointed Official/Dept. Head: Rodney Rhoades, 854-4718

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE:

- a) Review and approve tuition refunds for employees who have completed classes in accordance with the Tuition Reimbursement Policy §10.021.
- b) Approve request and authorize the County Auditor and Treasurer's Office to reimburse employees as listed.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

A total of seventy seven (77) requests for Spring 2011 semester are listed on the attached spreadsheet.

The Tuition Refund Program is an employee benefit approved by the Commissioners Court. The Human Resources Management Department has confirmed that employees listed have met the established criteria for reimbursement. Each employee's file consists of:

- the tuition reimbursement form
- a course description
- fee receipt
- official grade

STAFF RECOMMENDATIONS:

HRMD recommends approval.

ISSUES AND OPPORTUNITIES:

NA

FISCAL IMPACT AND SOURCE OF FUNDING:

A total of \$42,440.00 was budgeted in line item 001-1130-522.6402 for Fiscal Year 2011 Tuition Reimbursement. The total refund amount requested for your approval is \$21,112.96.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a single pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.

REQUIRED AUTHORIZATIONS:

Kim Austin-Smith, Human Resources Management Department, 854-4707
Diane Blankenship, Human Resources Management Department, 854-9170
Rodney Rhoades, Planning and Budget Office, 854-9106
County Auditor's Office 854-9125
County Treasurer's Office 854-9365

(d a)

(d a)

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a single pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



HRMD

Human Resources Management Department

1010 Lavaca, 2nd Floor

● P.O. Box 1748

● Austin, Texas 78767

● (512) 854-9165 / FAX (512) 854-4203

BACKUP MEMORANDUM

DATE: June 14, 2011

TO: Members of the Commissioners Court

VIA: Rodney Rhoades, Executive Manager, Planning and Budget

FROM: Diane Blankenship, Director, HRMD

SUBJECT: Tuition Refund Program Reimbursements

A handwritten signature in black ink, appearing to be "Diane Blankenship".

Proposed Motion:

- a) Review and approve tuition refunds for employees who have completed classes in accordance with the Tuition Reimbursement Policy §10.021.
- b) Approve request and authorize the County Auditor and Treasurer's Office to reimburse employees as listed.

Summary and Staff Recommendation:

A total of seventy (77) requests for Spring 2011 semester are listed on the attached spreadsheet. HRMD recommends approval.

The Tuition Refund Program is an employee benefit approved by the Commissioners Court. The Human Resources Management Department has confirmed that employees listed have met the established criteria for reimbursement. Each employee's file consists of:

- the tuition reimbursement form
- a course description
- fee receipt
- official grade

Budgetary and Fiscal Impact:

A total of \$42,440.00 was budgeted in line item 001-1130-522.6402 for Fiscal Year 2011 Tuition Reimbursement. The total refund amount requested for your approval is \$21,112.96.

SP 2011 Req

Semester Code	Last Name	First Name	Dept.	Job Title	Vendor #	1st Course	2nd Course	Amt to Refund	
1	SP-001	Alvarez	James	HRMD	Risk Specialist Asst	74589	Budgeting for Public Organizations		300.00
2	SP-002	Bauer	Eileen	TCSO	Corrections Ofcr, Sr	77737	Organizational Behavior Mgt	Research Methods in Crim Justice	300.00
3	SP-003	Billy	Amber	District Clerk	Court Clerk II	71855	Managing Social Change		300.00
4	SP-004	Bolden	Yvonne	Tax Office	Tax Specialist III	67238	Comparative Criminal Justice Sys		300.00
5	SP-005	Camarillo	Nehemiah	TCSO	Corrections Officer, Sr	NEW	Fundamentals of Criminal Law	Court Systems and Practices	300.00
6	SP-006	Capetillo	Marily	District Clerk	Court Clerk I	NEW	College Mathematics		300.00
7	SP-007	Castro	Nancy	Juv Public Defender	Office Assistant	NEW	Criminal Law	Family Law	300.00
8	SP-008	Cauthen	Chad	TCSO	Corrections Ofcr	NEW	Criminal Investigation		139.20
9	SP-009	Chambers	Rodney	Office Specialist	Records Management	NEW	Leading Organizational Change	Foundations of Ethical Leadership	300.00
10	SP-010	Chavira	Maria C.	Pretrial Services	Pretrial Officer II	78733	Administration of Justice	Current Legal Issues C	300.00
11	SP-011	Doane	Karen	Tax Office	Accountant Sr	77031	Elementary Algebra	Intermediate Alegebra	232.00
12	SP-012	Duarte	Lori	Commissioner Pct 3	Executive Assistant	NEW	Spanish I		224.00
13	SP-013	Elizondo	Priscela	Civil Courts	Judicial aide	77741	Civil Litigation	Real Property	278.40
14	SP-014	Ervin	Kenneth	County Attny	Attorney III	77033	Spelling Skills	Personal Health	278.40
15	SP-015	Farwell	Stephanie	Juv Prob	Office Specialist	NEW	Intro to Sociology	Texas and Local Government	278.40
16	SP-016	Fernandes	Martin	TCSO	Corrections Ofcr, Sr	NEW	Legal Aspects of Law Enforcement		212.16
17	SP-017	Freeman	Kimberlea	TCSO	Telecom 911 Spec, Sr.	78749	Positive Psychology		300.00
18	SP-018	Garnett	Zetta	HRMD	Benefits Assistant	63567	Business Law II		300.00
19	SP-019	Gorman	Laura	County Attny	Attorney III	NEW	Spelling Skills	Vocabulary I	278.40
20	SP-020	Guajardo	Kimberly	Medical Examiner	Investigator II	66926	Essentials of Medical Terminology	Microbiology	300.00
21	SP-021	Hamilton	Bernard	TCSO	Corrections Officer, Sr	62570	Personal Computing		148.80
22	SP-022	Hill	Tracy C	TCSO	Corrections Officer, Sr	69390	Calculus II	Social Psychology	300.00
23	SP-023	Hollyfield	Tyson	TNR	Road Maint Workr	123151	History and Culture		139.20
24	SP-024	Hooker	Michelle	Juv Prob	JDO II	78737	Juvenile Justice	Mid Level Mgt in Crimal Justice	300.00
25	SP-025	Hurt	Timothy	TCSO	Corrections Officer, Sr	74365	Research in Criminal Justice		148.80
26	SP-026	Jennings	Andrea	TCCES	Office Specialist, Sr	72475	Research in Criminal Justice	Organizational Behavior and Mgt	300.00
27	SP-027	Johnson-Allcorn	Jennifer	County Clerk	Court Clerk I	73718	Civil Litigation		131.20
28	SP-028	Johnson	Kevin	CSCD	Probation Officer II	67134	Administration of Justice	Organization Theory	300.00
29	SP-029	Jones	Jessica	TCSO	Corrections Officer	NEW	Crime in America	Legal Aspects of Law Enforcement	278.40
30	SP-030	Koenig	Casey	Juv Prob	JDO III	61248	Facilitation Skills	Systemic Intervention	300.00
31	SP-031	Kraemer	Kurt	TCSO	Peace Officer, Sr.	77044	Intro to the Criminal Justice System	Criminology	300.00
32	SP-032	Kubiak	Joshua	Auditor	Auditor I	77743	Intern Accounting II	Government and Non Profit Acctg	300.00
33	SP-033	Levisay	Jacklyn	CSCD	Probation Officer	70693	Administration of Justice	Organization Theory	300.00
34	SP-034	Lewis	Cynthia	Juv Prob	RTO III	NEW	Crime and Justice Policy	Juvenile Delinquency	300.00
35	SP-035	Loa	Talisha	Constable 2	Court Clerk I	75938	Integrated Business Topics	Marketing	300.00

SP 2011 Req

36	SP-036	McDonald	Etoise	County Attorney	Paralegal	NEW	Ethics and the Professional		300.00
37	SP-037	McGonagle	Marta	TCCES	Chem Dep Counselor	74368	Ethics in Criminal Justice	Drugs and Crime	300.00
38	SP-038	McManus	Keith	TCSO	Corrections Officer	NEW	Criminal Justice Ethics	Research Methods in Crim Justice	300.00
39	SP-039	Martinez	Alexander	Tax Office	Tax Specialist I	77036	Principles of Economics		300.00
40	SP-040	Martinez	Edith	County Clerk	Recording Specialist I	NEW	Intermediate Algebra		300.00
41	SP-041	Medina	Elizabeth	District Clerk	Records Analyst Assoc	69392	Intro to Sociology		139.20
42	SP-042	Mirelez	Joanie	District Attny	Court Clerk I	77037	Criminal Organizations		300.00
43	SP-043	Montgomery-Cafferata	Felicia	County Attorney	Office Specialist	NEW	Intro to Criminal Court Systems	Intro to Corrections	300.00
44	SP-044	Nichols	Charmaine	Juv Prob	Administrative Assoc.	78742	Composition II		278.40
45	SP-045	Nilsen	Kristine	HRMD	HR Specialist, Sr	73340	Moral Issues - Civic Engagement		300.00
46	SP-046	Noble	Angel	CSCD	Probation Officer II	78743	Educating Students with Disabilities	Survey of Exceptionality	300.00
47	SP-047	Padilla	Vicki	Criminal Courts	Judicial aide	77038	Training and Development	Computer Mediated Communication	300.00
48	SP-048	Parilla	Michelle	JP 2	Accountant Sr	NEW	Government & Non Profit Accounting		139.20
49	SP-049	Parrish	Timothy	TCSO	Corrections Officer, Sr	73341	General Physics I	Spanish	300.00
50	SP-050	Paz	Pamela	TCSO	Corrections Officer, Sr	74370	Education in Multicultural Society	Languag in Diverse Community	300.00
51	SP-051	Pierce	Christa	TCSO	Victim Counselor	66269	Police and the Community		300.00
52	SP-052	Prince	Alvis	TCSO	Corrections Officer, Sr	NEW	Correctional Systems and Practices	Juvenile Justice	300.00
53	SP-053	Reed	Daryl	Juv Prob	JPO Assistant	78745	Criminal Justice Administration	Applied Research Methods	300.00
54	SP-054	Richter	Jeannie	TCSO	Corrections Officer	NEW	Crime in America	Legal Aspects of Law Enforcement	278.40
55	SP-055	Rodriguez	Limbania	County Attny	Legal Secretary	77039	Macroeconomics	Business Calculus & Applications	300.00
56	SP-056	Sexton	Christina	Constable Pct 3	Court Clerk I	NEW	Legal Issues in Human Services	Org Mgt in Human Services	300.00
57	SP-057	Sexton	Christopher	Constable Pct 3	Deputy Constable	77747	Building Ethical Organizations	Leadership and Imagination	300.00
58	SP-058	Shepard	Jennifer	Juv Prob	RTO III	70907	Business Ethics	Statistics	300.00
59	SP-059	Stokes	Jacob	Civil Courts	Court Operations Officer	70910	Human Capital Dev in Public Sector		300.00
60	SP-060	Sullivan	Christopher	TCSO	Corrections Officer	NEW	Personal Computing	US Government	278.40
61	SP-061	Taylor	Stephanie	TCCES	Chem Depend Coun, Sr	77748	English Composition II	Texas Government	278.40
62	SP-062	Terranova	Victoria	Pretrial Services	Pretrial Officer II	77040	Current Legal Issues	Management Principles in CJ	300.00
63	SP-063	Thornton	Bridgett	TCSO	Security Coordinator	NEW	Keyboarding	The American Legal System	300.00
64	SP-064	Toth	Jessica	Juv Prob	JTO III	NEW	Theories of Counseling	Counseling Skills and Techniques	300.00
65	SP-065	Tso	Phillip	County Attorney	Investigator	NEW	Data Stats Analysis Crim Justice	Contemporary Juvenile Justice	300.00
66	SP-066	Van Pelt	Pamela	ITS	Business Analyst II	78746	Management of Information Sys	Economics for Mgt Decisions	300.00
67	SP-067	Villanueva	Annette	JP 4	Court Clerk I	78747	Critical Thinking		300.00
68	SP-068	Villarreal	Sonya	TCSO	Victim Counselor, Sr	70915	Organizational Behavior Mgt		300.00
69	SP-069	Waggoner	Nicole	District Attny	Legal Secretary	77749	Real Estate Law	Estates and Trust	300.00
70	SP-070	Walter	Eva	TCSO	Office Specialist, Sr	75935	Intro to Keyboarding	Business English	278.40
71	SP-071	Wingate	Daniel	CSCD	Probation Officer II	78748	Intro to Public Policy		300.00

HRMD.6/21/11

SP 2011 Req

		Carry-overs							
72	SP-072	Capetillo	Marili	District Clerk	Court Clerk I	NEW	Principles of Accounting		300.00
73	SP-073	Fernandes	Martin	TCSO	Corrections Ofcr, Sr	NEW	Ethics in Criminal Justice		153.60
74	SP-074	McDonald	Etoise	County Attorney	Paralegal	NEW	Legal Methods and Process		300.00
75	SP-075	Rodriguez	Limbania	County Attny	Legal Secretary	77039	U.S. Government		21.60
76	SP-076	Sexton	Christopher	Constable Pct 3	Deputy Constable	77747	Foundations in Ethical Leadership	Organization Behavior	300.00
77	SP-077	Villarreal	Sonya	TCSO	Victim Counselor, Sr	70915	Cultural Diversity in Crim Justice		300.00
								Amount to Pay	\$21,112.96



Meeting Date: 6/21/2011, 9:00 AM, Voting Session

Prepared By/Phone Number: John Carr, Facilities Management, 854-4772

Elected/Appointed Official/Dept. Head: Roger El Khoury, P.E., 854-4579

Commissioners Court Sponsor: Commissioner Huber

AGENDA LANGUAGE:

Consider and take appropriate action on license agreement to use the Manchaca Fire Hall Pavilion as a rain day backup location for the Manchaca Fire/Rescue groundbreaking event on June 25, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Facilities Management Department (FMD) received a request (Attachment One) from Nathan Mendenhall, Community Liaison/Secretary of Manchaca Fire/Rescue to use the Manchaca Fire Hall Pavilion as a backup location for their groundbreaking ceremony which is scheduled to occur on June 25, 2011 between 11 AM and 3 PM. The Manchaca Fire/Rescue is a Texas non-profit 501c3 that is contracted by Travis County ESD#5 to provide fire and EMS first response services to south Travis County. The Manchaca Fire Hall Pavilion would only be used if the forecast for the day indicates rain. Mr. Mendenhall indicated that they were requesting access to only the pavilion and the parking lot. They would provide food, drinks and portable toilets for the event attendees. FMD and Ms. Aldredge with the County Attorney's office collaborated on the appropriate license agreement regarding the requested access (Attachment Two).

STAFF RECOMMENDATIONS:

Facilities Management Department recommends approval of the license agreement as attached.

ISSUES AND OPPORTUNITIES:

Mr. Mendenhall has signed the license agreement and provided the required proof of insurance coverage. The fee for the use of the pavilion was set as \$25 for the event, which is consistent with the amount being charged to the other entity that uses this pavilion. FMD security personnel will provide access to the pavilion and secure the property after the event.

FISCAL IMPACT AND SOURCE OF FUNDING:

\$25 revenue in administrative fees for the license agreement.

REQUIRED AUTHORIZATIONS:

Danny Hobby, County Executive, Emergency Services, 854-9367

Tenley Aldredge, County Attorney's Office, 854-9415

John Carr - Manchaca Fire Rescue Groundbreaking event (rain backup)

From: Nathan Mendenhall <NMendenhall@mvfd.org>
To: "john.carr@co.travis.tx.us" <john.carr@co.travis.tx.us>
Date: 5/10/2011 6:31 PM
Subject: Manchaca Fire Rescue Groundbreaking event (rain backup)
CC: Chris Barron <CBarron@mvfd.org>

Hi Mr. Carr,

It was a pleasure to speak with you on the phone today regarding our event.

We would like to use the Fire Hall pavilion as a backup location in case of rain. We would only need access to the pavilion and parking lot itself. We will bring in porta potty units for the attendees and the event will feature a live band, BBQ fundraiser, bouncy houses for the kids, etc.

Local and State elected officials have also been invited.

Please contact me with any questions you may have. The event is on Saturday, June 25th from 11a-3p. If the forecast predicts rain on Saturday, we would need access to the pavilion Friday night for setup.

Thanks for your consideration,



Nathan Mendenhall
Community Liaison / Secretary, Board of Directors
Manchaca Fire/Rescue
Direct: 512.935.3544
Mobile: 512.422.6202
pr@mvfd.org
www.mvfd.org

LICENSE AGREEMENT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

This License Agreement (this "Agreement") is made and entered into by and between Travis County, Texas, a political subdivision of the State of Texas ("County") and Manchaca Fire/Rescue, a Texas non-profit 501c3 that is contracted by Travis County ESD#5 to provide fire and EMS first response services to south Travis County ("Licensee").

RECITALS

County is the owner of that certain tract of real property, together with all improvements located thereon, having a street address of 1310 FM 1626, Manchaca, Texas, 78652 and locally known as the "Manchaca Fire Hall" and the "Manchaca Fire Hall Pavilion" (the "Property"); and

Licensee desires to exercise certain rights and privileges in and on the Manchaca Fire Hall Pavilion in conjunction with Licensee's groundbreaking celebration, and County desires to grant such permission to Licensee under the terms and conditions set forth herein.

County and Licensee, in consideration of the mutual promises herein expressed and the compensation herein agreed to be paid, covenant and agree to and with each other as follows:

1.0 GRANT OF LICENSE

1.1 County hereby grants a License (the "License") to Licensee, its employees, agents, independent contractors, and suppliers to enter, use and occupy that portion of the Property designated identified as the outdoor pavilion (the "Licensed Area") as a "rain event" backup location for the purpose of holding Licensee's groundbreaking celebration (the "Event").

1.2 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 Licensed Area to facilitate Licensee's Event needs, and to bring onto the Licensed Area and to utilize thereon personnel and personal property, including furniture, materials and equipment. As a condition to the granting of the License, 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 the Director of the Travis County Facilities Management Department (the "Director").

1.3 Licensee acknowledges and agrees that Licensee will be solely responsible at all times for the actions and the safety of those persons utilizing the Licensed Area under this Agreement, including, without limitation, protecting such persons from injury or death and protecting County's property and the property of such persons from loss or damage. Licensee will prevent anyone from sleeping overnight on the Property or in the Licensed Area. Licensee may allow a security guard to remain in the Licensed Area at all appropriate times. **NO SMOKING IS ALLOWED IN ANY BUILDING, STRUCTURE, FACILITY OR OTHER CONSTRUCTED IMPROVEMENT ON THE LICENSED AREA OR THE PROPERTY.**

1.4 During Licensee's use of the Licensed Area, Licensee will provide and implement, at its own additional expense, its own procedures as reasonably necessary to ensure the safety and integrity of the persons and property brought onto the Licensed Area for the purposes authorized under this Agreement. Specifically, Licensee will do the following, at Licensee's own expense, in connection with the Event, all of which shall be coordinated and pre-approved by representatives of Travis County Facilities Management Department:

- (a) ensure reasonably smooth traffic flow (vehicular and pedestrian) onto and out of the Licensed Area;
- (b) arrange for pre-Event setup and staging activities;
- (c) arrange for placement of a sufficient (as determined by the Director) number of portable restrooms in the Licensed Area so as to satisfy the restroom needs of anticipated Event participants, sponsors and attendees;
- (d) remove all trash and Event equipment from the Licensed Area following Event conclusion and prior to Licensee's departure from the Licensed Area.
- (e) security personnel, if required by the Director.

2.0 TERM OF LICENSE

2.1 The License is granted for the following date and time (the "License Term"): Saturday, June 25, 2011 from approximately 11 a.m. to approximately 3 p.m.; provided, however, such term is subject to postponement and/or rescheduling due to any cause or reason beyond the control of Licensee or as determined to be necessary or convenient by County.

3.0 PAYMENT TO COUNTY

3.1 In consideration of the License granted hereunder, Licensee must pay to Travis County the sum of TWENTY-FIVE AND NO/100 DOLLARS (\$25.00) to cover Licensor's administrative, and utility expenses incurred in connection with the Event (the "License Fee"). Where authorized in writing and in advance by the Director,

Licensee will be permitted to arrange for and perform custodial services in and on the Property using Licensee's own personnel or hired personnel.

3.2 With respect to any additional expenses incurred by County above the expenses set forth herein, County may invoice Licensee for the actual costs so incurred, and Licensee will remit payment to County for the invoice amounts within thirty (30) days of receipt of invoice(s).

4.0 PERMITS

4.1 Licensee is solely responsible for the costs and the securing of any permits required by authorities having jurisdiction over the Property, if any, in connection with Licensee's use of the Property under this Agreement, including without limitation any regulations or permitting requirements imposed by TABC regarding consumption of alcoholic beverages. As a condition to the granting of this License, Licensee must provide evidence of such permitted consumption (in the form of a TABC permit or other written authorization) prior to Licensor's execution of this Agreement.

5.0 USE AND REPAIRS

5.1 LICENSEE ACKNOWLEDGES AND AGREES THAT LICENSEE HAS HAD THE OPPORTUNITY TO INSPECT THE PROPERTY PRIOR TO EXECUTION OF THIS AGREEMENT, AND IS RELYING SOLELY ON ITS OWN INVESTIGATION OF THE PROPERTY AND THE LICENSED AREA AND NOT ON ANY INFORMATION PROVIDED OR TO BE PROVIDED BY TRAVIS COUNTY. LICENSEE AGREES TO ACCEPT THE PROPERTY AND THE LICENSED AREA "AS-IS" AND WITH ALL FAULTS AND WAIVES ALL OBJECTIONS OR CLAIMS IN THIS REGARD AGAINST TRAVIS COUNTY (INCLUDING BUT NOT LIMITED TO ANY RIGHT OR CLAIM OF CONTRIBUTION) ARISING FROM OR RELATED TO THE PROPERTY OR THE LICENSED AREA, ANY COUNTY PROPERTY OR TO ANY HAZARDOUS MATERIALS IN OR ON THE PROPERTY OR THE LICENSED AREA. TRAVIS COUNTY WILL NOT BE LIABLE OR BOUND IN ANY MANNER BY ANY VERBAL OR WRITTEN STATEMENTS, REPRESENTATIONS OR INFORMATION PERTAINING TO THE PROPERTY OR THE LICENSED AREA, OR THE OPERATION THEREOF FURNISHED BY ANY COUNTY AGENT, EMPLOYEE, SERVANT OR OTHER PERSON. LICENSEE FURTHER ACKNOWLEDGES AND AGREES THAT TO THE MAXIMUM EXTENT PERMITTED BY LAW, THE USE OF THE PROPERTY AND THE LICENSED AREA AS PROVIDED FOR HEREIN IS MADE ON AN "AS-IS" CONDITION AND BASIS WITH ALL FAULTS. IT IS UNDERSTOOD AND AGREED THAT THE CONSIDERATION FOR THE USE OF THE PROPERTY AND THE LICENSED AREA HAS BEEN NEGOTIATED TO REFLECT THAT ALL OF THE PROPERTY AND THE LICENSED AREA IS LICENSED BY TRAVIS COUNTY AND ACCEPTED BY LICENSEE IN THE "AS-IS" CONDITION. THIS ACCEPTANCE BY LICENSEE SHALL BE AN ACKNOWLEDGMENT THAT THERE IS NO LANDLORD/TENANT RELATIONSHIP ESTABLISHED BETWEEN TRAVIS COUNTY AND LICENSEE, AND

LICENSEE HAS NO EXPECTATION OF WARRANTIES AS TO USE OR HABITABILITY OF THE PROPERTY OR THE LICENSED AREA.

5.2 Licensee must not use the Licensed Area for any purpose other than that set forth herein. Further, Licensee must repair or replace any damage to the Property or the Licensed Area caused by Licensee.

6.0 COORDINATION WITH COUNTY

6.1 Licensee must at all times obey the direction and commands of the Director, or his designated representatives, while on or in the vicinity of the Property or the Licensed Area.

6.2 Any disregard of the directions, restrictions, rules or regulations referenced in this Section 6 is grounds for immediate revocation of the License granted.

7.0 INDEMNIFICATION

7.1 LICENSEE AGREES TO AND MUST INDEMNIFY, SAVE AND HOLD HARMLESS, AND DEFEND COUNTY, ITS AGENTS, OFFICIALS AND EMPLOYEES FROM ANY AND ALL NEGLIGENCE, LIABILITY, LOSS, COSTS, CLAIMS, INCLUDING ATTORNEY'S FEES, OR EXPENSES OF WHATEVER TYPE OR NATURE FOR PERSONAL INJURY, DEATH, OR PROPERTY DAMAGE, ARISING IN WHOLE OR IN PART OUT OF ANY AND ALL ACTS OF COMMISSION OR OMISSION OF LICENSEE, ITS AGENTS, SERVANTS, EMPLOYEES, CONTRACTORS, OR SUPPLIERS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR LICENSEE'S USE OF THE PROPERTY OR THE LICENSED AREA FOR WHICH A CLAIM, INCLUDING ATTORNEYS FEES, DEMAND, SUIT OR OTHER ACTION IS MADE OR BROUGHT BY ANY PERSON, FIRM, CORPORATION, OR OTHER ENTITY AGAINST LICENSEE OR COUNTY.

7.2 Licensee will not discharge, leak, or emit, or permit to be discharged, leaked, or emitted, any material into the atmosphere, ground, sewer system, or any body of water, if that material (as is reasonably determined by the Licensor, or any governmental authority) does or may pollute or contaminate the same, or may adversely affect (i) health, welfare, or safety of persons, whether located on the Property or elsewhere, or (ii) the condition, use or enjoyment of the Licensed Area or any other real or personal property. Licensee must immediately notify Licensor of any release of any Hazardous Material on or near the Property or the Licensed Area whether or not such release is in a quantity that would otherwise be reportable to a public agency and must also comply with the notification requirements of any applicable state, local, or federal law or regulation.

8.0 INSURANCE AND LIABILITY

8.1 During the period of this License, Licensee must maintain at his expense, insurance with limits not less than those prescribed below. With respect to required insurance, Licensee must:

- (i) Name County as additional insured, as its interests may appear.
- (ii) Provide County a waiver of subrogation.
- (iii) Provide County with a thirty (30) calendar days advance written notice of cancellation or material change to said insurance.
- (iv) Provide Travis County at the address provided herein, a Certificate of Insurance evidencing required coverages within ten (10) calendar days after the Effective Date and within ten (10) calendar days of each renewal of the insurance.
- (v) 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

Excess Liability:

Umbrella Form..... Not Required

Worker's Compensation:.... Statutory

9.0 NON-ASSIGNMENT OF RIGHTS

9.1 Licensee may not assign, sublet or transfer its interest in this Agreement or any portion or right thereof without the prior written consent of County.

10.0 AMENDMENTS

10.1 This Agreement may be amended only by written instrument signed by both County and Licensee. IT IS EXPRESSLY ACKNOWLEDGED BY LICENSEE THAT NO

OFFICER, AGENT, REPRESENTATIVE OR EMPLOYEE OF TRAVIS COUNTY HAS ANY AUTHORITY, EITHER EXPRESS OR IMPLIED, TO MODIFY OR AMEND THE TERMS OF THIS AGREEMENT UNLESS EXPRESSLY GRANTED THAT SPECIFIC AUTHORITY BY THE COMMISSIONERS COURT OF TRAVIS COUNTY.

11.0 SAFETY

11.1 County reserves the right to prohibit persons from driving on, entering or otherwise using the Licensed Area at any time safety may be a concern.

12.0 NON-WAIVER AND RESERVATION OF RIGHTS

12.1 No act or omission by Licensor may constitute or be construed as a waiver of any breach or default of Licensee which then exists or may subsequently exist. The failure of either party to exercise any right or privilege granted in this Agreement will not be construed as a waiver of that right or privilege.

12.2 All rights of Licensor under this Agreement are specifically reserved and any act or omission will not impair or prejudice any remedy or right of Licensor under it. Any right or remedy stated in this Agreement will not preclude the exercise of any other right or remedy under this Agreement, the law or at equity, nor will any action taken in the exercise of any right or remedy be deemed a waiver of any other rights or remedies.

13.0 NOTICES

13.1 Written Notice. Any notice required or permitted to be given under this Agreement by one Party to the other must be in writing and must be given and will be deemed to have been given immediately if delivered in person to the address set forth 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 hereinafter specified.

13.2 Licensee Address. The address of Licensee for all purposes under this Agreement shall be:

Manchaca Fire/Rescue
PO Box 117
Manchaca, Texas 78652
Attn: Nathan Mendenhall
Community Liaison/Secretary, Board of Directors
512/935-3544

13.3 Licensor Address. The address of Licensor for all purposes and all notices under this Agreement shall be:

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

With copy to:

Roger El Khoury, M.S., P.E.
Director, Travis County Facilities Management Dept.
P.O. Box 1748
Austin, Texas 78767

13.4 Change of Address. Each Party may change the address for notice to it by giving notice of the change in compliance with this Section.

14.0 MEDIATION

14.1 When mediation is acceptable to both parties in resolving a dispute arising under this Agreement, the parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in Section 154.023 of the Texas Civil Practice and Remedies Code. Unless both parties are satisfied with the result of the mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation will remain confidential as described in §154.073 of the Texas Civil Practice and Remedies Code, unless both parties agree, in writing, to waive the confidentiality.

16.0 MISCELLANEOUS

16.1 Severability. If any portion or portions of this Agreement are ruled invalid, illegal, or unenforceable in any respect by a court of competent jurisdiction, the remainder of it will remain valid and binding.

16.2 Venue and Choice of Law. The obligations and undertakings of each of the parties to this Agreement are performable, and the Property is located, in Travis County, Texas, and this Agreement shall be governed by and construed in accordance with the laws of the State of Texas. Venue for any dispute arising out of this Agreement will lie in the appropriate court of Travis County, Texas.

16.3 Successors Bound. This Agreement will be binding upon and inure to the benefit of County and Licensee and their respective successors, executors, administrators and assigns. Neither County nor Licensee may assign, sublet or transfer

its interest in or the obligations hereunder of this Agreement without the written consent of the other party hereto.

16.4 Electronically Transmitted Documents. The parties acknowledge and agree that if a copy or counterpart of this Agreement is originally executed and such copy or counterpart is thereafter transmitted electronically by facsimile or similar device, such facsimile document will for all purposes be treated as if manually signed by the party whose facsimile signature appears.

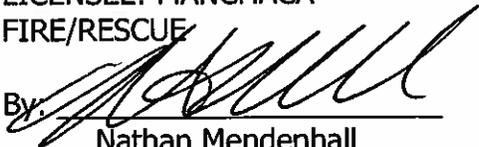
16.5 Entirety of Agreement. This Agreement represents the sole, entire and integrated Agreement between County and Licensee with respect to the subject matter herein and supersedes all prior negotiations, representatives, or agreements either oral or written.

Licensor and Licensee have duly executed this Agreement effective as of the later date set forth below (the "Effective Date").

TRAVIS COUNTY, TEXAS

LICENSEE: MANCHACA
FIRE/RESCUE

By: _____
Samuel T. Biscoe
Travis County Judge

By:  _____
Nathan Mendenhall
Community Liaison/
Secretary, Board of
Directors

Date: _____

Date: 6/10/11

EXHIBIT A

CERTIFICATE OF LIABILITY INSURANCE
(attached)



Travis County Commissioners Court Agenda Request

Meeting Date: 6/14/2011, 9:00 AM, Voting Session

Prepared By/Phone Number: John E. Pena, CTPM, Purchasing Office,
512-854-9515

Elected/Appointed Official/Dept. Head: Cyd Grimes, Purchasing Agent

Commissioners Court Sponsor: Judge Samuel T. Biscoe

REQUESTED ACTION: Approve Contract Award for Roof Replacement at 700 Lavaca Building, Lower Level, IFB No. B110162-JE, to the low bidder, Tri-Lam Roofing & Waterproofing, Inc.

- Ø **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.
- Ø IFB No. B110162-JE, Roof Replacement at 700 Lavaca Building, Lower Level, was issued May 4, 2011. This project consists of work to re-roof portions of the new Travis County Administrative Building at 700 Lavaca Street, Austin, Texas 78701. This contract requires the contractor to provide labor, equipment, materials, related incidentals and supervision necessary to complete the required construction and installation.
- Ø Of the fifty-six (56) bids either downloaded or viewed via Travis County's third party e-procurement vendor system, BidSync, seven (7) bids were received in response to this solicitation when subject IFB was opened on May 25, 2011 at 2:00 P.M., CST. The apparent low bidder, Air Quality Roofing & Insulation, Inc., withdrew their bid due to an error on their part. Air Quality Roofing explained, in the attached letter, that in calculating materials, warranties and labor they failed to include labor cost in the final submission of the bid and only included cost for materials and warranties. In light of the fact Air Quality's bid was \$131,750 lower than the second low bidder (\$128,250.00 versus \$260,000.00), it is reasonable to believe they made a mistake in bid, and it's recommended they be allowed to withdraw their bid. The next lowest bid was received from Tri-Lam Roofing & Waterproofing, Inc. in the amount of \$260,000.00 for the Base Bid.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

Ø Facilities Management Department (FMD) is recommending, with the Purchasing Office concurrence, contract award to Tri-Lam Roofing & Waterproofing, Inc. in the amount of \$260,000.00 as the lowest responsive and responsible bidder. FMD had deemed that the price is fair and reasonable.

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

Ø **Contract-Related Information:**

Award Amount: \$260,000.00

Contract Type: Construction

Contract Period: One Hundred (120) Calendar Days

Ø **Contract Modification Information:** N/A

Modification Amount:

Modification Type:

Modification Period:

Ø **Solicitation-Related Information:**

Solicitations Sent: 56

Responses Received: 7

HUB Information: N/A

% HUB Subcontractor: N/A

Ø **Special Contract Considerations:** N/A

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

Ø **Funding Information:**

Purchase Requisition in H.T.E.: 526499

Funding Account(s): 521-1405-801-8105

Comments: Project fund is listed as project KLAV02

Ø **Points of Contact:**

Purchasing: John E. Pena, CTPM; Marvin Brice, CPPB

Department- Facilities Management: Roger A. El Khoury, M.S., P.E., Director; John Carr, Administrative Director; Richard Avery, Project Manager

County Attorney: Tenley Aldredge, Assistant County Attorney

County Auditor's Office: Susan Spataro and Jose Palacios

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



FACILITIES MANAGEMENT DEPARTMENT

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

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

MEMORANDUM

FMD Project: LAVA7-16-10C-4M

FILE: 703

TO: Cyd V. Grimes, CPM, Purchasing Agent

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

DATE: May 27, 2011

SUBJECT: 700 Lavaca – Roof Replacement, Lower Level
IFB No.: B110162-JE

Roger El Khoury
PURCHASE OFFICE
JUN - 1 AM 9:12
RECEIVED
TRAVIS COUNTY

Facilities Management Department (FMD) recommends award of the 700 Lavaca – Roof Replacement, Lower Level in the amount of \$260,000 to Tri-Lam Roofing & Waterproofing, Inc. Seven roofing contractors bid on the subject project, but the apparent low bidder, Air Quality Roofing & Insulation, Inc. withdrew their bid due to an error on their part. Tri-Lam Roofing & Waterproofing was the next low bidder.

FMD has reviewed the bid tabulation and the unit bid items and determined that the low bid is fair and reasonable. The construction schedule is 120 calendar days after the issuance of the notice to proceed.

The project fund is located as project KLAV02 in the account number 517-1405-801-8105 and the requisition number is 526499, with commodity code 909, and sub-commodity code 092. In accordance with the procedure to secure approval for this contract award, this request is being forwarded along with the supporting documents for approval by the Commissioners Court on June 14, 2011. If approved, please issue a fully executed contract to Tri-Lam Roofing & Waterproofing, Inc. Please call Rick Avery at extension 44780 if you have any questions.

ATTACHMENTS:

1. Bid Tabulation Form
2. Project Budget vs. Cost

COPY TO:

Amy Draper, CPA, Financial Manager, FMD

John Carr, Administrative Director, FMD

Rick Avery, AIA, LEED AP, Systems Project Manager, FMD

John Pena, Purchasing Agent Assistant, TCPO

Facilities Management Department

700 Lavaca Lower Roof Replacement
Project Budget Vs. Cost

Date: 5/27/2011

700 Lavaca Lower Roof Replacement	Budget	Fund Encumbered to Date	Current Request	Total Costs to Date	Saving (Deficit)
Planning and Design Costs Including:					
Architects and Engineering Fees; Survey/Geotech/EA/Others; Design Permits and Fees; Printing and Reproductions		\$ -	\$ -	\$ -	\$ -
Construction Costs Including:					
Construction Contract Cost; Construction Change Orders; Construction Testing; Construction Permits and Fees; Misc Construction; Construction Contingency	\$ 520,469	\$ 158,448	\$ 260,000	\$ 418,448	\$ 102,021
Misc Cost Including:					
ITS: Data Cable; Phone switches; etc.../ FFE: Furniture; Fixtures, Equipment, etc.../ Security: Cameras; Panic Buttons; etc.../ Move: Boxes, Furnitures, etc..	\$ -	\$ -	\$ -	\$ -	\$ -
34720					
Total Project	\$ 520,469	\$ 158,448	\$ 260,000	\$ 418,448	\$ 102,021
	14.99			12.05	

ALL QUALITY ROOFING & INSULATION, INC.
P.O. BOX 960
MANOR, TEXAS 78653
512-365-3300

JUNE 1, 2011

JOHN E. PENA, CTPM
TRAVIS COUNTY PURCHASING OFFICE
NED GRANGER BUILDING
314 W. 11TH STREET, ROOM 400
P.O. BOX 1748
AUSITN, TEXAS 78767

MR. PENA,

I RAY SHAW, VICE PRESIDEN OF ALL QUALITY ROOFING & INSULATION, INC.
WISH TO WITHDRAW MY BID ON THE FOLLOWING JOB:

IFB NO: B-110162-JE
TITLE: ROOF REPLACEMENT AT 700 LAVACA BUILDING, LOWER
LEVEL.

THE REASON FOR THE WITHDRAWAL IS DUE TO THE FACT THAT THE BID
AMOUNT WE TURNED IN WAS FOR MATERIAL AND WARRANTIES ONLY, NO
LABOR WAS INCLUDED. WE HAD FIGURED THE MATERIAL AND LABOR ON 2
DIFFERENT SHEETS AND WHEN THE BID WAS FILLED OUT WE FAILED TO ADD
THE 2 AMOUNTS TOGETHER.

THANK YOU FOR YOUR CONSIDERATION IN THIS MATTER.



RAY SHAW, VICE PRESIDENT
ALL QUALITY ROOFING & INSULATION, INC.

GM200I13

Fiscal Year 2011

TRAVIS COUNTY

Account Balance Inquiry

6/03/11
11:15:28

Project Req'd

Account number	:	:	:	:	521-1405-801.81-05
Fund	:	:	:	:	521 CERT OF OBLIG 2011-T/E
Department	:	:	:	:	14 FACILITIES MANAGEMENT
Division	:	:	:	:	05 PROJECT MANAGEMENT SVCS
Activity basic	:	:	:	:	80 CAPITAL PROJECTS
Sub activity	:	:	:	:	1 GENERAL GOVERNMENT
Element	:	:	:	:	81 CAPITAL OUTLAY
Object	:	:	:	:	05 BUILDINGS

Original budget	:	:	:	:	:	0	
Revised budget	:	:	:	:	:	3,000,000	05/25/2011
Actual expenditures - current	:	:	:	:	:	.00	
Actual expenditures - ytd	:	:	:	:	:	.00	
Unposted expenditures	:	:	:	:	:	.00	
Encumbered amount	:	:	:	:	:	.00	
Unposted encumbrances	:	:	:	:	:	.00	
Pre-encumbrance amount	:	:	:	:	:	260,000.00	
Total expenditures & encumbrances:	:	:	:	:	:	260,000.00	8.7%
Unencumbered balance	:	:	:	:	:	2,740,000.00	91.3

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

PURCHASE REQUISITION NBR: 0000526499

REQUISITION BY: AMY DRAPER 854-9040

STATUS: AUDITOR APPROVAL

REASON: NEW PO-700 LAVACA LOWER LEVEL RE-ROOF ATTN: JOHN P

DATE: 3/17/11

SHIP TO LOCATION: FACILITIES MANAGEMENT

SUGGESTED VENDOR: 79583 TRI-LAM ROOFING & WATERPROOFIN

DELIVER BY DATE: 9/25/11

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	LABOR AND SELECT MATERIALS TO RE-ROOF LOWER LEVEL ROOFS AT 700 LAVACA SOME MATERIALS ARE FURNISHED BY OWNER POC: RICK AVERY 854-4780 COMMODITY: BUILDING CONSTRUCT SVCS SUBCOMMOD: ROOFS/ROOFING SVCS	247000.00	DOL	1.0000	247000.00	
2	RETAINAGE - 700 LAVACA RE-ROOF COMMODITY: BUILDING CONSTRUCT SVCS SUBCOMMOD: RETAINAGE BLDG CONSTRUCT	13000.00	DOL	1.0000	13000.00	
REQUISITION TOTAL:					260000.00	

A C C O U N T I N F O R M A T I O N

LINE #	ACCOUNT	PROJECT	%	AMOUNT
1	52114058018105 CAPITAL OUTLAY BUILDINGS	KLAV02 700 LAVACA STREET IMPRVMT	100.00	247000.00
2	52114058018105 CAPITAL OUTLAY BUILDINGS	KLAV02 700 LAVACA STREET IMPRVMT	100.00	13000.00
				260000.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

5/3/11 CONTRACT? EM'D AD.GMC
6/3/11 RETURN TO UPDATE INFO. KS

AGREEMENT FOR CONSTRUCTION SERVICES

CONTRACT NO. 11K00162-JE; IFB NO. B110162-JE

This Agreement for Construction Services (the "Construction Contract") is entered into by and between Travis County, Texas, a political subdivision of the State of Texas (the "Owner"), and **Tri-Lam Roofing and Waterproofing, Inc.** (the "Contractor").

WHEREAS, the Owner desires to enter into the Construction Contract for the construction of **Roof Replacement at 700 Lavaca Building, Lower Level** (the "Project") in accordance with the provisions of the state statutes and in conformance with the Notice to Proceed (as issued by the Travis County Purchasing Office or its designee), the Contractor's Bid (including the Bidding Documents, the Bid Form, any appendices to the Specifications addressing additional technical or other Project requirements, and any Addenda or Amendments thereto), General Conditions, Supplementary Conditions, and the Specifications, which term shall include the Drawings and/or Plans marked **Roof Replacement at 700 Lavaca Building, Lower Level**, Travis County Texas, **IFB No. B110162-JE**; and

WHEREAS, the Contractor has been engaged in and does comparable work and represents that it is fully equipped, competent and capable of performing the above-desired work, and desires to perform such work in accordance with the provisions of the Construction Contract; and

NOW, THEREFORE, in consideration of the mutual covenants and conditions stated herein, the Owner and the Contractor agree as follows:

ARTICLE I

- 1.1 In addition to such other terms as may be specifically defined herein, the capitalized terms referenced herein shall have the meanings ascribed to such terms in the General Conditions.
- 1.2 The written notice to proceed as issued by the Travis County Purchasing Agent (the "Notice to Proceed"), the Contractor's Bid as accepted by the Travis County Commissioners Court, the General Conditions, the Supplementary Conditions, the Specifications (which term shall include the Drawings and Plans marked **Roof Replacement at 700 Lavaca Building, Lower Level**, Travis County Texas, **IFB No. B110162-JE**, any appendices to the Specifications addressing additional technical or other Project requirements, and all addenda issued by the Architect/Engineer or the Travis County Purchasing Agent prior to the execution of this Construction Contract are incorporated in the Construction Contract as if set out at length.
- 1.3 The Contractor agrees to perform the work described in this Construction Contract and any and all documents incorporated therein (the "Work"). The Contractor shall commence the Work upon issuance of the Notice to Proceed, and subject to authorized adjustments, shall achieve substantial completion of the Work within **One Hundred and Twenty (120) Calendar Days** of such issuance (the "Substantial Completion Date"). All time limits stated in the Construction Contract, and/or the Contract Documents are of the essence. The Substantial Completion Date will not be modified, extended, or otherwise revised except because of rain or other adverse weather conditions or as expressly provided in the Construction Contract documents, and the Contractor acknowledges that it may be required to work on weekends or holidays in order to achieve substantial completion by the Substantial Completion Date. All time limits stated in the Construction Contract and/or Contract documents are of the essence.
- 1.4 If the Contractor fails to achieve substantial completion of the Work by the Substantial Completion Date, the Contractor, by execution of this Construction Contract, specifically acknowledges that the Owner will sustain damages for each day the Work extends beyond the Substantial Completion Date. Because of the impracticality and extreme difficulty of fixing and ascertaining the Owner's actual damages, the Contractor

agrees **\$450.00 per Calendar Day** shall be retained by the Owner from any amounts due the Contractor for every day that the Contractor's performance of the Work extends beyond the Substantial Completion Date.

ARTICLE II

- 2.1 For and in consideration of the Contractor's performance of the Work, the Owner shall pay the Contractor, in the manner provided for in Article 9 of the General Conditions, the total sum of \$260,000.00 (the "Contract Sum"). The Contract Sum is comprised of (i) \$193,915.00 for materials to be incorporated into the Project or completely consumed at the job site and services required by or integral to the performance of this Construction Contract and (ii) \$66,085.00 for all other charges, including the cost of other services, overhead, and materials which do not become part of the finished project or are reusable. This division of the Contract Sum is made to reflect sales tax purposes only. Invoices and payments need not reflect this division. However, Contractor shall maintain internal records to verify. Contractor shall make these records available upon request of the Travis County Auditor.
- 2.2 If at any time during the performance of this Construction Contract the Travis County Commissioners Court (i) fails to provide funding for this Construction Contract during the following fiscal year of Travis County, Texas, (ii) does not adopt a budget for expenditures, or (iii) is able only to partially fund the expenditures required by this Construction Contract, then the Owner may, upon giving the Contractor written notice of such failure to fund and termination, terminate this Construction Contract, or a part thereof, without any further liability, effective thirty (30) days after the Owner notifies the Contractor in writing of such failure to fund and termination. The Owner shall pay the Contractor for any portion of the Work completed up to the effective date. The Contractor shall have no recourse as to sums beyond those for any portion of the Work performed up to the effective date, including without limitation any recovery for lost profits anticipated to be made hereunder.
- 2.3 This Construction Contract may be amended only by a Travis County construction "Change Order" form signed by the Travis County Facilities Management Department (TCFMD), the Contractor, the Purchasing Agent, and the Commissioners Court, as necessary.
- 2.4 The Owner may terminate this Construction Contract if it is found that the Contractor offered or gave gratuities to any employee of the Owner with the intent to influence the purchasing process in any manner, either before or after the award of this Construction Contract. The Travis County Commissioners Court shall determine if the Contractor used gratuities to influence the process. If so determined and the Owner terminates this Construction Contract, the Owner shall be entitled to (i) pursue the same remedies against the Contractor as it could pursue if this Construction Contract were breached by the Contractor, and (ii) collect exemplary damages in an amount determined by the Travis County Commissioners Court which shall be not less than three nor more than ten times the amount given to any officer or employee of the Owner. The rights and remedies in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law.
- 2.5 The Contractor represents and warrants that no person or selling agency has been employed or retained to solicit or secure this Construction Contract upon an understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees and established commercial selling agencies maintained by the Contractor to secure business. If the Contractor breaches this warranty, then the Owner shall have the right to terminate this Construction Contract without liability, or in its discretion to deduct from the amount due to the Contractor from the Owner, or otherwise recover, the full amount of commission, percentage, brokerage, or contingent fee.
- 2.6 No action or failure to act by the Owner or the Contractor shall constitute a waiver of any right or duty afforded either of them under this Construction Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

The effective date of this Construction Contract shall for all purposes be the date of the execution of the last to sign, whether the Owner or the Contractor.

IN WITNESS WHEREOF, the parties have executed this Construction Contract as of the date(s) set forth below.

TRAVIS COUNTY, TEXAS

Tri-Lam Roofing and Waterproofing, Inc.

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

By:  _____
Name: Mark Rusch
Title: President
Date: 6/2/11

APPROVED AS TO FORM BY:

County Attorney

FUNDS VERIFIED BY:

County Auditor

APPROVED BY PURCHASING AGENT:

County Purchasing Agent



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Richard Villareal, 854-4881; Marvin Brice, 854-9765

Elected/Appointed Official/Dept. Head:

Commissioners Court Sponsor:

Agenda Language:

Approve Modification No. 1 to Contract No. 10K00267RV, Job Order No. 7, for assignment of payments from Architectural Habitat of Austin, Inc. to Suretec Information Systems, Inc.

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

Purchasing requests the approval of modification number one to contract number 10K00267RV. The modification is an assignment of payments from Architectural Habitat of Austin, Inc., to the bonding company, SureTec Information Systems, Inc. for work to be performed under Job Order No. 7 only. Architectural Habitat currently has several contracts which have over-extended their bonding capacity. However, their surety (SureTec Information Systems, Inc.) has agreed to increase their bonding limits if Architectural Habitat assigns contractual payments to them. All payments for future job orders will be made to Architectural Habitat in accordance with the contract requirements.

Ø **Contract Expenditures:** Within the last 8 months \$386,470.73 has been spent against this contract/requirement.

Ø **Contract-Related Information:**

Award Amount: \$432,821.18

Contract Type: Construction

Contract Period: One Hundred Twenty (120) Calendar Days after issuance of Notice to Proceed

Ø **Solicitation-Related Information:**

Solicitations Sent:

Responses Received:

HUB Information:

% HUB Subcontractor:

Ø **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:

Ø **Funding Information:**

Purchase Requisition in H.T.E.:

Funding Account(s):

Comments:

MODIFICATION OF CONTRACT NUMBER: 10K00267RV, JOB ORDER NO. 7
TRAVIS COUNTY CORRECTIONAL COMPLEX MINI-PROJECT, BUILDING 102

PAGE 1 OF 2 Pages

ISSUED BY: PURCHASING OFFICE 314 W. 11TH ST., RM 400 AUSTIN, TX 78701	PURCHASING AGENT ASST: Richard Villareal TEL. NO: (512) 854-4881 FAX NO: (512) 854-9185	DATE PREPARED: May 20, 2011
ISSUED TO: ARCHITECTURAL HABITAT OF AUSTIN, INC. MS. JAN CANNADAY, PRESIDENT 1707 WEST KOENIG LANE AUSTIN, TEXAS 78756	MODIFICATION NO.: ONE	EXECUTED DATE OF ORIGINAL CONTRACT: October 26, 2010
ORIGINAL CONTRACT TERM DATES:		CURRENT CONTRACT TERM DATES:

FOR TRAVIS COUNTY INTERNAL USE ONLY:Original Contract Amount: ~~\$432,821.18~~ Current Modified Amount \$ N/A

DESCRIPTION OF CHANGES: Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

The purpose of this modification is to assign payments for contract no. 10K00267RV (Job Order No. 7 only) from Architectural Habitat of Austin, Inc. (the Assignor), to SureTec Information Systems, Inc., (the Assignee).

All payments under this contract shall be made to:

Architectural Habitat of Austin, Inc.
 C/O SureTec Information Systems, Inc.
 Attn: Funds Disbursement Dept.
 9737 Great Hills Trail, Suite 320
 Austin, Texas 78759

Note to Vendor:

[X] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.

[] DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: <u>Architectural Habitat</u>	<input type="checkbox"/> DBA
BY: <u>Jan Cannaday</u> SIGNATURE	<input checked="" type="checkbox"/> CORPORATION
BY: <u>JAN CANNADAY</u> PRINT NAME	<input type="checkbox"/> OTHER
TITLE: <u>PRES.</u> ITS DULY AUTHORIZED AGENT	DATE: <u>6-6-11</u>
TRAVIS COUNTY, TEXAS	DATE:
BY: _____ CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	
TRAVIS COUNTY, TEXAS	DATE:
BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	

ASSIGNMENT OF PAYMENTS

The parties of this Agreement are Architectural Habitat of Austin, Inc. (the Assignor), SureTec Information Systems, Inc. (the Assignee) and Travis County, Texas.

RECITALS:

A. Travis County and Architectural Habitat of Austin, Inc. entered into a written contract for the provision of the Travis County Correctional Complex Mini-Project, Building 102 (Contract No. 10K00267RV, Job Order No. 7 only), on May 31, 2011.

B. Assignor desires by this Agreement to assign all payments to be made against the Contract to Assignee subject to the terms of the Contract and this Agreement.

TERMS:

In consideration of the mutual agreements in this assignment, the parties hereby agree to as follows:

1. Assignor assigns to the Assignee all payments in Contract No. 10K00267RV, Job Order No. 7 only as of May 31, 2011.

2. Assignor and Assignee acknowledge that nothing in this Agreement waives or modifies any of the provisions of the Contract.

3. The provisions of this Agreement are binding on and inure to the benefit of the heirs, representatives, successors and assigns of the parties.

Architectural Habitat of Austin, Inc.

SureTec Information Systems, Inc.

By: Jan Cannaday
Printed Name: JAN CANNADAY
Title & Date: PRES.
Attest: _____
Date: _____

By: Scott Olson
Printed Name: _____
Title & Date: VP 6/3/11
Attest: [Signature]
Date: 6/3/11

Travis County consents to this Assignment of Payments from Architectural Habitat of Austin, Inc. to SureTec Information Systems, Inc.

TRAVIS COUNTY, TEXAS

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



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, June 21, 2011

Prepared By/Phone Number: Nancy Barchus 854-9764

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Ø **Agenda Language: Approve Contract Award for On-Site Security Guard Service, IFB No. B110141-NB, to the low bidder, Vets Securing America.**

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

This contract will provide on-site security guard services for Gardner-Betts Juvenile Justice Center, Domestic Relations Office, Counseling and Education Services and the Adult Probation Department.

On April 22, 2011, IFB # B110141-NB, On-Site Security Guard Services, was issued through BidSync. Eight (8) bids were received on May 16, 2011.

The Purchasing Office concurs with the Juvenile Justice, Counseling and Education Services and Adult Probation Departments recommendation to award a contract with the low bidder, Vets Securing America.

Ø **Contract Expenditures:** Within the last 12 months \$74,781.07 has been spent against this requirement.

Ø **Contract-Related Information:**

Award Amount: As Needed

Contract Type: Term

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

Contract Period: July 15, 2011 through July 14, 2012

Ø **Contract Modification Information:**

Modification Amount: N/A

Modification Type: N/A

Modification Period: N/A

Ø **Solicitation-Related Information:**

Solicitations Sent: 69

Responses Received: 8

HUB Information: N/A

% HUB Subcontractor: N/A

Ø **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:

Ø **Funding Information:**

Purchase Requisition in H.T.E.:

Funding Account(s): 001-4020-586-6031, 032-3920-585-6031, 001-3910-585-6031, 001-4513-593-6031, 001-4560-593-6031

Comments:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

**Bid Tabulation Packet
for
Solicitation B110141-NB**

ON SITE SECURITY GUARD SERVICES



Travis County

Bid #B110141-NB - ON SITE SECURITY GUARD SERVICESCreation Date **Feb 14, 2011**End Date **May 16, 2011 3:00:00 PM CDT**Start Date **Apr 22, 2011 11:30:59 AM CDT**Awarded Date **Not Yet Awarded**

B110141-NB--01-01 On-Site Commissioned Security Guard Services: Domestic Relations Office					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Vets Securing America [Ad]	First Offer - \$13.94	2700 / hour	\$37,638.00		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Diamond Detective Agency [Ad]	First Offer - \$14.28	2700 / hour	\$38,556.00	Y	Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Allegiance Security Group	<input checked="" type="checkbox"/> First Offer - \$14.84	2700 / hour	\$40,068.00		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Ameritex Guard Services [Ad]	First Offer - \$14.87	2700 / hour	\$40,149.00	Y	Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Kent Security of Texas, Inc	First Offer - \$15.00	2700 / hour	\$40,500.00		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Dennis Security and PProfessional Services, LLC	First Offer - \$15.21	2700 / hour	\$41,067.00		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Smith Protective Services	<input checked="" type="checkbox"/> First Offer - \$15.51	2700 / hour	\$41,877.00		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Arrow Security	First Offer - \$17.00	2700 / hour	\$45,900.00	Y	Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		

B110141-NB--01-02 On-Site Commissioned Security Guard Service: Counseling and Education Services					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Vets Securing America [Ad]	First Offer - \$13.94	494 / hour	\$6,886.36		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Diamond Detective Agency [Ad]	First Offer - \$14.28	494 / hour	\$7,054.32		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Allegiance Security Group	<input checked="" type="checkbox"/> First Offer - \$14.84	494 / hour	\$7,330.96		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Ameritex Guard Services [Ad]	First Offer - \$14.87	494 / hour	\$7,345.78		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Kent Security of Texas, Inc	First Offer - \$15.00	494 / hour	\$7,410.00		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Dennis Security and PProfessional Services, LLC	First Offer - \$15.21	494 / hour	\$7,513.74		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		
Smith Protective Services	<input checked="" type="checkbox"/> First Offer - \$15.51	494 / hour	\$7,661.94		Y
Product Code:			Supplier Product Code:		
Agency Notes:			Supplier Notes:		

Arrow Security	First Offer - \$17.00	494 / hour	\$8,398.00	Y	Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			

B110141-NB--01-03 On-Site Commissioned Security Guard Services: Gardner-Betts Juvenile Justice					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Vets Securing America [Ad]	First Offer - \$13.94	2080 / hour	\$28,995.20		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Diamond Detective Agency [Ad]	First Offer - \$14.28	2080 / hour	\$29,702.40		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Allegiance Security Group	<input checked="" type="checkbox"/> First Offer - \$14.84	2080 / hour	\$30,867.20		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Ameritex Guard Services [Ad]	First Offer - \$14.87	2080 / hour	\$30,929.60		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Dennis Security and PProfessional Services, LLC	First Offer - \$15.21	2080 / hour	\$31,636.80		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Smith Protective Services	<input checked="" type="checkbox"/> First Offer - \$15.51	2080 / hour	\$32,260.80		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Kent Security of Texas, Inc	First Offer - \$16.00	2080 / hour	\$33,280.00		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Arrow Security	First Offer - \$17.00	2080 / hour	\$35,360.00	Y	Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			

B110141-NB--01-04 On-Site Commissioned Security Guard Services: Adult Probation South Unit					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Vets Securing America [Ad]	First Offer - \$13.94	1248 / hour	\$17,397.12		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Diamond Detective Agency [Ad]	First Offer - \$14.28	1248 / hour	\$17,821.44		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Allegiance Security Group	<input checked="" type="checkbox"/> First Offer - \$14.84	1248 / hour	\$18,520.32		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Ameritex Guard Services [Ad]	First Offer - \$14.87	1248 / hour	\$18,557.76		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Dennis Security and PProfessional Services, LLC	First Offer - \$15.21	1248 / hour	\$18,982.08	Y	Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Kent Security of Texas, Inc	First Offer - \$16.00	1248 / hour	\$19,968.00		Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Arrow Security	First Offer - \$17.00	1248 / hour	\$21,216.00	Y	Y
Product Code:		Supplier Product Code:			
Agency Notes:		Supplier Notes:			
Smith Protective Services	<input checked="" type="checkbox"/> First Offer - \$23.75	1248 / hour	\$29,640.00		Y
Product Code:		Supplier Product Code:			

Agency Notes:	Supplier Notes:
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B110141-NB--01-05 On-Site Un-armed Security Guard Services: Mental Health Unit						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
Vets Securing America [Ad]	First Offer - \$11.24	2080 / hour	\$23,379.20			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Allegiance Security Group	<input checked="" type="checkbox"/> First Offer - \$12.14	2080 / hour	\$25,251.20			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Diamond Detective Agency [Ad]	First Offer - \$12.68	2080 / hour	\$26,374.40			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Arrow Security	First Offer - \$13.01	2080 / hour	\$27,060.80	Y		Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Dennis Security and PProfessional Services, LLC	First Offer - \$13.05	2080 / hour	\$27,144.00	Y		Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Smith Protective Services	<input checked="" type="checkbox"/> First Offer - \$13.43	2080 / hour	\$27,934.40			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Ameritex Guard Services [Ad]	First Offer - \$13.60	2080 / hour	\$28,288.00			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Kent Security of Texas, Inc.	First Offer - \$14.00	2080 / hour	\$29,120.00			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			

B110141-NB--01-06 On-Site Commissioned Security Guard Services: Adult Probation North Unit						
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
Vets Securing America [Ad]	First Offer - \$13.94	1248 / hour	\$17,397.12			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Diamond Detective Agency [Ad]	First Offer - \$14.28	1248 / hour	\$17,821.44			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Allegiance Security Group	<input checked="" type="checkbox"/> First Offer - \$14.84	1248 / hour	\$18,520.32			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Ameritex Guard Services [Ad]	First Offer - \$14.87	1248 / hour	\$18,557.76			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Kent Security of Texas, Inc.	First Offer - \$15.00	1248 / hour	\$18,720.00			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Dennis Security and PProfessional Services, LLC	First Offer - \$15.21	1248 / hour	\$18,982.08			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Arrow Security	First Offer - \$17.00	1248 / hour	\$21,216.00	Y		Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			
Smith Protective Services	<input checked="" type="checkbox"/> First Offer - \$23.75	1248 / hour	\$29,640.00			Y
Product Code:			Supplier Product Code:			
Agency Notes:			Supplier Notes:			

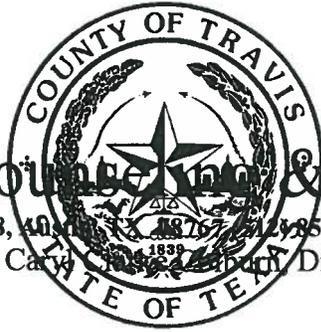
B110141-NB--01-07 Overtime Rate per Hour					
Supplier	Unit Price	Qty/Unit	Total Price	Attch.	Docs
Vets Securing America [Ad]	First Offer - \$19.51	1 / hour	\$19.51		Y
Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Diamond Detective Agency [Ad]	First Offer - \$20.70	1 / hour	\$20.70		Y
Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Allegiance Security Group	<input checked="" type="checkbox"/> First Offer - \$21.66	1 / hour	\$21.66		Y
Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Ameritex Guard Services [Ad]	First Offer - \$22.30	1 / hour	\$22.30		Y
Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Dennis Security and PProfessional Services, LLC	First Offer - \$22.82	1 / hour	\$22.82		Y
Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Kent Security of Texas, Inc	First Offer - \$23.00	1 / hour	\$23.00		Y
Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Smith Protective Services	<input checked="" type="checkbox"/> First Offer - \$23.26	1 / hour	\$23.26		Y
Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		
Arrow Security	First Offer - \$25.50	1 / hour	\$25.50		Y
Product Code: Agency Notes:			Supplier Product Code: Supplier Notes:		

Supplier Totals

Vets Securing America [Ad]	\$131,712.51 (7/7 items)
Bid Contact Jerry Gregory vsa@vetssecuringamerica.com Ph 800-441-1808	Address 10100 reunion Place suite 750 San Antonio, TX 78216
Agency Notes:	Supplier Notes:
Diamond Detective Agency [Ad]	\$137,350.70 (7/7 items)
Bid Contact Vicki Reynolds johnjordan@diamond-security.com Ph 800-999-6744	Address 1651 S. Halsted St. Chicago Heights, IL 60411
Agency Notes:	Supplier Notes:
Allegiance Security Group	\$140,579.66 (7/7 items)
Bid Contact Bruce Hoyt bruce.hoyt@allegiancesecurityteam.com Ph 813-289-8744 Fax 813-636-9037	Address 4905 W. Laurel Street Suite 301 Tampa, FL 33607
Agency Notes:	Supplier Notes:
Ameritex Guard Services [Ad]	\$143,850.20 (7/7 items)
Bid Contact Robert E. Marquis isf972@earthlink.net Ph 972-231-6395 Fax 972-231-6396	Address 100 N. Central Expressway, Suite 350 Richardson, TX 75080
Agency Notes:	Supplier Notes:
Dennis Security and PProfessional Services, LLC	\$145,348.52 (7/7 items)
Bid Contact Anthony Dennis adennis@dsaps.net Ph 512-916-4100	Address 2101 South IH 35, Suite 203 Austin, TX 78741
Qualifications HUB	

Bid Notes	Overtime rate per hour for armed security officers is \$22.82. Overtime rate per hour for the unarmed security officer position is \$19.58.	
Agency Notes:		Supplier Notes: Overtime rate per hour for armed security officers is \$22.82. Overtime rate per hour for the unarmed security officer position is \$19.58.
<u>Kent Security of Texas, Inc</u>		\$149,021.00 (7/7 items)
Bid Contact Scott Hart shart@kentsecurity.com Ph 903-851-1807	Address	13500 Midway Rd, Ste 207 Farmers Branch, TX 75244
Agency Notes:		Supplier Notes:
<u>Arrow Security</u>		\$159,176.30 (7/7 items)
Bid Contact Lee Cox pacman7705@gmail.com Ph 972-351-0570	Address	520 E. Yeagua Groesbeck, TX 76642
Qualifications TX		
Agency Notes:		Supplier Notes:
<u>Smith Protective Services</u>		\$169,037.40 (7/7 items)
Bid Contact Pat Byrne pbyrne@smithprotective.com Ph 512-467-2590	Address	1301 S. IH 35 #100 Austin, TX 78741
Agency Notes:		Supplier Notes:

**



Travis County Council and Education Services

P.O. Box 1748, Austin, TX 78767-1748; Phone 512-854-9540; Fax 854-9146

Caryl Colburn, Director

RECEIVED
TRAVIS COUNTY
2011 JUN -3 AM 9:22
PURCHASING
OFFICE

MEMORANDUM

DATE: June 1, 2011

TO: Nancy Barchus, Purchasing Office

 FROM: Teresa Goff, CES Program Manager

RE: **Bid for Solicitation B110141-NB, On-Site Commissioned Security Guard Services**

CC: Caryl Colburn, CES Director

CES has reviewed the **Bids for Solicitation B110141-NB, On-Site Commissioned Security Guard Services** Request and we recommend the lowest bidder that meets all the required qualifications.

The funding will be paid out of line item 001-4020-586-60-31 Other Purchased Services/Security Services.

If you need any additional information please do not hesitate to call me at 854-4133.

Thank you.

ADULT PROBATION DEPARTMENT

of Travis County

Central Unit	North Unit	Mental Health Unit	South Unit	SMART
411 W. 13 th Street, Suite 400 Austin, TX 78701 512-854-4600 512-854-4606 Fax	10409 Burnet Rd Austin, TX 78758 512-854-9775 512-854-4533 Fax	4920 IH 35 North Suite 110 Austin, TX 78751 512-854-1800 512-854-4612 Fax	4011 McKinney Falls Pkwy Suite 1300 Austin, TX 78744 512-854-CSCD (2723) 512-854-4612 Fax	3404 S FM 973 Del Valle, TX 78617 512-854-3150 512-247-5567 Fax



Mailing Address: PO Box 2245 Austin, Texas 78768-2245

www.co.travis.tx.us/AdultProbation

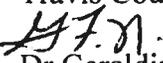
Voice Response System: 512-495-6563 or 1-800-451-3887

Dr. Geraldine Nagy, Director

Rosie Ramón-Durán, Assistant Director

MEMORANDUM

TO: Cyd Grimes
Travis County Purchasing Agent

FROM: 
Dr Geraldine Nagy, Director

DATE: June 7, 2011

SUBJECT: Review of Bids, B110141-NB, On-Site Security Guard Service

We have further reviewed the bid responses and the feedback you have provided. Based on that information, we accept the award to the low bidder, Vets Securing America.

Funding for Unarmed Guards at Mental Health: 032-3920-585-6031 V20PRO. Fund changes to 042 on September 1, 2011.

Funding for Armed Guards at Pct 2 and Pct 4: 001-3910-585-6031.

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT



ESTELA P. MEDINA
Chief Juvenile Probation Officer

ADMINISTRATIVE SERVICES
COURT SERVICES
DETENTION SERVICES
PROBATION SERVICES
RESIDENTIAL SERVICES
SUBSTANCE ABUSE SERVICES
DOMESTIC RELATIONS OFFICE
JUVENILE JUSTICE
ALTERNATIVE EDUCATION
PROGRAM

TO: Cyd Grimes
Purchasing Agent

FROM: *Estela P. Medina*
Estela P. Medina
Chief Juvenile Probation Officer

RE: IFB for On-Site Security Guard Services

DATE: June 9, 2011

Travis County Juvenile Probation Department has reviewed the bid tabulation for On-Site Security Guard Services. The department has selected Vet's Securing America, as the prospective vendor for providing these services. Vet's Securing America was the lowest bidder that met all the contract specifications.

The following details the line item being used for this contract.

001-4513-593-6031 (Gardner-Betts Juvenile Justice)
001-4560-593-6031 (Domestic Relations Office)

If you need additional information in order to proceed, please do not hesitate to contact me.

cc: Britt Canary
Scot Doyal
Sylvia Mendoza

EPM: sm



PI655I01

TRAVIS COUNTY
Account Balance Inquiry

6/09/11
13:54:49

Fiscal Year	:	2011
Account number	:	1-4020-586.60-31
Fund	:	001 GENERAL FUND
Department	:	40 TCCES
Division	:	20 SACA
Basic activity	:	58 CORRECTNS & REHABILITATN
Sub activity	:	6 TRAVIS CO COUNSELING CTR
Element	:	60 OTHER PURCHASED SERVICES
Object	:	31 SECURITY SERVICES
Budget	:	22,077
Encumbered amount	:	2,889.88
Pre-encumbered amount	:	.00
Expenditures	:	4,623.86
Total expenditures	:	7,513.74
Balance	:	14,563.26

Press Enter to continue.

F3=Exit F12=Cancel

PI655I01

TRAVIS COUNTY
Account Balance Inquiry

6/09/11
13:55:15

Fiscal Year	:	2011
Account number	:	32-3920-585.60-31
Fund	:	032 COMMUNITY SUPERV & CORR
Department	:	39 COMMUNITY SUPERV & CORR
Division	:	20 BASIC SUPERVISION
Basic activity	:	58 CORRECTNS & REHABILITATN
Sub activity	:	5 COMMUNITY SUPERV & CORR
Element	:	60 OTHER PURCHASED SERVICES
Object	:	31 SECURITY SERVICES
Budget	:	32,808
Encumbered amount	:	7,777.80
Pre-encumbered amount	:	.00
Expenditures	:	14,824.80
Total expenditures	:	22,602.60
Balance	:	10,205.40

Press Enter to continue.

F3=Exit F12=Cancel

PI655I01

TRAVIS COUNTY
Account Balance Inquiry

6/09/11
13:55:30

Fiscal Year :	2011
Account number :	1-3910-585.60-31
Fund :	001 GENERAL FUND
Department :	39 COMMUNITY SUPERV & CORR
Division :	10 COUNTY BUDGET
Basic activity :	58 CORRECTNS & REHABILITATN
Sub activity :	5 COMMUNITY SUPERV & CORR
Element :	60 OTHER PURCHASED SERVICES
Object :	31 SECURITY SERVICES
Budget :	28,768
Encumbered amount :	1,007.66
Pre-encumbered amount :	.00
Expenditures :	5,563.06
Total expenditures :	6,570.72
Balance :	22,197.28

Press Enter to continue.

F3=Exit F12=Cancel

PI655I01

TRAVIS COUNTY
Account Balance Inquiry

6/09/11
13:55:49

Fiscal Year	:	2011
Account number	:	1-4513-593.60-31
Fund	:	001 GENERAL FUND
Department	:	45 JUVENILE PROBATION
Division	:	13 FACILITY OPERATIONS
Basic activity	:	59 JUSTICE SYSTM (JUV SRVCS)
Sub activity	:	3 JUVENILE PROBATION
Element	:	60 OTHER PURCHASED SERVICES
Object	:	31 SECURITY SERVICES
Budget	:	51,235
Encumbered amount	:	7,185.46
Pre-encumbered amount	:	.00
Expenditures	:	38,016.85
Total expenditures	:	45,202.31
Balance	:	6,032.69

Press Enter to continue.

F3=Exit F12=Cancel

PI655I01

TRAVIS COUNTY
Account Balance Inquiry

6/09/11
13:56:02

Fiscal Year	:	2011
Account number	:	1-4560-593.60-31
Fund	:	001 GENERAL FUND
Department	:	45 JUVENILE PROBATION
Division	:	60 DOMESTIC RELATIONS
Basic activity	:	59 JUSTICE SYSTM (JUV SRVCS)
Sub activity	:	3 JUVENILE PROBATION
Element	:	60 OTHER PURCHASED SERVICES
Object	:	31 SECURITY SERVICES
Budget	:	36,129
Encumbered amount	:	4,192.93
Pre-encumbered amount	:	.00
Expenditures	:	21,719.88
Total expenditures	:	25,912.81
Balance	:	10,216.19

Press Enter to continue.

F3=Exit F12=Cancel



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Loren Breland, 854-4854

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve contract award for police motorcycles, IFB #B110180-LD, to the low bidder, Beaudry Motors, Inc.

Ø **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes. This contract will provide for the purchase of police motorcycles.

On March 21, 2011, IFB #B110180-LD was issued to 29 vendors. Three bids were received on May 16, 2011. TNR has reviewed the bids and recommends award of line item 1 to the low bidder Beaudry Motors, Inc. TNR is not recommending award for the optional radar, line item 2 at this time.

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

Ø **Contract-Related Information:**

Award Amount: \$67,196.13

Contract Type: Fixed Amount, One Time Purchase

Contract Period:

Ø **Solicitation-Related Information:**

Solicitations Sent: 29

Responses Received: 3

HUB Information:

% HUB Subcontractor:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

Ø **Funding Information:**

- Purchase Requisition 527689 in H.T.E.:
- Funding Account(s): 521-4996-803-8020
- Comments:

Ø **Points of Contact:**

Department: TNR, Steven M. Manilla, P.E., County Executive, Mike Joyce, Christina Jensen, 854-9383

County Attorney: John Hille

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spataro and Jose Palacios

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



RECEIVED
TRAVIS COUNTY
2011 JUN 17 PM 3:31
PURCHASING
OFFICE

TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

411 West 13th Street
Executive Office Building, 11th Floor
P. O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

June 3, 2011

MEMORANDUM

TO: Cyd Grimes, County Purchasing Agent
Carol B. Grimes for
FROM: Steven M. Manilla, P.E., County Executive
SUBJECT: Award of Bid, IFB #B110180-LD, Police Motorcycles

TNR has reviewed the above referenced bids and recommends award of item 1-01 to Beaudry Motors, Inc. Item 01-02 will not be awarded.

The commodity/sub-commodity code for motorcycles is 070/012 and the budget line item is 521-4996-803-8020.

If you need additional information, please contact Christina Jensen at 854-7670.

[Signature]
CJ:SMM:cj
Contract File

GM200I13

TRAVIS COUNTY

6/10/11
08:36:00

Fiscal Year 2011

Account Balance Inquiry

Project Req'd

Account number . . . : 521-4996-803.80-20
 Fund : 521 CERT OF OBLIG 2011-T/E
 Department : 49 TNR (TRANS & NATRL RESRC)
 Division : 96 CAR VEHICLE CENTRAL
 Activity basic : 80 CAPITAL PROJECTS
 Sub activity : 3 PUBLIC SAFETY (LAW ENF)
 Element : 80 CAPITAL EQMT
 Object : 20 AUTOMOBILES & TRUCKS

Original budget :	0	
Revised budget :	1,053,091	06/02/2011
Actual expenditures - current . . . :	.00	
Actual expenditures - ytd :	.00	
Unposted expenditures :	.00	
Encumbered amount :	146,680.45	
Unposted encumbrances :	.00	
Pre-encumbrance amount :	.00	
Total expenditures & encumbrances:	146,680.45	13.9%
Unencumbered balance :	906,410.55	86.1

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

PI625I02

**TRAVIS COUNTY
Purchase Requisition**

6/10/11
07:55:46

Number : 0000527689
 Type : 1 PURCHASE REQUISITION
 Status : AUDITOR APPROVAL
 Reason : PRE-ENCUMBER FOR SOLICITATION
 By : CHRISTINA JENSEN 854-9383
 Date : 4/01/11
 Vendor : UNKNOWN
 Contract nbr :
 Ship to : 2T EAST SVC CTR/FLEET/ED 2T
 Deliver by date : 4/30/11
 Buyer :
 Fiscal year code . . . : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description
1	3.00	EA	POLICE MOTORCYCLES WITH OPTIONAL RADAR

COMMENTS EXIST

F3=Exit F7=Alternate view
 F10=Approval info F12=Cancel F20=Comments

Total: 85500.00
 F9=Print



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Mike Long/44850

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Consider and take appropriate action on Memorandum of Understanding with the Council on Sex Offender Treatment (CSOT) to house sex offenders at the Travis County Correctional Complex.

- Ø **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

When the Council on Sex Offender Treatment determines that a person should be housed at the Travis County Correctional Complex (TCCC) and the Judge having jurisdiction over the case has approved housing in writing, the Sheriff will accept such person for housing. The TCCC shall provide housing, meals, and other usual services as long as the client abides by all rules, regulations, and policies of the TCCC. This is a revenue generating contract.

The County has been providing these services through a Memorandum of Understanding (MOU) since 2005 at a cost of \$48.00 per client.

Court approved a new MOU to continue these services for a two year period, September 1, 2009 through August 31, 2011, at a per diem rate of fifty (50.00) dollars per client.

Approval of this MOU will allow these services to continue for another two year period beginning September 1, 2011 through August 2013.

Ø **Contract-Related Information:**

Award Amount: N/A

Contract Type: Revenue Generating

Contract Period: September 1, 2011 through August 31, 2013

Ø **Funding Information:**

Purchase Requisition in H.T.E.:

Funding Account(s):

Comments: Revenue Generating

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
COUNCIL ON SEX OFFENDER TREATMENT
AND
TRAVIS COUNTY SHERIFF'S DEPARTMENT**

This Memorandum of Understanding ("MOU") is effective as of September 1, 2011, by and between the Council on Sex Offender Treatment ("CSOT") and the Travis County Sheriff's Department.

WHEREAS, CSOT has entered into this MOU to spot purchase bed space in "community residential facilities" (Halfway Houses and Work Release Programs) for sex offenders who have been civilly committed pursuant to Title 11, Health and Safety Code, Chapter 841.

NOW THEREFORE, in consideration of the premises and terms and conditions hereinafter set forth, the Travis County Sheriff's Department, Austin, Texas and CSOT agree as follows:

1. When the CSOT determines that a person who has been civilly committed pursuant to Chapter 841 of the Health & Safety Code should be housed at the Travis County Correctional Complex and the judge having jurisdiction over the civil commitment case has approved such housing in writing, the Sheriff will accept such person for housing at the Travis County Correctional Complex, subject to the terms and conditions stated herein. All persons housed pursuant to this MOU shall be residents of Travis County unless otherwise agreed by the Travis County Sheriff. No person shall be delivered to the Travis County Correctional Complex for housing pursuant to this MOU without the prior written approval of the Travis County Sheriff or designee.
2. Travis County Correctional Complex shall provide housing, meals, and other usual services to CSOT clients. CSOT clients will be responsible for the costs incurred related to medical or health care treatment provided outside of Travis County Correctional Complex. CSOT and Sheriff/Travis County expressly acknowledge and agree that if a person housed pursuant to this MOU is hospitalized or requires medical care away from the Travis County Correctional Complex for any reason, the person shall no longer be considered housed at the Travis County Correctional Complex pursuant to this MOU, and the Sheriff/Travis County shall have no further responsibility with regard to such person pursuant to this MOU. In the event that Travis County incurs any expenses as a result of hospitalization or medical treatment relating to a person placed in the Travis County Correctional Complex pursuant to this MOU, the CSOT agrees to promptly reimburse Travis County for documented expenses related to said treatment or hospitalization of the person.
3. Sheriff shall have no obligation to provide any services to persons covered by the MOU while they are outside of the Travis County Correctional Complex. CSOT

shall be responsible for the transportation of the client to all related civil commitment proceedings and treatment.

4. CSOT clients shall abide by all rules, regulations, and policies of the Travis County Correctional Complex applicable to all residents therein. If a client engages in unacceptable or illegal behavior, the client will be subject to a 3rd degree felony pursuant to Title 11, Health and Safety Code, Section 841.085.
5. Travis County Correctional Complex shall notify the Case Manager, DPS, or CSOT immediately (verbally or in writing) if a client fails to abide by all the rules, regulations, and policies of the Travis County Correctional Complex. All residential costs incurred by Civil Commitment clients shall be paid by CSOT.
6. Sheriff shall have the right to refuse to accept any person if the Sheriff, in his sole discretion, determines that the person should not be housed at the Travis County Correctional Complex pursuant to this MOU. If Travis County Correctional Complex determines that a client should no longer be housed at the facility, CSOT shall remove the client from the facility as soon as is reasonably possible. Travis County agrees to provide reasonable written notice so CSOT may secure an alternate residential facility and appropriate court order.
7. Travis County shall be responsible for maintaining accurate and complete records and these records shall not be disclosed unless subject to the Open Records Act to any person other than the authorized CSOT staff and Case Management Team. Records shall include but are not limited to the date and time of arrival at the facility and discharge from the facility.
8. CSOT shall be responsible for obtaining and paying for all programs it requires for its clients, other than programs otherwise provided by the Travis County Correctional Complex.
9. CSOT shall bear responsibility for the supervision of persons covered by this MOU while they are outside the Travis County Correctional Complex.
10. Either party may terminate this MOU for any reason by giving the other party thirty (30) days prior written notice of termination as follows:

TRAVIS COUNTY CORRECTIONAL COMPLEX

ATTN: Greg Hamilton, Sheriff
Sheriff of Travis County
P.O. Box 1748
Austin, TX 78767

COUNCIL ON SEX OFFENDER TREATMENT

ATTN: Allison Taylor
Executive Director
1100 W. 49th Street
Austin, TX 78756-3183
Work (512) 834-4530

11. The Council agrees to pay the Travis County Correctional Complex a per diem rate of fifty (\$50.00) dollars per client for housing, food, and any other services

agreed upon by both parties in writing. This MOU may only be modified by a written agreement executed by both parties.

- 12. The facility shall invoice CSOT monthly for services rendered pursuant to this MOU. Invoices shall be submitted to CSOT within twenty (20) days after the last day of the calendar month in which services were rendered. Invoices shall be mailed to the following address:

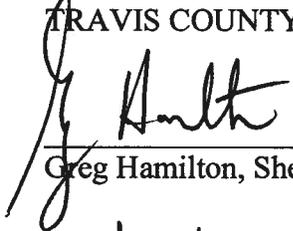
Texas Department of State Health Services
 Attention: Council on Sex Offender Treatment
 1100 West 49th Street
 Austin, TX 78756-3138

- 13. This MOU may be renewed for a period of two (2) years if both parties agree in writing.

- 14. This MOU, if not terminated by the parties sooner, will terminate on August 31, 2013.

This Memorandum of Understanding is hereby approved as of the date first written above.

TRAVIS COUNTY



 Greg Hamilton, Sheriff

5/25/11

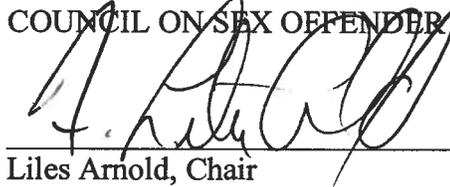
 Date

TRAVIS COUNTY

 Sam Biscoe, County Judge

Date: _____

COUNCIL ON SEX OFFENDER TREATMENT



 Liles Arnold, Chair

6-3-11

 Date

TRAVIS COUNTY

 Cyd V. Grimes C.P.M.
 Travis County Purchasing Agent

Date: _____

Mike Long - Fwd: RE: MOU renewal

From: Darren LONG
To: Jim Connolly; Mike Long
Date: 5/23/2011 3:50 PM
Subject: Fwd: RE: MOU renewal
CC: Cyd Grimes; Travis Gatlin
Attachments: RE: MOU renewal

Jim & Mike,

This is the renewal MOU for housing Civil Commitments folks at TCCC. Please review and then we'll proceed with getting everyone's signatures.

Thanks Darren

Major Darren Long
Travis County Sheriff's Office
5555 Airport Blvd.
Austin, Tx. 78752
512-854-9348
Fax# 512 854-8490



Travis County Commissioners Court Agenda Request

21

Meeting Date: 6/14/2011, 9:00 AM, Voting Session

Prepared By/Phone Number: Elizabeth Corey, Purchasing Office, 854-9853

Elected/Appointed Official/Dept. Head: Cyd Grimes, Purchasing Agent

Commissioners Court Sponsor: Judge Samuel T. Biscoe

REQUESTED ACTION: Approve Modification No. 1 to Contract No. PS100284EC, The Law Office of Randy Leavitt, for litigation services.

- Ø **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.
- Ø Through this contract, Randy T. Leavitt, Esq., of The Law Office of Randy T. Leavitt, is providing outside legal services in support of the case styled Jane Doe v. Richard Furs in Federal District Court. Mr. Leavitt has subcontracted a portion of the work to Michael Burnett, Esq.
- Ø The not-to-exceed contract amount of \$50,000 included \$25,000 for legal services, and \$25,000 for reasonable out-of-pocket expenses, e.g., travel, document reproduction, and witness fees.
- Ø This Modification No. 1 adds \$35,000 to the legal services portion, due to the need for additional discovery work. The new not-to-exceed amount is \$85,000.
- Ø **Contract Expenditures:** Since August 3, 2010, \$20,440.91 has been spent against this contract/requirement.
- Ø **Contract-Related Information:**
 - Award Amount: Not-to-Exceed \$50,000
 - Contract Type: Professional Services
 - Contract Period: August 3, 2010 – September 30, 2011
- Ø **Contract Modification Information:**
 - Modification Amount: \$85,000

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

Modification Type: Bilateral

Modification Period: August 3, 2010 – September 30, 2011

Ø **Solicitation-Related Information: Not Applicable**

Solicitations Sent:

Responses Received:

HUB Information:

% HUB Subcontractor:

Ø **Special Contract Considerations: Not Applicable**

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

Ø **Funding Information:**

Purchase Requisition in H.T.E.: 532281

Funding Account(s): 961 A50 00069

Comments:

Ø **Points of Contact:**

Department: County Attorney's Office, Risk Management

County Attorney: John Hille

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spataro and José Palacios

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

DAVID A. ESCAMILLA
COUNTY ATTORNEY

STEPHEN H. CAPELLE
FIRST ASSISTANT

JAMES W. COLLINS
EXECUTIVE ASSISTANT

314 W. 11TH, STREET
GRANGER BLDG., SUITE 420
AUSTIN, TEXAS 78701

P. O. BOX 1748
AUSTIN, TEXAS 78767

(512) 854-9513
FAX: (512) 854-4808



TRANSACTIONS DIVISION

JOHN C. HILLE, JR., DIRECTOR †

BARBARA J. WILSON

MARY ETTA GERHARDT

TAMARA ARMSTRONG

JAMES M. CONNOLLY

TENLEY A. ALDREDGE

DANIEL BRADFORD

† Member of the College
of the State Bar of Texas

May 13, 2011

Ms. Elizabeth Corey
Purchasing Office
P.O. Box 1748
Austin, Texas 78767

Re: Contract with Randy Leavitt; PS100284EC; Our File No. 270.11

Dear Elizabeth:

The Contractor has updated us on the status of the legal proceeding for which he is attorney of record. The discovery work in the case will require raising the cost not-to-exceed \$35,000. Please arrange for the Contractor to execute a modification, and process it for Commissioners Court consideration. The funding source remains Risk Management.

Sincerely,

A handwritten signature in blue ink, appearing to read "John C. Hille, Jr.", is written over the typed name and title. The signature is stylized and cursive.

John C. Hille, Jr.
Assistant County Attorney

cc: Sherine Thomas, Director, Litigation Division

MinuteTraq ID #4243 4290

MODIFICATION OF CONTRACT NO. PS100284EC – Litigation Services		Page 1 of 1
ISSUED BY: Travis County Purchasing Office 314 West 11th Street, Room 400 Austin, Texas 78701	PURCHASING AGENT ASST: Elizabeth Corey TELEPHONE: 512-854-9853 FAX: 512-854-9185	DATE PREPARED: May 16, 2011
ISSUED TO: The Law Office of Randy Leavitt 1301 Rio Grande Austin, Texas 78701	MODIFICATION NO.: 1	EXECUTED DATE OF ORIGINAL CONTRACT: August 17, 2010
ORIGINAL CONTRACT TERM DATES: August 3, 2010 – September 30, 2011		CURRENT CONTRACT TERM DATES: August 3, 2010 – September 30, 2011
FOR TRAVIS COUNTY INTERNAL USE ONLY: Original Contract Amount: \$50,000 Current Modified Amount \$85,000		
<p>DESCRIPTION OF CHANGES: The above-referenced contract is hereby modified to reflect the changes below. Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.</p> <p>Travis County and The Law Office of Randy Leavitt wish to increase the not-to-exceed contract amount of Contract No. PS100284EC as indicated below:</p> <p>Section 4.1, "Contract Funds Amount," will change from an amount for legal services that is not to exceed \$25,000 to an amount not to exceed \$60,000, an increase of \$35,000.</p> <p>The amount allocated for out-of-pocket expenses, \$25,000, remains the same. The total not-to-exceed amount of the contract will be \$85,000.</p> <p>The Contract is amended according to the terms of the attachment to this Modification, all of which is hereby made a part of the Contract and constitutes promised performances by the Contractor in accordance with all terms of the Contract, as amended.</p>		
<p>Contractor: Complete your portion of the signature block below on all originals and return all signed originals to Travis County. A fully-executed original will be returned to you for your records.</p>		
LEGAL BUSINESS NAME: <u>DAN Office of Randy T. Leavitt</u> BY: <u>Randy Leavitt</u> SIGNATURE <u>RANDY Leavitt</u> PRINT NAME TITLE: <u>OWNER</u> ITS DULY AUTHORIZED AGENT	<input type="checkbox"/> DBA <input type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER DATE:	
TRAVIS COUNTY, TEXAS BY: <u>MS</u> CYD W. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT		DATE:
TRAVIS COUNTY, TEXAS BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE		DATE:



Item #:

Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/11

Prepared By/Phone Number: Michael Hettenhausen/854-7563

Department Head/Title: Anna Bowlin/Division Director of Development Services

AB

Elected/Appointed Official: Steven M. Maxilla, P.E., County Executive-TNR

Sponsoring Commissioner: Commissioner Karen Huber Precinct Three
or County Judge

AGENDA LANGUAGE: Consider and take appropriate action on a plat for recording in Precinct Three: Revised Plat of Lot 6 and 7, Block Q of Lake Pointe, Phase 1B and Lot 7A Block Q of Lake Pointe Phase 1-E Subdivision (Revised Plat - Two lots - 0.61 Acre - Norco Drive).

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

This revised plat reconfigures two single family lots with an adjacent vacant lot to make the single family lots larger for a total of 0.61 acre. There is no fiscal security or parkland fees required for this revised plat. Water and waste water services are provided by the Lower Colorado River Authority.

STAFF RECOMMENDATIONS:

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

ISSUES AND OPPORTUNITIES:

As part of the requirements of revising a plat in Travis County, a notice of public hearing sign was posted at the property on May 18, 2011, announcing the date, time, and location of the public hearing. As of this date, no inquiries have been received.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

EXHIBITS/ATTACHMENTS:

- Existing Plats
- Proposed Plat
- Location Map
- Precinct Map
- Photographs of public notice sign
- Affidavit of public notice sign posting

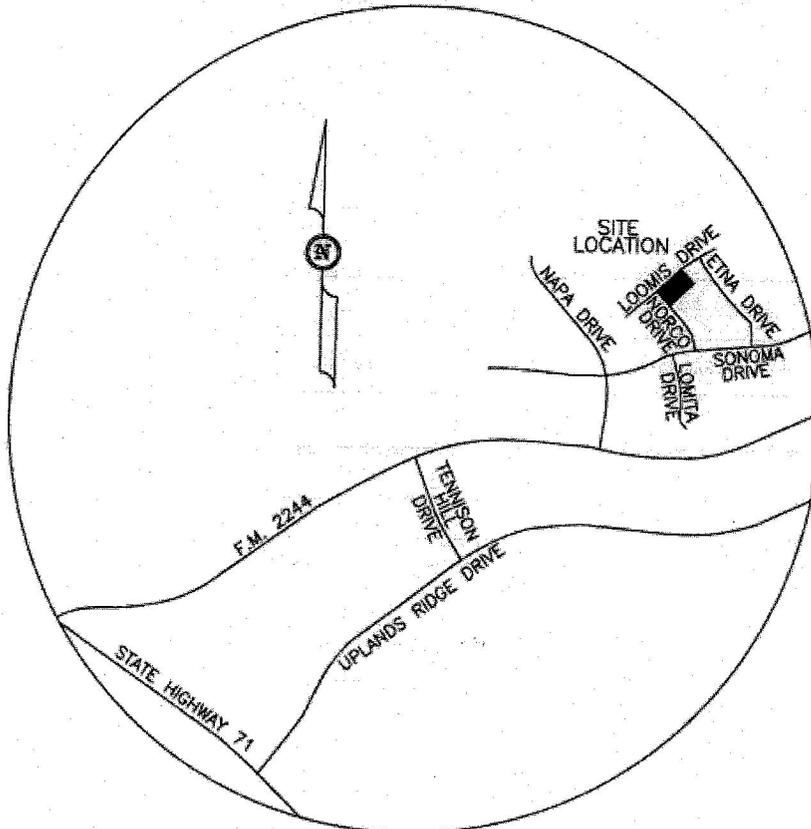
REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

CC:

MH:AB:
1105 -

Location Map
Revised Plat Of Lots 6 And 7, Block Q Of Lake Pointe Phase 1B
And Lot 7a Block Q Of Lake Pointe Phase 1-E Subdivision



VICINITY MAP
NOT TO SCALE

LAKE POINTE PHASE 1B

Vol. 06 Page 20
PLAT RECORD, TRAVIS COUNTY, TEXAS



SCALE: 1" =

0.0721 ACRE

E.C. GAINES
SURVEY No. 76

WEST TRAVIS COUNTY MUD NO. 3
PROCEEDINGS IN EMINENT DOMAIN, CAUSE NO. 2184
PROBATE COURT NO 1, TRAVIS
COUNTY FILED FEB. 13, 1995

0.0800 ACRE

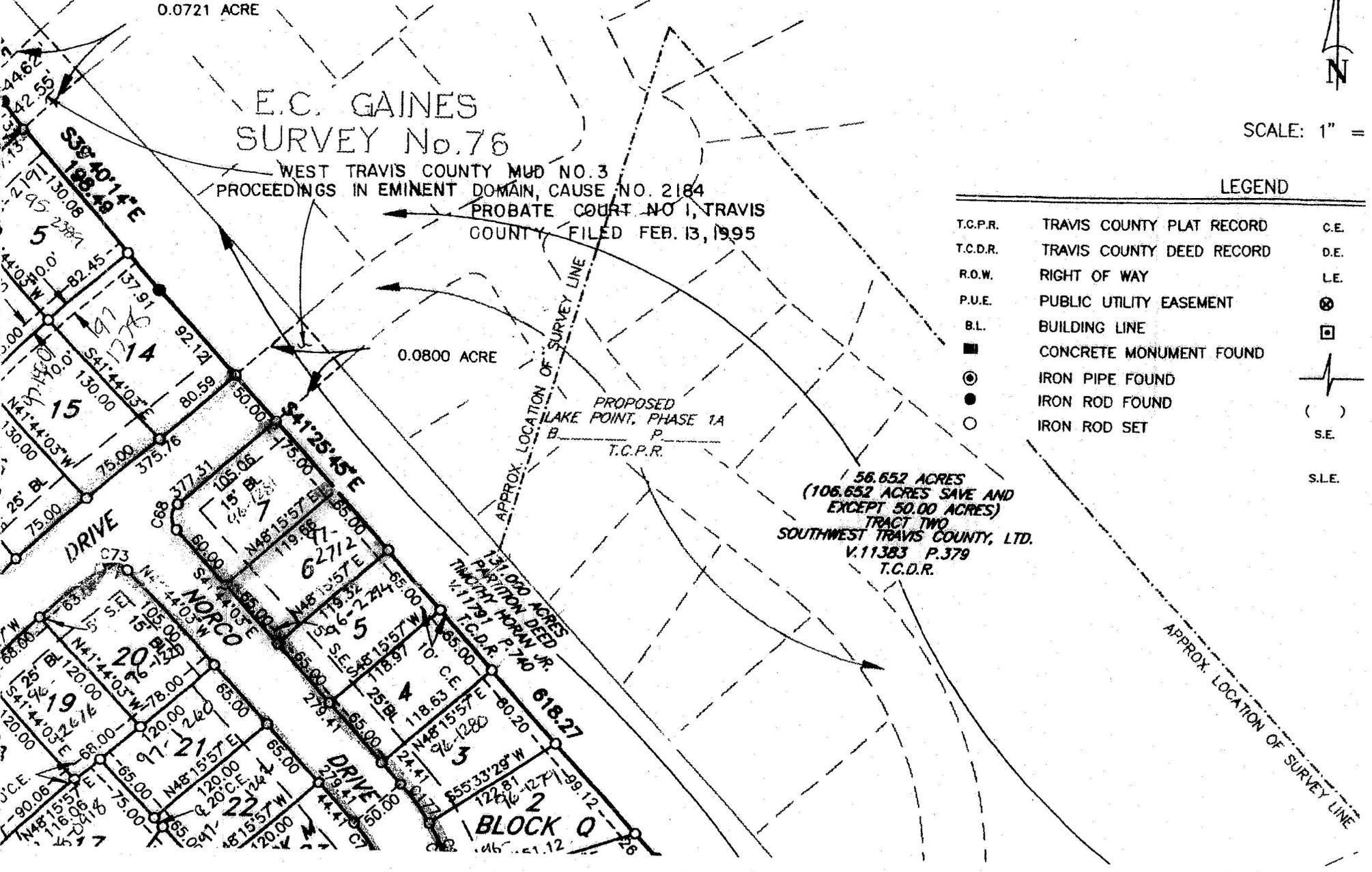
APPROX. LOCATION OF SURVEY LINE

PROPOSED
LAKE POINTE, PHASE 1A
P.
T.C.P.R.

56.652 ACRES
(106.652 ACRES SAVE AND
EXCEPT 50.00 ACRES)
TRACT TWO
SOUTHWEST TRAVIS COUNTY, LTD.
V. 11383 P. 379
T.C.D.R.

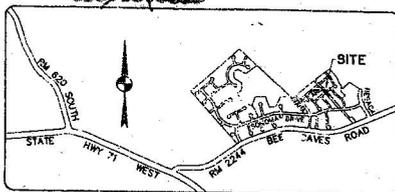
LEGEND

T.C.P.R.	TRAVIS COUNTY PLAT RECORD	C.E.
T.C.D.R.	TRAVIS COUNTY DEED RECORD	D.E.
R.O.W.	RIGHT OF WAY	L.E.
P.U.E.	PUBLIC UTILITY EASEMENT	⊗
B.L.	BUILDING LINE	□
■	CONCRETE MONUMENT FOUND	
⊙	IRON PIPE FOUND	
●	IRON ROD FOUND	
○	IRON ROD SET	
()		S.E.
		S.L.E.



APPROX. LOCATION OF SURVEY LINE

LAKE POINTE PHASE 1-E



VICINITY MAP
N.T.S.

VOL. 161 PAGE 98
PLAT RECORD, TRAVIS COUNTY, TEXAS

FELDNOTE DESCRIPTION

OF A 0.511 ACRE TRACT OUT OF THE E. C. GAINES SURVEY NO. 76, SITUATED IN TRAVIS COUNTY, TEXAS, BEING A PORTION OF THAT 1.7248 ACRE TRACT CONVEYED TO BON TERRE-B, LTD. BY DEED RECORDED IN VOLUME 12820, PAGE 378, OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS SAID 0.511 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 1/2 INCH IRON ROD FOUND IN THE WESTERLY LINE OF SAID 1.7248 ACRES BEING THE COMMON EASTERLY CORNER OF LOT 5 AND LOT 6, BLOCK "O", LAKE POINTE PHASE 1A, A SUBDIVISION OF RECORD IN BOOK 95, PAGE 18, OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS FOR THE SOUTHWESTERLY CORNER HEREOF;

THENCE N41°23'45"W, ALONG THE WESTERLY LINE OF SAID 1.7248 ACRES BEING THE EASTERLY LINE OF LOT 6 AND LOT 7 OF SAID BLOCK "O", PASSING AT A DISTANCE OF 140.00 FEET A 1/2 INCH IRON ROD FOUND IN THE SOUTHERLY LINE OF LOOMIS DRIVE (50' R.O.W.) BEING THE EASTERLY TERMINUS THEREOF, AND AGAIN PASSING AT A DISTANCE OF 180.00 FEET A 1/2 INCH IRON ROD FOUND IN THE NORTHERLY LINE OF LOOMIS DRIVE BEING THE SOUTHEASTERLY CORNER OF SAID LOT 14, BLOCK "O" OF SAID LAKE POINTE PHASE 1B, AND CONTINUING ALONG THE EASTERLY LINE OF LOT 14 BEING THE WESTERLY LINE OF SAID 1.7248 ACRES FOR A TOTAL DISTANCE OF 282.24 FEET TO A 1/2 INCH IRON ROD FOUND FOR AN ANGLE POINT IN THE EASTERLY LINE OF SAID LOT 14 SAME BEING THE WESTERLY LINE OF SAID 1.7248 ACRES;

THENCE, N39°40'14"W, ALONG THE WESTERLY LINE OF SAID 1.7248 ACRES BEING THE EASTERLY LINE OF SAID LOT 14, A DISTANCE OF 37.88 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE COMMON EASTERLY CORNER OF LOT 5 AND LOT 14, BLOCK "O", LAKE POINTE PHASE 1B BEING IN THE WESTERLY LINE OF SAID 1.7248 ACRES AND THE NORTHWESTERLY CORNER HEREOF;

THENCE, N48°20'42"E, OVER AND ACROSS SAID 1.7248 ACRES, A DISTANCE OF 87.48 FEET TO A 1/2 INCH IRON ROD SET IN EASTERLY LINE OF SAID 1.7248 ACRES BEING THE COMMON WESTERLY CORNER OF LOT 6 AND LOT 13, BLOCK "O", LAKE POINTE PHASE 1A, A SUBDIVISION OF RECORD IN BOOK 95, PAGE 18, OF SAID PLAT RECORDS AND THE NORTHEASTERLY CORNER HEREOF;

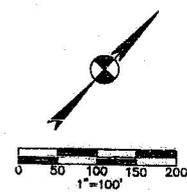
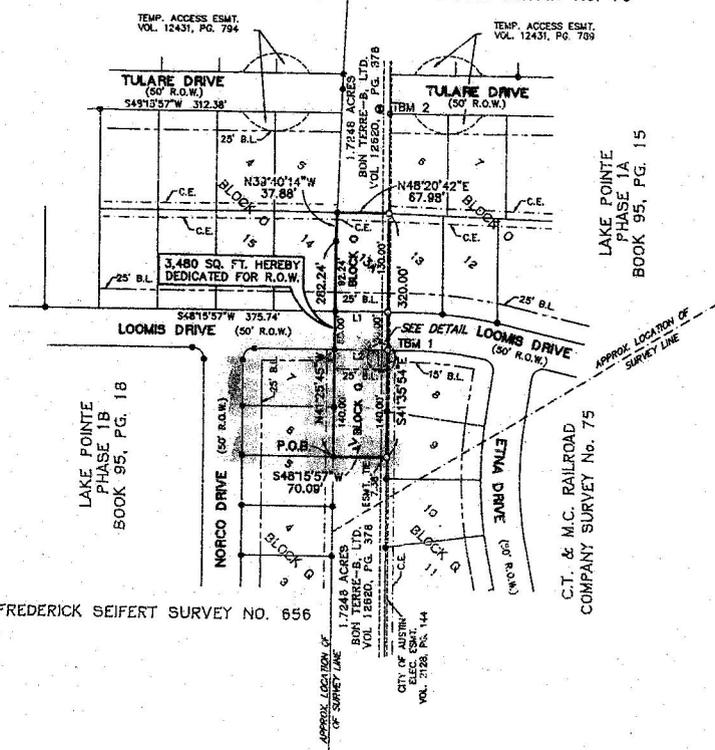
THENCE, S41°35'54"E, ALONG THE WESTERLY LINE OF SAID LOT 13, PASSING AT A DISTANCE OF 130.00 FEET A 1/2 INCH IRON ROD SET IN THE NORTHERLY LINE OF LOOMIS DRIVE AT THE WESTERLY TERMINUS THEREOF, BEING THE SOUTHWESTERLY CORNER OF SAID LOT 13, AND CONTINUING ALONG THE EASTERLY LINE OF SAID 1.7248 ACRES BEING THE WESTERLY LINE OF TULARE DRIVE, AND AGAIN PASSING AT A DISTANCE OF 180.00 FEET A 1/2 INCH IRON ROD SET IN THE SOUTHERLY LINE OF LOOMIS DRIVE AT THE WESTERLY TERMINUS THEREOF AND BEING THE NORTHWESTERLY CORNER OF LOT 8, BLOCK "O" OF SAID LAKE POINTE PHASE 1A, AND AGAIN CONTINUING ALONG THE EASTERLY LINE OF SAID 1.7248 ACRES FOR A TOTAL DISTANCE OF 320.00 FEET TO A 1/2 INCH IRON ROD FOUND IN THE WESTERLY LINE OF LOT 8 BLOCK "O" OF SAID LAKE POINTE 1A FOR THE SOUTHEASTERLY CORNER HEREOF;

THENCE, S48°15'57"W, OVER AND ACROSS SAID 1.7248 ACRES, A DISTANCE OF 70.00 FEET TO THE POINT OF BEGINNING, CONTAINING AN AREA OF 0.511 ACRES (22,258 SQ. FT.), MORE OR LESS, WITHIN THESE METES AND BOUNDS.

PHOTOGRAPHIC MEASUREMENT
15800 5/11/11

SHEET
1
OF 2

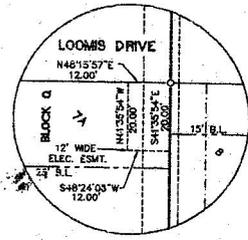
E. C. GAINES SURVEY No. 76



- LEGEND**
- 1/2" IRON ROD FOUND
 - 1/2" IRON ROD SET
 - ⊙ IRON PIPE FOUND
 - C.E. 10' CONSERVATION EASEMENT
 - B.L. BUILDING SETBACK LINE
 - P.O.B. POINT OF BEGINNING

BENCHMARKS

- BM 1 COTTON SPINDLE IN THE PROJECTED SOUTHEASTERLY LINE OF LOOMIS DRIVE BETWEEN LOT 7, BLOCK "O" OF LAKE POINTE PHASE 1B AND LOT 6, BLOCK "O", OF LAKE POINTE PHASE 1A, (AS SHOWN)
ELEV. = 873.91
- BM 2 COTTON SPINDLE IN THE PROJECTED SOUTHEASTERLY LINE OF TULARE DRIVE BETWEEN LOT 6, BLOCK "O" OF LAKE POINTE PHASE 1B AND LOT 6, BLOCK "O" OF LAKE POINTE PHASE 1A, (AS SHOWN)
ELEV. = 877.92



ELECTRIC EASEMENT DETAIL
(NOT TO SCALE)

No.	Description	Distance
L1	S48°15'57"W	89.53
L2	S48°15'57"W	89.97

LOT	BLOCK	AREA
14A	00	0.205 AC.
14	A	0.225 AC.
R.O.W.	0	0.080 AC.
TOTAL 2 LOTS = 0.511 ACRES		

NAME	LENGTH
LOOMIS DRIVE	# 70'

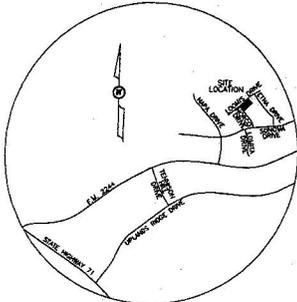
LAKE POINTE PHASE 1-E

DATE: JANUARY, 1997
PREPARED BY:

Bury+Pittman, Inc.
Consulting Engineers and Surveyors
Austin, Texas Tel 512/328-0011 Fax 512/328-0325
© Copyright 1997 Bury+Pittman, Inc.

File: 11-07181021-1400375L.dwg Drawn by: PMS Approved by: J.S.B. Project No.: 716-03-30 Pl. No.: 91-0181040

**REVISED PLAT OF LOT 6 AND 7, BLOCK "Q"
OF LAKE POINTE, PHASE 1B AND LOT 7A,
BLOCK "Q" OF LAKE POINTE, PHASE 1-E**



VICINITY MAP
NOT TO SCALE

**TRAVIS COUNTY
CONSUMER PROTECTION NOTICE
FOR HOMEBUYERS**

**IF YOU ARE BUYING A LOT OR HOME, YOU SHOULD
DETERMINE WHETHER IT IS INSIDE OR OUTSIDE THE CITY
LIMITS.**

**DEPENDING ON STATE LAW AND OTHER FACTORS, LAND
OUTSIDE THE CITY LIMITS MAY BE SUBJECT TO FEWER
LOCAL GOVERNMENT CONTROLS OVER THE DEVELOPMENT
AND USE OF LAND THAN INSIDE THE CITY LIMITS.**

**BECAUSE OF THIS, LOCAL GOVERNMENT MAY NOT BE ABLE
TO RESTRICT THE NATURE OR EXTENT OF DEVELOPMENT
NEAR THE LOT OR HOME NOR PROHIBIT NEARBY LAND USES
THAT ARE INCOMPATIBLE WITH A RESIDENTIAL
NEIGHBORHOOD.**

**THIS CAN AFFECT THE VALUE OF YOUR PROPERTY.
TRAVIS COUNTY REQUIRES THIS NOTICE TO BE PLACED ON
SUBDIVISION PLATS. IT IS NOT A STATEMENT OR
REPRESENTATION OF THE OWNER OF THE PROPERTY, THE
SUBDIVIDER, OR THEIR REPRESENTATIVES.**

RECEIVED

MAY 23 2011

TNR



TRANSPORTATION AND NATURAL RESOURCES

STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

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

AFFIDAVIT OF POSTING

**TO: County Judge
County Commissioners
Travis County, Texas**

A Public Notice of Plat Revision sign was posted on May 18, 2011, at the intersection of Loomis Drive at Norco Drive at a point as near as practical to the area being revised, and was also posted at the Travis County Courthouse.

CERTIFIED THIS THE 20 DAY OF May, 2011.

SIGNATURE: Jaime Garcia

NAME (PRINT): Jaime Garcia

TITLE: TNR/R&B Supervisor



NOTICE OF PUBLIC HEARING

**JUNE 21, 2011 AT 9:00 AM
REVISED PLAT**

REVISED PLAT

**LOTS 6 AND 7 BLOCK Q PHASE 1B
AND LOT 7A BLOCK Q PHASE 1E
THREE LOTS INTO TWO LOTS
PRECINCT 3**

**AT THE TRAVIS COUNTY
COMMISSIONERS COURTROOM
314 WEST 11th STREET
(FIRST FLOOR), AUSTIN
FOR MORE INFORMATION CALL: 854-7563**

148516 02
07 07 2011



**NOTICE OF
PUBLIC HEARING**

**JUNE 21, 2011 AT 9:00 AM
REVISED PLAT**

REVISED PLAT

**LOTS 6 AND 7 BLOCK Q PHASE 1B
AND LOT 7A BLOCK Q PHASE 1E
THREE LOTS INTO TWO LOTS
PRECINCT 3**

**AT THE TRAVIS COUNTY
COMMISSIONERS' COURTROOM
314 WEST 11th STREET
(FIRST FLOOR), AUSTIN
FOR MORE INFORMATION CALL: 854-7563**



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/11

Prepared By/Phone Number: Tim Pautsch 854-7689

Division Director/Manager: Anna Bowlin *AB*

Department Head: Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Member: Commissioner Eckhardt, Precinct Two

AGENDA LANGUAGE: Consider and take appropriate action on a Cash Security Agreement with Highland Homes, Austin for sidewalk fiscal for Commons at Rowe Lane IIA Lot 25 Block O in Precinct Two.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The form of the Cash Security Agreement is from the Standards for Construction of Streets and Drainage in Subdivisions that were in place before August 28, 1997.

STAFF RECOMMENDATIONS:

Highland Homes, Ltd., proposed to use this Cash Security Agreement, as follows: Phase IIA, Lot 25, Block O, \$780.00, Permit #11-0986, to post sidewalk fiscal where the sidewalks have not been completed in this subdivision.

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

There are no budgetary and/or fiscal impacts as this is fiscal posted for a development.

REQUIRED AUTHORIZATIONS:

CM

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Stacey Scheffel <i>(SS)</i>	On-Site Sewage Fac Program Mgr	TNR	854-7565
Anna Bowlin	Engineering Svcs Div Dir	TNR	854-7561

CC:

Tim Pautsch	Engineering Specialist	TNR	854-7689

--	--	--	--

TP:AB:tp

1101 - Development Services - Commons at Rowe Lane IIA

§ 82,1006. EXHIBIT 82.401 (C)

(c) CASH SECURITY AGREEMENT

TO: Travis County, Texas

DEVELOPER/BUILDER: Highland Homes, Ltd.

ESCROW AGENT: Travis County Treasurer

AMOUNT OF SECURITY: \$ 780.00

SUBDIVISION: Commons at Rowe Lane IIA or 3A
Address: 20925 Windmill Ridge Lot: 25 Block: 0

DATE OF POSTING: 6.2.11

EXPIRATION DATE: Three Years, or more from Date of Posting

The ESCROW AGENT shall duly honor all drafts drawn and presented in accordance with this Agreement. Travis County may draw on the account of the DEVELOPER/BUILDER up to the aggregate AMOUNT OF SECURITY upon presentation of a draft signed by the County Judge that the following condition exists:

The county considers such a drawing on this Security necessary to complete all or part of the SUBDIVISION Sidewalks. No further substantiation of the necessity of the draw is required by this Agreement.

This Agreement is conditioned on the performance of the duties of the DEVELOPER/ BUILDER to provide for the construction and completion of the Sidewalk Improvements in the SUBDIVISION to current Travis County Standards for Construction of Streets and Drainage in Subdivisions (the "Standards"), so that the Sidewalk Improvements are performing to the Standards upon the approval of the construction of the Sidewalk Improvements, and the acceptance of the Sidewalk Improvements by the Executive Manager of TNR or his designated representative. The DEVELOPER/ BUILDER shall prove that the sidewalk is built to Texas Accessibility Standards by submitting an approved inspection letter from a Registered Accessibility Specialist.

If this document needs to be renewed, it will be renewed at the then current rate for Sidewalks required by Travis County. In no case shall the amount of Security be less than the amount it would cost the County to complete the work if it becomes necessary.

Partial drafts and reductions in the amount of Security are permitted. Drafts will be honored within five calendar days of presentment. In lieu of drawing on the Security, the County, in its discretion, may accept a substitute Security in the then current amount of the estimated cost of

Cash Security Agreement/Sidewalks
Page 2

constructing the Improvements. This Agreement may be revoked only by written consent of the DEVELOPER/ BUILDER and the County.

If the street right of way covered by this Cash Security Agreement is annexed, for full purposes by a City, then the ESCROW AGENT shall be construed to mean "the City" and the funds, plus interest, can be transferred to the annexing City.

All escrowed funds will be invested and interest paid at the rate Travis County receives for its 90-day accounts. Additionally, a \$25.00 investment fee will be charged, for every 90 days, Travis County holds the funds.

DEVELOPER/ BUILDER

ADDRESS OF DEVELOPER

Signature: Cynthia Hicock

Highland Homes, Ltd.

Name: Cynthia Hicock

4201 W. Parmer Ln, Bldg. B, Ste 180

Title: Assistant Secretary

Austin, TX 78727

Date: 6-2-11

Phone: 512-834-8429 ext. 108

APPROVED BY THE TRAVIS COUNTY COMMISSIONERS' COURT: _____
Date

COUNTY JUDGE, TRAVIS COUNTY, TEXAS
Date

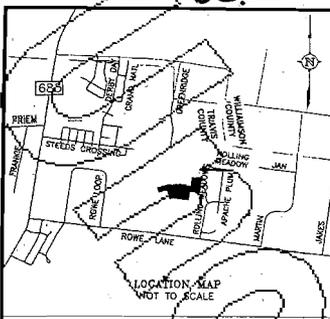
RECEIVED
JUN 03 2011
TNR

7-24-2008

200800219

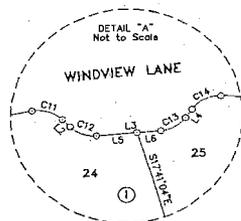
FINAL PLAT THE COMMONS AT ROWE LANE PHASE II A

PHOTOGRAPHIC NYLAR \$65.00

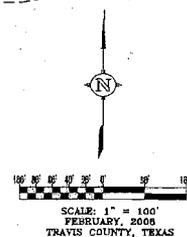


CURVE TABLE with columns: CURVE, DELTA, RADIUS, LENGTH, CHORD, CH. BEARING. Lists 24 curves with their respective geometric data.

LINE TABLE with columns: LINE, BEARING, LENGTH. Lists 24 line segments with their bearings and lengths.



ORIGINAL DEED CORNER FOR 71.402 ACRE TRACT



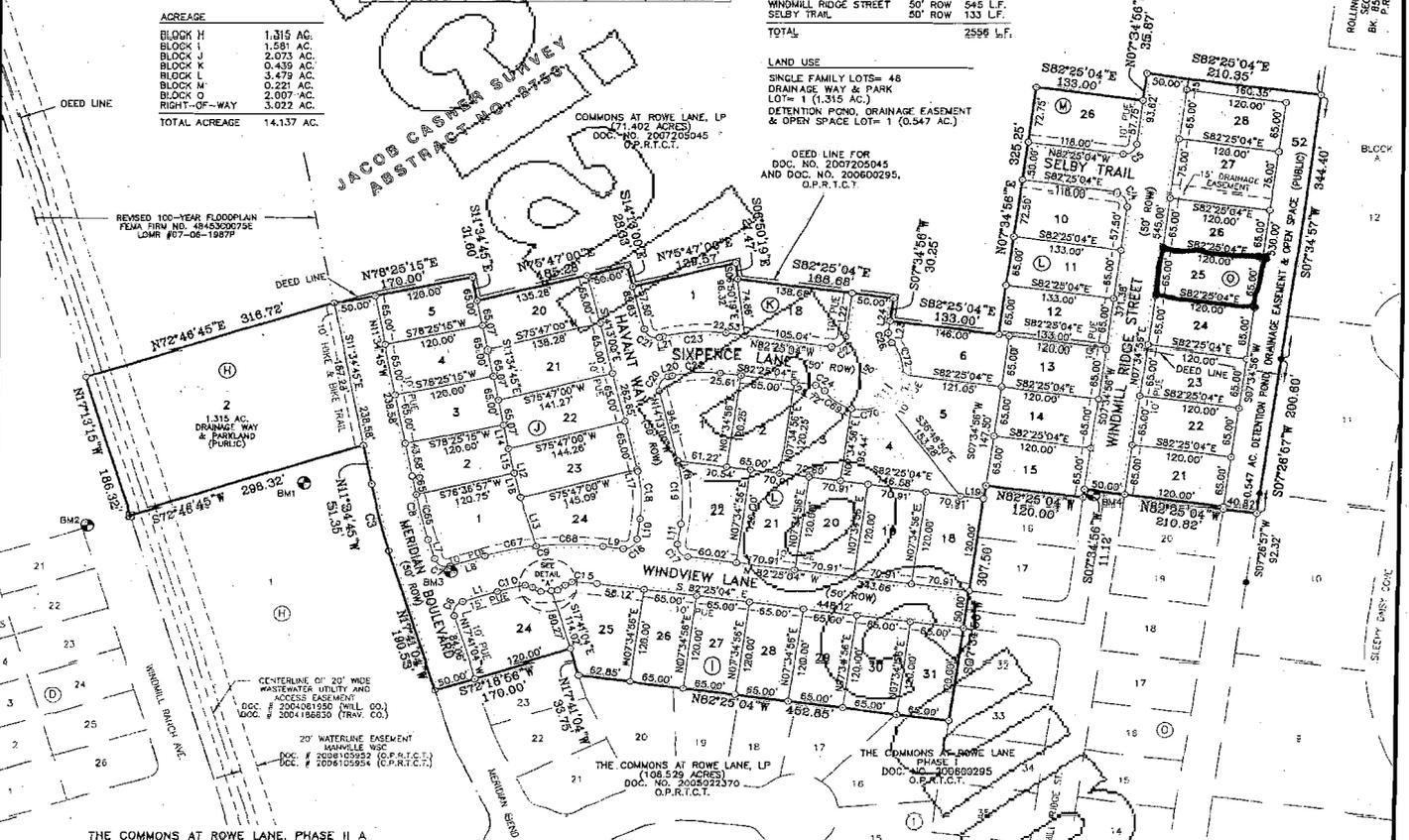
- LEGEND: 1/2" IRON ROD FOUND, 1/2" IRON ROD WITH CAP SET, BENCHMARK, CONCRETE MONUMENT SET, ROW, BL BUILDING SETBACK LINE, PUE PUBLIC UTILITY EASEMENT, BLOCK LETTER, R.P.R.T.C.T. REAL PROPERTY RECORDS TRAVIS COUNTY, TEXAS, D.P.R.T.C.T. OFFICIAL PUBLIC RECORDS TRAVIS COUNTY, TEXAS, P.R.T.C.T. PLAY RECORDS TRAVIS COUNTY, TEXAS.

ACREAGE table listing acreage for various blocks (A through N) and a total acreage of 14.137 AC.

LINEAR FEET OF NEW STREETS table listing street names and their lengths in feet, such as MERIDIAN BOULEVARD (514 LF) and WINDVIEW LANE (637 LF).

LAND USE: SINGLE FAMILY LOTS= 48, DRAINAGE WAY & PARK LOT= 1 (1.315 AC), DETENTION POND, DRAINAGE EASEMENT & OPEN SPACE LOT= 1 (0.547 AC).

DEED LINE FOR DOC. NO. 2007205045 AND DOC. NO. 200600295, O.P.R.T.C.T.



OWNER/SUBDIVIDER: THE COMMONS AT ROWE LANE, LP 2929 WEST 5TH STREET, SUITE A FORT WORTH, TEXAS 76107. ACREAGE: 14.137 AC. SURVEY: JACOB CASNER SURVEY A-2753. DATE: FEBRUARY, 2008. SURVEYOR: ZAMORA-WARRICK AND ASSOCIATES, L.L.C. ENGINEER: GRAY + JANSING & ASSOCIATES, INC.

REVISIONS table with columns: DATE, BY, REVISIONS. Lists three revisions from 06-04-08 to 02-15-08.

- BENCHMARK LIST: BM#1: COTTON SPINDLE SET IN THE SOUTHWEST CORNER OF A 13' LIVE OAK. BM#2: 60d NAIL SET IN PAVEMENT APPROX 7' WEST OF THE INTERSECTION OF WINDVIEW LANE & COMMONS PARKWAY. BM#3: 60d SET APPROX 380' NORTH OF INTERSECTION OF MERIDIAN BLVD. & COMMONS PARKWAY. BM#4: PK NAIL SET IN PAVEMENT APPROX 170' NORTH OF INTERSECTION OF WINDVIEW LN. & WINDMILL RIDGE ST.

CUMULATIVE DENSITY CALCULATIONS: TOTAL NUMBER OF RESIDENTIAL UNITS: 48. TOTAL AREA OF RESIDENTIAL LOTS AND LOCAL AND COLLECTOR STREETS: 12.275 AC.

ZWA Zamora Warrick & Associates, L.L.C. Professional Land Surveyors. 4412 Spicewood Springs Rd, Suite 200 Austin, Texas 78703. Tel: (512) 241-4078 • Fax: (512) 241-1592.

GRAY + JANSING & ASSOCIATES, INC. Consulting Engineers. 8217 Shoal Creek Blvd, Suite 200 Austin, Texas 78757-7592. (512) 452-0371 FAX (512) 454-9933.

TECH: WOOD SURV: GR2. DATE: FEBRUARY, 2008 SCALE: 1" = 100'. DRAWINGS FILE: 06-015-11 PHASE 2A REV-SHEET/TOWNSHIP. PROJECT: COMMONS @ ROWE LANE. JOB NO: 06-015-11.

SHEET 1 OF 2



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Tim Pautsch, 854-7689

Elected/Appointed Official/Dept. Head: Steven M. Manilla P.E., County Executive

Commissioners Court Sponsor: Sarah Eckhardt, Precinct Two

AB

AGENDA LANGUAGE:

Consider and take appropriate action on a Cash Security Agreement with Highland Homes, Austin for sidewalk fiscal for Commons at Rowe Lane IIIA Lot 40 Block M in Precinct Two.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The form of the Cash Security Agreement is from the Standards for Construction of Streets and Drainage in Subdivisions that were in place before August 28, 1997.

STAFF RECOMMENDATIONS:

Highland Homes, Ltd., proposed to use this Cash Security Agreement, as follows: Phase IIIA, Lot 40, Block M, \$ 722.64, Permit #11-0936, to post sidewalk fiscal where the sidewalks have not been completed in this subdivision.

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

There are no budgetary and/or fiscal impacts as this is fiscal posted for a development.

REQUIRED AUTHORIZATIONS:

Stacey Scheffel

Anna Bowlin

Cynthia McDonald

Steven Manilla

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a single pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.

§ 82,1006. EXHIBIT 82.401 (C)

(c) CASH SECURITY AGREEMENT

TO: Travis County, Texas

DEVELOPER/BUILDER: Highland Homes, Ltd.

ESCROW AGENT: Travis County Treasurer

AMOUNT OF SECURITY: 722.64

SUBDIVISION: Commons at Rowe Lane IIA or 3A
 Address: 2905 Sypence Ln Lot: 40 Block: M

DATE OF POSTING: 5-18-11

EXPIRATION DATE: Three Years, or more from Date of Posting

The ESCROW AGENT shall duly honor all drafts drawn and presented in accordance with this Agreement. Travis County may draw on the account of the DEVELOPER/BUILDER up to the aggregate AMOUNT OF SECURITY upon presentation of a draft signed by the County Judge that the following condition exists:

The county considers such a drawing on this Security necessary to complete all or part of the SUBDIVISION Sidewalks. No further substantiation of the necessity of the draw is required by this Agreement.

This Agreement is conditioned on the performance of the duties of the DEVELOPER/ BUILDER to provide for the construction and completion of the Sidewalk Improvements in the SUBDIVISION to current Travis County Standards for Construction of Streets and Drainage in Subdivisions (the "Standards"), so that the Sidewalk Improvements are performing to the Standards upon the approval of the construction of the Sidewalk Improvements, and the acceptance of the Sidewalk Improvements by the Executive Manager of TNR or his designated representative. The DEVELOPER/ BUILDER shall prove that the sidewalk is built to Texas Accessibility Standards by submitting an approved inspection letter from a Registered Accessibility Specialist.

If this document needs to be renewed, it will be renewed at the then current rate for Sidewalks required by Travis County. In no case shall the amount of Security be less that the amount it would cost the County to complete the work if it becomes necessary.

Partial drafts and reductions in the amount of Security are permitted. Drafts will be honored within five calendar days of presentment. In lieu of drawing on the Security, the County, in its discretion, may accept a substitute Security in the then current amount of the estimated cost of

CashSecurityAgreement/Sidewalks
Page 2

constructing the Improvements. This Agreement may be revoked only by written consent of the DEVELOPER/ BUILDER and the County.

If the street right of way covered by this Cash Security Agreement is annexed, for full purposes by a City, then the ESCROW AGENT shall be construed to mean "the City" and the funds, plus interest, can be transferred to the annexing City.

All escrowed funds will be invested and interest paid at the rate Travis County receives for its 90-day accounts. Additionally, a \$25.00 investment fee will be charged, for every 90 days, Travis County holds the funds.

DEVELOPER / BUILDER

Signature: Cynthia Hicock

Name: Cynthia Hicock

Title: Assistant Secretary

Date: _____

ADDRESS OF DEVELOPER

Highland Homes, Ltd.

4201 W. Parmer Ln, Bldg. B, Ste 180

Austin, TX 78727

Phone: 512-834-8429 ext. 108

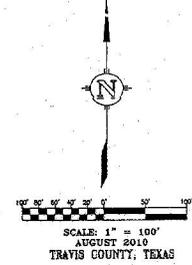
APPROVED BY THE TRAVIS COUNTY COMMISSIONERS' COURT: _____
Date

COUNTY JUDGE, TRAVIS COUNTY, TEXAS
Date

FINAL PLAT THE COMMONS AT ROWE LANE PHASE III-A

Highland Homes Sidewalk Fiscal

- LEGEND 1/2" IRON ROD FOUND 1/2" IRON ROD WITH CAP SET CONCRETE MONUMENT SET BENCHMARK ROW RIGHT-OF-WAY BL BUILDING SETBACK LINE PUE PUBLIC UTILITY EASEMENT SDE SIGHT DISTANCE EASEMENT S.F. SQUARE FEET BLOCK LETTER R.P.R.T.C.T. REAL PROPERTY RECORDS TRAVIS COUNTY, TEXAS O.P.R.T.C.T. OFFICIAL PUBLIC RECORDS TRAVIS COUNTY, TEXAS P.R.T.C.T. PLAT RECORDS TRAVIS COUNTY, TEXAS 4 FOOT SIDEWALK BREAKLINE

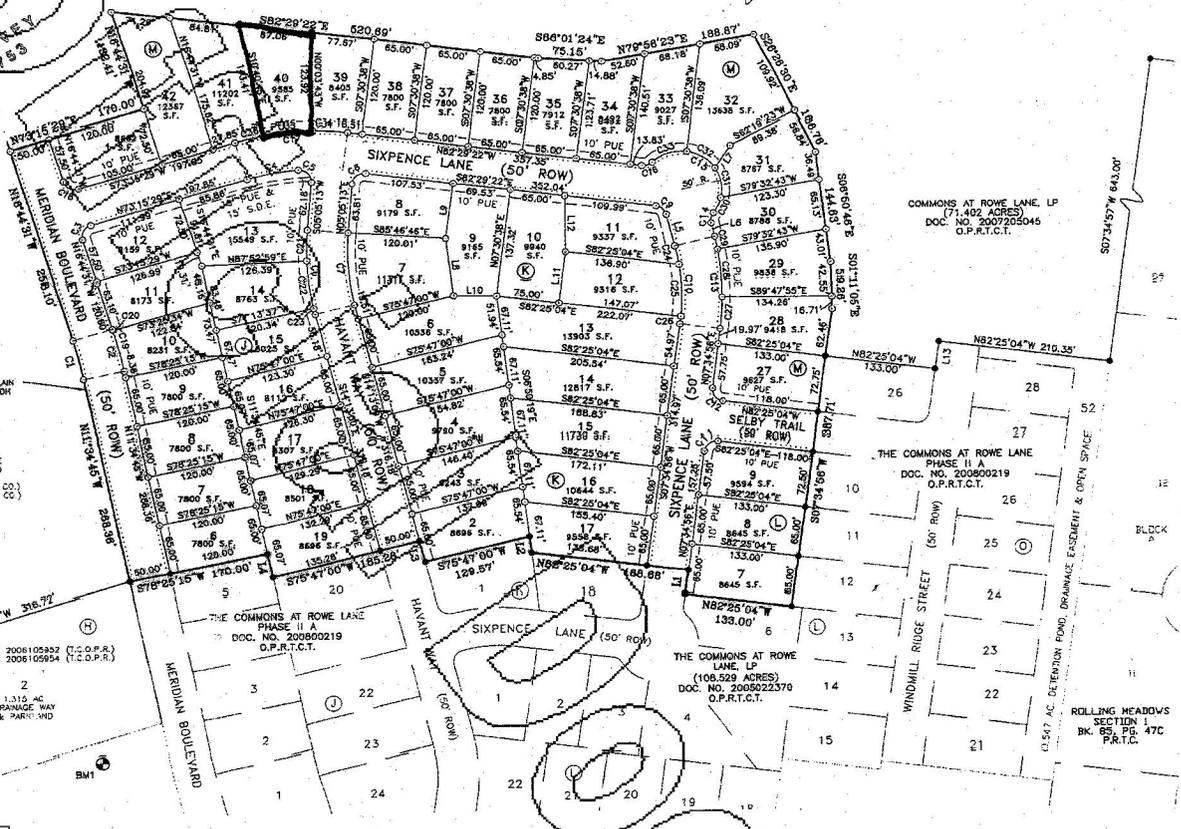


COMMONS AT ROWE LANE, LP (71,402 ACRES) DOC. NO. 200725045 O.P.R.T.C.T.

COMMONS AT ROWE LANE, LP (71,402 ACRES) DOC. NO. 200725045 O.P.R.T.C.T.

COMMONS AT ROWE LANE, LP (71,402 ACRES) DOC. NO. 200725045 O.P.R.T.C.T.

REVISED 100-YEAR FLOODPLAIN FEMA FORM NO. 45453022001 LOMR 109-06-0003P CENTERLINE OF 20" WIDE WASTEWATER UTILITY AND ACCESS EASEMENT DOC. NO. 2004081020 (MILL CO.) DOC. NO. 2004186630 (TRAY CO.)



LINE TABLE with columns: LINE, BEARING, LENGTH. Lists lines L1 through L13 with their respective bearings and lengths.

ACREAGE table listing Block J (2,817 AC), Block K (3,800 AC), Block L (0,617 AC), Block M (3,658 AC), Right-of-Way (2,887 AC), and Total Acreage (13,771 AC).

LINEAR FEET OF NEW STREETS table listing Sixpence Lane (50' ROW 1228 LF), Havant Way (50' ROW 498 LF), Selby Trail (50' ROW 133 LF), Meridian Boulevard (50' ROW 581 LF), and Total (2440 LF).

OWNER/SUBDIVIDER: THE COMMONS AT ROWE LANE, LP 2828 WEST 5TH STREET, SUITE A FORT WORTH, TEXAS 76107 PHONE: (817)332-9600 FAX: (817)332-1400 ACREAGE: 13,771 AC SURVEY: JACOB CASNER SURVEY A-2753 NUMBER OF BLOCKS: 4 NUMBER OF LOTS: 50 LINEAR FEET OF NEW STREETS: 2440 LF DATE: AUGUST, 2010 SURVEYOR: ZAKORA, L.L.C. (ZWA) 1435 SOUTH LOOP 4 BUDA, TEXAS 78610 PHONE: (512)295-6201 FAX: (512)295-6091 ENGINEER: GRAY + JANSING & ASSOCIATES, INC. 8217 SHOAL CREEK BLVD., SUITE 200 AUSTIN, TEXAS 78757-7992 PHONE: (512)452-0371 FAX: (512)454-9933

LAND USE SINGLE FAMILY LOTS = 50 CUMULATIVE DENSITY CALCULATIONS TOTAL NUMBER OF RESIDENTIAL UNITS: 50 TOTAL AREA OF RESIDENTIAL LOTS AND LOCAL AND COLLECTOR STREETS: 13,771 AC.

- BENCHMARK LIST BM#1: COTTON SPINDLE SET IN THE SOUTHWEST BASE OF A 13" LIVE OAK, APPROX. 700 NORTH OF INTERSECTION OF WINDMILL RANCH AVE. & COMMONS PARKWAY. NORTHING = 10,162,756.13 EASTING = 3,167,197.81 ELEV. = 687.87 BM#2: ARROW MARK IN CONCRETE ON NORTH EDGE OF WASTEWATER MAINHOLE LP. NORTHING = 10,154,130.49 EASTING = 3,155,957.76 ELEV. = 695.10

CURVE TABLE with columns: CURVE, LENGTH, RADIUS, DELTA, CHORD BEARING, CHORD. Lists curves C1 through C36 with their geometric data.



GRAY + JANSING & ASSOCIATES, INC. Consulting Engineers 8217 Shoal Creek Blvd., Suite 200 Austin, Texas 78757-7592 (512)452-0371 FAX: (512)454-9933 TPBE FIRM # 29446

Professional seal for ZWA (Zakora, L.L.C.) and ZWA logo. Includes contact information for Gray + Jansing & Associates, Inc. and a table for SHEET 1 of 2.



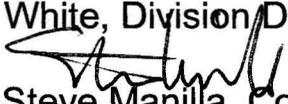
Item #:

Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/11

Prepared By/Phone Number: Rose Farmer, NREQ, 512-854-7214

Department Head/Title: Jon White, Division Director of NREQ, TNR

Elected/Appointed Official:  Steve Manilla, County Executive TNR

Commissioners Court Sponsor: Commissioner Karen Huber, Precinct Three.

Or County Judge

AGENDA LANGUAGE: Consider and take appropriate action on use or disposition of Balcones Canyonlands Preserve Buildings including authorization to spend funds for upgrades and demolitions.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Buildings Assessment on the Balcones Canyonlands Preserve:

Frequently when Travis County acquires properties for the Balcones Canyonlands Preserve (BCP), the land comes with buildings ranging from sheds and barns to houses. These buildings are not central to the purpose of preserve acquisition; they are simply incidental to acquisition of endangered species habitat. Over time, the County has built up an inventory of buildings. Some are useful to BCP management, some are not, and some pose particular management challenges. All require some decision regarding future disposition.

To that end, on December 16, 2008, staff brought an agenda item to Commissioners' Court to discuss the need to complete a "Buildings Assessment for the Use and Disposition of Balcones Canyonlands Preserve (BCP) Buildings". Staff has now completed that assessment and this agenda item will present the findings and recommendations.

STAFF RECOMMENDATIONS:

A. Assessment Criteria and Recommendations

1. Travis County - Guidelines for Real Property Assessment. In 2003, the Travis County Commissioners Court approved "Travis County - Guidelines for Real Property Assessment". The guidelines establish a methodology for assessing County properties when the issue is whether the property should be kept or sold. Following assessment of a property under these guidelines, a recommendation is brought to the Commissioners

Court for a decision on whether to keep or sell the property. The guidelines do not provide guidance on the best use or disposition of existing buildings on lands that are to be retained.

Staff will continue to follow the established guidelines for those decisions where the issue is strictly whether to keep or sell BCP lands or buildings.

2. Assessment for the Use and Disposition of BCP Buildings. For making decisions about ongoing and future use of existing BCP buildings, staff recommends BCP-specific guidelines. Please refer to the Assessment Criteria outlined below. Properties will be evaluated in coordination with TNR's Right-Of-Way Program and Facilities Management. All major decisions such as building sale/lease, activities requiring major costs for use of a building (including upgrades), or demolition will be brought to the Commissioners Court for approval. If the recommendation is to sell the property, the Guidelines for Real Property Assessment (above) will be addressed as well.

Prior to the acquisition of additional BCP land containing buildings, an assessment of each building will be completed and information provided to the Commissioners Court following these Assessment Criteria.

Staff recommends that the following Assessment Criteria be used to determine the use and disposition of existing BCP buildings:

- Does the existing building support the purpose of the BCP? Conversely, does it conflict with the terms and conditions of the federal BCCP permit?
- Does the size and type of building meet the current BCP program uses and potential future program uses (based on TNR's County Executive and Division Director of NREQ approval for current office space needs, approved projects/programs, and also possible future uses that would justify maintaining a building for possible future uses. Current and future uses may include office space, equipment storage, wildlife management activities, volunteer or educational activities, use by researchers, Ranger residence, etc.)?
- Is the building in good condition?
- What are the costs for needed repairs or maintenance or to tear it down and is this a good use of County funds?
- Are there funds available for needed repairs, maintenance or removal?
- Are there public health and safety factors including hazardous conditions, asbestos, liability risks in an unsecured building subject to vandalism, etc.?
- Can the building be secured to prevent trespass and unwanted use and at what cost? (if security is cost prohibitive)
- Is the building accessible and does it have the needed parking?
- Is the building architecturally or historically significant?
- If the building is to be leased or sold, is the new use compatible with BCP uses?
- Is the building in the floodplain?
- Is there any interest in auctioning or salvaging all or parts for Habitat for Humanity or other agency Projects?

Recommended Use and Disposition Categories for BCP Buildings:

<p>Keep and Maintain</p>	<ul style="list-style-type: none"> - Supports the purpose of the BCP and does not conflict with the terms and conditions of the federal BCCP permit. - Meets current BCP program uses and potential future program uses. - Building or structure in good repair, needing little in the way of attention or financial resources to be maintained, and with only regular or ongoing maintenance issues to be addressed. - Needs attention that can be performed by TC Facilities Maintenance or by a contractor; plus regular or ongoing maintenance issues to be addressed. - Needs significant repairs which can be performed by TC Facilities Maintenance or by a contractor; regular maintenance done by TC. - Must factor in the cost of use, maintenance and repairs. <p>(includes houses and storage buildings in good repair that could be used for offices, storage, community outreach, maintenance space, or other uses such as future Ranger residences if the Commissioners Court determines that this is an acceptable use on Preserve lands etc.)</p>
<p>Hazard: Tear Down</p>	<ul style="list-style-type: none"> - Building that is an immediate health or safety hazard to staff or the public; would require a significant expenditure to restore or eliminate hazard; and does not meet a current or future BCP program needs. - The costs for needed repairs or maintenance are not a good use of County funds. - Must consider costs of remediation and removal. <p>(includes old houses in poor repair, structures with asbestos, and buildings that will become a health and safety problem in time, etc.)</p>
<p>Do Not Maintain (Secure and Keep or Demolish)</p>	<ul style="list-style-type: none"> - Building is dilapidated or would require significant repairs and costs, but does not pose a health or safety threat. These may include old stone or wooden buildings that do not meet program needs and do not pose an immediate danger to staff or the public. - Does not conflict with the purpose of the BCP or conflict with the terms and conditions of the federal BCCP permit. - Building does not meet a current or future BCP program need. <p>(includes old stone buildings, wooden storage buildings and old farm structures)</p>
<p>Sell/Lease</p>	<ul style="list-style-type: none"> - Does not support the purpose of the BCP or conflicts with the terms and conditions of the federal BCCP permit. - Needs repairs or maintenance with costs beyond what the County is willing to spend and that do not benefit Travis County. - Building does not meet a current or future BCP program need and has monetary value. This may include a recommendation to sell or lease just a building or sell both building and land. (includes buildings that are not needed for preserve office, storage or other BCP/County uses). - Must consider County costs for doing a sale or lease. Must also consider the costs of retention including maintenance and repairs. - Must consider compatibility with BCP uses.

B. Assessment Findings:

In 2011, staff completed a detailed report on the "Assessment Criteria and Use/Disposition Recommendations for BCP Structures" which contains:

- 1) Assessment for Use/Disposition of BCP Structures – listing details of building condition for each structure, current maintenance status, recommended future changes and uses, justification and costs.

2) Structural Inventory Forms for each structure with square footage and current structural details and conditions such exterior structure, foundation, roof, flooring, plumbing, electrical, mechanical, etc., current maintenance, and photos.

3) Estimated costs for recommended upgrades for Nootsie House Garage, Nootsie Maintenance Barn, and Snowden Compound.

See below a summary of the report findings. Upon request, this full report will be provided to Commissioners, Facilities Maintenance, Risk Management, Purchasing, Planning and Budget Office, Auditor's Office, etc.

Summary of BCP Assessment Findings

Recommended Use/ Disposition Category	Building Name	Currently Managed by Facilities Management
Keep and Maintain	Nootsie Field Office/Garage	Yes (full maintenance)
	Nootsie Storage #1	No
	Snowden Main House	Yes (basic maintenance*)
	Snowden Well House	Yes (basic maintenance*)
	Snowden Greenhouse	No
Tear Down and Replace**	Nootsie Maintenance Barn	Yes (basic maintenance*)
Hazard: Tear Down**	Gann House and Barn	No
Do Not Maintain (Secure and Keep or Demolish)**	Snowden Creek House	No
	Hippie House	No
	New Life House	No
	Plus ~10 other buildings in Poor repair	No
Sell	Mirtsching House	Yes (basic maintenance*)

* Basic Maintenance – includes only projects to keep the building minimally usable and to prevent deterioration, but not full maintenance - includes keeping AC and water running, fixing roof or plumbing leaks, weatherization to prevent broken pipes, etc.

** Salvage opportunities for all or components/furnishings of all buildings to be torn down.

C. Current Specific Recommendations:

Keep and Maintain (with recommended upgrades):

1) Nootsie Field Office – The 2,823 sq.ft Natural Resources Field Office (Nootsie) serves as the County's BCP Field Office with 8 full time staff officed there as well as space for occasional use by Park Rangers, interns and volunteers. Travis County Facilities Management current maintains this office and well pump. Staff recommends that full maintenance should continue.

2) Nootsie Office Garage – Currently the 441 sq.ft. Garage portion (part of the Nootsie Field Office building) is used for storing supplies and equipment that would eventually be stored in a new Nootsie Maintenance Barn (discussed below). Since the current Nootsie Maintenance Barn is old, has a leaky roof, and is not well secured, all valuable items must now be stored in the Nootsie Office Garage for their protection. Once a new Nootsie Maintenance Barn is completed, staff recommends use of this Garage space for expanded office and intern/volunteer program uses. Recommended upgrades to the Garage include adding heating and air conditioning, a new wall replacing the old garage

door, a new window, and communications drop. Upgrade estimate is approximately \$10,000 – 15,000.

3) Snowden Compound – (Main House, Pump House, and Creek House).

Currently the Snowden Compound is used for occasional BCP meetings and volunteer work projects. This Snowden Compound location has buildings that are in excellent to good condition, and the area has three bathrooms, one kitchen, and adequate parking space. The proposal is to upgrade this area as a base for BCP Volunteer Projects and other Educational program uses. The area is better able to accommodate larger numbers of people. Having large groups of Volunteers at the Natural Resources Field Office (Nootsie) is a security issue for staff and county equipment and that location has limited bathrooms and lacks Volunteer work space. Future uses of these Snowden Compound buildings by the BCP Program will require increased maintenance by Facilities to prevent deterioration that could lead to the need for demolition. Based on the Assessment Criteria listed above, staff recommends “Keep and Maintain” for the Snowden Main House and Snowden Pump House for future BCP uses and recommends upgrades that would allow this compound to be used as the main location for a future BCP Volunteer Projects with additional uses for educational purposes and for scientific researchers. The Snowden Main House could support Volunteer groups doing work projects and school groups could meet and begin and end hikes there. Though in generally good condition, staff recommends “Do Not Maintain (secure and keep or demolish)” for the Snowden Creek House which is located in the Flood Plain. Staff will investigate options and costs for removal or tear down of that structure. Only current basic maintenance costs for the Snowden Main House and Snowden Pump House are listed here. Building upgrades beyond this basic maintenance will likely be needed in the future and future program details and building upgrades will be brought to Commissioners Court for approval.

Snowden Main House- 1,881 sq.ft., excellent condition, constructed in 1955 and renovated in the 1990s. Upgrade estimate is approximately \$15,000 - \$20,000 which would include replacement of the HVAC air handler which is near the end of its life, gravel on the entrance roadway, entrance walkway, exterior drainage improvements, and repainting the porch. This will provide just the most basic maintenance necessary to protect this County asset.

Snowden Pump House – This provides water for the whole Snowden complex. 24 sq.ft., pump house and some of the associated pump equipment are in poor condition. Upgrade estimate is approximately \$10,000 - \$15,000 which would include complete replacement of this building, a new pump pressure tank and switch box, chlorinator, water softener, insulation, and waterproof electrical outlet.

Snowden Creek House – 895 sq.ft., good condition, constructed before 1950, and renovated in the 1990s. After checking with County staff on the level of the floodplain and the building foundation, it was determined that this house is in the floodplain and cannot be maintained or upgraded. Since it cannot be maintained, staff recommends obtaining bids and approvals to tear down this structure.

Additional out buildings – There will either need to be added funding for maintenance or demolition of several other small buildings such as a Greenhouse/Small Office Room building and 2 small storage buildings. Upgrade costs for the Greenhouse/Small Office Room building will need to be determined and brought to

Commissioners Court for approval. The recommended use would include greenhouse use for volunteer projects doing Preserve revegetation restoration projects.

Tear Down and Replace

The 1,200 sq.ft. Nootsie Maintenance Barn is the primary maintenance and storage facility for Travis County's BCP program. The Maintenance Barn is in fair condition but has a number of significant deficiencies. The structure is over 40 years old, has a leaky roof, no electricity or water, and its walls and doors cannot be secured for storage of valuable equipment. The estimated cost to repair it is \$45,000, however spending money to repair rather than replace this dilapidated structure would not be an effective use of County funds since it is old and would likely require more and more repairs with a higher long term cost than just replacing this with a new structure. Staff recommends tearing down this existing building and replacing it with a new Nootsie Maintenance Barn using the same foundation at an estimated cost of approximately \$110,000-\$130,000. The cost to demolish this existing structure would be approximately \$10,000.

The new Maintenance Barn would continue to be used as a maintenance work area and storage area for equipment and supplies such as an off road vehicle, water tank and pump, compressor, grinders, chemical storage (pesticides, herbicides, paint thinner), fire ant sprayer, wildlife feed storage, and provide secure storage for equipment for small engines such as chain saws and weed eater, fuel oil for small engines, paint, storage for locks and hand tools, scientific research equipment, landscaping tools (shovels, rakes), and hardware.

Hazard: Tear Down

Staff recommends tearing down the dilapidated house and barn on the Gann Tract. Estimated cost to demolish both of these structures is approximately \$12,000. These structures are in poor condition and these actions are recommended for health and safety reasons.

Do Not Maintain (Secure and Keep or Demolish)

As discussed above, the Snowden Creek House was determined to be located in the floodplain and cannot be maintained. The Hippie House on the Blake tract and the small shack-like New Life House will also need to be torn down.

There are about 10 additional old dilapidated structures (sheds and storage buildings) that are not an immediate safety threat but may need to be removed. Staff will develop a demolition plan listing specific structures, timing, and costs and will bring this back for funding authorization by Commissioners Court. Cost to demolish all of these structures will need to be determined by bids. This is a request for an initial \$30,000 to begin the process of tearing down these old structures. If additional funding is needed, staff will request additional funding from Commissioners Court.

Sell

The Commissioners Court approved the sale of the Mirtsching House in October 5, 2010. A realtor has been hired and the house is currently listed for sale starting in March 2011. Under the recent Commissioners Court Policy on Park/Preserve land sale

reinvestment, staff will submit information to request that funding from the sale be returned to the BCP land acquisition fund.

D. Background on BCP:

The Balcones Canyonlands Conservation Plan (BCCP) Partners must protect in the Balcones Canyonlands Preserve (BCP) a minimum of 30,428 acres plus 62 caves under the terms of the U.S. Fish and Wildlife Service Regional Permit #PRT-788841. Collectively, the BCP Partners are currently managing 29,160 acres toward this minimum acreage requirement. The Preserve protects 2 endangered songbirds, 6 endangered cave invertebrates, and 27 species of concern as mitigation to allow for the loss of their habitat to development in western Travis County.

ISSUES AND OPPORTUNITIES:

This request will result in less funding for acquisition of approximately 8 acres of BCP land since funded from the same source (given an average of \$30,000 per acre). Since BCP has paid over \$300,000/ac. for some Preserve tracts, this reduction will not have a significant effect on the acquisition completion date.

FISCAL IMPACT AND SOURCE OF FUNDING:

Staff recommends that funding for the proposed upgrades and demolition come from BCP funds - Fund 038 – Tax Benefit Financing for the following projects:

Estimated Total Costs for Recommended Upgrades or Demolition

Building Name	One time costs	Upgrade/ Maintain	Demolition or Salvage
Nootsie Garage	\$10,000 - \$15,000	Yes	
Snowden Main House	\$15,000 - \$20,000	Yes	
Snowden Well House	\$10,000 - \$15,000	Yes	
Nootsie Maintenance Barn (tear down, haul off and rebuild)	\$110,000-130,000 \$10,000 (demo)	Yes	Yes
Gann House and Barn	\$12,000	No	Yes
"Do Not Maintain" Various Buildings	\$30,000 Need bids	No	Yes
Total Range	\$197,000 - \$232,000		

For these additional buildings that the Travis County Commissioners Court decides to "Keep and Maintain" with standard Facilities maintenance, these buildings will need to be added to the official Travis County Assets list for County Auditor and PBO budget funding and the Facilities maintenance list. Additional ongoing utilities costs would come from BCP Fund 038 funds. Regular ongoing maintenance costs would come from the Travis County Facilities Management budget as part of the General Fund.

The Travis County Natural Resources Program is currently managing 6,078 acres counted as BCP land, plus an additional 819 acres not yet counted, for a total of 6,897 acres. By 2012, staff expects that the County will be managing a total of approximately

8,200 acres. Currently, the total annual operating cost for Travis County's Natural Resources Program, including Preserve operation and management, is approximately \$1.1 million. These costs include staffing, utilities, maintenance of buildings/fences/gates/signs, biological surveys, wildlife management, non-native species removal, patrolling and protection of the Preserve, coordination with BCP Partners and US Fish and Wildlife Service, coordination of researchers and volunteers, educational programs, and preparation of the required reporting documents. These annual O&M costs total do not include costs associated with BCP land acquisition.

REQUIRED AUTHORIZATIONS:

CMW

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Jon White	Division Director NREQ	TNR	854-7212
John Hille	Assistant County Attorney	CA	854-9513
John Carr	Facilities Management	Travis County	854-4772

CC:

Lloyd Evans	Facilities Management	Travis County	854-4772
Susan Spataro	Auditor's Office	Travis County	854-9125
Leroy Nellis Bill Derryberry	Planning and Budget Office	Travis County	854-9106
Linda Laack	NREQ	TNR	219-6190
Mark Montgomery	NREQ	TNR	219-6190
Ron Dube	Purchasing	Travis County	854-6458



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/11

Prepared By/Phone Number: Greg Chico, ext. 44659

Division Director/Manager: Steven M. Manilla, P.E.

Carol B. J. J. J.
Department Head: Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Member: Commissioner Davis, Precinct One

AGENDA LANGUAGE: Consider and take appropriate action on a proposed Electric Utility Easement to the City of Austin required by Austin Energy for installation of electrical poles and provision of electrical service to a transformer located at the County's East Service Center in Precinct One.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

On June 1, 2011, Austin Energy advised Travis County that to provide satisfactory electrical service to a transformer needed by TNR's Road and Bridge operations at the East Service Center, the County would need to grant an electric line easement to the City across a northern portion of the Service Center facility immediately east of Blue Bluff Road. The required easement is a blanket easement over the tract's 15 acres, which, once the poles and electrical lines are installed by Austin Energy, will revert to an easement 5 feet in width from all sides of the newly built electrical line; please see attached exhibit for a sketch showing the planned location of the line. Additionally, the other attached exhibit is the County Attorney-approved Easement form should the Comm. Court approve the easement request.

STAFF RECOMMENDATIONS:

This line and service are needed by and would benefit the County, and as such, TNR staff recommends granting of the requested easement.

ISSUES AND OPPORTUNITIES:

N / A

FISCAL IMPACT AND SOURCE OF FUNDING:

N / A

REQUIRED AUTHORIZATIONS:

<i>CM</i> Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Chris Gilmore	Assistant County Atty.	County Attorney's Off.	854-9455

CC:

Don Ward	Division Director	TNR	854-9317
Greg Chico	Right-of-Way Manager	TNR	854-4659
Dee Heap	Right-of-Way Agent	TNR	854-7647

SM:GC:gc
0801 - NREQ -

Easement No. _____
File No. 77860
Address: 6011.5 Blue Bluff
Initials: sp

ELECTRIC UTILITY EASEMENT

STATE OF TEXAS
COUNTY OF TRAVIS

DATE: _____

GRANTOR: TRAVIS COUNTY

GRANTOR'S ADDRESS: P. O. Box 1748
Austin, TX 78767

GRANTEE: CITY OF AUSTIN

GRANTEE'S ADDRESS: P. O. Box 1088
Austin, Travis County, TX 78767

PROPERTY: Being a 15 acre tract of land out of the Reuben Hornbsy Survey No. 17, in Travis County, Texas and being the same property described in Deed recorded in Volume 10029 at Page 0340 Official Records, Travis County, Texas

GRANTOR for good and valuable consideration, the receipt and sufficiency of which is acknowledged, does hereby grant, sell and convey to GRANTEE a non-exclusive easement and right of way along, over, under, and across the PROPERTY (the "Easement") to place, construct, reconstruct, install, operate, repair, maintain, inspect, replace, upgrade, or remove (in whole or in part) electric distribution and telecommunications lines and systems, consisting of a variable number of electric lines, transformers, and all necessary or desirable structures and appurtenances (the "Facilities") and to permit telephone and cable television lines and systems to be placed, constructed, reconstructed, installed, operated, repaired, maintained, inspected, replaced, upgraded or removed (in whole or in part), in the Easement for the purposes stated above.

GRANTEE shall have the right and privilege at any reasonable time or times to enter upon an cross the Property to the extent necessary for the foregoing purposes, and to cut or trim trees and shrubbery and to remove obstructions as necessary to keep them clear of the Facilities and permit GRANTEE unimpeded access to the Facilities in the Easement for the purposes state above.

After final construction and installation of the Facilities, the easement hereby granted shall be limited to an area of the actual installed location of the Facilities (the "Easement Area") and this easement shall no longer be in force or effect thereafter as to those portion of the PROPERTY outside the Easement Area.

GRANTOR reserves the right to replace this Easement with a replacement easement ("Replacement Easement") containing a surveyed metes and bounds description of the Easement Area. The survey and metes and bounds description shall be prepared at GRANTOR's expense. This Easement shall remain in full force and effect until such time as the Replacement Easement has been recorded by GRANTOR.

TO HAVE AND HOLD the same unto GRANTEE and to its successors and assigns, all upon the conditions that:

1. The GRANTEE shall at all times after doing any work in connection with the construction or repair of said Facilities restore as much of the surface of the said PROPERTY as possible to the condition in which the same was found before such work was undertaken.
2. The GRANTEE assumes the entire responsibility for the construction and maintenance of the Facilities and nothing contained herein shall ever be construed to place upon the GRANTOR any manner of liability for injury to or death of persons or for damage to or loss of property arising from or in any manner connected with the acts, conduct or negligence of the GRANTEE in the construction and maintenance of the said improvements.

This Easement is made subject to any and all existing easements, prescriptive rights, rights-of-way, leases, and subleases affecting the Property, or any part thereof, whether of record or not, and all presently recorded matters that affect the Property. The Easement is further made subject to all future easements, leases and subleases to the extent the same do not unduly interfere with Grantee's rights hereunder.

GRANTOR, to the extent permitted by the Laws and Constitution of the State of Texas, does hereby bind itself, and its heirs, successors, assigns and legal representatives to warrant and forever defend all and singular the Easement unto GRANTEE, and its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof by, through or under GRANTOR but not otherwise.

IN WITNESS WHEREOF, the undersigned has executed the foregoing instrument as of the date first above written.

GRANTOR:

TRAVIS COUNTY, TEXAS

By:

Samuel T. Biscoe, County Judge

ACKNOWLEDGMENT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

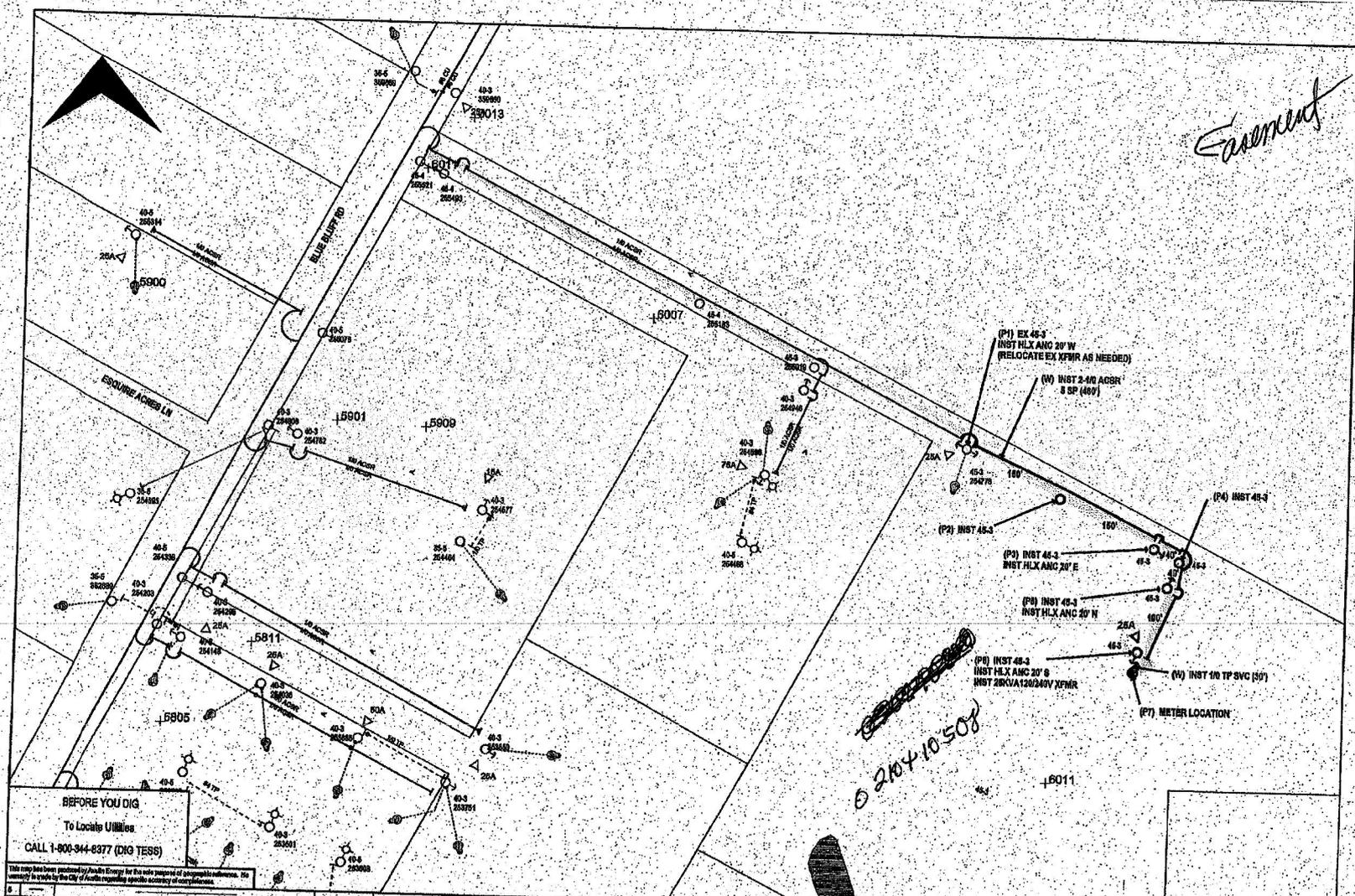
This instrument was acknowledged before me on this _____ day of _____, 2011, by Samuel T. Biscoe, County Judge of Travis County, Texas, on behalf of said county.

Notary Public in and for
The State of Texas

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

AFTER RECORDING, RETURN TO:
City of Austin – Electric Utility
721 Barton Springs Road
P. O. Box 1088
Austin, Texas 78767-8814
Attn: Norma Clark

Exempt



BEFORE YOU DIG
To Locate Utilities
CALL 1-800-344-6377 (DIG TESS)

This map has been prepared by Austin Energy for the sole purpose of geographic reference. Its accuracy is solely the City of Austin's responsibility and accuracy of completion.

6					
5					
4					
3					
2					
1					
0	5/15/11	ORIGINAL	RDS	RDS	
REV	DATE	REVISION	DESIGNER	DRAWN BY	CHECK BY

AUSTIN ENERGY
ELECTRIC SERVICE DELIVERY
DISTRIBUTION SERVICES

ADDRESS:	6011 1/2 BLUE BLUFF RD	WR NO:	77660
CUSTOMER:	Travis Co.	WO ACCT:	11022602
DESIGNER:	RONALD SOLBACH	WFO PROJ:	MO223
JOB TYPE/DESC:	distribution	DATE ISSUED:	5-11-11
REVISION(S):	Construction of Phase Construction Primary, Transformer Bank & Service (Change)	WORKING DATES:	DATE TISSUED: N
ELECTRIC BLDG PERMIT NO.:		ISSUED BY:	
		PROJECT NO.:	



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/11

Prepared By/Phone Number: Greg Chico, ext. 44659

Division Director/Manager: Steven M. Manilla, P.E.

Department Head: Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Member: Commissioner Eckhardt, Precinct Two

AGENDA LANGUAGE: Consider and take appropriate action on the proposed sale of approximately 7 acres of land in N.E. Metro Park to Pflugerville Community Development Corporation, needed for re-configuration of access to adjoining tracts of land near the intersection of S.H. 130 and Pecan Street in Precinct Two.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

On May 31, 2011, the Commissioners Court held a public hearing as required by Chapter 26 of the Texas Parks and Wildlife Code to consider an offer from the Pflugerville Community Development Corporation (PCDC) for the purchase of about 7 acres of land currently used for the primary park access point and driveway between Pecan Street and the main area of N.E. Metro Park. Subsequent traffic analysis and investigation has determined that the area is required for use as right-of-way in development of the local roadway network.

STAFF RECOMMENDATIONS:

Following discussions with PCDC and additional traffic engineering analysis to investigate the possibility of a round-about to serve the various tracts, PCDC advised the County that they were unable to identify or devise a workable alternative for access -- other than the proposed conversion of the parkland entry area to right-of-way as requested in the PCDC offer to purchase. TNR staff has been, and will continue, working with the County Attorney's Office on conditions and terms of any sale, should one occur. A copy of a deed -- if needed -- has been negotiated between legal counsel representing both Travis County and the PCDC (please see attached exhibit), to include restrictions and enforceable guidelines regarding caveats to any conveyance. TNR recommends that if the Commissioners Court were to proceed with the sale, after satisfying all legal requirements of such action, that staff be directed to (1) ensure the protection of the County asset through strict deed restrictions, and (2) allocate any funds received from a sale to design and construction of a new, primary "southern" entry to be built along NE Metro Park's Killingsworth / proposed Wells Branch Parkway frontage.

ISSUES AND OPPORTUNITIES:

This is an opportunity to coordinate with other government and community interests to anticipate, plan for, and facilitate future mobility and traffic issues in conjunction with area development.

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Tom Nuckols	Assistant County Atty.	County Atty.'s Office	854-9513
Chris Gilmore	Assistant County Atty.	County Atty.'s Office	854-9455

CC:

Greg Chico	Right-of-Way Manager	TNR	854-4659
Dee Heap	Right-of-Way Agent	TNR	854-7647

SM:GC:gc
0801 - NREQ -



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/11

Prepared By/Phone Number: Anna Bowlin Phone #: -8547561

Division Director/Manager: Steven Manilla

Department Head: Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Member: County Judge Sam Biscoe

AGENDA LANGUAGE: Consider and take appropriate action on an interlocal cooperation agreement with the City of Austin concerning County participation in the development of Rough Proportionality Methodology.

BACKGROUND/SUMMARY OF REQUEST:

Travis County and the City of Austin wish to engage a private consulting firm to prepare a Rough Proportionality methodology to be used in the City of Austin and in the unincorporated areas of Travis County.

In 2003, the Texas Supreme Court ruled that local governments cannot condition approval of a development project on the developer contributing to infrastructure improvements to a degree greater than the impact the development project will have on that infrastructure. During the 2005 Texas Legislative Session, legislators established formal procedures for meeting this requirement by passing House Bill No. 1835, amending Section 212.904 of the Local Government Code "relating to the apportionment of municipal infrastructure costs in regard to certain property development projects." The directly applicable portion of this legislation states:

"If a municipality requires as a condition of approval for a property development project that the developer bear a portion of the costs of municipal infrastructure improvements by the making of dedications, the payment of fees and/or the payment of construction costs, the developer's portion of the costs may not exceed the amount required for infrastructure improvements that are roughly proportionate to the proposed development...."

In order to accurately assess a developer's costs that are "roughly proportionate," to the development as described in the Statute, this project will develop and implement a methodology to be used to determine the maximum amount of infrastructure improvements that are roughly proportionate to the proposed development.

The City of Austin and Travis County intend to develop a rough proportionality methodology for complying with HB 1835 that is consistent with the goals and objectives of the City and County.

STAFF RECOMMENDATIONS:

Staff recommends this motion.

ISSUES AND OPPORTUNITIES:

Development Services staff evaluates a development's impact on the transportation network during the course of the review process. We have been using our current methodology since 2003 and the methodology needs to be updated to reflect current costs and changes to the transportation plan. The new methodology would incorporate up to date information and be more transparent. Currently staff enters information regarding the development into an excel model and the model generates the developer's roughly proportionate share of transportation improvements. With the new methodology applicants would be able to enter information about their developments, and their transportation improvements, into an online form for staff consideration during the review process.

FISCAL IMPACT AND SOURCE OF FUNDING:

The cost associated with preparing this methodology will be \$50,000. The City will pay the \$50,000 and the County will reimburse the City \$25,000 from Development Services consulting line item 001-4911-621-4007.

ATTACHMENTS/EXHIBITS:

COA Interlocal

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Tom Nuckols	Assistant County Attorney	County Attorney	854-9415

CC:

SM:AB:

1101 - Development Services - City of Austin Rough Proportionality Interlocal Agreement

**ROUGH PROPORTIONALITY
INTERLOCAL COOPERATION AGREEMENT
CITY OF AUSTIN AND TRAVIS COUNTY**

This Agreement is made and entered into by and between the City of Austin ("the City") and Travis County ("the County"), hereinafter collectively referred to as the "Parties", upon the premises and for the consideration stated herein.

WHEREAS, the Parties desire to develop a methodology for determining rough proportionality; and

WHEREAS, the Parties intend to conform this Agreement in all respects with the Interlocal Cooperation Act, Texas Government Code Section 791.001, et seq.;

NOW, THEREFORE, the Parties agree as follows:

1. Development of Rough Proportionality Methodology

The City shall engage Kimley-Horn and Associates or another consultant acceptable to the County to perform the services described in Exhibit A to this Agreement, which is attached and incorporated herein.

2. Financial Responsibilities.

- a) The City shall pay \$50,000 for the services described in Exhibit A and the County shall reimburse the City \$25,000. The Parties may agree to increase, decrease, or otherwise adjust the scope of services and the financial responsibility for them.
- b) The party or parties paying for the performance of governmental functions or services shall make payments therefore from current revenues available to the paying party.

3 Project Coordination.

- a) The County and the City will designate Project Managers to coordinate activities and to receive and transmit information.
- b) The Parties' Project Managers will meet, as reasonable and necessary, to coordinate activities.
- c) The City's Project Manager will manage the Project.

4. Liability.

The Parties agree that, to the extent allowed by Texas law, they are respectively responsible for their own proportionate share of any liability arising out of or in connection with the activities to be undertaken pursuant to this Agreement.

5. Force Majeure.

In the event that the performance by any of the Parties of any of their obligations or undertakings hereunder shall be interrupted or delayed by any occurrence not occasioned by its own conduct, whether such occurrence be an act of God, or the common enemy, or the result of war, riot, civil commotion, sovereign conduct, or the act of conduct of any person or persons not a party or privy hereto, then the respective party shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects thereto.

6. Notice.

Any notice given hereunder by either party to the other shall be in writing and may be effected by personal delivery in writing or by registered or certified mail, return receipt requested when mailed to the proper party, at the following addresses:

CITY: Greg Guernsey
Director, Planning and Development Review (or successor)
City of Austin.
P.O. Box 1088
Austin, Texas 78767

WITH COPY TO: Karen Kennard
City Attorney
City of Austin Law Department
P.O. Box 1088
Austin, Texas 78767

COUNTY: Steven Manilla (or successor)
County Executive, Transportation and Natural Resources
P.O. Box 1748
Austin, Texas 78767

COPY TO: David Escamilla (or successor)
Travis County Attorney
P.O. Box 1748
Austin, Texas 78767
Attn: File No. 163.000

7. Number and Gender.

As used in this Agreement, whenever the context so indicates, the masculine, feminine, or neuter gender and the singular of plural number shall each be deemed to include the others.

8. Entire Agreement.

This Agreement contains the complete and entire Agreement between the parties respecting the matters addressed herein, and supersedes all prior negotiations, agreements, representations, and understandings, if any, between the parties respecting the Project. This Agreement may not be modified, discharged, or changed in any respect whatsoever except by a further agreement in writing duly executed by the parties hereto. However, any consent, waiver, approval or authorization shall be effective, if signed by the party granting or making such consent, waiver, approval, or authorization. No official, representative, agent, or employee of Travis County, Texas has any authority to modify this Agreement, except pursuant to such express authority as may be granted by the Commissioners Court of Travis County, Texas. No official, representative, agent, or employee of the City of Austin has any authority to modify this Agreement, except pursuant to such express authority as may be granted by the City Council.

9. Term and Termination.

(a) This Agreement takes effect upon the complete execution of the Agreement by the Parties and shall terminate upon completion of the Project.

(b) This Agreement may be terminated by any party with thirty (30) days written notice for the substantial failure of the other parties to perform its obligations hereunder. In the event of termination, each Party shall be liable for a proportionate share of any costs incurred on the Project.

10. Other Instruments.

The parties hereto covenant and agree that they will execute other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the purposes of this Agreement.

11. Invalid Provision.

Any clause, sentence, provision, paragraph, or article of this Agreement held by a court of competent jurisdiction to be invalid, illegal, or ineffective shall not impair, invalidate, or nullify the remainder of this Agreement, but the effect thereof shall be confined to the clause, sentence, provision, paragraph, or article so held to be invalid, illegal, or ineffective.

12. Applicable Law.

This Agreement shall be construed under the laws of the State of Texas and all obligations of the parties hereunder are performable in Travis County, Texas. Any suits pursued relating to this Agreement will be filed in a district court of Travis County, Texas.

13. Parties Bound.

This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective legal representatives, successors, and assigns. No party may assign any rights under this Agreement without the written consent of the other parties. Except as otherwise expressly provided herein, nothing in this Agreement, express or implied, is intended to confer upon any person, other than the Parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.

14. Counterparts.

This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original and all of which together constitute one and the same instrument. The terms of this Agreement shall become binding upon each party from and after the time that it executes a copy hereof. In like manner, from and after the time it executes a consent or other document authorized or required by the terms of the Agreement, such consent or other document shall be binding upon such party.

Effective as of the later date set forth below.

THE CITY OF AUSTIN

TRAVIS COUNTY

By: _____
Marc Ott, City Manager

By: _____
Samuel T. Biscoe, County Judge

Date: _____

Date: _____

**ROUGH PROPORTIONALITY
INTERLOCAL COOPERATION AGREEMENT
CITY OF AUSTIN AND TRAVIS COUNTY**

This Agreement is made and entered into by and between the City of Austin ("the City") and Travis County ("the County"), hereinafter collectively referred to as the "Parties", upon the premises and for the consideration stated herein.

WHEREAS, the Parties desire to develop a methodology for determining rough proportionality; and

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- b) The party or parties paying for the performance of governmental functions or services shall make payments therefore from current revenues available to the paying party.

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Travis County Attorney
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This Agreement shall be construed under the laws of the State of Texas and all obligations of the parties hereunder are performable in Travis County, Texas. Any suits pursued relating to this Agreement will be filed in a district court of Travis County, Texas.

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This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original and all of which together constitute one and the same instrument. The terms of this Agreement shall become binding upon each party from and after the time that it executes a copy hereof. In like manner, from and after the time it executes a consent or other document authorized or required by the terms of the Agreement, such consent or other document shall be binding upon such party.

Effective as of the later date set forth below.

THE CITY OF AUSTIN

TRAVIS COUNTY

By: _____
Marc Ott, City Manager

By: _____
Samuel T. Biscoe, County Judge

Date: _____

Date: _____

EXHIBIT A

CITY OF AUSTIN AND TRAVIS COUNTY, TEXAS SCOPE OF SERVICES

PROJECT FOR:

CITY OF AUSTIN AND TRAVIS COUNTY, TEXAS,
AS AN EXTENSION OF THE AUSTIN STRATEGIC MOBILITY PLAN

PROJECT TITLE:

CITY OF AUSTIN AND TRAVIS COUNTY ROUGH PROPORTIONALITY DEVELOPMENT

STUDY AREA:

The total project planning area is the City of Austin, its extraterritorial jurisdiction (ETJ), and the areas of Travis County that are not otherwise incorporated by municipalities.

OBJECTIVES OF THE PLANNING EFFORT:

In 2003, the Texas Supreme Court ruled that local governments cannot condition approval of a development project on the developer contributing to infrastructure improvements to a degree greater than the impact the development project will have on that infrastructure. During the 2005 Texas Legislative Session, legislators established formal procedures for meeting this requirement by passing House Bill No. 1835, amending Section 212.904 of the Local Government Code "relating to the apportionment of municipal infrastructure costs in regard to certain property development projects." The directly applicable portion of this legislation states:

"If a municipality requires as a condition of approval for a property development project that the developer bear a portion of the costs of municipal infrastructure improvements by the making of dedications, the payment of fees and/or the payment of construction costs, the developer's portion of the costs may not exceed the amount required for infrastructure improvements that are roughly proportionate to the proposed development...."

In order to accurately assess a developer's costs that are "roughly proportionate," to the development as described in the Statute, this project will develop and implement a methodology to be used to determine the maximum amount of infrastructure improvements that are roughly proportionate to the proposed development.

The City of Austin and Travis County intend to develop a rough proportionality methodology for complying with HB 1835 that is consistent with the goals and objectives of the City and County.

PROPOSED COMPANION STUDIES:

Not applicable

MANAGEMENT OF PROJECT TEAM:

The Austin Transportation Department (ATD) will direct the efforts of the Consultant Team.

ANTICIPATED TASKS AND SERVICES:

The following anticipated tasks and services represent the proposed scope for the Rough Proportionality Policy Development.

Task 1: DATA COLLECTION AND RESEARCH

The consultant will work with staff to conduct the following research and collect the following data:

1.1. EXISTING SYSTEM RESEARCH

The Consultant will research and review how the City and Travis County currently manage the development review process – specifically as it relates to off-site roadway infrastructure and right-of-way dedication requirements for developers. The Consultant will work with the City and Travis County to compile the applicable development codes and master plans that may be affected by HB 1835. This will likely include documents such as the Austin City Code (Title 25 - Land Development of the Austin City Code, and Title 30 - Austin/Travis County Subdivision Regulations), Master Thoroughfare Plans and other relevant documents as determined by the City and County. It is anticipated that the City and County will assist the Consultant in identifying the development codes and understanding the current development process. The City and County will also assist the Consultant in identifying any potential impacts of future annexation areas.

1.2. ROADWAY MASTER PLANS AND HISTORIC PROJECT COSTS

The Consultant will gather from the City and County the most current master thoroughfare plan (.shp file), design standards, design criteria, and cross section information for those roadway facilities that may be required to be improved (or contributed towards) by future development. This information will include right-of-way widths, pavement widths, pavement depth, and other required elements typically included as part of a roadway construction project. The Consultant will also gather from the City and County average unit prices for commonly used pay items and available historical bid tabulation information for recently completed thoroughfare construction projects in the City and County. This information will be used as the basis for Task 2.

1.3. CAMPO TRIP LENGTH INFORMATION

The Consultant will collect from CAMPO available origin-destination studies, average trip length information, or any similar studies.

1.4. MEETINGS

The Consultant will prepare for and attend up to one (1) meeting with the Client to review and discuss the data collection and research tasks.

Task 2: METHODOLOGY DEVELOPMENT

Using the information collected in Task 1, the Consultant will assist the City and County in developing a rough proportionality methodology consistent with HB 1835.

2.1. METHODOLOGY OUTLINE

The Consultant will coordinate with the City and County to outline the methodology to be utilized by the City and County in conducting the rough proportionality analysis. It is anticipated that the methodology will consist of an MS Excel (.xls) worksheet that will include the following elements:

- User Guide (an overview of the proportionality worksheet)
- Proportionality Worksheet, including the following four (4) sections:
 - Development Information
 - Demand Calculations (based on the land use and intensity of the development)
 - Supply Calculations (listing of the required improvements to be

- provided by the development)
- Comparison Information (a summary comparison of the supply and demand from the development to determine if the improvements are roughly proportionate)
- Land Use Information (a summary of the land uses for the demand calculations)
- Summary of Roadway Costs (a summary of the costs and capacities provided by the various roadway facilities identified in Task 1)
- Detailed roadway costs sheets (a summary of the per mile project costs for the roadway facilities identified in Task 1)

The City and County will provide the Consultant with guidance on the structure, format, and inputs for all of the above listed elements of the rough proportionality worksheet.

2.2. WORKSHEET DEVELOPMENT

Using the information collected during Task 2.1, the Consultant will develop a rough proportionality worksheet for use by the City and County in conducting rough proportionality determinations. The Consultant will develop a costing methodology for up to three (3) different unit price systems (anticipated to be City of Austin, Travis County east, and Travis County west) to account for variability in soil conditions. It is anticipated that the Consultant will develop a draft version for review and comment by the City and County; followed by a final version of the worksheet that addresses City and County comments. The Consultant will update the worksheet for up to two (2) rounds of City and County comments.

2.3. POLICY RECOMMENDATIONS

Based on the results of Task 1.1, the Consultant will recommend to the City and County potential changes needed to existing City or County ordinances, codes, or policies in order to comply with rough proportionality legal requirements.. The Consultant recommends the City and County also engage their Attorneys in this review process, specifically related to ensuring the City and County have incorporated the appeals process required by HB 1835. The consultant will not develop or write any required ordinance updates, administrative guidelines, or other documentation related to adopting these recommendations. It is anticipated that the City and County will update their administrative tools as part of this project without the support of the Consultant.

2.4. PROPORTIONALITY USER GUIDE

The Consultant will develop an 8.5" x 11" user guide (anticipated to be 5-10 pages in length with text and supporting exhibits / screen shots of the worksheet) for the rough proportionality methodology. The user guide will outline the history and objectives of the rough proportionality policy, along with summarize the step-by-step instructions for completing the worksheet. The focus of the user guide will be to assist current and future staff members whom are unfamiliar with using the rough proportionality worksheet.

2.5. MEETINGS

The Consultant will prepare for and attend up to two (2) meetings with the Client to review and discuss the methodology and resulting rough proportionality worksheet.

Task 2 Deliverables:

- Rough Proportionality Worksheet in MS Excel (.xls) format. The password for this 'locked' worksheet will also be provided.
- Technical Memorandum summarizing the policy recommendations identified in Task 2.3.
- User guide in .pdf format.

Task 3: IMPLEMENTATION SUPPORT

The purpose of this task is for the consultant to assist in City and County staff in the implementation of the rough proportionality policy.

3.1. STAFF TRAINING SESSION

The Consultant will prepare for and attend up to one (1) training session with City and County staff. It is anticipated that this will be a four-hour training session that covers the basics of rough proportionality, details of applying and using the rough proportionality worksheet, and two case studies utilizing the rough proportionality worksheet. The Consultant will provide black-and-white hard copies of the training materials for up to 20 attendees.

3.2. STAKEHOLDER MEETINGS

The Consultant will prepare for and attend up to two (2) meeting with a stakeholder group identified by the City and County. The City and County shall arrange for identifying and contacting the appropriate groups and arranging/scheduling meeting location(s) as necessary.

3.3. ON-CALL ADMINISTRATIVE SUPPORT

Following adoption of the policy, the Consultant will provide hourly on-call support services to aid in the implementation of any necessary modifications to the worksheet, provide technical support, or support the City and County during an appeal. It is anticipated that this task will provide support for up to 30 hours.



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Christy Moffett, LMSW 854-3460

Elected/Appointed Official/Dept. Head: Sherri E. Fleming,
County Executive for Health and Human Services and Veterans Service

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and Take Appropriate Action on the Overview of Potential Projects for the Program Year 2011 Action Plan Related to the Community Development Block Grant Available Through the U.S. Department of Housing and Urban Development.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Please see the attached memorandum for a summary of the background and attachments.

STAFF RECOMMENDATIONS:

Please see the attached memorandum for a summary of the staff recommendation.

ISSUES AND OPPORTUNITIES:

Please see the attached memorandum for a summary of the issues and opportunities.

FISCAL IMPACT AND SOURCE OF FUNDING:

Please see the attached memorandum for a summary of the issues and opportunities.

REQUIRED AUTHORIZATIONS: None.



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
And VETERANS SERVICE**

100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767

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

MEMORANDUM

Date: June 15, 2011

To: Members of the Commissioners Court

From:

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

Subject: Community Development Block Grant (CDBG) Program Year 2011 Project Recommendations

Proposed Motion:

Consider and take appropriate action on the overview of potential projects for the Program Year 2011 Action Plan related to the Community Development Block Grant available through the U.S. Department of Housing and Urban Development:

Background and Summary:

Travis County's CDBG allocation for its Program Year 2011 is \$ **\$790,136**. The required Consolidated Plan and Action Plan to inform HUD on how Travis County intends to spend its allocation are due August 15, 2011. A minimum of 65% (\$513,589) of the allocation must be spent on Housing and Community Development projects. Funds for Administration and Planning projects are capped at 20% (\$158,027) as well as Public Services at 15% (\$118,520).

Refer to Attachment "B" for the full detail on the alternate projects, a list of other potential high priority projects and project proposals received.

Staff Recommendations:

Staff recommends the following project for funding for PY 11. These projects are explained in detail in Attachment "A".

Project Recommendations for PY11

Community Development (must be at least 65 % of Total Allocation)	
<p>1. Street Improvements: Lake Oak Estates The project will improve several substandard roads in the neighborhood. The first phase of the project, funded with PY11 funds, will include: 1) design services; 2) land surveying services; 3) geo-technical services; 4) drainage design services; 4) utility location and relocation coordination services; 5) environmental review and related regulatory permits ; and 6) project management time.</p> <p>The improvements impact 106 people, of which, 69.8% are considered low to moderate income based on the primary survey.</p>	\$145,000
<p>2. Owner Occupied: Home Rehabilitation This project will fund minor home repair services to move homes towards Housing Quality Standards to low and moderate income homeowners in the unincorporated areas of Travis County. The program seeks to improve the energy efficiency, physical living conditions, and safety in owner-occupied homes. A 0% interest, forgivable 5-year loan up to \$24,999 with no required annual or monthly payments is available. The impact will be 14 homes.</p>	\$368,636
Community Development total (65 %):	\$ 513,636
Public Services (capped at 15 % of Total Allocation)	
<p>4. Public Services, Other: Expansion of an internal HHS/VS program through the Family Support Services Division to expand social work services in the unincorporated areas. A total of 1.5 FTEs and related operating expenses are targeted for this project which will be administered by the Travis County HHS/VS, Family Support Services Division. The Impact will be assistance to 500 individuals</p>	\$118,500
Public Service total (15 %):	\$118,500
Administration and Planning (capped at 20 % of Total Allocation)	
<p>6. Administration & Planning The funds allocated for administration will pay for the operating expenses associated with the grant including offices supplies, training, contracted services, interpreting, and other business related expenses. Additionally, the funds will pay for a portion of the salary for two CDBG Planners and the TNR Senior Engineer who acts as a project manager for CDBG-funded street and water supply improvement projects.</p>	\$158,000
Administration and Planning Total (20%):	\$158,000
Total award by HUD:	\$790,136

Alternate Project List for Program Year 2011

This year, staff recommends adopting a list of alternate projects that can be funded in the event that the projects identified for this program year are delayed, canceled, or performed at a lower

cost than the budgeted amount. The Travis County CDBG program would recommend the following projects as alternates: homebuyer assistance, homeowner rehabilitation, or design of Navarro Creek Street Improvements.

Approval by the Commissioner's Court would be required to use an alternate project.

Budgetary and Fiscal Impacts:

For PY11, CDBG will continue to need the dollars allocated in the HHS/VS General Fund target budget, which will continue to support the positions of the CDBG Senior Planner and 40% of one of the CDBG Planners. If the Court approves the grant projects, the grant will support the remaining 60% of one of the CDBG planners, support 100% of a new grant funded Planner position, and 50% of the TNR Senior Engineer and all operating expenses.

No matching funds are required for CDBG. Staff anticipates that the grant funds will be available by mid-October 2010. The contract period will be October 1st through September 30th annually.

Issues and Opportunities:

CDBG staff continually assesses the spending of funds and the progress of projects to ensure timely spending. As a result, the recommendations for projects during the annual selection process may be affected based on the current spending of dollars and previous project allocations. As always, project selection for Program Year 2011 will be key toward our efforts in ensuring timeliness in August 2012.

All projects recommended are high priority projects as established by the Travis County Commissioners Court on May 24, 2011 for the Program Year 2011-2013 Consolidated Plan.

For considerations for each project recommended refer to Attachment A. A brief summary of those considerations can be found below:

- Street Improvements: Lake Oak Estates: 1) support the first phase of a three-year project, funding the design and environmental of the road improvement, 2) improves the livelihood of a community to gain access to a safe and decent road; 3) funding is diminishing for CDBG.
- Home Rehabilitation: 1) improves quality of existing housing stock, 2) increases access to funding for repairs as few providers work in the unincorporated areas; 3) addresses the current waiting list for the program; 4) ensures affordability and acquisition of the loan by allowing households to put more money down 3) benefits economic recovery by investing in stabilizing the housing market through homebuyer assistance and 4) provides an opportunity for program income which can be reinvested into more homebuyer assistance opportunities.
- Public Services, Other: 1) expands a successful project, 2) improves access to households who need the services, 3) allows the County to better understand the needs in the unincorporated areas and work with other service providers to expand services, 4) assists in timeliness achievement through drawing down funds consistently and 5) leverages funds.

- Administration & Planning: 1) allows the grant to absorb more of the administrative cost of the program, 2) assists in timeliness achievement through drawing down funds consistently.

Considering the inclusion of alternate projects allows for the pre-planning of unforeseen incidents, and allows the CDBG program to utilize the funds in a timely manner toward pre-identified alternate projects. Resources, including time and money, that would otherwise be used to add or delete projects through the customary Substantial Amendment process described in the Citizen Participation Plan, can be saved.



Community Development Block Grant (CDBG) Program Overview of Project Selection Process

Project Submission Process

County residents, services providers and County departments had the opportunity to present potential CDBG projects:

- By participating in any of the five public hearings held during the months of February and March, 2011. One of hearings was held at the Travis County Commissioners Court and other four throughout each of the four County precincts.
- Through the submission of a Citizen Participation Form or a Project Proposal Form. Those that were not able to attend public hearings had the choice of filling out any of these two forms by accessing it on the Travis County Website or by requesting it from Travis County CDBG staff.

Project Scoring Matrix

Travis County CDBG staff considered and weighed all potential projects identified by the public. First, the CDBG Office staff assessed whether potential projects met one of HUD's national objectives, were eligible CDBG activities, and were feasible to complete in a timely manner.

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

- **Addresses a high priority goal of the Strategic Plan:** Projects addressing one of the three high priority categories identified in the strategic (consolidated) plan will receive more favorable review.
- **Feasibility of project:** Projects that have the ability to be implemented and completed within 12 months will receive more favorable review. Project may be broken up into manageable 12-18 month phases for those that are more costly or slower moving.
- **Impacts a significant number of households:** Project scope and the number of persons benefiting will be considered to determine the level of project impact.
- **Benefit to low/moderate-income persons:** Projects that benefit low- and moderate-income households will receive a more favorable review.
- **Leverages/matches with funding from another source:** Projects that utilize other funds (federal, state, local, private) and public/private joint efforts will receive more favorable review.

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project # 1: Lake Oak Estates Substandard Road Improvement - \$145,000

Project Description:

The Lake Oak Estates Neighborhood completed a primary survey in March 2011 and was identified as a low to moderate income area. The roads in the unincorporated areas of Lake Oak Estates do not meet Travis County standards, therefore, the substandard roads are not accepted into the Travis County road maintenance program.

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

The project will be broken up into three phases and include the improvement to sections of Cavalier Canyon Drive, Bowling Lane, Covenant Canyon Trail, Holly Lane and related cross streets. The first phase, funded with PY 11 grant funds, will include: 1) design services; 2) land surveying services; 3) geo-technical services; 4) drainage design services; 4) utility location and relocation coordination services; 5) environmental review and related regulatory permits.; and 6) project management time.

The improvements impact 106 people, of which, 69.8% are considered low to moderate income based on the primary survey.

Project 1: General Project Information	
CDBG Funding:	\$145,000
Leverage Funding:	Not Applicable
Program Delivery:	Travis County Transportation and Natural Resource Department
Program Oversight:	Travis County Health and Human Service and Veteran Services
Expected Start/ Completion Date:	January 2012 -September 2012: Design Phase completed Phases2 & 3: Future Funding needed PY 12 & PY 13
Location:	Lake Oak Estates, Precinct 3

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project 1: Priority and Performance Measurement Information (HUD –prescribed)			
Priority Need Category:	Infrastructure	Project:	Street Improvements
Eligible Activity:	Street Improvements	Outcome Category	Sustainability
Objective Category	Suitable Living Environment	Specific Objective	Improve quality of public improvements for lower income persons
Citation	570.201 (c)	Accomplishment	131 Individuals
Eligibility	LMA –Survey	Matrix Code	03 K Street Improvements
Priority in the 2011-2013 Strategic Plan#	High	Travis County HTE #:	HCUF01

Project Considerations:



Low to moderate income property owners have an urgent need for improved access for themselves, school busses, mail service, and emergency vehicles.

- This project is a three phase improvement that includes:
 - Phase 1 (PY 11): Design and Environmental
 - Phase 2 (PY12): Acquisition of a small drainage easement and construction of Cavalier Canyon, Bowling Lane, half of Covenant Canyon and one unnamed cross street estimated at \$280,000 including project management time by TNR Senior Engineer.
 - Phase 3 (PY13): Construction of Holly Lane, rest of Covenant Canyon and the other cross streets estimated at \$380,000 including project



management time by TNR Senior Engineer (25% of his time) and curb and gutter on Holly Lane due to proximity to properties.

- The biggest concern is the dwindling CDBG grant. In PY 11, CDBG received a 16.1% cut in funding with the possibility another reduction in PY 12. Technically, the project is not considered eligible until the construction is complete so if grant funds are cut significantly enough that the construction phases cannot be completed, the County will have to reimburse HUD for the design costs incurred in Phase 1. Staff has broken the project into small pieces so that should another substantial reduction occur, the project is still feasible.

LAKE OAK ESTATES PHASES



Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project # 2: Home Rehabilitation - \$368,636

Project Description:

This project will fund minor home repair services to move homes towards Housing Quality Standards to low and moderate income homeowners in the unincorporated areas of Travis County. The program seeks to improve the energy efficiency, physical living conditions, and safety in owner-occupied homes. A 0% interest, forgivable 5-year loan up to \$24,999 with no required annual or monthly payments is available. The loan is forgiven at a pro-rata rate of 20% for each year of home ownership. Examples of potential improvements include connections of houses to long-term viable sources of water (not part of a stand-alone infrastructure project), complementing weatherization services of other funding sources, septic tank repairs, and electrical and plumbing repairs. In the event that program income is created, it will be reinvested into the Home Rehabilitation project.

These funds are targeted to homeowners at or below 80% MFI in the unincorporated areas of the county. This project will be either administered by a non-profit, designated as a sub-recipient, identified through a formal application process or by the HHS/VS department. Additionally, some of the allocation will partially fund the second, new CDBG Planner position to complete environmental paperwork, final inspections and sign off and any other needed project delivery related costs.

Project 2: General Project Information	
CDBG Funding:	\$368,636
Leverage Funding:	To be determined
Program Delivery:	Designated sub-recipient or Travis County Health and Human Service and Veterans Service
Program Oversight:	Travis County Health and Human Service and Veteran Services
Estimated Start/ Completion Date:	Contract in place by November 2011 Program delivery begins January 2012 Program completion date by January 2013
Location:	Homes in the unincorporated areas of Travis County

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project 2: Priority and Performance Measurement Information (HUD –prescribed)			
Priority Need Category:	Owner Occupied Housing	Project:	Rehabilitation of existing units
Eligible Activity:	Rehabilitation	Outcome Category	Availability/ Accessibility
Objective Category	Suitable Living Environment	Specific Objective	Improve the quality of owner housing
Citation	570.202	Accomplishment	15 Housing Units
Eligibility	LMH	Matrix Code	14A, Rehabilitation, Single Unit Residential
Priority in the 2011-2013 Strategic Plan#	High	Travis County HTE #:	HCIF02

Project Considerations:

- The need to repair aging and deteriorating houses in the unincorporated areas of the county is one of the most recurring needs presented in the CDBG public hearings. It is also a need observed first hand by the CDBG social worker who provides services through home visits.
- Currently the County's Housing Service Division is the only agency providing home repair services in the unincorporated areas with the exception of a few small programs that occasionally do home repair outside of city limits. The Housing Service Division currently has a waiting list for home repair services as demand far exceeds availability of services. The CDBG waiting list has 25 households on it who have either called the office or received services from the CDBG Social Worker.
- Outsourcing: The CDBG Office has been contacted and talked with the Home Repair Coalition and one other provider who are interested in applying for funds. These non-profits have requests from unincorporated clients that they currently do not have the resources to help. Additionally, the Coalition indicates that it would take about 4-5 months to spend \$250,000.
- If after going through procurement of services, there are no submissions of acceptable proposals, CDBG staff would alternatively implement this program through the Travis County HHS&VS Housing Division.

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project # 3: FSS Social Work Services Expansion Project - \$118,500

Project Description:

This program is an internal Travis County Health and Human Services & Veterans Service expansion of existing services. The program will re-design the PY07, PY08, PY09 & PY 10 expansion of social work services by increasing to one and a half social workers resulting in additional capacity to provide case management, information and referral, non-clinical counseling, crisis intervention and outreach in all four precincts of the unincorporated areas. The 1.5 FTEs will partially fund 4 social workers who work at a Travis County HHS&VS facility, however, to reduce transportation barriers, the social worker provides the majority of service provision through home visits. Additionally, part of the funds will be used for operating expenses such as items necessary to provide home based services, mileage, training, among others.

Project 3: General Project Information	
CDBG Funding:	\$ 118,500
Leverage Funding:	Youth and Family Assessment Center (YFAC) Flex Funds – to be determined Best Single Source (BSS) Funds – to be determined General Fund Staff costs: Approximately \$200,000
Program Delivery:	Family Support Services (FSS) Division of the Travis County Health and Human Services & Veteran Services
Program Oversight:	Travis County Health and Human Services & Veteran Services
Expected Start/ Completion Date:	September 30, 2011 – October 1, 2012
Location:	Households residing in the unincorporated areas of TC

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project 3: Priority and Performance Measurement Information (HUD –prescribed)			
Priority Need Category:	Public Services, Other	Project:	Social Work Services Program
Eligible Activity:	Public Services	Outcome Category	Availability/ Accessibility
Objective Category	Suitable Living Environment	Specific Objective	Improve the availability of services for low/moderate income persons
Citation	570.201 (e)	Accomplishment	500 people
Eligibility	LMC	Matrix Code	05, Public Services (General)
Priority in the 2011-2013 Strategic Plan#:	High	Travis County HTE #:	HSOF03

Project Considerations:

- ◆ Residents of the unincorporated areas of the County have limited access to social services partly because only a limited number of agencies concentrate on rendering services for unincorporated residents and partly because transportation barriers prevent them from getting to and from health and human service agencies. This project thus addresses transportation barriers by using the home-based service model.
- ◆ Of the over \$8 million in social service contract investments, less than 9% of services are provided to people in the unincorporated areas, however, in a survey conducted this year, providers indicated that they had methods to allow for remote access to services. This means that the key to getting the services out to the unincorporated areas is to provide case management, information and referral and linkage to services.
- ◆ The work of the Social Workers continues to inform CDBG staff on the nature and extent of unmet needs faced by residents in the unincorporated areas. This information will continue to be of great value in shaping future funding decisions in the unincorporated areas.
- ◆ Assists in addressing timeliness via consistent monthly expenditures.
- ◆ The program design changes have great benefits. PBO, HHS HR and the Auditor's Office have reviewed and approved the design change as allowable within County policy.

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Summary of Changes to Social Work Program Design:

Area of Change	Current Program	New Program Design
Number of FTEs	1 FTE	1.5 FTE
Distribution of FTE	Funds 1 person 100%	Funds 3 people at 33% and 1 person at 50%.
Service Area	Precincts 1 & 4	All precincts
No. of People Served	120	500 (316% increase)
Continuity of Service	SW has to transfer cases when people move to an incorporated area.	SW can maintain client if he/she moves into a city - allows for continuity of care.
Funding Level	\$69,295	\$118,500 (71% increase)
Leveraged Funds	Less than \$10,000	Approx. \$200,000

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project # 4: Administrative & Planning Expenses – \$158,000

Project Description:

The funds allocated for administration will pay for the operating expenses associated with the grant including office supplies, training, contracted services, interpreting, membership and other business related expenses. Additionally, the funds will pay for a portion (60%) of the salary for the existing CDBG Planner, a portion (75%) of a new CDBG Planner position and a portion (25%) of the salary of a TNR Senior Engineer who acts as a project manager for CDBG-funded street and water supply improvement projects.

Project 4: General Project Information	
CDBG Funding:	\$158,000
Leverage Funding:	Travis County General Fund = estimated \$ 105,000
Program Delivery:	Travis County Health and Human Service & Veteran Services
Program Oversight:	Travis County Health and Human Service & Veteran Services
Expected Start/ Completion Date:	October 1, 2011 – September 30, 2012
Location:	Not Applicable

Project 4: Priority and Performance Measurement Information (HUD –prescribed)			
Priority Need Category:	Not Applicable	Project:	Program Administration
Eligible Activity:	Administration and Planning	Outcome Category	Not Applicable
Objective Category	Not Applicable	Specific Objective	Not Applicable
Citation	570.206	Accomplishment	Other, Effective administration of the grant
Eligibility	Not Applicable	Matrix Code	21A, General Program Administration
Priority in the 2011-2013 Strategic Plan#:	Not Applicable	Travis County HTE #:	HAGF04 & HPWF05

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Program Considerations:

- ◆ Assists in addressing timeliness via consistent monthly expenditures.
- ◆ Allows the grant to begin to support more of the costs related to the grant.
- ◆ Leverages an estimated \$105,000 in the general fund dollars to support personnel costs.
- ◆ The addition of a new CDBG Planner position increases staff's ability to be involved in more community planning and improve project implementation. This position is currently filled through a one-time special project slot, to assist with the Consolidated Plan, funded with General Fund that will end on September 30, 2011. The Department would like to create a grant funded slot that would be funded 75% through the Administration project, 15% funded through the Home Rehabilitation project and 10% funded through the Homebuyer Assistance project, and move the person filling the Special Project slot into this new grant funded slot.
- ◆ The Senior Engineer position will transition to 50% General Fund through TNR to work on projects other than CDBG and funded 50% through CDBG. The CDBG breakdown includes 25% Administration and Planning and 25% Street Improvement Project.

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Alternate Project List for Program Year 2011

In the event that the projects identified for this program year are delayed, canceled, or are performed at a lower cost than the budgeted amount, the Travis County CDBG program plans to pursue one or more of following projects: homebuyer assistance, homeowner rehabilitation, or design of Navarro Creek Street Improvements.

Planning for such incidents allows the CDBG program to utilize the funds in a timely manner toward pre-identified alternate projects, also saving resources that would otherwise be used to add or delete projects through the customary Substantial Amendment process described in the Citizen Participation Plan. Approval by the Commissioner's Court would be required to use an alternate project.

Alternate Project Priority #1: Homebuyer Assistance -

Project Description:

In an effort to make housing affordable to "first-time home purchasing" families whose annual household income is at or below 80 percent of the Area Median Income (AMI), the Travis County Affordable Housing Ownership Program will make Shared Appreciation Gap Financing and Down payment Assistance loans available. The project will be administered by a non-profit, as a designated sub-recipient.

Shared Appreciation Gap Financing:

Households earning 80% or less of the area median income may obtain funds (up to \$30,000) to reduce the sales price to an amount affordable to the household. Actual assistance amount will be calculated based on actual family need. The loan is a 0 % interest, 30-year note with no required annual or monthly payments. Upon resale, refinancing, lease or other transfer of title, the loan must be repaid in full plus a percentage of the house's appreciation value.

Down Payment Assistance:

Households earning 80% or less of the area Median Family Income (MFI) may obtain funds (\$8,000) to cover down payment and reasonable closing costs. The loan is a 0 % interest, 5 year-note with no required annual or monthly payments. The loan is forgiven at a pro-rata rate of 20% for each year of homeownership. The loan is fully forgiven at the end of 5 years. A minimum house hold investment of \$500 is required.

All households who are interested in assistance through the Travis County Affordable Housing Ownership Program are required to participate in a minimum of eight (8) hours of HUD-certified housing counseling.

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Alternate Project Priority 1: General Project Information	
CDBG Funding:	Depends on available funds, but up to \$300,000
Leverage Funding:	Not applicable
Project Delivery:	TBD
Project Oversight:	Travis County Health and Human Services & Veteran Services
Expected Start/ Completion Date:	TBD, dependent upon available funds
Location:	Unincorporated areas of the County

Alternate Project 1: Priority and Performance Measurement Information (HUD – prescribed)			
Priority Need Category:	Homeownership	Project:	Homebuyer Assistance
Eligible Activity:	Direct Homeownership Assistance	Outcome Category	Availability/Accessibility
Objective Category	Decent Housing	Specific Objective	Increase the affordability of owner housing
Citation	24 CFR 570.201 (n)	Accomplishment	Approximately 1 house per \$15,000 invested
Eligibility	LMH	Matrix Code	13, Direct Home Ownership Assistance
Priority in the 2011-2013 Strategic Plan#:	High	Travis County HTE #:	TBD

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project Considerations:

- In Travis County, the cost of housing continues to increase at a faster rate than wages or salaries. Stagnant family income and sharply increasing housing costs has placed safe and decent housing outside the reach of many low-income households. Working families with incomes below 80 % of the area median family income experience substantial challenges in acquiring affordable housing that does not create overcrowding (more than 1 .5 persons per room)" for the family.
- At a time when loans are more difficult to get, homebuyer assistance presents an opportunity to not only help homebuyers but also stimulate the economy, stabilize home prices, and revitalize neighborhoods that are negatively affected by foreclosure.
- Provides an opportunity to create program income to support future investments in homebuyer assistance.

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Alternate Project Priority # 2: Home Rehabilitation

Project Description:

This project will fund minor home repair services to move homes towards Housing Quality Standards to low and moderate income homeowners in the unincorporated areas of Travis County. The program seeks to improve the energy efficiency, physical living conditions, and safety in owner-occupied homes. A 0% interest, forgivable 5-year loan up to \$24,999 with no required annual or monthly payments is available. The loan is forgiven at a pro-rata rate of 20% for each year of home ownership. Examples of potential improvements include connections of houses to long-term viable sources of water (not part of a stand-alone infrastructure project), complementing weatherization services of other funding sources, septic tank repairs, and electrical and plumbing repairs. In the event that program income is created, it will be reinvested into the Home Rehabilitation project.

These funds are targeted to homeowners at or below 80% MFI in the unincorporated areas of the county. This project will be either administered by a non-profit, designated as a sub-recipient, identified through a formal application process or by the HHS/VS department.

Alternate Project Priority #2: General Project Information	
CDBG Funding:	Depends on available funds, but up to \$300,000
Leverage Funding:	To be determined
Program Delivery:	Designated sub-recipient or Travis County Health and Human Service and Veterans Service
Program Oversight:	Travis County Health and Human Service and Veteran Services
Estimated Start/ Completion Date:	Dependent on availability of funds
Location:	Homes in the unincorporated areas of Travis County

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Alternate Project Priority 2: Priority and Performance Measurement Information (HUD –prescribed)			
Priority Need Category:	Owner Occupied Housing	Project:	Rehabilitation of existing units
Eligible Activity:	Rehabilitation	Outcome Category	Availability/ Accessibility
Objective Category	Suitable Living Environment	Specific Objective	Improve the quality of owner housing
Citation	570.202	Accomplishment	1 unit for every \$24,999 funded
Eligibility	LMH	Matrix Code	14A, Rehabilitation, Single Unit Residential
Priority in the 2011-2013 Strategic Plan#	High	Travis County HTE #:	TBD

Project Considerations:

- The need to repair aging and deteriorating houses in the unincorporated areas of the county is one of the most recurring needs presented in the CDBG public hearings. It is also a need observed first hand by the CDBG social worker who provides services through home visits.
- Currently the County's Housing Service Division is the only agency providing home repair services in the unincorporated areas with the exception of a few small programs that occasionally do home repair outside of city limits. The Housing Service Division currently has a waiting list for home repair services as demand far exceeds availability of services. The CDBG waiting list has 25 households on it who have either called the office or received services from the CDBG Social Worker.
- Outsourcing: The CDBG Office has been contacted and talked with the Home Repair Coalition and one other provider who are interested in applying for funds. These non-profits have requests from unincorporated clients that they currently do not have the resources to help. Additionally, the Coalition indicates that it would take about 4-5 months to spend \$250,000.
- If after going through procurement of services, there are no submissions of acceptable proposals, CDBG staff would alternatively implement this program through the Travis County HHS&VS Housing Division.

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Alternate Project Priority # 3: Navarro Creek Drive Substandard Road Improvement Project

Project Description:

This project funds the design phase, environmental review, and project management time to support the improvement of the unaccepted portion of Navarro Creek, a road in Precinct 4. This will be the first phase of a three-phase project to complete the road improvement. This project will be administered by the Travis County Transportation and Natural Resources Department, Public Works Division.

Alternate Project Priority 3: General Project Information

CDBG Funding:	Up to \$125,000
Leverage Funding:	Not Applicable
Program Delivery:	Travis County Transportation and Natural Resource Department
Program Oversight:	Travis County Health and Human Service and Veteran Services
Expected Start/ Completion Date:	Dependent upon when or if funded – approximately 6 months from funding approval date
Location:	Navarro Creek road, Precinct 4

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

Priority Need Category:	Infrastructure	Project:	Street Improvements
Eligible Activity:	Street Improvements	Outcome Category	Sustainability
Objective Category	Suitable Living Environment	Specific Objective	Improve quality of public improvements for lower income persons
Citation	570.201 (c)	Accomplishment	1239 Individuals
Eligibility	LMA	Matrix Code	03 K Street Improvements
Priority in the 2011-2013 Strategic Plan#	High	Travis County HTE #:	TBD

Travis County Community Development Block Grant (CDBG) Program Projects Recommended for PY11 CDBG Funding

Project Considerations:

- Low to moderate income property owners will have access to an improved road allowing school busses, mail service, and emergency vehicles reach their properties.
- The project anticipates needing additional funding for two funding cycles to complete it.
- Approximately 19 parcels of land would need to be acquired to complete, eminent domain might be needed.
- Staff needs to ascertain neighborhood's interest for the project prior to starting.
- A cost estimate associated with taking a portion of the road out of the 100 year flood plain is still needed.
- Allocating funds on a multi-year basis allows for timely spending of funds.

Travis County CDBG Program
PY 2011 Project Matrix

Project Category	Project Request	Priority	Location	Leverage	Impact	Feasibility	Low/Mod Benefit	CDBG Eligible	Estimated Cost	Notes
Infrastructure	Substandard Road Improvements & Drainage Improvements	High	Lake Oak Estates, Pct. 3	None	106 indiv.	Phased over 3 yrs	69.8%	Yes	\$805,000 over 3 yrs	Primary Survey Complete Low/Mod Area Costs manageable with CDBG budget On the list since 2008 Candidate for Funding
Infrastructure	Substandard Road Improvement	High	Rockwood Circle, Pct. 3	None	1 house	No	Unknown	No	Undetermined	Project would benefit one business and one house Remaining residential lots undeveloped This project benefits a business Not a Candidate for Funding
Infrastructure	RV Park Septic problems	High	Lake Oak Estates, Pct. 3	Unknown	Unknown	No	Unknown	No	Unknown	The issue has been referred to the property entity for review, and to date, no verifiable issues have been discovered upon inspection.
Infrastructure	½ mile expansion of a 6: water line on (currently using a 2 inch line)	High	15210-15310 Fagerquist, Pct. 4	None	Unknown	No	Unknown	Yes	Unknown	Planning needing to better understand issues/area.
Housing	Acquisition of foreclosed homes, rehab and resale to low/mod homeowners	High	Unincorp. Area	None	Unknown	Unknown	Unknown	Yes	Undetermined	Recommendation from survey. No project proposal submitted. Planning Needed
Housing	Affordable Housing	High	Unincorp. Area	None	Unknown	Unknown	Unknown	Yes	Undetermined	Recommendation from survey. No project proposal submitted. Planning Needed
Housing	Permanent Supportive Housing for the Chronically Homeless , vulnerable populations, re-entry	High	Unincorp. Area	None	Unknown	Unknown	Unknown	Yes	Undetermined	Recommendation from survey. No project proposal submitted. Staff have tried to look for the right opportunity to pilot PSH, but so far, can't find a good location. Planning Needed

Travis County CDBG Program PY 2011 Project Matrix

Project Category	Project Request	Priority	Location	Leverage	Impact	Feasibility	Low/Mod Benefit	CDBG Eligible	Estimated Cost	Notes
Housing	Architectural Barrier Removal for residential homes targeting the elderly and people with disabilities	High	Unincorp. Area	None	Unknown	Unknown	Unknown	Yes	Undetermined	Can be addressed by the Home Rehabilitation Project funded in PY 2008, 2009 and recommended for additional funding in 2011.
Housing	Acquisition of land for affordable housing development	High	Mountain View Estates, Pct. 3	Unknown	unknown	Unknown	Unknown	Yes	Undetermined	Located in a census tract that has a concentration of low/mod income and people of color. No transportation. Would need to demonstrate that this area is the ideal to purchase property in to offset contributing to additional concentration of low/mod. No affordable housing developer identified. Not a candidate for funding
Community Services	Continuation of SW Project Expansion	High	Pct 1, 3 & 4	TDB	160 indiv.	12 mo.	100%	Yes	\$77,910	Continuation of existing project Based on data of service provision in target area, CDBG staff approached project about project redesign Inc budget to \$118, 500 Inc leverage to \$200,000+ Inc impact to 500 people and to all precincts Candidate for Funding

Travis County CDBG Program
PY 2011 Project Matrix

Project Category	Project Request	Priority	Location	Leverage	Impact	Feasibility	Low/Mod Benefit	CDBG Eligible	Estimated Cost	Notes
Community Services	Saving Family Homes and Stabilizing Neighborhoods Frameworks, Inc. Foreclosure Prevention Project	High	Unincorp. Areas	\$187,000	50 HH	12 mo.	51%	Yes	\$50,000	Foreclosures are overrepresented outside the City of Austin Estimates to impact History of 59% success rate of the 2150 HH served After review of the data, staff determined access to social services was a more significant need as the foreclosures appear to cluster at their highest rates around incorporated areas. Candidate for Funding.
Community Services	Early Literacy Programs	High	DelValle, Pct 4	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Recommendation from survey. No project proposal submitted. Advocacy for Expansion
Community Services	Transportation - point to point mini van service for grocery store or food pick up service co-located with library and health clinic	High	Unincorp. Areas	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Recommendation from survey. No project proposal submitted. Planning Needed
Community Services	Transportation – Capital Metro in the outer areas	High	Del Valle, Pflugerville, Manor,	Unknown	Unknown	Unknown	Unknown	No	Undetermined	Too expensive for CDBG project and the scope would have to be limited to the unincorporated areas. Advocacy for expansion
Community Services	Job Help Center Location	High	South Rural CC, Del Valle, Pct. 4	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Recommendation from survey. No project proposal submitted. Advocacy for Expansion

Travis County CDBG Program
PY 2011 Project Matrix

Project Category	Project Request	Priority	Location	Leverage	Impact	Feasibility	Low/Mod Benefit	CDBG Eligible	Estimated Cost	Notes
Community Services	Access to mental health facilities, counseling and therapy	High	Unincorp. Areas	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Recommendation from survey. No project proposal submitted. Advocacy for Expansion
Community Services	Access to health and prenatal care	High	East Austin	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Not in service area Not Feasible
Public Facilities	Playground Equipment	Medium	Sarah's Creek, Pct. 2	\$0	600 HH	12 mo.	Unknown	Yes	\$40,000	Application withdrawn. Person did not have the authority to request on the HOA behalf.
Public Facilities	Recreation Centers, Park and areas for Youth to spend after school	Medium	Unincorp. Areas	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Recommendation from survey. No project proposal submitted. Advocacy for Expansion
Public Facilities	Recreation Center in an Existing Building that Needs Rehabilitation	Medium	Del Valle, Pct. 4	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Not a high priority at this time. Advocacy for Expansion.
Public Facilities	Expand metro park with Pool, basketball courts and recreational activities	Medium	Southeast Metro Park	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Not a high priority at this time. Advocacy for Expansion.
Business & Jobs	Wal-Mart and HEB needed	Medium	Del Valle	Unknown	Unknown	Unknown	Unknown	No	Undetermined	CDBG not an appropriate use for this type of expansion Advocacy for Access to Food.
Business & Jobs	Creation of jobs that suit the population – not warehouse work	Medium	Unincorp. Areas	Unknown	Unknown	Unknown	Unknown	Yes	Undetermined	Not a high priority at this time. Advocacy for Expansion.

Travis County CDBG Program
 PY 2011 Project Matrix

Project Category	Project Request	Priority	Location	Leverage	Impact	Feasibility	Low/Mod Benefit	CDBG Eligible	Estimated Cost	Notes
Planning/ Infrastructure Project Support	TNR Senior Engineer	N/A	Unincorp. Areas	N/A	N/A	12 mo.	N/A	Yes	\$108,708	Continuation of existing project Based on reduction of funding, approached TNR about moving 50% of position to General Fund due to difficulty in supporting the position full time. TNR submitted 50% support with FY 12 budget. Dec funding to \$57,150 to support 50% salary (split between 2 projects) Candidate for Funding
Administration	Grant Administration	N/A	Unincorp. Areas	\$105,000	N/A	12 mo.	NA	Yes	\$158,000	Staff and operating expenses necessary for grant administration. Candidate for Funding



Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2011

CDBG Project Proposal Form (Page 1 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document. If you need additional space to answer any section – attach additional answers in separate paper.

Contact Information	
Provide a proposed project title	Project Title: Family Support Services Social Work Expansion Project
Indicate the name of the individual, organization, or Travis County Department proposing the project.	Name: Department of Health & Human Services & Veterans Services, Division of Family Support Services
Indicate the name of the person to direct questions regarding the proposed project.	Contact Person: Jane Prince MacLean
Provide the mailing address and e-mail for the contact person.	Address/ E-mail: 100 N IH 35, Suite 2003, Austin Texas 78701 Jane.prince-maclean@co.travis.tx.us
Provide the daytime phone number for the contact person.	Phone: 512-854-4143
Description of Problem/Need	
<p>Problem/Need - Describe the problem or need to be addressed in enough detail to convey its seriousness and magnitude.</p> <p>This project is an internal Travis County Health and Human Services & Veterans Service (HHS&VS) expansion of existing services. The program was started in PY07 to increase the capacity of the division to provide case management information and referral non-clinical counseling, crisis intervention, and outreach in the unincorporated areas of Travis County. This position covers the costs of one FTE Social Worker and needed resources for community based case management services. This reduces the barriers experienced by county residents in unincorporated areas receiving needed social, financial and health services. This furthers the goal of HHS/VS to make its services available to all residents in need of them. The expansion increased the capacity of social work services to serve a minimum of 120 new individuals.</p>	

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2011

CDBG Project Proposal Form (Page 2 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Project Description

Project Description - Describe the proposed activities and explain how the project addresses the problem or need.

This project continues the funding of one FTE of Social Worker to serve the residents of the unincorporated areas of precinct 1, and 4 and this year will expand to precinct 3. The Social Workers providing CDBG Social Work services will have the same access to financial assistance as all Division Social Workers. This includes flexible funding for at risk children and youth through the YFAC-SS and for emergency financial need through the Best Single Source project (County funded), the Comprehensive Energy Assistance CoPayment Program, and Tenant Based Rental Assistance as well as through linkage to the Community Centers.

Project Location & Service Area - Indicate the location of the proposed activities. For public improvement projects such as street or water improvements, include all of the street names and address ranges for all persons that would benefit from the activity. Describe the area to be served by the project. If possible, include a map.

Services will be available to residents of unincorporated areas of the County living in precinct 1, 3, or 4, who meet the low moderate low and extremely low income guidelines, and are willing to engage in case management services. Additional community outreach and education will be provided to residents of these areas through community outreach.

Number of People Impacted - Indicate the number of persons, and/or households to be served. If known, indicate an estimate of the number and/or percentage of low-moderate income persons to be served.

The CDBG Social Work Program serves on average a case load of 15 households. Therefore, the annual target is being raised to 160 individuals provided case management.

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2011

CDBG Project Proposal Form (Page 3 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Project Cost and Timelines	
If known, provide the total project cost and a copy of the cost estimate or budget.	Estimated Cost of the Project: * \$ 77,910.00
If known, indicate the amount of CDBG funds requested for PY 2010.	Amount of CDBG funds requested:* \$ 77910.00
If any additional funding sources are needed, indicate the sources and amounts to ensure full funding of the project. Attach any letters of financial commitment. Any additional funds must be committed in writing prior to CDBG project approval. If this is a housing project, please attach a proforma.	Amount and Source of Other Funds:* Family Support Services Best Single Source funding, YFAC-SS funding, CEAP Copayment Funding, and TBRA funding estimated at \$15,000. Administrative support from HHS&VS
If applicable, indicate the source of the cost estimate.	Source of the cost estimate:* Please see attached Excel Budgets
If known, indicate the proposed schedule for project completion. If a timeline is not available, indicate an approximate number of days for project completion. Keep in mind that grant funding for the 2011 Program Year Cycle is available no earlier than October 1, 2011.	Timeline for Implementation of Project:* Currently implemented, this is an ongoing project

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2011

CDBG Project Proposal Form (Page 4 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Additional Notes and Information	
<p>Answer the question by circling yes or no.</p>	<p>Has this project received Travis County CDBG funding in the past?</p> <p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>
<p>If yes, describe the project's past performance – Indicate the number of years of funding and details on successes and barriers.</p> <p>In FY2010 165 individuals in 53 households were served by the CDBG Social Worker with Case Management services. 19 separate outreach events were provided in FY2010 by the CDBG Social Worker, reaching an estimated 1,460 people. Two households received Best Single Source financial assistance, three received CEAP Copayment utility assistance, and one received YFAC-SS services and supports.</p> <p>This project began serving 71 individuals in 22 families in FY07 and continuing through FY 2009 with 133 individuals in 75 families served by the CDBG Social Worker. Over \$12,000 in individualized services were provided to 9 individuals enrolled in YFAC-SS services for at-risk children and youth. Over \$1,500 in rental and utility assistance was provided by the CDBG Social Worker to 8 individuals. These services would not have been provided without the CDBG Social Work Expansion project</p>	
<p>Answer the question by circling yes or no.</p>	<p>Does your organization or Department have experience working with CDBG funds?</p> <p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>
<p>If yes, describe your organization's past performance – Indicate the number of years of funding and details on successes and barriers.</p> <p>Please see above project performance</p>	
<ul style="list-style-type: none"> • * Indicates items that may not be known. • Technical assistance on project cost estimates may be able to be provided by County staff. 	



Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2011

CDBG Project Proposal Form (Page 1 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document. If you need additional space to answer any section – attach additional answers in separate paper.

Contact Information	
Provide a proposed project title	Project Title: Senior Engineer/Project Manager
Indicate the name of the individual, organization, or Travis County Department proposing the project.	Name: Transportation and Natural Resources
Indicate the name of the person to direct questions regarding the proposed project.	Contact Person: Steve Manilla, P.E.
Provide the mailing address and e-mail for the contact person.	Address/ E-mail: steven.manilla@co.travis.tx.us
Provide the daytime phone number for the contact person.	Phone: (512) 854-9429
Description of Problem/Need	
<p>Problem/Need - Describe the problem or need to be addressed in enough detail to convey its seriousness and magnitude.</p> <p>The Travis County CDBG program utilizes a Senior Engineer position to function as Project Manager over active CDBG-funded street and water supply improvement projects that will extend beyond October 1, 2011. The Senior Engineer will assess and provide planning for potential transportation, water and wastewater projects to be considered in the future by the Travis County Commissioners Court. Additionally, Travis County is actively pursuing CDBG funding for other street improvement and utility projects that, if approved, will extend the need for a project manager into 2012 and beyond.</p> <p>TNR is requesting continued funding for this position to ensure existing projects are managed effectively through their completion and to assist with evaluating future applications for CDBG funded public works projects and managing approved projects.</p> <p>If this request is not funded, then the workload associated with the CDBG projects would fall to existing engineering staff within TNR. This would result in delays on the various CIP projects currently managed by staff.</p>	

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2010

CDBG Project Proposal Form (Page 2 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Project Description

Project Description - Describe the proposed activities and explain how the project addresses the problem or need.

The Sr. Engineer position works with the Administrative Staff to evaluate and develop public works projects for the CDBG program. Specific duties include:

- Assist in identifying projects (technical advisor).
- Conduct feasibility studies and analysis of potential projects.
- Determine selection criteria for prioritizing projects.
- Determine scope of projects.
- Develop project schedules, cost estimates, and budgets.
- Prepare preliminary designs.
- Develop construction specifications.
- Negotiate cost and bid items with contractors.
- Serve as project manager (including preparing related agenda packets, monitoring and inspecting work in progress, review testing results, approve change orders, ECT).

Project Location & Service Area - Indicate the location of the proposed activities. For public improvement projects such as street or water improvements, include all of the street names and address ranges for all persons that would benefit from the activity. Describe the area to be served by the project. If possible, include a map.

The Senior Engineer will be officed in the Travis County Transportations and Natural Resources Department, Public Works Division, in Austin, TX. The position will manage all Travis County CDBG funded public works projects and evaluate proposals for future projects throughout Travis County.

Number of People Impacted - Indicate the number of persons, and/or households to be served. If known, indicate an estimate of the number and/or percentage of low-moderate income persons to be served.

This position serves multiple persons by developing and managing public works projects that, if funded, will improve the health, safety, and general quality of life for the project beneficiaries.

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2010

CDBG Project Proposal Form (Page 3 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Project Cost and Timelines	
If known, provide the total project cost and a copy of the cost estimate or budget.	<p>Estimated Cost of the Project: *</p> <p>\$108,708</p>
If known, indicate the amount of CDBG funds requested for PY 2011.	<p>Amount of CDBG funds requested:*</p> <p>\$108,708</p>
If any additional funding sources are needed, indicate the sources and amounts to ensure full funding of the project. Attach any letters of financial commitment. Any additional funds must be committed in writing prior to CDBG project approval.	<p>Amount and Source of Other Funds:*</p> <p>N/A</p>
If applicable, indicate the source of the cost estimate.	<p>Source of the cost estimate:*</p> <p>Travis County Transportation and Natural Resources Financial Services and Public Works Divisions.</p>
If known, indicate the proposed schedule for project completion. If a timeline is not available, indicate an approximate number of days for project completion. Keep in mind that grant funding for the 2011 Program Year Cycle is available no earlier than October 1, 2011.	<p>Timeline for Implementation of Project:*</p> <p>This position is to be filled by existing staff beginning October 1, 2011.</p>

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2010

CDBG Project Proposal Form (Page 4 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Additional Notes and Information	
Answer the question by circling yes or no.	<p>Has this project received Travis County CDBG funding in the past?</p> <p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>
<p>If yes, describe the project's past performance – Indicate the number of years of funding and details on successes and barriers.</p> <p>FY 2006 – Northridge Acres Water Distribution System - \$200,000. Project Complete. FY 2006 – Apache Shores Substandard Road Improvements - \$305,000. Project Complete. FY 2007 – Apache Shores Substandard Road Improvements - \$500,000. Project Complete. FY 2007 – Water /Wastewater and Project Planning - \$88,727. FY 2008 – Project Planning and Project Management- \$108,704. FY 2008 - Lava Lane Roadway Improvements Design - \$83,659. Design complete. FY 2009 – Lava Lane Right-of Way Acquisition – 60,000. Acquisition Complete. FY 2010 – Lava Lane Roadway Extension - \$400,000. Currently in Construction.</p>	
Answer the question by circling yes or no.	<p>Does your organization or Department have experience working with CDBG funds?</p> <p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>
<p>If yes, describe your organization's past performance – Indicate the number of years of funding and details on successes and barriers.</p> <p>FY 2006 – Northridge Acres Water Distribution System - \$200,000. Project Complete. FY 2006 – Apache Shores Substandard Road Improvements - \$305,000. Project Complete. FY 2007 – Apache Shores Substandard Road Improvements - \$500,000. Project Complete. FY 2007 – Water /Wastewater and Project Planning - \$88,727. FY 2008 – Project Planning and Project Management- \$108,704. FY 2008 - Lava Lane Roadway Improvements Design - \$83,659. Design complete. FY 2009 – Lava Lane Right-of Way Acquisition – 60,000. Acquisition Complete. FY 2010 – Lava Lane Roadway Extension - \$400,000. Currently in Construction.</p>	
Answer the question by circling yes or no.	<p>If the proposed project is not funded in program year 2010, would you like to be considered in future CDBG Program Years?</p> <p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2010

- * Indicates items that may not be known.
- Technical assistance on project cost estimates may be able to be provided by County staff.

Travis County Community Development Block Grant
(CDBG) Project Proposal Form for Program Year 2010

CDBG Project Proposal Form (Page 1 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document. If you need additional space to answer any section – attach additional answers in separate paper.

Contact Information

Provide a proposed project title

Project Title: Saving Family Homes and Stabilizing Neighborhoods

Indicate the name of the individual, organization, or Travis County Department proposing the project.

Name: Frameworks Community Development Corporation Inc.

Indicate the name of the person to direct questions regarding the proposed project.

Contact Person: Rory O'Malley

Provide the mailing address and e-mail for the contact person.

Address/ E-mail: rory@frameworkscdc.org

Provide the daytime phone number for the contact person.

Phone: (512) 385-1500

Description of Problem/Need

Problem/Need - Describe the problem or need to be addressed in enough detail to convey its seriousness and magnitude.

Foreclosures in Travis County continue to escalate with a steady progression of increases from 2007 through early 2011 with more foreclosure increases projected to continue.

9,809 homes in the Austin region faced foreclosure in 2010, up 23 percent from 2009 when 8002 residences received filings; up 70 percent from 2008 and a whopping 90 percent from 2007. The number of foreclosures in the first quarter of 2011 were 130 percent higher than the first quarter of 2007. Travis County posted the highest year-over-year increase of Central Texas, about 6 percent, versus Bastrop County, where foreclosures fell 2 percent.

The effects of the economic downturn are everywhere in the community. Minority and lower income families had made tremendous gains in homeownership over the past decade. Now those gains are being lost. Lower income working families have been severely impacted by the loss of employment and reduction of hours. Minority families who have been the targets of predatory lending practices have been hit especially hard by the foreclosure crisis. Families are exhausting their savings trying to save their homes after loss of a job.

The starter home communities in suburban areas in Northeast, Far East, Southeast and Far

South Travis County are the hardest hit by foreclosures. These are areas where Hispanic and African American families purchased homes in the past five to ten years as they sought a better quality of life. Unfortunately many of these families were steered to higher cost subprime mortgage loans or adjustable rate mortgages which were no longer supportable in the economic downturn.

The impact of a foreclosure on a family is devastating. The family is not only faced with the challenge of finding other housing when their credit record has been damaged, there are serious physical and mental health consequences as well. Children are disrupted in their schooling. The families have increasing need for support from the social services network.

The impact of a foreclosed home on the surrounding neighborhood is also devastating as the vacant home becomes the target of vandalism and a focal point of criminal activity. The quality of life of remaining homeowners is diminished. Property values decline along with tax revenues.

CDBG Project Proposal Form (Page 2 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Project Description

Project Description - Describe the proposed activities and explain how the project addresses the problem or need.

Frameworks Community Development Corporation is committed to helping families to save their homes when they are faced with mortgage delinquency and threatened by foreclosure. Foreclosure Prevention Counselors who have been certified by NeighborWorks America for Loss Mitigation and Foreclosure Prevention work with families to save their homes. Frameworks has adopted the National Standards for Foreclosure Intervention Counseling.

Counselors help the families to assess their current circumstances by gathering information on the mortgage delinquency, family income sources, regular expenses, and other debt and obligation. A Crisis Budget is developed and an Action Plan is created to deal with the foreclosure problem. With the participation of the family, the Counselor will contact the lender/servicer to seek a solution which is feasible for the family and acceptable to the lenders.

Aggressive outreach is conducted to contact families in mortgage delinquency and threatened by foreclosure. Flyers are sent to families whose homes are posted for foreclosure. Radio and television are used to spotlight Foreclosure Prevention services. During a recent Outreach Event with Fannie Mae representatives, five local television stations and one radio station provided amazing coverage with 48 individual broadcasts over a two day period. Frameworks partners with Univision on five hour telethons which are broadcast quarterly to inform the Hispanic community about resources to solve threatened foreclosures.

Relationships have been established with major lenders and loan servicers to hold Special Outreach Events for delinquent borrowers. At the Outreach Events, families are able to meet with a certified Frameworks Counselor and a Lender Representative. Information about the family financial circumstances and the hardship causing the delinquency are presented to the Lender

Representative. Options to resolve the problem are discussed. If appropriate an application package seeking a loan modification, forbearance, or other resolution is submitted. Follow up sessions are held with the family and contacts are made with lender to track progress on the resolution.

The relationships with the lenders and servicers allow Counselors to streamline the process of obtaining a loan modification approval and to obtain postponement of foreclosure sales when necessary.

Frameworks has a strong record of success in helping families to save their homes from foreclosure. Of the 2150 families provided with Foreclosure Prevention Counseling:

- o 59% achieved a positive resolution of the foreclosure problem;

As a result of interventions with lenders, the average payment was reduced by \$335 per month.

A study published by the Urban Institute in December, 2010 demonstrated that homeowners who work with a HUD approved Housing Counseling Agency on a loan modification to resolve a threatened foreclosure have 70% greater likelihood of sustaining that loan modification than homeowners who do not work with a Housing Counseling Agency. Frameworks has been identified as being in the top 2% of 557 Housing Counseling Agencies nationwide in achieving sustainable loan modifications for clients.

Project Location & Service Area - Indicate the location of the proposed activities. For public improvement projects such as street or water improvements, include all of the street names and address ranges for all persons that would benefit from the activity. Describe the area to be served by the project. If possible, include a map.

The Foreclosure Prevention Counseling services will be provided for distressed homeowners in the following Zip Codes in unincorporated areas of Travis County:

78610, 78617, 78620, 78621, 78641, 78652, 78653, 78654, 78664, 78669, 78719, 78725, 78728, 78729, 78730, 78732, 78733, 78734, 78735, 78736, 78737, 78742, and 78747

Number of People Impacted - Indicate the number of persons, and/or households to be served. If known, indicate an estimate of the number and/or percentage of low-moderate income persons to be served.

80 Households experiencing difficulty with mortgage payments or facing threatened foreclosure will be assisted. The value of the homes saved is projected at \$10.8 million.

At least 51% of those served will be to be low-to-moderate income and 70% of the CDBG funds expended on this program will benefit low to moderate income residents.

CDBG Project Proposal Form (Page 3 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Project Cost and Timelines

If known, provide the total project cost and a copy of the cost estimate or budget.

Estimated Cost of the Project: *

\$237,000

If known, indicate the amount of CDBG funds requested for PY 2010.

Amount of CDBG funds requested:*

\$50,000

If any additional funding sources are needed, indicate the sources and amounts to ensure full funding of the project. Attach any letters of financial commitment. Any additional funds must be committed in writing prior to CDBG project approval. If this is a housing project, please attach a proforma.

Amount and Source of Other Funds:*

The following sources will be used to support the Foreclosure Prevention Counseling services:

U.S. Dept of Housing and Urban
Development - \$40,899
Bank of America Foundation-\$50,000
Wells Fargo Housing Foundation-\$15,000
Advance America-\$25,000
Futuro Fund-\$17,500
IBC Bank-\$1,000
United Way Capital Area-\$38,500

If applicable, indicate the source of the cost estimate.

Source of the cost estimate:*

Not Applicable

If known, indicate the proposed schedule for project completion. If a timeline is not available, indicate an approximate number of days for project completion. Keep in mind that grant funding for the 2011 Program Year Cycle is available no earlier than October 1, 2011.

Timeline for Implementation of Project:*

October 1, 2011 through September 30, 2012.

CDBG Project Proposal Form (Page 4 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Additional Notes and Information

Answer the question by circling yes or no.

Has this project received Travis County CDBG funding in the past?

Yes (No)

If yes, describe the project's past performance – Indicate the number of years of funding and details on successes and barriers.

Not applicable

Answer the question by circling yes or no.

Does your organization or Department have experience working with CDBG funds?

Yes (No)

If yes, describe your organization's past performance – Indicate the number of years of funding and details on successes and barriers.

- * Indicates items that may not be known.
- Technical assistance on project cost estimates may be able to be provided by County staff



Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2010

CDBG Project Proposal Form (Page 1 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document. If you need additional space to answer any section – attach additional answers in separate paper.

Contact Information	
Provide a proposed project title	Project Title: Cedars Montessori Access Road
Indicate the name of the individual, organization, or Travis County Department proposing the project.	Name: Inspector Frost TCESD # 3 & 9
Indicate the name of the person to direct questions regarding the proposed project.	Contact Person: Jack Frost
Provide the mailing address and e-mail for the contact person.	Address/ E-mail: 248 Addie Roy Road, Suite B – 103 Austin, TX, 78746 jfrost@westlakefd.org
Provide the daytime phone number for the contact person.	Phone: 512.539.3493
Description of Problem/Need	

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2010

Problem/Need - Describe the problem or need to be addressed in enough detail to convey its seriousness and magnitude.

Since July 2007 the fire department has requested Cedars Montessori provide a 20' wide all-weather access road to service the needs of the school with regard to emergencies; specifically a road that will accommodate the weight of emergency vehicles.

There is currently a non-maintained County road – Rockwood Circle – that provides access to school buildings (there is another group of school buildings that also require the same access requirements; however, I believe they are beyond the scope of this proposal).

As a fire department we feel there is a need for this road to become a fully maintained (& built) road to be able to provide a service to this location, so that when an emergency occurs the concern of being able to access the patient has been eradicated.

The benefits of this proposal to the residents are self-explanatory – emergency services will have complete access.

Our concern is this has not been addressed for over three years, and the longer we wait the likelihood rises for there to be an issue when delayed access to a patient causes complications. There only appear to be two separate owners who have property off Rockwood Circle; however, there are approximately 175 students and staff located at the school in a normal school day.

We have already found that after bouts of heavy rain parts of the road way would potentially not be able to support the weight of emergency vehicles without them sinking due to poor drainage; the current surface – caliche – is not designed to accommodate the weight of the vehicles and therefore there is the likelihood of these vehicles getting stuck – thus compromising the rescue abilities of both fire and EMS – a definite life-safety concern.

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2010

CDBG Project Proposal Form (Page 2 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Project Description

Project Description - Describe the proposed activities and explain how the project addresses the problem or need.

Street/Road Improvements:

To build an all-weather surface road on Rockwood Circle - a County road that's not being maintained, within a 12 - 24 month timeframe. The length of road to be surfaced is open to suggestion – please contact me for further information.

By building the road up to both fire department specifications and county specifications (they are very similar), the school and any future homeowners will be safe in the knowledge during an emergency incident in the area, emergency service personnel can effectively render aid without having any additional concerns about having to rescue the rescuers' vehicles should they become stuck.

Travis County Community Development Block Grant (CDBG)
Project Proposal Form for Program Year 2010

Project Location & Service Area - Indicate the location of the proposed activities. For public improvement projects such as street or water improvements, include all of the street names and address ranges for all persons that would benefit from the activity. Describe the area to be served by the project. If possible, include a map.

The area in question is located off Circle Drive in the Oak Hill area, specifically, Rockwood Circle. I am not familiar with the address ranges that would benefit from the project being accepted; most of the addresses I have on file are off Circle Drive, however, most of the area is owned by the school itself.

Please note, per Scott Lambert, P.E., Pavement Management Engineer Traffic Section, Road and Bridge Division (512) 848-7673 , the Google image has the road placed in the incorrect location; it is actually farther to the southeast.

Please see attachments for mapping.

The length of the road could be 730' or 1200', depending on where the turnaround is placed (per TNR official).

Number of People Impacted - Indicate the number of persons, and/or households to be served. If known, indicate an estimate of the number and/or percentage of low-moderate income persons to be served.

Approximately 175 students and staff at the school itself and at least one household at this time.

Travis County Community Development Block Grant (CDBG)
 Project Proposal Form for Program Year 2010

CDBG Project Proposal Form (Page 3 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Project Cost and Timelines	
<p>If known, provide the total project cost and a copy of the cost estimate or budget.</p>	<p>Estimated Cost of the Project: * \$</p>
<p>If known, indicate the amount of CDBG funds requested for PY 2010.</p>	<p>Amount of CDBG funds requested:* \$</p>
<p>If any additional funding sources are needed, indicate the sources and amounts to ensure full funding of the project. Attach any letters of financial commitment. Any additional funds must be committed in writing prior to CDBG project approval.</p>	<p>Amount and Source of Other Funds:* The school owner is aware a road is required & can be contacted to seek additional funding as needed. Letters of confirmation can be addressed if the project is accepted.</p>
<p>If applicable, indicate the source of the cost estimate.</p>	<p>Source of the cost estimate:*</p>
<p>If known, indicate the proposed schedule for project completion. If a timeline is not available, indicate an approximate number of days for project completion. Keep in mind that grant funding for the 2010 Program Year Cycle is available no earlier than October 1, 2010.</p>	<p>Timeline for Implementation of Project:* Once funds are obtained I imagine a timeline would need to be set up that is conducive to working with the school's timetable – possibly starting work during a holiday period. With up to 12 months for the design & environmental review, and then possibly 90 days for the bid process and another for actual construction – we're looking at up to 24 months before the project is completed.</p>

Travis County Community Development Block Grant (CDBG)
 Project Proposal Form for Program Year 2010

CDBG Project Proposal Form (Page 4 of 4)

Please refer to the Instructions for the Project Proposal Form before filling out this document.

Additional Notes and Information	
Answer the question by circling yes or no.	Has this project received Travis County CDBG funding in the past? <p style="text-align: center;"> Yes No </p>
If yes, describe the project's past performance – Indicate the number of years of funding and details on successes and barriers. N/A	
Answer the question by circling yes or no.	Does your organization or Department have experience working with CDBG funds? <p style="text-align: center;"> Yes No </p>
If yes, describe your organization's past performance – Indicate the number of years of funding and details on successes and barriers. N/A	
Answer the question by circling yes or no.	If the proposed project is not funded in program year 2010, would you like to be considered in future CDBG Program Years? <p style="text-align: center;"> <u>Yes</u> No </p>
<ul style="list-style-type: none"> • * Indicates items that may not be known. • Technical assistance on project cost estimates may be able to be provided by County staff. 	



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Yolanda Reyes, (512)854-9106

Elected/Appointed Official/Dept. Head: Rodney Rhoades, County Executive, Planning and Budget

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Consider and take appropriate action on budget amendments, transfers and discussion items.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:
Please see attached documentation.

STAFF RECOMMENDATIONS: PBO recommends approval

ISSUES AND OPPORTUNITIES: Please see attached documentation

FISCAL IMPACT AND SOURCE OF FUNDING: Please see attached documentation.

REQUIRED AUTHORIZATIONS:

Rodney Rhoades - Planning and Budget Office, (512) 854-9106

Leroy Nellis – Planning and Budget Office, (512) 854-9106

Jessica Rio – Planning and Budget Office, (512) 854-9106

Cheryl Aker – County Judge’s Office, (512) 854-9555

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.

BUDGET AMENDMENTS AND TRANSFERS

FY 2011

6/21/2011AMENDMENTS

BA#	Project Code	FUND	DEPT/DIV	ACT	ELM/OBI	Dept.	Line Item	Increase	Decrease	Pg #
A1		001	9800	981	9892	Reserves	Allocated Reserves		\$ 250,000	1
		001	4908	628	8112	TNR	Land	\$ 250,000		

OTHER

O1	Request to extend a Transition Slot in the Planning and Budget Office for retiring Corporations Administrator position from June 30, 2011 to July 31, 2011	3
----	--	---

Budget Adjustment: 27344

Fyr _ Budget Type: 2011-Reg
 PBO Category: Amendment
 Just: Other

Author: 49 - WILLIAMS-JONES, DONNA
 Court Date: Tuesday, Jun 21 2011

Created: 6/15/2011 11:00:43 AM
 Dept: RESERVES

To transfer funds to correct expenditure account for the purchase of a conservation easement in east Travis County. An earmark against allocated reserves was approved for this purchase during the FY 2011 budget process.

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9892	ALLOCATED RESERVES			250,000
				250,000
To Account		Project		Amount
001-4908-628-8112	LAND			250,000
				250,000

Approvals	Dept	Approved By	Date Approved
Originator	49	DONNA WILLIAMS-JONES	6/15/2011 11:00:49 AM
DepOffice	49	CYNTHIA MCDONALD	6/15/2011 11:52:43 AM
DepOfficeTo	49	CYNTHIA MCDONALD	6/15/2011 11:52:47 AM
PBOAnalyst	9	WILLIAM DERRYBERRY	6/15/2011 4:03:36 PM

*PBO Conserved 6-15-21
 Wm. Derryberry
 [Signature]
 6/15/11*



TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE TNR

411 West 13th Street
Executive Office Building, 11th Floor
P.O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

June 15, 2011

MEMORANDUM

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

FROM: Steven M. Manilla P.E., County Executive TNR
(Signature)

SUBJECT: Approve a Budget Transfer from General Fund Allocated Reserves for the Purchase of a Conservation Easement in Eastern Travis County

Proposed Motion: Approve a budget transfer for \$250,000 from General Fund Allocated Reserves for the purchase of a conservation easement in Eastern Travis County.

Summary and Staff Recommendation: TNR is requesting that the Commissioner's Court approve a transfer of \$250,000 from the general fund allocated reserve account 001-9800-981-9892 to account 001-4908-628-8112 for the purchase of land in east Travis County. This conservation easement purchase is for the preservation of green space/agricultural land and was approved as an earmark against allocated reserves during the fiscal year 2011 budget process.

Budgetary and Fiscal Impact: This will reduce the general fund allocated reserves by \$250,000.

Required Authorizations: Planning and Budget Office, William Derryberry.

Exhibits: A copy of the budget transfer for the \$250,000.

If you have any questions or require additional information please contact Donna Williams-Jones at extension 47677.

DWJ:SMM:dwj

Attachment

cc: William Derryberry, PBO
Reagan Grimes, PBO
(Signature) Tom Nuckols, County Attorney's Office
Steven M. Manilla, TNR
Greg Chico, TNR
Dee Heap, TNR
Donna Williams-Jones, TNR



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

DATE: June 14, 2011

SUBJECT: Request to extend Transition Slot in the Planning and Budget Office for Retiring Corporations Administrator Position

Planning and Budget is requesting the extension of the transition slot for the Corporations Administrator from June 30, 2011 to July 31, 2011. I have asked Harvey Davis to extend his retirement date one month in order to further train his replacement and continue to assist the Travis County Housing Finance Corporation NSP Grant reimbursement request for over \$450,000. Additionally, Mr. Davis retirement extension will provide additional support until the replacement for Miguel Gonzalez is hired. The Planning and Budget Office has internal savings to cover the cost.

I am available to answer any questions.

A handwritten signature in black ink, appearing to read "Leroy Nellis". The signature is fluid and cursive.

Leroy Nellis
Budget Director

Xc: Rodney Rhoades
Budget
Diane Blankenship, 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
			Part of Ctr for Child Protection contract not covered by Family Protection Fund
(\$18,768)	District Attorney	10/19/10	
\$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	Grant Reimbursement related to 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	Due Diligence for block at 3rd & Guadalupe
\$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
\$7,745	Various	1/7/11	Canceled Purchase Orders
(\$17,821)	TNR	1/13/11	Environmental Monitoring @ TXI permitted
\$23,235	Various	1/31/11	Canceled Purchase Orders
\$47,174	Various	2/3/11	Canceled Purchase Orders
\$1,273	Various	2/14/11	Canceled Purchase Orders
(\$110,000)	TNR	2/7/11	Lake Travis Eco. & Water Quality Study
\$9,068	Various	2/7/2011	Canceled Purchase Orders
(\$80,000)	Gen. Admin	3/1/2011	Vinson & Elkins
\$2,912	Various	3/5/2011	Canceled Purchase Orders
\$60	Various	3/15/2011	Canceled Purchase Orders
(\$81,000)	Facilities	4/12/2011	700 Lavaca parking garage painting
\$128,042	Various	4/11/2011	Canceled Purchase Orders
(\$30,774)	Facilities	4/19/2011	Palm Square Renovations - Bldg. Security
(\$68,887)	General Admin.	4/19/2011	Redistricting
\$23,184	Various	4/18/2011	Canceled Purchase Orders
\$28,187	Various	4/21/2011	Canceled Purchase Orders
(\$51,006)	Facilities	4/26/2011	Renovation-Granger Bldg. 5th floor
(\$50,000)	Facilities	5/19/2011	Handicap accessibility at CJC
(\$14,236)	Various Dept	5/24/2011	ACC Summer Internship Program
\$32,339	Various Dept	5/25/2011	Canceled Purchase Orders
(\$50,000)	County Attorney	5/31/2011	Outside counsel - Redistricting
\$7,527,937	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

4

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

(\$2,496)	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
(\$175,000)	Special Election for Senator Wentworth
(\$250,000)	Conservation Easement

(\$2,654,058) Total Possible Future Expenses (Earmarks)

\$4,873,879 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			Beginning Balance
(\$45,000)	Facilities	12/28/10	EOB - Safety Improvements
(\$135,000)	ITS	4/19/11	Video Surveillance Phase 2 of 3-IT Critical Infrastructure
\$316,980 Current Reserve Balance			

Possible Future Expenses Against CAR Identified During the FY11 Budget Process:

Amount	Explanation
(\$95,500)	Failing Vehicles
(\$90,000)	Guardrails
(\$90,000) Total Possible Future Expenses (Earmarks)	

\$226,980 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
(\$120,000)	General Admin	3/1/11	Vinson & Elkins
(\$72,678)	PBO	6/7/11	Civil & Family Courthouse Analysis
\$1,907,322 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
(\$38,500)	Facilities	5/5/11	Roof top units at SMART facility
\$12,780 Current Reserve Balance			

7

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

Amount	Dept Transferred Into	Date	Explanation
\$48,595,756 (\$22,500,000)	Facilities	12/14/10	Beginning Balance Reimbursement Resolution-Land in Central Austin for Courthouse
(\$754,400)	ITS	12/21/10	Reimbursement Resolution- ITS Equipment
(\$3,948,400)	TNR	12/21/10	Reimbursement Resolution- Vehicles
(\$1,358,648)	Facilities	3/22/11	Reimbursement Resolution-Improving county-owned buildings
(\$1,405,000)	TNR	3/22/11	Reimbursement Resolution-Road Projects
\$595,000	Facilities	4/22/2011	Return Reimbursement Resolution funds for Collier roof replacement
\$19,224,308 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

Meeting Date: June 21, 2011

Prepared By/Phone Number: Rachel A Flores / 854-3102

Irma G. Guerrero / 854-3101

Elected/Appointed Official/Dept. Head: Dr. Geraldine Nagy

Commissioners Court Sponsor: N/A

AGENDA LANGUAGE:

Review and approve request from Pretrial Services Office to pay Shift Differential to three job titles: Office Assistant, Administrative Assistant II and Training Education Coordinator-Senior within the Pretrial Services Office.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See attached Pretrial Services memorandum along with 3 attachments.

STAFF RECOMMENDATIONS:

See attached Pretrial Services memorandum along with 3 attachments

ISSUES AND OPPORTUNITIES:

See attached Pretrial Services memorandum along with 3 attachments

FISCAL IMPACT AND SOURCE OF FUNDING:

See attached Pretrial Services memorandum along with 3 attachments

REQUIRED AUTHORIZATIONS:

Irma Guerrero, Pretrial Services Division Director 854-3101

Diane Blankenship, HRMD Director 854-9165

Todd Osborn, HRMD Compensation Manager 854-9165

Katie Petersen, PBO 854-4718

Charles Vaughn, County Auditor's Office 854-9125

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



Travis County Pretrial Services

a division of the Adult Probation Department

509 West 11th Street, Room 1.800

Austin, TX 78701

512-854-9381

512-854-9018 Fax

Irma Guerrero, Division Director

MEMORANDUM

**To: County Judge and Commissioner's Court
Diane Blankenship, HRMD Director**

From: Irma Guerrero 
Pretrial Division Director

**Re: Shift Differential for Office Assistant, Administrative Assistant II & Training
Education Coordinator Positions**

Date: June 14, 2011

Several job titles in our Department have been approved by Commissioner's Court over the years (i.e. Pretrial Officer I, II, III, Sr., **Training/Education Coordinator, Sr.**, **Office Assistant**, Office Specialist, Office Specialist, Sr., and **Administrative Assistant II**). These job titles are often required to work non-traditional hours within our Pretrial Services operation at Central Booking.

Historical Overview-Shift Differential:

In FY 2001, shift differential was funded for the following job titles in our department: Pretrial Officers I, Pretrial Officer II, Pretrial Office III, Pretrial Officer, Senior and Training/Education Coordinator, Sr. This was made possible through the 6% Compensation initiative. See the attached PDF document which is the back-up to item 13-b on the voting session of Commissioner's Court for 9/12/2000. Please refer to page 92 bullet #1 which makes reference to the **Training Coordinator** position.

It's important to note, however, that from FY 2002 to the present, shift differential has been self-funded through our internal salary savings that the department has available from year to year. Since FY 2002, Pretrial Services has been able to offer shift differential pay to the Pretrial Officers and the Training/Education Coordinator positions in an effort to compensate for working non-traditional work hours (evenings, weekends, and holidays).

In FY 2007, Pretrial's support staff positions (**Office Assistant**, Office Specialist, Office Specialist, Sr. and **Administrative Assistant II**) were also approved by Commissioner's Court to receive shift differential pay. Attached is this back-up Weekly Personnel Amendments dated March 6, 2007 under Non-Routine Ad Hoc Shift Differential when these four job titles were approved by Commissioner's Court.

These employees in all of the aforementioned positions when assigned to an evening, weekend and/or holiday shift have received the differential pay for many years. These positions have been

coding timesheets to receive shift differential during the payroll entry period any time they work hours that are non-traditional shifts. This is reflected on the employee's timesheet and verified by the supervisor and entered into the payroll system. These positions have been omitted from the **Travis County Shift Differential Schedule** which is submitted to the Court for approval by HRMD.

The following three job titles are missing from the HRMD "**Travis County Shift Differential Schedule**":

8793 - Office Assistant

13505 - Administrative Assistant II

20573 - Training Education Coordinator, Sr.

As mentioned above the shift differential that is paid to these employees is paid from our current salary account. Pretrial Services has not received additional funding for shift differential, but rather have managed to cover this cost from our existing salary funding. Authorizing the three job titles above will not increase our expenditures since these positions have been receiving the shift differential pay all along (see attached memo dated 6/9/11 from PBO).

We are asking that the Court formally authorize these positions that are regularly assigned to evening, weekend, and/or holiday shifts to receive the shift differential. We recommend that these three job titles be added to the "**Travis County Shift Differential Schedule**" as soon as possible.

cc: Dr. Geraldine Nagy, Director

Rosie Ramon-Duran, Assistant Director

Todd Osborn, HRMD

Charles Vaughn, County Auditor's Office

Katie Petersen, PBO

3 Attachments

COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

(512) 473-9381
Fax 473-9018

Pretrial Services
of Travis County
P.O. Box 1748, Austin, Tx 78767

PRIORITY
42



Memorandum

To: Linda Moore-Smith, HRMD Director
CC: Rosie Ramon-Duran, Assistant Director
From: Jim Rust, CSCD Director *JR*
Date: 08/14/00
Re: 6% Compensation Plan

Pretrial Services would like to take this opportunity to submit the following final plan on the initiatives it has selected for the utilization of the 6% Compensation Reserve designated for Department 42. The attached page outlines the initiatives we have identified as being critical to this department. Included are the estimated costs associated with each major initiative. All these initiatives would become effective October 1, 2000.

Do not hesitate to give me a call with any questions you might have regarding this information. If I happen to be out feel free to ask for Rosie or Irma. I look forward to working with you on this endeavor.

00 AUG 15 P11 2:24
PERSONNEL

91

00521 0284

6% COMPENSATION PLAN

	ESTIMATED <u>COST</u>
Pretrial Services, Department 42, final plan for the 6% Compensation Reserve is to implement the following initiatives :	
<ul style="list-style-type: none"> • Implement a 15% Shift Differential pay for all Officers & Training Coordinator in an effort to compensate Central Booking staff for working nights, weekends & holidays. This initiative is to retain experienced Officers at Central Booking. 	27,320
<ul style="list-style-type: none"> • Implement Career Ladder for Officers comparable to those in place at Adult & Juvenile probation. This initiative is to retain experienced Officers. 	5,678
<ul style="list-style-type: none"> • Implement the Administrative Support Classification Analysis & the Legal Secretary position to the 30% Compa Ratio of the midpoint. 	5,222
<ul style="list-style-type: none"> • Implement the Slot # 16 to the Office Supervisor Classification Analysis to the 50% Compa Ratio of the midpoint. 	1,859
<ul style="list-style-type: none"> • Implement remaining funding for the PBP/COLA. 	26,862
<ul style="list-style-type: none"> • Flexibility with PBP in terms of when an employee receives a promotion or salary adjustment that employee would still be eligible for PBP by waiving the 6 month rule. 	<u>0</u>
TOTAL	66,941

Implement all the above initiatives effective October 1, 2000.

8/14/00

92

00521 0285

VS 3.6.07 Item 8

8

Travis County Commissioners Court Agenda Request

Voting Session 3/6/07
(Date)

Work Session _____
(Date)



I. Request made by:

Alicia Perez, Executive Manager, Administrative Operations Phone # 854-9343
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

- A. Routine Personnel Actions
- B. Non-Routine Personnel Actions – Pretrial Services – Ad Hoc Career Ladder and Shift Differential

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)

If you have any questions or comments, please call _____
LMS/AS/jc
Attachments
cc: Planning and Budget Department
County Auditor
County Auditor-Pretrial (Certified copy)
County Clerk (Certified copy)

US 3.6.07 Don 8



Human Resources Management Department

1010 Lavaca Street, 2nd Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-4203

March 6, 2007

ITEM # :

DATE: February 26, 2007

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

VIA: Alicia Perez, Executive Manager, Administrative Operations *(AP)*

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

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

A. Routine Personnel Actions – Pages 2 - 6.

B Non-Routine – Pretrial Services - Ad Hoc Career Ladder and Shift Differential – HRMD supports requests to address recruitment and retention issues; PBO has confirmed sufficient funds.

- (1) Pretrial Officer Career Ladder – Achieves internal equity with current Adult Probation Officer and Juvenile Probation/Detention/Residential Officer career ladders. Pages 6, 8 - 11.
- (2) Pretrial Services Administrative Support Shift Differential -- Achieves internal equity with peer law enforcement/corrections administrative support staff who are regularly scheduled to work an evening or night shift. Pages 7, 8 - 11.

If you have any questions or comments, please contact me.

LMS/LAS/ycr

Attachments

- cc: Planning and Budget Department
- County Auditor
- County Auditor-Payroll (Certified copy)
- County Clerk (Certified copy)

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE

NEW HIRES

Dept.	Slot	Position Title	Dept. Requests Level/Salary	HRMD Recommends Level/Salary
District Clerk	56	Court Clerk I	13 / Min / \$29,501.26	13 / Min / \$29,501.26
TNR	151	Equipment Oper	10 / Level 1 / \$24,793.60	10 / Level 1 / \$24,793.60
TNR	183	Road Maint Worker	8 / Min / \$21,017.15	8 / Min / \$21,017.15
TNR	448	Road Maint Worker	8 / Level 2 / \$22,276.80	8 / Level 2 / \$22,276.80
TNR	452	Survey Crew Tech	9 / Level 2 / \$23,836.80	9 / Level 2 / \$23,836.80
Juv Court	108	Juv Res Trt Offcr I **	11 / Level 2 / \$27,310.40	11 / Level 2 / \$27,310.40
Juv Court	399	Planner/Mgmt/Res Spec Sr	18 / Midpoint / \$51,685.50	18 / Midpoint / \$51,685.50
Criminal Crts	60002	Judicial Aide ***	15 / Min / \$33,764.43	15 / Min / \$33,764.43
County Clerk	37	Court Clerk I	13 / Min / \$29,501.26	13 / Min / \$29,501.26
County Attorney	138	Paralegal	17 / Level 3 / \$42,120.00	17 / Level 3 / \$42,120.00
County Attorney	212	Attorney I **	18 / Min / \$41,348.32	18 / Min / \$41,348.32
Sheriff	418	Cadet **	80 / Step 1 / \$33,751.12	80 / Step 1 / \$33,751.12
Sheriff	450	Cadet **	80 / Step 1 / \$33,751.12	80 / Step 1 / \$33,751.12
Sheriff	909	Counselor Sr	14 / Midpoint / \$38,657.22	14 / Midpoint / \$38,657.22
TCCES	14 *	Chem Dep Counselor	13 / Midpoint / \$36,138.96	13 / Midpoint / \$36,138.96
* Temporary to Regular ** Actual vs Authorized *** Special Project				

TEMPORARY APPOINTMENTS

Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
Facilities Mgt	30051	Bldg Security Guard	8 / \$10.10	8 / \$10.10	03
Facilities Mgt	50053	Custodian	5 / \$10.00	5 / \$10.00	05
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Temporary less than 900 hrs. = 03) (Temporary more than 6 mos. = 05, includes Retirement Benefits).					

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
Comm Pct 4	30002	Office Spec Sr	12 / \$13.25	12 / \$13.25	03
Agric Ext Serv	20020	Office Asst	8 / \$10.10	8 / \$10.10	02
TCCES	30120	Counselor *	13 / \$15.00	13 / \$15.00	03

****Temporary Status Type Codes:** (Temporary less than 6 mos. = 02) (Temporary less than 900 hrs. = 03) (Temporary more than 6 mos. = 05, includes Retirement Benefits). * **Regular to Temporary**

CAREER LADDERS – POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Sheriff	458	Corrections Offcr / Grd 81	Corrections Offcr Sr / Grd 83	\$37,008.20	\$39,404.56	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1506	Corrections Offcr / Grd 81	Corrections Offcr Sr / Grd 83	\$37,008.20	\$39,404.56	Career Ladder. Peace Officer Pay Scale (POPS).

CAREER LADDERS – NON-POPS						
Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
District Atty	165	Attorney V / Grd 24	Attorney VI / Grd 25	\$64,569.79	\$66,434.99	Career Ladder. Pay is between min and midpoint of pay grade.
Juv Court	220	Juv Det Offcr I / Grd 11	Juv Det Offcr II / Grd 12	\$30,070.40	\$31,573.92	Career Ladder. Pay is between min and midpoint of pay grade.
Juv Court	357	Juv Det Offcr II / Grd 12	Juv Det Offcr III / Grd 13	\$29,048.83	\$30,501.27	Career Ladder. Pay is between min and midpoint of pay grade.
Juv Court	416	Juv Det Offcr II / Grd 12	Juv Det Offcr III / Grd 13	\$29,350.23	\$30,817.74	Career Ladder. Pay is between min and midpoint of pay grade.

**PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY
REASSIGNMENTS / TEMPORARY ASSIGNMENTS**

Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
CSCD	Slot 155, Office Spec / Grd 10 / \$33,258.60	District Clerk	Slot 131, Court Clerk II / Grd 15 / \$33,764.43	Promotion. Pay is between min and midpoint of pay grade.
Juv Court	Slot 189, Juv Prob Offcr III / Grd 15 / \$38,003.07	Juv Court	Slot 53, Juv Prob Offcr III / Grd 15 / \$38,003.07	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Juv Court	Slot 482, Juv Res Trt Offcr Sr / Grd 14 / \$34,138.22	Juv Court	Slot 98, Juv Prob Offcr II / Grd 14 / \$34,138.22	Lateral transfer. Employee transferred to different slot, different position, same department, same pay grade, retains current pay.
Auditor	Slot 43, Aud Receptionist III / Grd 8 / \$28,600.00	County Atty	Slot 170, Office Spec / Grd 10 / \$30,030.00	Promotion. 5% increase, pay is between midpoint and max of pay grade.
Sheriff	Slot 25, Lieutenant LE / Grd 77 / Step 19 / \$86,277.99	Sheriff	Slot 25, Captain LE / Grd 26 / \$92,409.82	Promotion. Transition from Peace Officer Pay Scale to Classified Pay Scale. Pay is between min and midpoint of pay grade.

STEP INCREASE - POPS								
Dept	Slot	Current Position Title	Grd	Current Step	Current Salary	Proposed Step	Proposed Salary	Comments
TNR	312	Chief Park Ranger	66	11	\$59,974.52	12	\$61,062.77	Step increase. Peace Officer Pay Scale (POPS).
TNR	318	Park Ranger	62	11	\$46,285.41	12	\$47,069.99	Step increase. Peace Officer Pay Scale (POPS).
TNR	545	Park Ranger	62	10	\$45,501.04	11	\$46,285.41	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	70	Sergeant Corrections	88	15	\$67,494.96	16	\$68,636.68	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	85	Sergeant Cert Peace Offcr	88	20	\$73,204.36	21	\$74,346.28	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	129	Deputy Sheriff Sr LE	74	17	\$61,077.12	18	\$62,110.05	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	133	Deputy Sheriff Sr LE	74	14	\$58,049.27	15	\$59,011.68	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	134	Detective LE	75	15	\$64,325.46	16	\$65,451.16	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	150	Deputy Sheriff Sr LE	74	19	\$63,146.10	20	\$64,251.20	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	160	Cert Peace Offcr Sr	84	8	\$47,906.56	9	\$48,775.59	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	185	Cert Peace Offcr Sr	84	14	\$53,119.25	15	\$53,988.07	Step increase. Peace Officer Pay Scale (POPS).

STEP INCREASE - POPS								
Dept	Slot	Current Position Title	Grd	Current Step	Current Salary	Proposed Step	Proposed Salary	Comments
Sheriff	275	Cert Peace Offcr Sr	84	19	\$57,463.33	20	\$58,331.94	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	299	Corrections Offcr Sr	83	2	\$40,176.87	3	\$40,980.37	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	397	Corrections Offcr Sr *	83	2	\$40,176.87	3	\$40,980.37	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	433	Corrections Offcr Sr *	83	12	\$48,357.09	13	\$49,176.61	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	488	Corrections Offcr Sr	83	6	\$43,439.14	7	\$44,258.87	Step increase. Peace Officer Pay Scale (POPS).
Sheriff	491	Corrections Offcr Sr	83	6	\$43,439.14	7	\$44,258.87	Step increase. Peace Officer Pay Scale (POPS).

* Actual vs Authorized

NON-ROUTINE AD HOC CAREER LADDER			
Current Position # / Grd	Current Position Title	Current Quasi-Career Ladder Yes/No	Proposed Formalized Career Ladder Yes/No
13331 / 13	Pretrial Officer I	Yes	Yes
14332 / 14	Pretrial Officer II	Yes	Yes
15333 / 15	Pretrial Officer Sr	Yes	Yes

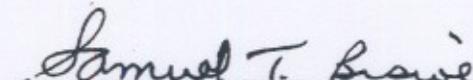
In FY 01, the Commissioners Court authorized a quasi-career ladder practice for the Pretrial Officer series and these actions have been approved and implemented since. Pretrial Services requests to formalize this career ladder to meet recruitment and retention needs. The Pretrial Officer career ladder is internally consistent with Probation Officer (adult) and Juvenile Probation/Detention/Residential Officer career ladders already in existence.

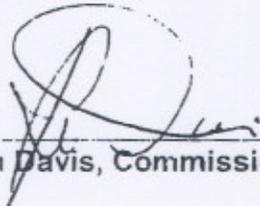
NON-ROUTINE AD HOC SHIFT DIFFERENTIAL

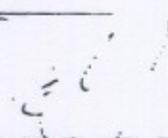
Department	Position #	Current Position Title	Proposed Shift Differential & Overtime Rates	Comments
Pretrial Services	8793	Office Assistant	5% / 7.5%	Achieves internal equity with comparable law enforcement/corrections administrative support positions.
Pretrial Services	10795	Office Specialist	5% / 7.5%	Achieves internal equity with comparable law enforcement/corrections administrative support positions.
Pretrial Services	12796	Office Specialist Sr	5% / 7.5%	Achieves internal equity with comparable law enforcement/corrections administrative support positions.
Pretrial Services	13505	Administrative Asst II	5% / 7.5%	Achieves internal equity with comparable law enforcement/corrections administrative support positions.

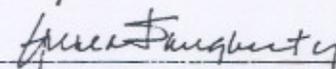
Pretrial Services Department requests in order to meet recruitment and retention needs for administrative support staff regularly scheduled to work 4 or more hours between 3:00 p.m. - 7:00 a.m. Proposed shift differential and overtime rates are compared to existing Commissioners Court approved law enforcement/corrections administrative support staff.

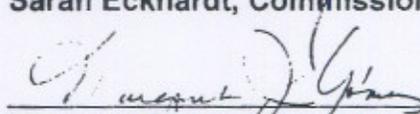
BY ORDER OF THE COMMISSIONERS COURT, THE PRECEDING PERSONNEL AMENDMENTS ARE APPROVED.


Samuel T. Biscoe, County Judge


Ron Davis, Commissioner, Pct. 1


Sarah Eckhardt, Commissioner, Pct. 2


Gerald Daugherty, Commissioner, Pct. 3


Margaret Gomez, Commissioner, Pct. 4

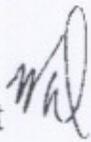


PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Members of the Commissioners Court

FROM: Bill Derryberry, Sr. Planning and Budget Analyst 

DATE: February 9, 2007

SUBJECT: Pretrial Services Career Ladder and Shift Differential

The Human Resources and Management Department (HRMD) is bringing to the Commissioners Court a recommended proposal to implement a Career Ladder program and Shift Differential for Pretrial Officers in the Pretrial Services Office. Retention of these Officers has been an issue of some concern for the past several years, since turnover for these positions has been in the range of 38%. PBO supports this proposal, particularly since employee continuity in Pretrial Services is critical to managing the inmate population in the County jail system.

For the balance of FY 07, with a March 1 implementation of these two programs, the incremental cost will be \$38,022 and

8A

that amount can be funded within the existing FY 07 Budget for Pretrial Services due to already existing salary savings.

The annualized ongoing cost of this amendment above current funding levels will be \$74,636. With approval of the HRMD proposal, the \$74,636 will be included within the FY 08 Target Budget for Pretrial Services.

PBO supports the HRMD proposal for Pretrial Services and recommends inclusion of \$74,636 in the FY 08 Target Budget. If you have any questions, please call me at 4-4741.

cc: Dr. Geraldine Nagy, Director, CSCD
Rosie Ramón-Duran, Chief Deputy, CSCD
Irma Guerrero, Director, Pretrial Services
Larry Spacek, Financial Manager, Pretrial Services
Linda Moore-Smith, Director, HRMD
Christian Smith, Executive Manager, PBO
Leroy Nellis, Budget Manager, PBO
Travis Gatlin, Senior Planning and Budget Analyst, PBO

8B



Travis County Pretrial Services

a division of the Adult Probation Department

509 West 11th Street, Room 1.800

Austin, TX 78701

512-854-9381

512-854-9018 Fax

Irma Guerrero, Division Director

February 15, 2006

MEMORANDUM

To: Linda Moore-Smith, HRMD Director
Luane Shull, Compensation Manager

From: Irma Guerrero *IG*
Pretrial Division Director

Re: Retention and Recruitment Initiatives

There are two items with respect to this topic that we would like presented to Commissioner's Court:

- HRMD support for making the Career Ladder a permanent feature of our annual budget, rather than a matter of our department having to allocate the funds internally on an annual basis. This would allow us to offer this benefit to the staff permanently rather than having to revisit the issue on an annual basis *if the funds are available.*
- HRMD support for making shift differential pay a permanent feature of our annual budget, rather than a matter of our department having to allocate the funds internally on an annual basis, **and** extending that shift differential pay to support staff who work outside of traditional work hours (in addition to the officers who currently receive it).

Historical Overview~Career Ladder:

We would like to provide a brief historical overview on this request. In FY01, FY02, FY06 and FY07 Pretrial Services submitted budget requests for consideration. This initiative will facilitate in the reduction of turnover rates for Pretrial Services. In our FY 07 budget submission we identified that within the past 5 years an average turnover rate of 41% has been identified among Pretrial Officer positions.

Back in May 2000, Pretrial Services experienced a high turnover rate. Pretrial Services submitted a budget plan to request implementation of the career ladder policy comparable to what other departments had in existence along with the necessary funding. In FY01 through the 6th compensation allocations we received career ladder funding for our department. Data in Pretrial Services demonstrates that in FY00 our PTO I turnover rate was 70%. With the implementation of a re-class and temporary career ladder we saw a drop in turnover rates in FY01 to 36% and FY02 to 25%. In FY03 the turnover rate increased to 50% and has subsequently, remained high; FY04 was 50%; and FY05 was 43%. This department has not received additional funding for career ladder since FY01. Due to continued turnover among staff, Pretrial Services has subsequently

been able to fund a "quasi" career ladder within the department since 2002 through salary savings. Pretrial Services has not been approved to implement a career ladder policy and continues to face a significant turnover rate.

At the end of FY04, the PTO positions which are part of the Court family underwent a market study and these positions were reclassified to the same pay range 13 as Adult and Juvenile probation officers. Both Adult and Juvenile probation officer positions have a career ladder incentive, a critical component missing from Pretrial Officer positions, which plays a very important role in the retention of officers. Those positions are at the same entry level pay as Pretrial Officers, yet they do not have to work the various shifts and hours as required by Pretrial Services. Pretrial Officers work within the Travis County Jail which is a secured facility and is a more hazardous work environment. Pretrial Officers work weekends, holidays, and nights while probation officers do not. In addition, Pretrial is open 365 days a year and Pretrial Officers must rotate shifts to cover the weekend, night, and day hours. Pretrial Services Department hours of operation are from 6am until 3am. These hours include the late night magistration shifts. It is difficult to recruit and retain staff with these non-traditional work hours. It is anticipated that our high turnover rate will continue if not addressed.

Many officers leave prior to completing their first year or soon after their first anniversary. It is therefore necessary to continually train new staff. The training process is lengthy and requires pairing new staff with experienced or senior officers. This reduces the number of interviews staff can complete during training and slows the release process. Currently, Pretrial Officers who stay with the department cannot expect a career ladder increase unless we have located funding in salary savings. Informing officers of an existing career ladder policy upon recruitment would most likely increase retention of officers. Being able to retain officers would add experience to the Central Booking unit as well as for the entire department. We are requesting that a permanent career ladder policy be established for our Pretrial Officers. If a career ladder were approved we would develop parameters and testing to award funding. A career ladder plan we are considering would award 5% to 7% to Officers who successfully complete probationary year, 2-year and 3-year of service.

Historical Overview- Shift Differential:

In FY 2001, Shift Differential was funded for Pretrial Officers through the budget. However, from FY 2002 to the present, it has been self-funded through salary savings that the department has available from year to year. Since FY 2002, Pretrial Services has been able to offer shift differential to the Pretrial Officers who work non-traditional work hours (evenings, weekends, and holidays) in an effort to compensate these hours. Pretrial Services shift differential pay should be allocated from external county resources as it is for other county departments that have been approved shift differential pay instead of from internal Pretrial resources. Having to identify and use internal resources places a hardship on departmental budget and limits the department's ability to focus on other compensation issues.

A subset to this request is that shift pay is not currently given to any support staff when they work non-traditional work hours. Our department functions from 6AM - 3:00 AM, 7 days per week, 365 days per year, it is important to be able to attract qualified staff and individuals who want to work the hours that fall outside of the traditional work-day. Support staff are needed to assist in the overall operational functions of the department. Differential pay is used as an enticement to do

this. Similarly, we recommend shift differential pay is needed for those positions which work night, holiday, and weekend hours. The following job titles need to be identified for shift differential pay:

Administrative Assistant II
Office Specialist, Sr.
Office Specialist
Office Assistant
Both part-time and full-time positions

Career Ladder and Shift Differential Estimated Cost Analysis:

We have met with the Planning and Budget Office, Bill Derryberry in an effort to put together an estimated cost for implementation of both a career ladder and inclusion of shift/differential in our budget. With a March 1 implementation of these two initiatives the cost of \$38,022 can be funded within existing FY07 salary savings. The annualized amount would be \$74,636. This annualized amount may increase or decrease depending on employee salaries and vacancies for any specific fiscal year.

In summary, if the career ladder and shift pay were approved our department would anticipate a higher level of success in both recruitment and retention efforts. Our department performs functions from 6AM - 3:00 AM, 7 days per week, 365 days per year. it is important to be able to attract qualified staff and individuals who want to work hours that fall outside of the traditional work-day. We highly recommended that these two policies and their funding be approved and in place for future years beyond FY07.

Cc: Dr. Geraldine Nagy, Director
Rosie Ramon-Duran, Assistant Director
William Derryberry, PBO



PLANNING AND BUDGET OFFICE
TRAVIS COUNTY, TEXAS

700 Lavaca, Ste 1560
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Commissioners Court
FROM: Katie Petersen Gipson, Planning and Budget Analyst
DATE: June 9, 2011
RE: Shift Differential pay

A handwritten signature in black ink, appearing to read "Katie Petersen Gipson", is written over the "FROM:" line of the memorandum.

Pretrial Services has internally funded all pay increases related to shift differential for employees working after-hours, weekends and holidays since 2002. PBO supports adding the three positions to the shift differential schedule. This requires no additional funding for FY12 and all future salary adjustments will be internally funded.

cc: Irma Guerrero, Pretrial Services
Rodney Rhoades, PBO
Leroy Nellis, PBO



Travis County Commissioners Court Agenda Request

Meeting Date: Tuesday, June 21, 2011
Prepared By/Phone Number: Deece Eckstein, 854-9754
Elected/Appointed Official/Dept. Head: Deece Eckstein, 854-9754
Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on legislative matters, including:

- A. Report on Governor's vetoes;
- B. Update on legislative activities, including HJR 13, proposing a constitutional amendment providing for the election and staggering of terms of county commissioners following a change in boundaries of a commissioners precinct;
- C. Redistricting of congressional and legislative districts and its implications for Travis County; and
- D. Amendments to the Priorities, Policy Positions, and the Positions on Other Proposals sections of the Travis County Legislative Agenda.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS: See attachment. Information will be updated as, well, updated information becomes available.

STAFF RECOMMENDATIONS: See attachments.

ISSUES AND OPPORTUNITIES: See attachments.

FISCAL IMPACT AND SOURCE OF FUNDING: See attachments.

REQUIRED AUTHORIZATIONS: None.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

NAMES, PHONE NUMBERS AND EMAIL ADDRESSES OF PERSONS WHO MIGHT BE AFFECTED BY OR BE INVOLVED WITH THIS REQUEST:

Daniel Bradford, Assistant County Attorney
County Attorney's Office
Phone: 854-3718
Email: Daniel.Bradford@co.travis.tx.us

David Escamilla
County Attorney
Phone: 854-9415
Email: David.Escamilla@co.travis.tx.us

Sherri Fleming, County Executive
Health and Human Services/Veterans Services
Phone: 854-4101
Email: Sherri.Fleming@co.travis.tx.us

Cyd Grimes
Purchasing Agent
Phone: 854-9700
Email: Cyd.Grimes@co.travis.tx.us

Joe Harlow, Interim County Executive
Information Technology Services
Phone: 854-9372
Email: Joe.Harlow@co.travis.tx.us

Danny Hobby, County Executive
Emergency Services
Phone: 854-4416
Email: Danny.Hobby@co.travis.tx.us

Roger Jefferies, County Executive
Justice and Public Safety

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.

Phone: 854-4415

Email: Roger.Jefferies@co.travis.tx.us

Steven Manilla, County Executive
Transportation and Natural Resources

Phone: 854-9429

Email: Steven.Manilla@co.travis.tx.us

Katie Petersen, Senior Budget Analyst
Planning and Budget Office

Phone: 854-9346

Email: Katie.Petersen@co.travis.tx.us

Rodney Rhoades, County Executive
Planning and Budget Office

Phone: 854-9106

Email: Rodney.Rhoades@co.travis.tx.us

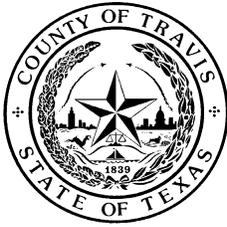
Susan Spataro

Travis County Auditor

Phone: 854-4195

Email: Susan.Spataro@co.travis.tx.us

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



Intergovernmental Relations

Deece Eckstein, Coordinator

Granger Building, Suite 535

(512) 845-9754

deece.eckstein@co.travis.tx.us

TO: Travis County Commissioners Court

THROUGH: Deece Eckstein, Coordinator, Intergovernmental Relations

DATE: Thursday, June 16, 2011

RE: Legislative agenda item for Tuesday, June 21, 2011

Consider and take appropriate action on legislative matters, including:

- A. Report on Governor's vetoes;**
- B. Update on legislative activities, including HJR 13;**
- C. Redistricting of congressional and legislative districts and its implications for Travis County; and**
- D. Amendments to the Priorities, Policy Positions, and the Positions on Other Proposals sections of the Travis County Legislative Agenda.**

RECOMMENDED MOTION

That the Travis County Commissioners Court oppose HJR 13, relating to the terms of county commissioners, and instruct IGR and the legislative consultant to communicate its opposition to the Texas Legislature.

- A. The period during which the Governor may veto legislation passed in the closing days of the Regular Session expires on Sunday, June 19. There are seven bills of particular interest to Travis County that are sitting on the Governor's desk. A summary of those bills is attached. Once the veto period has passed, IGR will update the Court on these and other pieces of legislation affecting the County.

Travis County Intergovernmental Relations
Deece Eckstein, Coordinator
June 16, 2011, Page 2

B. On June 9, Rep. Dan Branch filed a constitutional amendment, [HJR 13](#), that would change the schedule by which county commissioners are elected following redistricting.

Under current law, commissioners serve staggered four-year terms, with the commissioners in precincts 1 and 3 running in presidential election years (e.g., 2008) and in precincts 2 and 4 running in midterm election years (e.g., 2010).

Under Rep. Branch's proposal, all four commissioners would run in the first general election after each redistricting (2012, 2022, etc.) and then draw lots to decide which two had to run again two years later. Thus, every commissioner would run for office three times during a decade: two would run in 2012, 2014 and 2018, and the other two would run in 2012, 2016, and 2020. (This is the system used in the Texas Senate.)

This legislation would disrupt the orderly cycle of commissioners' elections and confuse voters, without any justification in terms of efficiency or accountability. For this reason, CUC, TAC and the County Judges and Commissioners Association all oppose it.

HJR 13 was heard in the House Elections Committee on Thursday, June 16. Commissioner Eckhardt dropped a card in opposition to the legislation, as did commissioners from other counties. The bill was left pening. Because Governor Perry has not indicated any interest in opening the call to this legislation, I do not think it will be moving. Nevertheless, **IGR asks the Court to oppose HJR 13.**

In other legislative developments, on June 7 Governor Perry expanded the call of the special session to include "legislation relating to the use of the federal Secure Communities Program by law enforcement agencies, the issuance of driver's licenses and personal identification certificates,

Travis County Intergovernmental Relations

Deece Eckstein, Coordinator

June 16, 2011, Page 3

and the abolishment of sanctuary cities in Texas.” [Senate Bill 9](#), by Senator Tommy Williams, is apparently the vehicle for addressing these issues. SB 9 passed the Senate on June 15 and is awaiting action in the House.

Meanwhile, the conference committees on the two fiscal matters bills – [SB 1](#) and [SB 2](#) – have begun meeting. The Legislature is also working on reforms of the Texas Windstorm Insurance Association (TWIA); [SB 3](#) by Carona will be the vehicle.

C. On Wednesday the 15th, the House finally passed its version of a congressional redistricting map. Although it made some changes to the Senate’s version, the House map continues to divide Travis County into five districts, in none of which do Travis County residents play a decisive role in electing a Member of Congress.

A conference committee will resolve the differences between the versions.

D. IGR does not propose any changes to the Legislative Agenda at this time.

ATTACHMENTS:

1. Legislation of interest to Travis County awaiting the Governor’s signature, June 14, 2011.
2. Copy of HJR 13, 82nd Texas Legislature, First Called Session, dated June 9, 2011.

Travis County Intergovernmental Relations
Deece Eckstein, Coordinator
June 16, 2011, Page 4

Travis County-related legislation awaiting the Governor's signature

1. **Conservation easements** – [SB 1044](#) by Watson (sponsor Ritter). This bill gives counties additional tools to preserve agricultural and open space land in partnership with the State and private landowners.
2. **Driving safety education** – [SB 1330](#) by Watson (sponsor Naishtat). This bill gives judges the option to require youthful drivers to take a specialized driving safety course when they receive a ticket, making our roadways more safe.
3. **County-state records management** – [HB 1844](#) by Guillen (sponsor Watson). The bill would permit Travis County to contract with the State Library and Archives Commission to house county documents much more affordably than under the County's current contracts, saving taxpayers about \$500,000 a year.
4. **Criminal magistrates** – [HB 3856](#) by Naishtat (sponsor Watson). This bill modernizes and expands the duties of the criminal magistrate in Travis County, helping judges to manage their workload more efficiently and improving the administration of justice.
5. **Drive A Clean Machine eligibility** – [HB 3272](#) by Burnam (sponsor Deuell). The bill reconciles inconsistent eligibility provisions in the LIRAP program, which assists qualifying low-income residents to repair or replace air-polluting cars, helping the entire county to remain in compliance with Clean Air requirements.
6. **Burn ban authority** – [HB 1174](#) by Workman (sponsor Wentworth). This bill allows the Commissioners Court to delegate to either the County Judge or the Fire Marshal authority to lift a burn ban once it's been imposed.
7. **Idling restrictions** – [HB 1906](#) by Howard (sponsor Fraser). This bill allows law enforcement officers to cite certain vehicles if they are idling and causing air pollution, and is an important part of improving air quality and complying with Clean Air standards.

By: Branch

H.J.R. No. 13

A JOINT RESOLUTION

1 proposing a constitutional amendment providing for the election and
2 staggering of terms of county commissioners following a change in
3 boundaries of a commissioners precinct.

4 BE IT RESOLVED BY THE LEGISLATURE OF THE STATE OF TEXAS:

5 SECTION 1. Section 18(d), Article V, Texas Constitution, is
6 amended to read as follows:

7 (d) Each commissioners precinct shall elect a commissioner
8 at the first general election that follows the adoption of a change
9 in [When] the boundaries of two or more commissioners precincts
10 located in the county. The commissioners elected after a change in
11 boundaries shall determine by lot which two of them will serve a
12 term of two years and which two of them will serve a term of four
13 years, so that one-half of the commissioners shall be elected every
14 two years thereafter ~~[are changed, each commissioner in office on~~
15 ~~the effective date of the change, or elected to a term of office~~
16 ~~beginning on or after the effective date of the change, shall serve~~
17 ~~in the precinct to which each was elected or appointed for the~~
18 ~~entire term to which each was elected or appointed, even though the~~
19 ~~change in boundaries places the person's residence outside the~~
20 ~~precinct for which he was elected or appointed].~~

21 SECTION 2. This proposed constitutional amendment shall be
22 submitted to the voters at an election to be held November 8, 2011.
23 The ballot shall be printed to provide for voting for or against the
24 proposition: "The constitutional amendment providing for the

H.J.R. No. 13

1 election and staggering of terms of county commissioners following
2 a change in boundaries of a commissioners precinct."



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/2011 9:00AM, Voting Session

Prepared By/Phone Number: Heather Blalock, Auditor's Office, 854-8824

Elected/Appointed Official/Dept. Head: Susan Spataro, Travis County Auditor

Commissioners Court Sponsor: Commissioner Davis, Commissioner Eckhardt, and Commissioner Huber

AGENDA LANGUAGE: Receive Fiscal Year 2010 financial audit reports for Emergency Services Districts #1, #2, #3, #4, #5 #6, #8, #9, #13, and #14.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See attachments

STAFF RECOMMENDATIONS:

Please approve

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

Auditor's Office	Nicki Riley 854-9125
Auditor's Office	Susan Spataro 854-9125
Commissioner Pct 1 Office	Ron Davis 854-9111
Commissioner Pct 2 Office	Sarah Eckhardt 854-9222
Commissioner Pct 3 Office	Karen Huber 854-9333
County Judge's Office	Cheryl Aker
Commissioners Court	Cheryl Aker

TRAVIS COUNTY
AUDITOR'S OFFICE

SUSAN A. SPATARO, CPA, CMA
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To: Commissioners Court

From: Nicki Riley, Chief Assistant County Auditor

Date: June 10, 2011

Re: ESD Audit Reports

Texas Health and Safety Code Chapter 775.082 requires all Emergency Services Districts to submit an audit report to the Commissioners' Court by June 1 of each year. The following ESDs have submitted their audited financial statements to the County for fiscal year 2010. Copies are attached. We have reviewed the audit reports and are placing them on the agenda to be formally received by the Commissioners' Court. We have included an agenda request for the reports listed below.

<u>Emergency Services District</u>	<u>Precinct</u>	<u>Fiscal Year</u>
No. 1	3	2010
No. 2	1 & 2	2010
No. 3	3	2010
No. 4	1 & 3	2010
No. 5	3	2010
No. 6	3	2010
No. 8	3	2010
No. 9	3	2010
No.13	1	2010
No.14	3	2010

Please do not hesitate to call me at ext. 49125 if you have any questions.

TRAVIS COUNTY EMERGENCY SERVICES
DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE
COMPREHENSIVE ANNUAL FINANCIAL REPORT
SEPTEMBER 30, 2010

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditors' Report	1
Management Discussion and Analysis	2-6
Financial Statements:	
Governmental Funds Balance Sheet/Statement of Net Assets	7
Statement of Governmental Fund Revenues, Expenditures and Changes in Fund Balances/Statement of Activities	8-9
Notes to Financial Statements	10-18
Required Supplemental Information:	
Budgetary Comparison Schedule	19



Bounds Chatelain & Pharr

A Professional Corporation
Certified Public Accountants

A U S T I N ★ T E X A S

INDEPENDENT AUDITORS' REPORT

Board of Commissioners
Travis County Emergency Services District No. 1
North Lake Travis Fire and Rescue

We have audited the accompanying statement of net assets of the Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue as of September 30, 2010 and the related statement of activities for the period October 1, 2009 to September 30, 2010. These financial statements are the responsibility of the management of Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principals used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue as of September 30, 2010, and the results of its operations and changes in net assets for the period October 1, 2009 to September 30, 2010, in conformity with accounting principals generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 6 and page 19, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Bounds Chatelain & Pharr, PC

Austin, Texas
January 12, 2011



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE PERIOD OCTOBER 1, 2009 TO SEPTEMBER 30, 2010

As the Board of Commissioners of Travis County Emergency Services District No. 1 (the District), we present the following narrative overview and analysis of the financial activities of the District for the period October 1, 2009 to September 30, 2010.

Financial Highlights

Significant current year transactions include the following:

General revenues from property taxes accounted for 97 percent of total revenues.

The Board approved an even trade of property on Dawn Drive for property on Bar-K Ranch Road with the City of Lago Vista. The District will lease the property received on Bar-K Ranch Road to the City of Lago Vista until a new police department is built on Dawn Drive. The District plans to use the facility as a new emergency services center when it is vacated by the police department.

The Board initiated capital outlay projects totaling \$58,518. These outlays were used for the following purchases: bunker gear, communication equipment, mobile data units and new firefighting equipment and tools.

During the year, the District's total expenses were \$90,595 less than the \$2,232,387 generated in tax revenues, fees and other income.

Using this Annual Report

This annual report consists of a series of financial statements. The statement of net assets and the statement of activities provide information about the activities of the District as a whole and present a long-term view of the District's finances. Fund financial statements show how the emergency services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most financially significant funds.

This discussion and analysis is designed to (1) assist the reader in focusing on significant financial issues, (2) provide an overview of the District's financial activity, (3) identify any material deviations from the financial plan, and (4) identify changes in the District's financial position.

The District implemented Governmental Accounting Standards Board (GASB) Statement No. 34 in the year ended September 30, 2004. The District's basic financial statements now include adjustments to the statement of net assets and the statement of activities. The economic focus of these statements is similar to a private-sector business.

Government-Wide Financial Statements

The statement of net assets presents information on all of the District's assets and liabilities, with the difference between the two reported as net assets. The statement of activities shows all changes in net assets as soon as the underlying event giving rise to the change occurs, regardless of the timing of cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to accounting used by most private-sector companies. Accrual of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO.1
NORTH LAKE TRAVIS FIRE AND RESCUE

MANAGEMENT DISCUSSION AND ANALYSIS
(continued)

FOR THE PERIOD OCTOBER 1, 2009 TO SEPTEMBER 30, 2010

Fund Financial Statements

Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. Due to the size of the District, the fund financial statements are presented on the face of the statement with adjustments to the respective government-wide statement.

Governmental Funds: The District's services are reported in the governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using the accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental funds provide a detail short-term view of the District's operations and the services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's emergency services program. We describe the relationship between governmental activities and governmental funds in a the column titled "Adjustments" with narratives provided at Notes 9 and 10.

Notes to the financial statements: The note disclosures provide additional information that is essential to a full understanding of the data provided in the governmental-wide and fund financial statements.

Supplementary information: In addition to the basic financial statements and accompanying notes, this report also presents required supplementary information which can be found on page 19.

The District as a Whole

The District's total net assets changed from September 30, 2010, increasing from \$394,051 to \$405,801. Our analysis below focuses on the net assets (Table 1) and changes in net assets (Table 2) of the District's governmental activities.

Table 1 - Net Assets

	September 30, 2009	September 30, 2010
Current and other assets	\$ 726,391	\$ 821,056
Capital assets - net	2,451,223	2,162,683
Total assets	<u>3,177,614</u>	<u>2,983,739</u>
Long-term obligations	2,521,234	2,311,539
Other liabilities	262,329	266,399
Total liabilities	<u>2,783,563</u>	<u>2,577,938</u>
Net assets		
Invested in capital assets, net of related debt	(70,011)	(148,856)
Restricted	528	4,158
Unrestricted	463,534	550,499
Total net assets	<u>\$ 394,051</u>	<u>\$ 405,801</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

MANAGEMENT DISCUSSION AND ANALYSIS
(continued)

FOR THE PERIOD OCTOBER 1, 2009 TO SEPTEMBER 30, 2010

The District as a Whole (continued)

Net assets of the District's activities increased by \$11,750. Unrestricted net assets, the part of net assets that is used to finance day-to-day operations increased by \$86,965.

Table 2 - Change in Net Assets

	September 30, 2009	September 30, 2010
Revenues		
Property tax collections	\$ 2,039,000	\$ 2,160,488
Other revenue	43,839	71,899
Total revenues	<u>2,082,839</u>	<u>2,232,387</u>
Expenses		
Current fire service expenses	1,613,390	1,747,892
Depreciation	356,287	347,058
Interest	135,370	125,687
Total expenses	<u>2,105,047</u>	<u>2,220,637</u>
Increase (decrease) in net assets	<u>\$ (22,208)</u>	<u>\$ 11,750</u>

The District's Funds

Table 3 presents the fund balances of the individual funds and an analysis of significant changes in fund balances.

Table 3 - Changes in Year End Fund Balances

	September 30, 2009	September 30, 2010	Net Change
General fund	\$ 463,534	\$ 550,499	\$ 86,965
Debt service fund	528	4,158	3,630
Total governmental fund balances	<u>\$ 464,062</u>	<u>\$ 554,657</u>	<u>\$ 90,595</u>

Table 4 presents the variances of the operating budget compared to the actual numbers for the year ended September 30, 2010. These variances were immaterial for the period ended September 30, 2010.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

MANAGEMENT DISCUSSION AND ANALYSIS
(continued)

FOR THE PERIOD OCTOBER 1, 2009 TO SEPTEMBER 30, 2010

Table 4 - Comparison of Budget to Actual Amounts
For the period October 1, 2009 to September 30, 2010

	Budget Amounts	Actual Amounts	Variance Over/(Under)
Revenues/Resources:			
Property tax collections	\$ 1,839,225	\$ 1,933,637	\$ 94,412
Donations - cash	3,000	10,160	7,160
Proceeds from sale of equipment	-	7,100	7,100
Insurance proceeds	-	51,843	51,843
Other income	2,000	971	(1,029)
Interest income	6,500	1,765	(4,735)
Total revenues/resources	<u>1,850,725</u>	<u>2,005,476</u>	<u>154,751</u>
Expenditures/expenses:			
Current fire service costs	1,668,181	1,747,892	79,711
Capital outlay	58,518	58,518	-
Debt service:			
Interest	24,257	24,257	-
Principal	94,695	94,695	-
Total expenditures/expenses	<u>1,845,651</u>	<u>1,925,362</u>	<u>79,711</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 5,074</u>	80,114	<u>\$ 75,040</u>
Transfers in (out)		6,851	
Fund balances/net assets:			
Beginning of the year		<u>463,534</u>	
End of the year		<u>\$ 550,499</u>	

Capital Assets and Debt Administration

Capital assets

As of September 30, 2010, the District held capital assets with a historical cost of \$5,287,838. The net value of the capital assets at the end of the year was \$2,162,683.

Debt administration

At year end, the District had \$1,890,000 in general obligation bonds payable and \$421,539 in capital lease commitments. See note 5 for information on the general obligation bonds and note 6 for the terms of the capital lease commitments.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

MANAGEMENT DISCUSSION AND ANALYSIS
(continued)

FOR THE PERIOD OCTOBER 1, 2009 TO SEPTEMBER 30, 2010

Request for Information

This financial report is designed to provide a general overview of the District's finances for those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Travis County Emergency Services District No. 1, Board of Commissioners, 18300 Park Drive, Jonestown, Texas 78645.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

GOVERNMENTAL FUNDS BALANCE SHEET/STATEMENT OF NET ASSETS

SEPTEMBER 30, 2010

	General Fund	Debt Service Fund	Totals	Adjustments (Note 9)	Statement of Net Assets
ASSETS					
Cash and cash equivalents (Note 2)	\$ 632,533	\$ 4,158	\$ 636,691	\$ -	\$ 636,691
Property tax receivable (Note 3)	165,007	19,358	184,365	-	184,365
Capital assets, net of accumulated depreciation (Notes 1 and 4)	-	-	-	2,162,683	2,162,683
Total assets	<u>\$ 797,540</u>	<u>\$ 23,516</u>	<u>\$ 821,056</u>	<u>\$ 2,162,683</u>	<u>\$ 2,983,739</u>
LIABILITIES					
Deferred revenue (Notes 1 and 3)	\$ 165,007	\$ 19,358	\$ 184,365	\$ -	\$ 184,365
Payroll liabilities	12,483	-	12,483	-	12,483
Accrued compensated absences (Note 11)	62,060	-	62,060	-	62,060
Deferred safety bonuses (Note 12)	7,491	-	7,491	-	7,491
Long-term liabilities					
Capital lease commitments (Note 6)					
Current	-	-	-	99,132	99,132
Long-term	-	-	-	322,407	322,407
General obligation bonds payable (Note 5)					
Current	-	-	-	125,000	125,000
Long-term	-	-	-	1,765,000	1,765,000
Total liabilities	<u>247,041</u>	<u>19,358</u>	<u>266,399</u>	<u>2,311,539</u>	<u>2,577,938</u>
FUND BALANCES/NET ASSETS					
Fund balances					
Unreserved	550,499	-	550,499	(550,499)	-
Reserved	-	4,158	4,158	(4,158)	-
Total fund balances	<u>550,499</u>	<u>4,158</u>	<u>554,657</u>	<u>(554,657)</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 797,540</u>	<u>\$ 23,516</u>	<u>\$ 821,056</u>		
NET ASSETS					
Invested in capital assets, net of related debt				(148,856)	(148,856)
Restricted for debt service				4,158	4,158
Unrestricted				550,499	550,499
Total net assets				<u>\$ 405,801</u>	<u>\$ 405,801</u>

The accompanying notes are an integral part of the financial statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES/STATEMENT OF ACTIVITIES

FOR THE PERIOD OCTOBER 1, 2009 TO SEPTEMBER 30, 2010

	General Fund	Debt Service Fund	Totals	Adjustments (Note 10)	Statement of Activities
Revenues/other sources					
Property tax collections (Note 3)	\$ 1,933,637	\$ 226,851	\$ 2,160,488	\$ -	\$ 2,160,488
Donations - cash	10,160	-	10,160	-	10,160
Proceeds from sale of equipment	7,100	-	7,100	-	7,100
Insurance proceeds	51,843	-	51,843	-	51,843
Other income	971	-	971	-	971
Interest income	1,765	60	1,825	-	1,825
Total revenues/other sources	<u>2,005,476</u>	<u>226,911</u>	<u>2,232,387</u>	<u>-</u>	<u>2,232,387</u>
Expenditures/expenses					
Current					
Fire stations	45,496	-	45,496	-	45,496
Apparatus and equipment	162,348	-	162,348	-	162,348
Insurance	48,839	-	48,839	-	48,839
Training	17,413	-	17,413	-	17,413
Paid personnel	1,349,772	-	1,349,772	-	1,349,772
General and administrative	124,024	-	124,024	-	124,024
Depreciation	-	-	-	347,058	347,058
Capital outlay	58,518	-	58,518	(58,518)	-
Debt service					
Interest	24,257	101,430	125,687	-	125,687
Principal	94,695	115,000	209,695	(209,695)	-
Total expenditures/expenses	<u>1,925,362</u>	<u>216,430</u>	<u>2,141,792</u>	<u>78,845</u>	<u>2,220,637</u>

(continued)

The accompanying notes are an integral part of the financial statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES/STATEMENT OF ACTIVITIES
(continued)

FOR THE PERIOD OCTOBER 1, 2009 TO SEPTEMBER 30, 2010

	General Fund	Debt Service Fund	Totals	Adjustments (Note 10)	Statement of Activities
Excess (deficiency) of revenues over expenditures	\$ 80,114	\$ 10,481	\$ 90,595	\$ (78,845)	
Other financing sources and (uses)					
Transfers in (out)	6,851	(6,851)	-	-	
Excess (deficiency) of revenues over expenditures	86,965	3,630	90,595	(90,595)	-
Change in net assets	-	-	-	11,750	11,750
Fund balances/net assets					
Beginning of the year	463,534	528	464,062	(70,011)	394,051
End of the year	<u>\$ 550,499</u>	<u>\$ 4,158</u>	<u>\$ 554,657</u>	<u>\$ (148,856)</u>	<u>\$ 405,801</u>

The accompanying notes are an integral part of the financial statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2010

1. SUMMARY OF ACCOUNTING POLICIES

The accounting policies of the Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue (The District) conform to generally accepted accounting principals applicable to governments promulgated by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). The following is a summary of significant policies:

Reporting Entity

Prior to May 9, 1989, the District operated as a rural fire prevention district (Travis County Rural Fire Prevention District No. 2) under Article III, Section 48-d of the Constitution of Texas. On May 6, 1989, the voters of the District approved the formation of an emergency services district under Article III, Section 48-e of the Texas Constitution. On May 9, 1989, the County Commissioners Court of Travis County, State of Texas approved the order to form the Travis County Emergency Services District No. 1. As of September 30, 1989, the District also changed its fiscal year-end to September 30. On November 8, 2005, as the result of a general election, Travis County Emergency Services District No. 1 combined with Travis County Emergency Services District No. 7 to form one entity (Travis County Emergency Services District No. 1, North Lake Travis Fire and Rescue) The new District began operations on November 18, 2005. The District operates under a Board of Commissioners appointed by the Commissioners Court of Travis County.

The accompanying financial statements comply with the provisions of GASB No. 14, "The Financial Reporting Entity", in that the financial statements include all organizations, activities and functions that comprise the District.

Government-wide and fund financial statements

The government-wide financial statements (the statement of net assets and statement of activities) report information on all the activities of the District.

The statement of activities demonstrates the degree to which the expenses of a given function are offset by program revenues. Other items not properly included among program revenues are reported instead as general revenues. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement focus, basis of accounting and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS
(continued)

SEPTEMBER 30, 2010

I. SUMMARY OF ACCOUNTING POLICIES (CONTINUED)

Measurement focus, basis of accounting and financial statement presentation - (continued)

Grants and entitlements and interest associated with the current fiscal period are reported on the accrual basis of accounting and so have been recognized as revenues of the current fiscal period. All other revenue items are considered measurable and available only when the District receives the cash.

Fund Accounting

The accounting system is organized and operated on the basis of funds. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its fund equity, revenues and expenditures.

Governmental Funds

Governmental funds are those through which most government functions typically are financed. Governmental funds reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance.

The District reports the following governmental funds:

General fund - The general fund is used to account for all financial resources of the District except those required to be accounted for in another fund. The general fund balance is available to the District for any purpose provided it is expended or transferred according to the bylaws of the District.

Debt service fund - The debt service fund accounts for the servicing of general long-term debt.

Capital assets

Capital assets are recorded at historical cost or estimated historical cost and updated for additions and retirements during the year. The District maintains a capitalization threshold of \$1,000. Capital assets are depreciated on the straight-line method of depreciation over the useful life of the asset. Improvements are capitalized. The cost of normal maintenance and repairs that do not add to the value of the asset's life are expensed as incurred.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS
(continued)

SEPTEMBER 30, 2010

1. SUMMARY OF ACCOUNTING POLICIES (CONTINUED)

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Deferred revenue

The District reports unearned deferred revenue in the governmental fund balance sheet. Under the modified accrual basis of accounting, receivables may be measurable but not available, meaning collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Deferred revenues are those revenues where asset recognition criteria have been met but not revenue recognition criteria.

Net assets

Net assets present the difference between assets and liabilities in the statement of net assets. Net assets invested in capital assets are reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are legal limitations imposed on their use by District legislation or external restrictions by creditors, grantors, laws or regulations.

2. CASH AND CASH EQUIVALENTS

The District considers all highly liquid investments purchased with maturities of three months or less to be cash equivalents.

The District's pooled and non-pooled deposits are categorized to give an indication of the level of risk assumed by the District at September 30, 2010. The categories are described as follows:

Category 1 - Insured or collateralized securities held by the District or by its agent in the District's name.

Category 2 - Collateralized with securities held by the pledging financial institution's trust department or agent in the District's name.

Category 3 - Uncollateralized or collateralized with securities held by the pledging financial institution's trust department or agent not in the District's name.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS
(continued)

SEPTEMBER 30, 2010

2. CASH AND CASH EQUIVALENTS (CONTINUED)

Deposits categorized by level of risk are:

	Bank Balance	Category 1	Category 2	Category 3	Carrying Amount
Pooled deposits	\$ 470,416	\$ -	\$ -	\$ 470,416	\$ 470,416
Non-pooled deposits	166,275	166,275	-	-	166,275
Total deposits	<u>\$ 636,691</u>	<u>\$ 166,275</u>	<u>\$ -</u>	<u>\$ 470,416</u>	<u>\$ 636,691</u>

3. PROPERTY TAXES

The District's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and taxable personal property located in the District. The assessed value for the tax rolls as of January 1, 2009, upon which the 2009 levy was based, was \$2,158,381,945.

Taxes are due by January 31 following the October 1 levy date. The total levy on October 1, 2009, net of adjustments, was \$2,159,410 and the tax rate was \$.10 per \$100 assessed valuation. As an Emergency Services District, the District is allowed to levy up to a maximum of \$.10 per \$100 assessed valuation. As of September 30, 2010, \$2,137,341 has been collected for the year ended September 30, 2009 and the remaining \$23,147 has been collected for prior years.

Property taxes not collected in the current period are not expected to be collected in time to pay liabilities of the current year. Such taxes are considered not to be available, and as such, are not accrued as revenue in the current year. The uncollected property taxes are offset by an equal amount of deferred revenue. As of September 30, 2010, property tax receivable and deferred revenue were \$184,365.

4. CAPITAL ASSETS

Capital asset activity for the period ended September 30, 2010 was as follows:

	Beginning Balance	Additions	Retirements	Ending Balance
Governmental activities				
Non-depreciable assets				
Land	\$ 35,000	\$ -	\$ -	\$ 35,000
Depreciable assets				
Buildings	1,602,652	-	-	1,602,652
Equipment and vehicles	3,618,295	58,518	(26,627)	3,650,186
Totals at historical cost	<u>5,255,947</u>	<u>58,518</u>	<u>(26,627)</u>	<u>5,287,838</u>
Less: accumulated depreciation for				
Buildings	329,849	39,550	-	369,399
Equipment and vehicles	2,474,875	307,508	(26,627)	2,755,756
Total accumulated depreciation	<u>2,804,724</u>	<u>347,058</u>	<u>(26,627)</u>	<u>3,125,155</u>
Governmental activities capital assets, net	<u>\$ 2,451,223</u>	<u>\$ (288,540)</u>	<u>\$ -</u>	<u>\$ 2,162,683</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS
(continued)

SEPTEMBER 30, 2010

4. CAPITAL ASSETS (CONTINUED)

Depreciation expense was charged to governmental functions as follows:

General administration	\$ 39,550
Emergency services	<u>307,508</u>
Total	<u><u>\$ 347,058</u></u>

5. LONG-TERM OBLIGATIONS

The following is a summary of the long-term debt transactions of the District for the period October 1, 2009 to September 30, 2010:

	General Obligation Bonds
Balance at September 30, 2009	<u>\$ 2,005,000</u>
Retirements of debt	<u>(115,000)</u>
Balance at September 30, 2010	<u><u>\$ 1,890,000</u></u>

On November 6, 2001, the District was authorized to issue general obligation bonds of \$5,000,000. As of September 30, 2010, \$2,600,000 has been issued. The original bond issue of \$2,000,000 in February 2002 is due serially through 2022 with principal and interest due annually each March. The interest rate on these bonds is a floating rate between 4.75% and 5.625%. The second bond issue of \$600,000 in February 2004 is due serially through 2022 with principal and interest due annually each March. The interest rate on these bonds is 4.75%.

The annual requirements to amortize the bonds outstanding as of September 30, 2010 are as follows:

Year Ending September 30,	Principal	Interest	Totals
2011	\$ 125,000	\$ 95,662	\$ 220,662
2012	135,000	89,301	224,301
2013	135,000	82,651	217,651
2014	150,000	75,589	225,589
2015	160,000	67,804	227,804
2016	170,000	59,402	229,402
2017	180,000	50,384	230,384
2018	185,000	40,856	225,856
2019	200,000	30,653	230,653
2020	140,000	21,375	161,375
2021	150,000	13,219	163,219
2022	160,000	4,500	164,500
Totals	<u><u>\$ 1,890,000</u></u>	<u><u>\$ 631,396</u></u>	<u><u>\$ 2,521,396</u></u>

The total amount of interest expense for the bonds for the period ended September 30, 2010 was \$101,430.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS
(continued)

SEPTEMBER 30, 2010

6. CAPITAL LEASE COMMITMENTS

On February 23, 2006, the District entered into a capital lease arrangement with Wells Fargo Brokerage Services, L.L.C. to lease a 2006 Pierce Custom Contender fire truck for total consideration of \$217,566, payable over 7 years, at 4.54% per annum. The District has the option to purchase the fire engine at the end of the lease term for \$1.00.

Annual requirements on this lease obligation are as follows:

Year Ending September 30	Principal	Interest	Totals
2011	\$ 32,365	\$ 4,611	\$ 36,976
2012	33,833	3,142	36,975
2013	35,370	1,606	36,976
Totals	<u>\$ 101,568</u>	<u>\$ 9,359</u>	<u>\$ 110,927</u>

On January 15, 2007, the District entered into a capital lease purchase arrangement with Wells Fargo Brokerage Services, L.L.C. for band radios and walkie-talkies for total consideration of \$152,186, payable over 5 years, at 4.75% per annum.

Annual requirements on this lease obligation are as follows:

Year Ending September 30	Principal	Interest	Totals
2011	\$ 31,814	\$ 3,094	\$ 34,908
2012	33,326	1,583	34,909
Totals	<u>\$ 65,140</u>	<u>\$ 4,677</u>	<u>\$ 69,817</u>

On March 25, 2005, the District entered into a capital lease arrangement with Kansas State Bank of Manhattan to lease a 2005 Rosenbauer 1250 GPM Pumper for total consideration of \$105,257, payable over 10 years, at 4.85% per annum. The District will own the vehicle at the end of the lease term.

Annual requirements on this lease obligations are as follows:

Year Ending September 30,	Principal	Interest	Totals
2010	\$ 10,679	\$ 2,853	\$ 13,532
2012	11,197	2,335	13,532
2013	11,740	1,792	13,532
Thereafter	25,215	1,849	27,064
Totals	<u>\$ 58,831</u>	<u>\$ 8,829</u>	<u>\$ 67,660</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS
(continued)

SEPTEMBER 30, 2010

6. CAPITAL LEASE COMMITMENTS (CONTINUED)

On February 23, 2007, the District entered into a capital lease arrangement with Wells Fargo Brokerage Services, L.L.C. to lease a 2007 Pierce fire truck for total consideration of \$262,450, payable over 10 years, at 4.725% per annum.

Annual requirements on this lease obligations are as follows:

Year Ending September 30,	Principal	Interest	Totals
2011	\$ 24,275	\$ 9,261	\$ 33,536
2012	25,422	8,114	33,536
2013	26,623	6,913	33,536
2014	27,881	5,655	33,536
Thereafter	91,800	8,809	100,609
Totals	<u>\$ 196,001</u>	<u>\$ 38,752</u>	<u>\$ 234,753</u>

The total amount of interest expense for the leases for the year ended September 30, 2010 was \$24,257.

7. OPERATING LEASES

The District has a fire station in the Point Venture Subdivision which is leased for 99 years at \$1 per year. Under this lease, the premises may be used only for storage and housing of fire fighting equipment and personnel.

8. QUALIFIED RETIREMENT PLAN

On November 15, 2004 the District approved participation in the Texas County and District Retirement System (TCDRS) which is a qualified retirement plan under Section 401(a) of the Internal Revenue Code. The effective date of the plan is January 1, 2005. All persons who are employees of the District on the effective date are eligible to participate. Any new employee of the District subsequent to the effective date will become eligible on the date of employment. A participant will have the right to retire and receive a service retirement annuity when the years of service equals or exceeds twenty (20). Each payroll period the participant shall make a mandatory contribution to TCERS equal to four percent (4%) of compensation for which the participant is immediately vested. The District makes employer contributions actuarially determined by TCERS. Allocated prior service credits granted to any participant by the District will be computed at ten percent (10%) of the maximum prior service credit each participant affected. The contribution amount for the year ended September 30, 2010 is \$45,013 and is included in the paid personnel expense on the Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balances/Statement of Activities.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS
(continued)

SEPTEMBER 30, 2010

9. RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET ASSETS

Fund balances - total governmental funds	\$	554,657
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Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds.

Governmental capital assets	\$ 5,287,838	
Less: accumulated depreciation	<u>(3,125,155)</u>	2,162,683

Long-term liabilities that are not reported in the governmental funds.

General obligation bonds	(1,890,000)	
Capital lease commitments	<u>(421,539)</u>	

Net assets of governmental activities	<u>\$ 405,801</u>
---------------------------------------	-------------------

10. RECONCILIATION OF THE STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES

Net change in fund balances - total governmental funds	\$	90,595
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Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives.

Expenditures for capital assets	58,518	
Less: current year depreciation	<u>(347,058)</u>	(288,540)

Repayment of principal on long-term liabilities is an expenditure in the government funds, but the repayment reduces long-term liabilities in the statement of net assets.

Transfers out	-	
Repayment of principal	<u>209,695</u>	

Change in net assets of governmental activities	<u>\$ 11,750</u>
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TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

NOTES TO FINANCIAL STATEMENTS
(continued)

SEPTEMBER 30, 2010

11. COMPENSATED ABSENCES

In December 2005 the Board of Commissioners unanimously approved paying terminated employees for up to 288 hours of accrued vacation time. The balance for this compensated absences liability as of September 30, 2010 is \$62,060.

12. DEFERRED LIABILITIES

During the fiscal years ended September 30, 2009 and 2010, The District received worker's compensation insurance refunds totaling \$8,679. The Board of Commissioners approved designating these funds to be used in the implementation of a safety program rewards system. The first safety awards were awarded in the fiscal year ended December 30, 2010 and totaled \$1,188.

13. SUBSEQUENT EVENTS

The District did not have any subsequent events through January 12, 2011, which is the date the financial statements were available to be issued, for events requiring recording or disclosure in the financial statements for the year ended September 30, 2010.

SUPPLEMENTAL INFORMATION

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 1
NORTH LAKE TRAVIS FIRE AND RESCUE

BUDGETARY COMPARISON SCHEDULE
GENERAL FUND

FOR THE PERIOD OCTOBER 1, 2009 TO SEPTEMBER 30, 2010

	<u>Budget Amounts</u>	<u>Actual Amounts</u>	<u>Variance Over/(Under)</u>
Revenues/resources:			
Property tax collections	\$ 1,839,225	\$ 1,933,637	\$ 94,412
Donations - cash	3,000	10,160	7,160
Proceeds from sale of equipment	-	7,100	7,100
Insurance proceeds	-	51,843	51,843
Other income	2,000	971	(1,029)
Interest income	6,500	1,765	(4,735)
Total revenues	<u>1,850,725</u>	<u>2,005,476</u>	<u>154,751</u>
Expenditures/expenses:			
Current			
Fire stations	42,000	45,496	3,496
Apparatus and equipment	143,482	162,348	18,866
Insurance	48,100	48,839	739
Training	11,000	17,413	6,413
Paid personnel	1,307,749	1,349,772	42,023
General and administrative	115,850	124,024	8,174
Capital outlay	58,518	58,518	-
Debt service:			
Interest	24,257	24,257	-
Principal	94,695	94,695	-
Total expenditures/expenses	<u>1,845,651</u>	<u>1,925,362</u>	<u>79,711</u>
Excess of revenues over expenditures	<u>\$ 5,074</u>	80,114	<u>\$ 75,040</u>
Other financing sources:			
Transfers in (out)		6,851	
Fund balance beginning of the year		<u>463,534</u>	
Fund balance end of the year		<u>\$ 550,499</u>	

**Travis County Emergency
Services District No. 2**

**Independent Auditors' Report
and Basic Financial Statements**

September 30, 2010

Travis County Emergency Services District No. 2

Table of Contents

	Page
Independent Auditors' Report	1
Management's Discussion and Analysis (Unaudited)	2
Basic Financial Statements	
Statement of Net Assets and Governmental Funds Balance Sheet	13
Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances	14
Notes to Basic Financial Statements	15
Required Supplementary Information	
Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund	30



Padgett Stratemann & Co. LLP
CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

Independent Auditors' Report

To the Board of Commissioners
Travis County Emergency Services District No. 2
Pflugerville, Texas

We have audited the accompanying financial statements of the governmental activities and each major fund of the Travis County Emergency Services District No. 2 (the "District") as of and for the year ended September 30, 2010, which collectively comprise the District's basic financial statements, as listed in the accompanying table of contents. These financial statements are the responsibility of the management of the District. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, we express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2010, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and schedule of revenues, expenditures, and changes in fund balance – budget and actual – general fund on pages 2 through 12 and 30, respectively, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Padgett, Stratemann & Co., L.L.P.

Certified Public Accountants
January 13, 2011

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Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

Introduction

Travis County Emergency Services District No. 2 (the "District") is pleased to submit the following discussion and overview analysis concerning the District's financial statements for the year ended September 30, 2010. The accompanying Financial Audit for fiscal year 2010 was performed by Padgett, Stratemann & Co., L.L.P., from Austin, Texas.

Background

The District, a governmental entity authorized under Texas statute, is a fire and first response medical provider within Travis County, Texas. The District currently has a population estimated at eighty thousand (80,000) people and covers one hundred (100) square miles of northeast Travis County.

The City of Pflugerville lies within the District with another large unincorporated subdivision known as Wells Branch in the western half of the District. The area is roughly bound by Farm-to-Market Road 1325 in the west, the Travis-Williamson County line on the north, Farm-to-Market Road 973 and Cameron Road on the east, and Yager Lane, Dessau Road, and Howard Lane on the south. The population of the District is essentially evenly divided on the east and west side of Interstate 35. This heavily traveled highway is the most direct route from middle America to Mexico and is called by many, "The North American Free Trade Agreement Highway." Two (2) additional tollways have been built and opened through the north and eastern part of the District; State Highway 45 and State Highway 130, respectively.

The District has a great responsibility providing fire suppression, fire prevention, and first response emergency medical care in this large area and remains committed to this community and will do everything possible to provide the required services with the greatest efficiency and effectiveness. The District is currently served by personnel and equipment working out of four (4) fire stations. The four (4) modern fire stations are ready twenty-four (24) hours a day and house the District's fleet of firefighting apparatus. The District uses the latest fire suppression technology of Compressed Air Foam Systems ("CAFS").

The District is a leader in the state and nation with respect to fire suppression using CAFS. This technology was first introduced in this country to combat wildfire in the forested areas of the northwest. The system injects air into a water and foam solution creating a most effective fire suppression agent. The foam is in reality a really good soap that is environmentally friendly. Today, CAFS has been adapted for structure fires and most other fire situations that we encounter on any given day.

Travis County Emergency Services District No. 2
Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

Background (continued)

The importance of this technology is based in quick fire suppression. Less collateral property damage is done during fire operations; thereby ensuring more property is returned to its owner. Firefighters are able to actually put out much more fire with much less water being applied. Another important feature of this system is the safety factor. Firefighters are able to extinguish a great deal of fire without having to travel so deeply into a burning structure due to the penetration ability of a good foam stream.

One of the reasons CAFS makes a lot of sense for the District is because of the lesser amount of water that is used. Water has become an important issue in Texas, as well as for the nation. As responsible citizens, we want to participate in conserving this precious natural resource and using this fire suppression system contributes toward this effort.

As mentioned above, in addition to fire suppression, the District is also responsible for meeting the needs of the community as a first responder to medical emergencies. The percentage of time and resources the District devotes to first responder activities continues to grow at a rapid rate. Currently, over seventy percent (70%) of the District's calls involve first responder activities. The District is an active participant in a county-wide initiative focused on providing the community with the best level of care as a first responder.

The Travis County Commissioners' Court appoints five (5) Commissioners who govern the operations of the District. These Commissioners represent a cross-section of the District and meet on a regular basis to determine administrative policy and perform financial oversight. Commissioners are appointed for two (2) year terms and continue the original spirit of volunteerism that started this organization.

The District is a taxing authority limited by statute to a maximum tax of ten (10) cents per hundred (100) dollars of property valuation. The District's fiscal year begins on October 1 and ends on September 30. The majority of income to operate the District, over ninety (90) percent, comes from property tax and the half (0.5) cent of sales tax approved by the voters. Prior to the beginning of each fiscal year, the Commissioners review and approve a budget that covers income and expenses for operations, prevention, and administration. Through foresight and fiscal responsibility, the District has also budgeted reserve funds for future expansion and/or to assist the District in covering payroll and other expenses during an economic downturn.

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

Financial Highlights – Comparison of Fiscal Year 2010 and 2009

- The District's auditors for fiscal year 2010, Padgett, Stratemann & Co., L.L.P., have worked with the District since the audit for fiscal year 2008.
- During both fiscal year 2009 and fiscal year 2010, the District has restricted expenditures as a fiscally responsible strategy in facing an uncertain economic situation nationwide. As a consequence, the District's financial statements are not significantly different between these fiscal years.
- During fiscal year 2010, the District did not experience a decline in revenues from property or from sales tax, as shown below; however, a decline continues to be anticipated for several fiscal years. A decline of three (3%) percent in property tax revenues has already been confirmed by Travis County for fiscal year 2011. As usual, a sales tax revenue decrease is less predictable. Expenditures for the District grew during fiscal year 2010; however, the District delayed many purchasing decisions until fiscal year 2011 in anticipation of the expected decline in revenues. As a result, the net change in fund balance was positive for fiscal year 2010 and that balance has been carried forward to assist in balancing the budget for fiscal year 2011.
- Below is a summary comparison of revenues and expenditures for fiscal year 2010 and fiscal year 2009:

	September 30,	
	2010	2009
Revenues:		
Property taxes – including penalty and interest	\$ 6,029,526	\$ 5,696,070
Sales tax receipts	2,717,951	2,689,862
Other revenue	662,103	475,820
Total revenues	9,409,580	8,861,752
Total expenditures	8,850,116	8,648,237
Other financing sources – net	48,312	216,979
Change in net assets	607,776	430,494
Net assets at beginning of year	6,013,806	5,583,312
Net assets at end of year	\$ 6,621,582	\$ 6,013,806

Travis County Emergency Services District No. 2

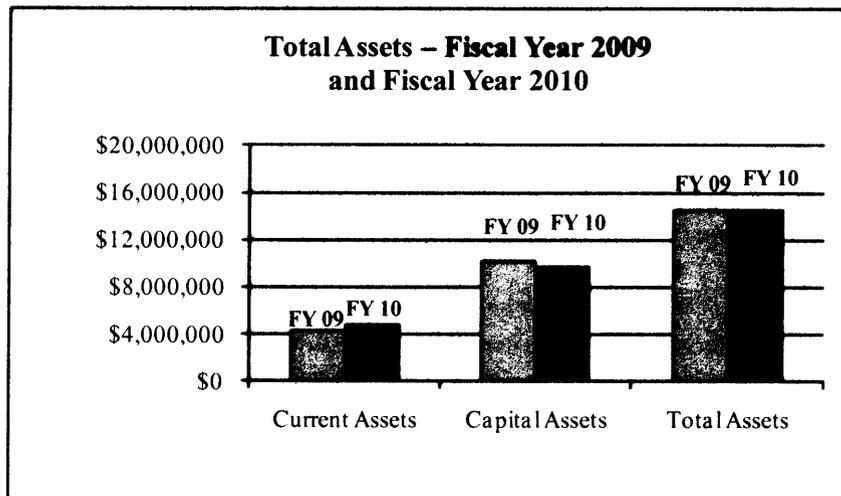
Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

Financial Highlights – Comparison of Fiscal Year 2010 and 2009 (continued)

- During fiscal year 2009, the Department of Homeland Security informed the District that the Staffing for Adequate Fire and Emergency Response grant submitted in the prior fiscal year had been approved. The grant covers a five (5) year period starting on May 13, 2009. This grant allowed the District to hire nine (9) new additional firefighters during fiscal year 2009. The grant provides for 90% reimbursement of salary and benefit costs in the first year and provides for a decreasing reimbursement of these costs for the new hires over the five (5) year period. Over the life of the grant, the District is responsible for about 50% of the salary and benefit costs and, at the end of the grant, is expected to assume 100% of the salary and benefit costs. The grant does not cover other costs related to the hiring of new firefighters, such as equipment and protective clothing, or training costs. During fiscal year 2010, even though the reimbursement percentage decreased as expected, the grant continued to contribute over \$300,000 to the District's ability to cover expenditures.

- During fiscal year 2010, the Board of Commissioners did not approve the sale or purchase of any major capital assets. Purchases of capital assets were related to information technology and communication equipment, mainly software licenses and radios, totaling less than \$100,000 for the 2010 fiscal year. Additionally, new debt was not acquired by the District. This is reflected in the charts below:

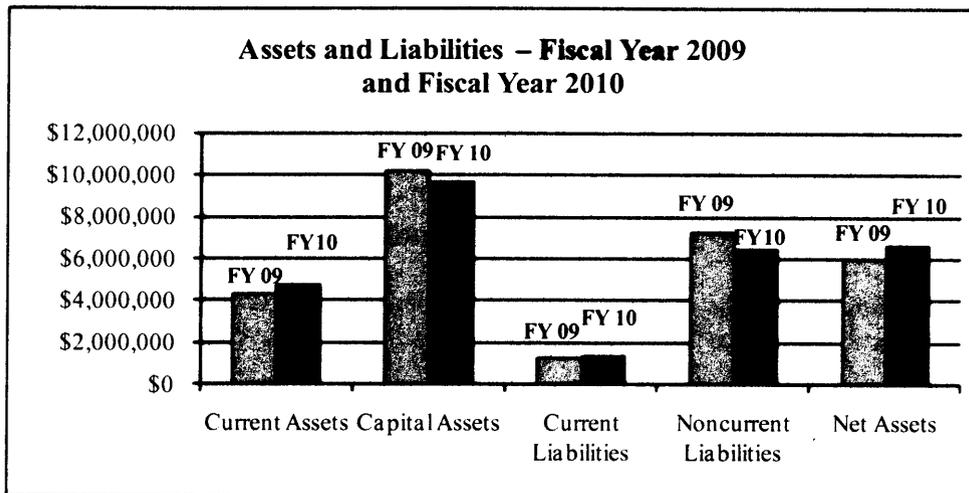


Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

Financial Highlights – Comparison of Fiscal Year 2010 and 2009 (continued)



Overview of the Financial Statements

The District's financial statements presented in this report include basic financial statements, as well as information on required supplementary information and Texas supplemental information.

The basic financial statements attached hereto are comprised of the following major components.

The *statement of net assets and governmental funds balance sheet* presents information on all District assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or declining.

The *statement of activities and governmental fund revenues, expenditures, and changes in fund balances* presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, the accrual basis of accounting is used, which is similar to the accounting used by most private sector companies.

The *notes to basic financial statements* provide additional information that is essential to a full understanding of the data provided in the basic financial statements.

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

Overview of the Financial Statements (continued)

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated and accounted for the purpose of carrying on specific activities in accordance with laws, regulations, or other appropriate requirements.

In the District's basic financial statements, you will see the following major governmental funds:

- General Fund – The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except for those required to be accounted in another fund.
- Debt Service Fund – The Debt Service Fund accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of government funds.

District's Fiscal Year 2010 – Financial Analysis Summary

The District's current assets consist of cash, investments, property tax receivables, and prepaid expenses. The District maintains the majority of its investments with TexPool, which is a local government investment pool created on behalf of Texas entities whose investment objectives are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act. The TexPool program offers a convenient and effective choice for the investment of local funds and, as an AAAM rated local government investment pool, TexPool is committed to maintaining safety and stability. Through fiscal year 2010 and 2009, this investment strategy served the District well through the volatility, downturn in the economy, and in the financial markets worldwide.

During fiscal year 2010, the District kept part of its cash investment in an interest-bearing savings account with Wells Fargo Bank. This bank was able to offer a slightly higher interest rate than TexPool and this account assisted with routine cash management.

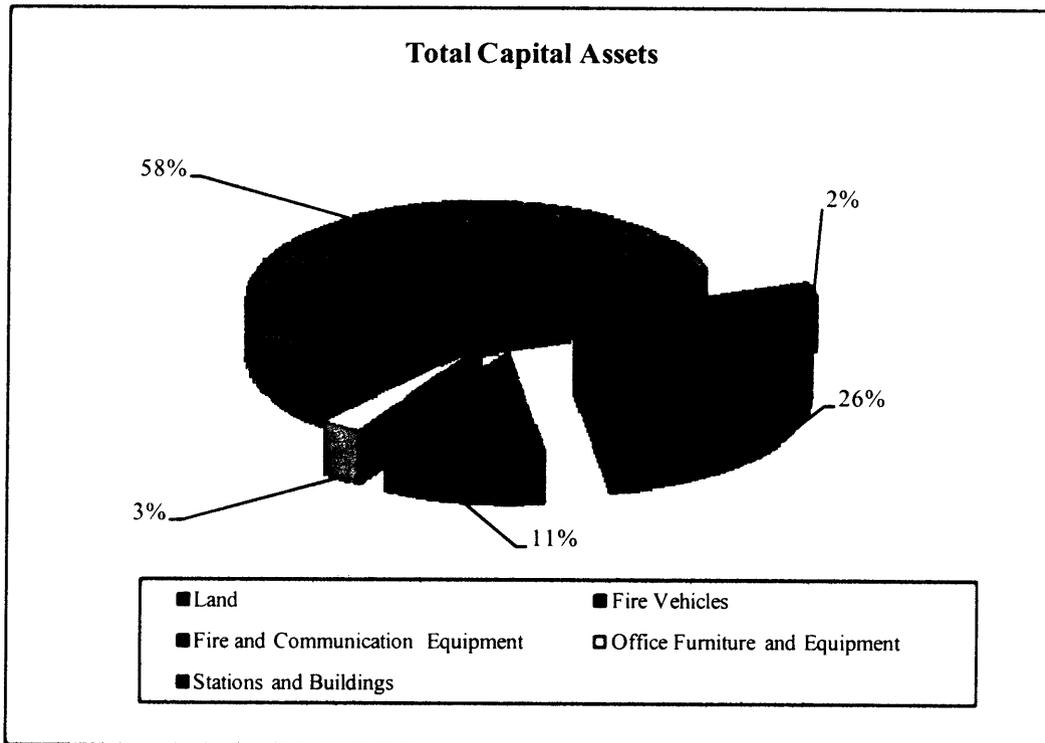
The District's total assets remain at over \$14 million, represented mostly by capital assets, at \$9.7 million net of accumulated depreciation, and over \$15 million gross. Capital assets are shown divided into the different categories in the chart below.

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

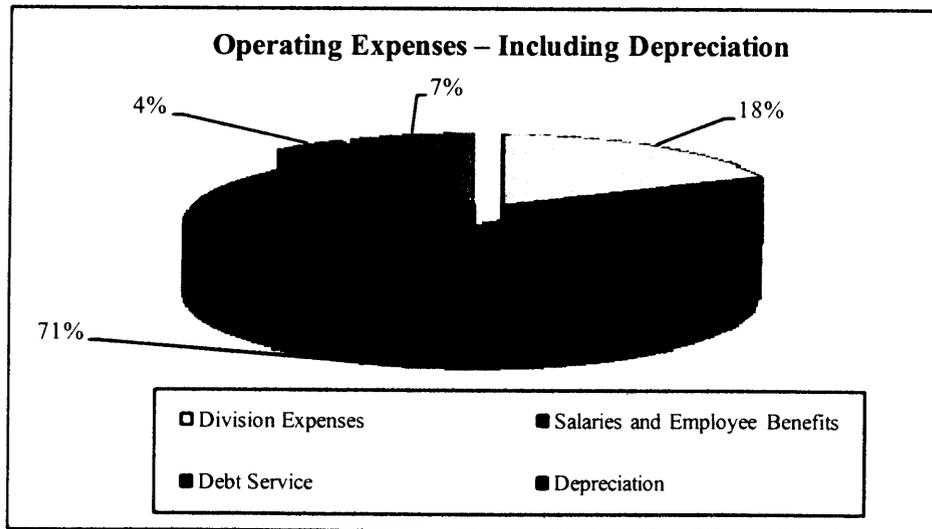
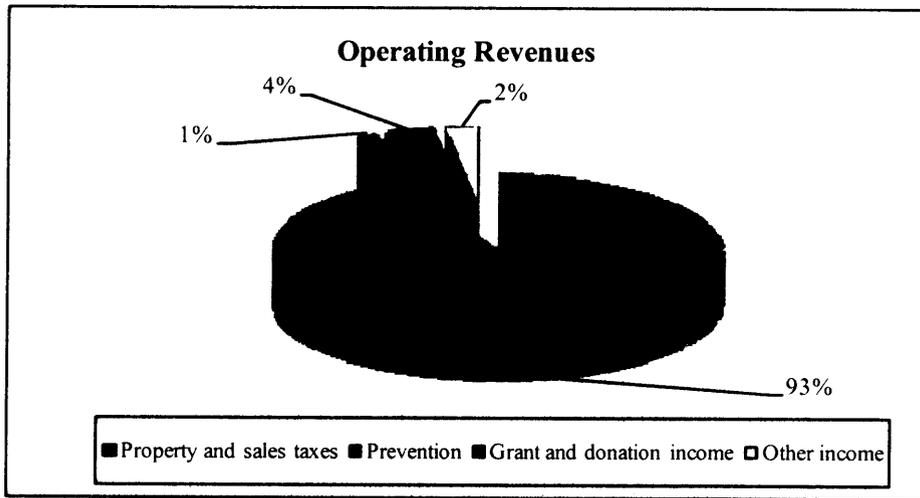
District's Fiscal year 2010 – Financial Analysis Summary (continued)



The source of the District's operating revenues is almost exclusively from property and sales tax collections. Total operating revenues for fiscal year 2010 totaled about \$9.4 million, of which 93% was received from tax collections. Operating expenses totaled about \$8.9 million, of which almost 71% of operating expenses were related to employee salaries and benefits for fiscal year 2010.

Travis County Emergency Services District No. 2
Management's Discussion and Analysis (Unaudited)
Fiscal Year Ended September 30, 2010

District's Fiscal Year 2010 – Financial Analysis Summary (continued)



Travis County Emergency Services District No. 2

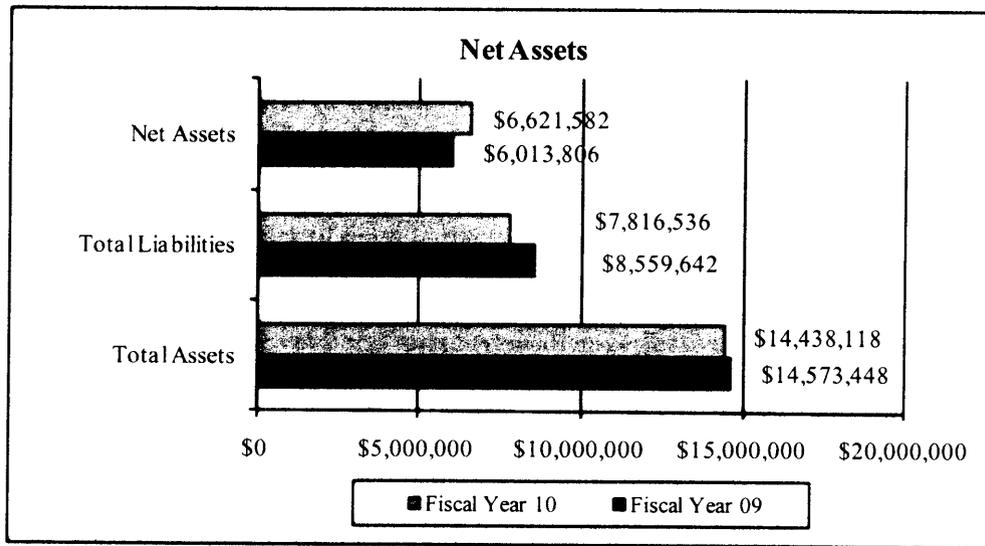
Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

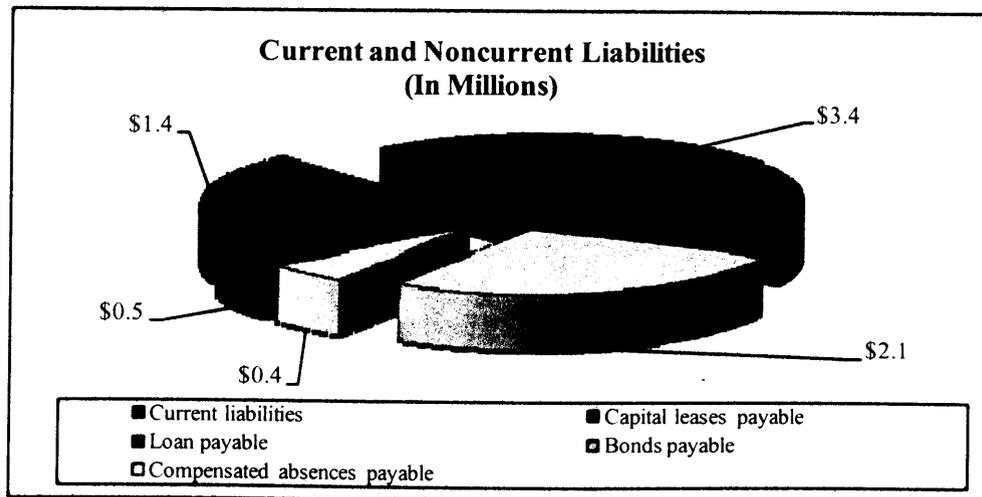
Capital Assets and Outstanding Debt

District liabilities were reduced during fiscal year 2010, as the District made scheduled payments of both principal and interest on bonds, leases, and loans, without incurring new debt.

The chart below shows a comparison between fiscal year 2010 and fiscal 2009 fund balance. Fund balance represents the difference between total assets and total liabilities.



Additionally, the chart below details the components of total liabilities for the District, current liabilities (including the current portion of noncurrent liabilities), and each component of noncurrent liabilities.



Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

Economic Factors and Budgetary Highlights

In September 2010, the District's Commissioners approved a resolution to levy ad valorem at a tax rate of \$0.0938 on each \$100.00 of taxable property within the District in order to provide funds for maintenance and operating purposes, and a tax rate of \$0.0062 on each \$100.00 in order to provide for payment and principal of interest and associated obligations on the District's unlimited tax bonds now outstanding. The total levy of ad valorem tax for fiscal year 2011 is a rate of \$0.10.

Going forward, the District's revenues will likely be affected by the economic downturn; both in the collection of property and sales tax revenue. During the Annual Planning Conference in fiscal year 2010, focus was again devoted to the economic outlook for the District during the next two (2) to five (5) year period. During fiscal year 2011, the District will strategically position itself to move forward as the economy bounces back and development in the District resumes its fast pace. The District chose goals for fiscal year 2011 that were low cost and high impact for the organization, goals that should prepare it to meet the challenges in the years to come.

As of September 30, 2010, the District and the Pflugerville Firefighters Association, Local 4137, approved and signed a Collective Bargaining Agreement effective from October 1, 2010 through September 30, 2013. Following approval of the collective bargaining process by the voters in the District, negotiations began in December 2009 and concluded with the approval and execution of the agreement on September 30, 2010.

Each fiscal year, the District prepares a budget for most income and expense items in the General Fund. This budget does not include the day-to-day income and expenses for its public use facilities. During fiscal year 2010, due to a slight increase in projected property tax revenues and reduced expenses in both operations and administration, the budget variances are positive, as detailed at the end of this report.

During fiscal year 2010, the District's budget was not amended. The differences between the original and final budget were proposed reallocations of expenditures within divisions reviewed with the Board of Commissioners due to higher-than-expected expenses in certain categories. For example, in the professional services category, the reallocation was due in large part to unexpected legal fees related to the collective bargaining agreement mentioned above, and in part due to the information technology restructuring the District undertook starting in January 2010.

Travis County Emergency Services District No. 2
Management's Discussion and Analysis (Unaudited)

Fiscal Year Ended September 30, 2010

Economic Factors and Budgetary Highlights (continued)

When comparing actual-to-budgeted amounts, the positive variance of \$203,528 in total revenues was due to increased collection of property taxes over budgeted amounts. As explained earlier, the District did not experience a decline in revenues from property or from sales tax; however, the District is already prepared for the decline of three (3%) percent in property tax revenues confirmed by Travis County for fiscal year 2011. The positive variance of \$297,200 in total expenditures was in large part due to the District's delay of purchases until fiscal year 2011. This delay is as a result of an anticipation of the expected decline in revenues. At the Annual Planning Conference, the Board of Commissioners discussed a five (5%) percent lower budget for fiscal year 2011 as a fiscally responsible budget. The overall positive variance from the fiscal year 2010 budget was carried over to the fiscal year 2011 budget to balance the budget and overcome the expected decline in revenues. Expenses, such as salaries and employee benefits, were not affected by the District's anticipation of the lower budgeted revenues for fiscal year 2011. In general, once an upturn in the economy is sustained, it is expected that governmental entities' such as the District that are dependent on property tax revenues will likely lag two (2) or more years behind in recovery compared to the general economy.

Budget preparation and budget review are a valued process at the District. Its use as a planning tool and the continuous review of the budget against actual enhances the monitoring of day-to-day operations and assists to highlight unexpected income or expense items.

Basic Financial Statements

Travis County Emergency Services District No. 2

Statement of Net Assets and Governmental Funds Balance Sheet

September 30, 2010

	General Fund	Debt Service Fund	Other Governmental Fund	Total	Adjustments	Statement of Net Assets
Assets						
Current assets:						
Cash and cash equivalents	\$ 1,386,421	\$ 13,767	\$ -	\$ 1,400,188	\$ -	\$ 1,400,188
Investments	2,861,376	140,014	-	3,001,390	-	3,001,390
Receivables – property taxes – net of uncollectible taxes	215,600	14,006	-	229,606	-	229,606
Prepays and other current assets	136,439	-	-	136,439	-	136,439
Total current assets	4,599,836	167,787	-	4,767,623	-	4,767,623
Noncurrent assets:						
Security deposit	3,326	-	-	3,326	-	3,326
Capital assets – net of accumulated depreciation	-	-	-	-	9,667,169	9,667,169
Total noncurrent assets	3,326	-	-	3,326	9,667,169	9,670,495
Total assets	\$ 4,603,162	\$ 167,787	\$ -	\$ 4,770,949	\$ 9,667,169	\$ 14,438,118
Liabilities						
Current liabilities:						
Accounts payable	\$ 323,212	\$ -	\$ -	\$ 323,212	\$ -	\$ 323,212
Accrued payroll and employee benefits	122,190	-	-	122,190	-	122,190
Accrued interest	-	-	-	-	89,257	89,257
Deferred income	217,550	14,006	-	231,556	(229,606)	1,950
Deposits	14,061	-	-	14,061	-	14,061
Capital leases payable	-	-	-	-	260,599	260,599
Loan payable	-	-	-	-	238,935	238,935
Bond payable	-	-	-	-	290,000	290,000
Total current liabilities	677,013	14,006	-	691,019	649,185	1,340,204
Noncurrent liabilities:						
Capital leases payable	-	-	-	-	1,095,184	1,095,184
Loan payable	-	-	-	-	3,164,841	3,164,841
Bond payable	-	-	-	-	1,820,000	1,820,000
Compensated absences payable	-	-	-	-	396,307	396,307
Total noncurrent liabilities	-	-	-	-	6,476,332	6,476,332
Total liabilities	677,013	14,006	-	691,019	7,125,517	7,816,536
Fund Balances/Net Assets						
Reserved for current debt service	-	153,781	-	153,781	(153,781)	-
Unreserved	3,926,149	-	-	3,926,149	(3,926,149)	-
Total fund balances	3,926,149	153,781	-	4,079,930	(4,079,930)	-
Total liabilities and fund balances	\$ 4,603,162	\$ 167,787	\$ -	\$ 4,770,949		
Net Assets						
Investment in capital assets – net of related debt					2,797,610	2,797,610
Reserved for debt service					153,781	153,781
Unrestricted					3,670,191	3,670,191
Total net assets					\$ 6,621,582	\$ 6,621,582

Notes to basic financial statements form an integral part of this statement.

Travis County Emergency Services District No. 2

Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances

Year Ended September 30, 2010

	General Fund	Debt Service Fund	Other Governmental Fund	Total	Adjustments	Statement of Activities
Revenues						
Property taxes – including penalties and interest	\$ 5,658,857	\$ 367,615	\$ -	\$ 6,026,472	\$ 3,054	\$ 6,029,526
Sales tax receipts	2,717,951	-	-	2,717,951	-	2,717,951
Fee for services	38,989	-	-	38,989	-	38,989
Prevention	118,149	-	-	118,149	-	118,149
Grant and donation income	329,470	-	-	329,470	-	329,470
Facilities income	169,244	-	-	169,244	-	169,244
Miscellaneous	6,251	-	-	6,251	-	6,251
Total revenues	9,038,911	367,615	-	9,406,526	3,054	9,409,580
Expenditures						
Current:						
Operations	476,189	-	-	476,189	-	476,189
Prevention	29,863	-	-	29,863	-	29,863
Administrative:						
Professional services	572,665	-	-	572,665	-	572,665
General and administrative	480,602	2,306	-	482,908	-	482,908
Salaries	5,257,398	-	-	5,257,398	-	5,257,398
Employee benefits	1,059,456	-	-	1,059,456	(17,342)	1,042,114
Debt service:						
Principal retirement	476,296	280,000	-	756,296	(756,296)	-
Interest and fees	256,967	88,575	-	345,542	(9,965)	335,577
Capital outlay	90,205	-	-	90,205	(90,205)	-
Depreciation	-	-	-	-	653,402	653,402
Total expenditures	8,699,641	370,881	-	9,070,522	(220,406)	8,850,116
Excess (deficiency) of revenues over (under) expenditures	339,270	(3,266)	-	336,004	223,460	559,464
Other Financing Sources (Uses)						
Interest income	44,545	3,767	-	48,312	-	48,312
Transfers in	689,443	371,292	-	1,060,735	-	1,060,735
Transfers out	(371,292)	(689,176)	(267)	(1,060,735)	-	(1,060,735)
Total other financing sources (uses)	362,696	(314,117)	(267)	48,312	-	48,312
Net change in fund balances	701,966	(317,383)	(267)	384,316	223,460	607,776
Fund balances at beginning of year	3,224,183	471,164	267	3,695,614	2,318,192	6,013,806
Fund balances at end of year	<u>\$ 3,926,149</u>	<u>\$ 153,781</u>	<u>\$ -</u>	<u>\$ 4,079,930</u>	<u>\$ 2,541,652</u>	<u>\$ 6,621,582</u>

Notes to basic financial statements form an integral part of this statement.



Notes to Basic Financial Statements

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies

The accounting and reporting policies of Travis County Emergency Services District No. 2 (the "District") included in the accompanying basic financial statements conform to accounting principles generally accepted in the United States of America ("GAAP") as applied to governmental entities. GAAP for local governments includes those principles prescribed by the Governmental Accounting Standards Board ("GASB"), which constitutes the primary source of GAAP for governmental units. The following represents the more significant accounting and reporting policies and practices used by the District.

Reporting Entity

The District was created by order of the Travis County Commissioners Court following a conversion election, which was held within the boundaries of Travis County Rural Fire Prevention District No. 3. A majority of the voters within the Rural Fire District voted to convert the Rural Fire District to the Emergency Services District. This election was held on January 18, 1992. The District operates under Article III, Section 48-e of the Texas Constitution and Chapter 775 of the Texas Health and Safety Code and is run by a five member Board of Commissioners appointed by the Travis County Commissioners Court. The District's major activities include providing emergency services to the residents of the District.

Effective October 1, 1994, the District assumed, through a series of agreements, the assets, leases, and other obligations of the Pflugerville Volunteer Fire Department.

The District does not meet the criteria for inclusion as a component unit of any entity nor does any entity meet the criteria for inclusion as a component unit of the District.

The accompanying basic financial statements present information required to account for those activities, organizations, and functions which are related to the District and are controlled by, or dependent upon, the District's governing body, the Board of Commissioners.

The criteria used by the District for including activities in its basic financial statements are in conformity with GASB Statement No. 14, *The Financial Reporting Entity*. GASB has concluded that the basic criterion for including a legally separate organization in a governmental unit's reporting entity for general purpose financial reports is financial accountability of the primary government for the legally separate organization. Based upon that criterion, there are no legally separate organizations, which fall within the financial reporting entity of the District.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all nonfiduciary activities of the District. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities are normally supported by taxes and charges to customers.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues. The District's primary function is to provide emergency services.

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for the purpose of carrying on specific activities in accordance with laws, regulations, or other appropriate requirements.

The District has the following major governmental funds:

- General Fund – The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- Debt Service Fund – The Debt Service Fund accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds.

Measurement Focus

The government-wide financial statements are reported using the flow of economic resources measurement focus and the accrual basis of accounting. All governmental funds are accounted for on a "spending" or "financial flow" measurement focus and the modified accrual basis of accounting. This means that only current assets and current liabilities are generally included on their balance sheets. The reported fund balance of governmental funds is considered a measure of "available spendable resources."

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Measurement Focus (continued)

The government-wide financial statements follow the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year in which they are levied.

The modified accrual basis of accounting is used for the governmental fund types. This basis of accounting recognizes revenues in the accounting period in which they become susceptible to accrual, i.e., both available and measurable. Revenues, other than grants, are considered to be available when they are expected to be collected during the current budgetary period, or within 60 days thereafter, to pay liabilities outstanding at the close of the budgetary period. Funds received but unearned are reflected as deferred revenues, and funds expended but not yet received are shown as receivables. Interest revenue is recorded when earned since it is measurable and available. Other revenues are recognized when measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred, except expenditures for debt service including interest on long-term debt. Expenditures for principal and interest on long-term debt are recognized when matured.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Budgets and Budgetary Accounting

A budget adopted by the Board of Commissioners presented in the accompanying basic financial statements on the same basis of accounting as actual amounts. The budget is not legally binding. No supplemental appropriations were made during the year. Annual appropriations lapse at the end of the fiscal year.

Use of Estimates

Preparation of financial statements in conformity with GAAP requires the use of management's estimates. Items for which estimates are necessary include the amount of receivables, which may not be collectible, and the service lives and salvage values of depreciable assets. Estimates also include the likelihood of loss and potential loss amount from contingencies such as litigation.

Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be demand deposits.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Investments

Investments are stated at fair value based on net asset value. The District has adopted an investment policy, which allows for various types of investments. Additional information regarding the District's investments can be found in Note 2.

Accounts Receivable

The District provides for uncollectible accounts receivable using the allowance method of accounting for bad debts. Under this method of accounting, a provision for uncollectible accounts is charged to earnings. The allowance account is increased or decreased based on past collection history and management's evaluation of accounts receivable. All amounts considered uncollectible are charged against the allowance account and recoveries of previously charged off accounts are added to the allowance.

Capital Assets

Capital assets, include property, plant, and equipment. Capital assets are defined by the District as assets with an initial, individual cost of \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost if purchased or constructed.

Donated capital assets are valued at their estimated fair market value on the date donated. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Capital assets of the District are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	40
Building improvements	20
New fire trucks	10
Other vehicles	7

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Deferred Revenue

Delinquent property taxes receivable are recorded as deferred revenue in the governmental funds since they are not currently available. Deferred revenue also includes deposits and customer advances to rent a facility owned by the District.

Long-Term Debt

General obligation bonds, which have been issued to fund capital projects, are to be repaid from tax revenues of the District.

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the period incurred. The face amount of debt issued is reported as other financing sources. Premiums on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Compensated Absences

Vested or accumulated vacation and sick leave that is expected to be liquidated with expendable available resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. No expenditure has been recorded. The amount of vested or accumulated vacation and sick leave that is not expected to be liquidated with expendable available financial resources is reported as a long-term liability in the statement of net assets and governmental funds balance sheet. The District's liability for accrued vacation and sick time at September 30, 2010 totaled \$396,307.

Fund Equity

Reserves represent those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Risk Management

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained coverage from Volunteer Fireman's Insurance Services and has effectively managed risk. All risk management activities are accounted for in the General Fund. Expenditures and claims are recognized when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. In determining claims, events that might create claims, but for which none have been reported, are considered.

2. Cash and Investments

The investment policies of the District are governed by state statute and an adopted District Investment Policy that includes depository contract provisions and custodial contract provisions. Major provisions of the District's investment policy include: depositories must be Federal Deposit Insurance Corporation ("FDIC") insured Texas banking institutions; depositories must fully insure or collateralize all demand and time deposits; securities collateralizing time deposits are held by independent third-party trustees.

Cash and cash equivalents are carried at cost, which approximates market value. At September 30, 2010, the bank balance totaled \$1,496,302, which was covered by the FDIC and pledged collateral.

Investments

The District's investments at September 30, 2010 are as follows:

	<u>Carrying Amount</u>	<u>Market Value</u>
TexPool	\$ <u>3,001,390</u>	\$ <u>3,001,390</u>

The Texas Comptroller of Public Accounts exercises oversight responsibility over TexPool, the Texas Local Government Investment Pool. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters. Additionally, the Texas Comptroller has established an Advisory Board composed both of participants in TexPool and of other persons who do not have a business relationship with TexPool. The Advisory Board members review the investment policy and management fee structure. Finally, TexPool is rated AAAM by Standard & Poor's.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

2. Cash and Investments (continued)

Investments (continued)

TexPool operates in a manner consistent with the United States Securities and Exchange Commission's Rule 2a-7 of the Investment Company Act of 1940. As such, TexPool uses amortized cost to report net assets and share prices since that amount approximates fair value.

Interest Rate Risk – In accordance with its investment policy, the District manages its exposure to declines in fair value by limiting the types of investments it allows.

Credit Risk – The District's investment policy allows for various types of investments including: obligations of, or guaranteed by the United States, certificates of deposit, and TexPool. At September 30, 2010, the District's investments in TexPool were rated AAAM by Standard and Poor's and Moody's Investors Service.

3. Ad Valorem Property Taxes

Property taxes attach as an enforceable lien on January 1. Taxes are levied on or about October 1 are due on November 1, and are past due the following February 1. The Travis County Central Appraisal District established appraisal values in accordance with requirements of the Texas Legislature. The District levies taxes based upon the appraised values. The Travis County Tax Collector bills and collects the District's property taxes.

The property tax rates, established in accordance with state laws, were based on 100% of the net assessed valuation of real property within the District on the 2009 tax roll. The assessed value of the 2009 tax roll reported by the County, upon which the levy for the 2009 fiscal year was based, was initially \$5,981,457,596 and subsequently updated to \$6,066,335,677. The tax rates assessed for the year ended September 30, 2010 to finance General Fund operations and the payment of principal and interest on general obligation long-term debt were \$0.0936 and \$0.0061 per \$100 valuation, respectively, for a total of \$0.0997 per \$100 valuation.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

3. Ad Valorem Property Taxes (continued)

At September 30, 2010, deferred revenue related to property taxes amounted to \$229,606. Property taxes receivable at September 30, 2010 consisted of the following:

	General Fund	Debt Service Fund
Current year levy	\$ 56,137	\$ 3,647
Prior year's levy	159,463	10,359
	\$ 215,600	\$ 14,006

The District is prohibited from writing off real property taxes without specific authority from the Texas Legislature.

4. Interfund Receivables and Payables

At September 30, 2010, there were no interfund receivables and/or payables.

Transfers are used to move revenues from the fund with collection authorization to the Debt Service Fund as debt service principal and interest payments become due and to move restricted amounts from borrowings to the Debt Service Fund to establish mandatory reserve accounts.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

5. Capital Assets

Prior to GASB Statement No. 34, the District was not required to calculate depreciation expense for reporting capital assets. In accordance with the implementation of GASB Statement No. 34, capital assets have been adjusted to reflect the historical cost of infrastructure assets and for the purpose of recording depreciation. The current year activity is as follows at September 30, 2010:

	<u>Balance at October 1, 2009</u>	<u>Additions</u>	<u>Deletions and Other Adjustments</u>	<u>Balance at September 30, 2010</u>
Capital assets not depreciated:				
Land	\$ 378,930	\$ -	\$ -	\$ 378,930
Total capital assets not depreciated	<u>378,930</u>	<u>-</u>	<u>-</u>	<u>378,930</u>
Capital assets being depreciated:				
Fire vehicles	4,019,882	2,475	-	4,022,357
Fire and communication equipment	1,660,291	58,968	-	1,719,259
Office furniture and equipment	421,124	28,762	-	449,886
Station #2	850,776	-	-	850,776
Station #3	476,392	-	-	476,392
Station #4	742,118	-	-	742,118
Training center	1,208,360	-	-	1,208,360
Central station	1,097,669	-	-	1,097,669
Administrative building	2,023,689	-	-	2,023,689
Education building	2,130,318	-	-	2,130,318
Pfluger hall	236,848	-	-	236,848
Improvements	<u>323,722</u>	<u>-</u>	<u>-</u>	<u>323,722</u>
Total capital assets being depreciated	15,191,189	90,205	-	15,281,394
Less accumulated depreciation	<u>(5,339,753)</u>	<u>(653,402)</u>	<u>-</u>	<u>(5,993,155)</u>
Capital assets being depreciated – net	<u>9,851,436</u>	<u>(563,197)</u>	<u>-</u>	<u>9,288,239</u>
Total capital assets – net	<u>\$ 10,230,366</u>	<u>\$ (563,197)</u>	<u>\$ -</u>	<u>\$ 9,667,169</u>

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

6. Operating Leases

The District has entered into various operating leases for office equipment. Future minimum annual lease payments are as follows:

Year ending September 30,		
2011	\$	19,956
2012		19,956
2013		<u>8,315</u>
	\$	<u><u>48,227</u></u>

Lease expense for office equipment for the year ended September 30, 2010 totaled \$19,956.

7. Long-Term Debt

The District issued limited tax bonds for construction of fire protection facilities and equipment. Tax revenue from yearly ad valorem tax assessments will pay principal and interest on the outstanding tax-supported bonds of the District. General obligation bonds currently outstanding are as follows for the year ended September 30, 2010:

	Balance at October 1, 2009	Additions	Deletions	Balance at September 30, 2010	Due Within One Year
Bond payable – Series 2005	\$ 2,390,000	\$ -	\$ 280,000	\$ 2,110,000	\$ 290,000
Other debt:					
Loan payable	3,631,219	-	227,443	3,403,776	238,935
Capital lease obligations	1,604,636	-	248,853	1,355,783	260,599
Accrued vacation leave	<u>413,649</u>	<u>25,317</u>	<u>42,659</u>	<u>396,307</u>	<u>-</u>
Total long-term debt	<u>\$ 8,039,504</u>	<u>\$ 25,317</u>	<u>\$ 798,955</u>	<u>\$ 7,265,866</u>	<u>\$ 789,534</u>

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

7. Long-Term Debt (continued)

Bond Payable

Detailed information on the original limited tax bond obligation is as follows:

	<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Original Principal Balance</u>
\$2,604,999 Limited Tax Bond – Series 2005	April 15, 2005	3.00% - 4.00%	\$ 2,604,999

The following schedule sets forth the debt service requirements on the general obligations outstanding bond indebtedness of the District at September 30, 2010:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year ending September 30,			
2011	\$ 290,000	\$ 78,238	\$ 368,238
2012	300,000	66,800	366,800
2013	315,000	54,500	369,500
2014	330,000	41,600	371,600
2015	345,000	28,100	373,100
2016-2017	<u>530,000</u>	<u>17,400</u>	<u>547,400</u>
	<u>\$ 2,110,000</u>	<u>\$ 286,638</u>	<u>\$ 2,396,638</u>

Loan Agreements

During the 2006 fiscal year, the District entered into loan agreements with Wells Fargo Brokerage Services for the financing of improvements to properties owned by the District in the amount of \$4,250,000. The proceeds of this loan were used to fund the construction of an administrative office building, a training facility, and an educational facility.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

7. Long-Term Debt (continued)

Loan Agreements (continued)

Long-term debt at September 30, 2010 is comprised of the following items:

Note payable to Wells Fargo at 4.99% interest, secured by District assets, due in semiannual installments through June 2021	\$ 3,403,776
Less current portion	<u>238,935</u>
	<u><u>\$ 3,164,841</u></u>

Maturities of long-term debt for the fiscal years subsequent to September 30, 2010 are as follows:

	Principal	Interest	Total
Year ending September 30,			
2011	\$ 238,935	\$ 166,904	\$ 405,839
2012	251,006	154,833	405,839
2013	263,688	142,151	405,839
2014	277,010	128,829	405,839
2015	291,005	114,834	405,839
2016-2020	1,690,991	338,204	2,029,195
2021	<u>391,141</u>	<u>14,699</u>	<u>405,840</u>
	<u><u>\$ 3,403,776</u></u>	<u><u>\$ 1,060,454</u></u>	<u><u>\$ 4,464,230</u></u>

Capital Lease Obligations

The District is obligated under certain leases accounted for as capital leases. Assets under capital leases totaled \$3,256,330 at September 30, 2010, and accumulated amortization at September 30, 2010 totaled \$2,438,286. The amortization of assets held under capital leases is included with depreciation expense. Lease obligations are re-paid with general revenue sources.

The District's obligations under capital leases are reported as a long-term liability in the statement of net assets and governmental funds balance sheet.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

7. Long-Term Debt (continued)

Capital Lease Obligations (continued)

The following is a schedule of future minimum lease payments under capital leases, together with the net present value of the minimum lease payments at September 30, 2010:

Year ending September 30,		
2011	\$	327,423
2012		278,276
2013		384,406
2014		330,161
2015		99,650
Thereafter		<u>149,475</u>
Minimum lease payments for all capital leases		1,569,391
Lease amount representing interest at the District's incremental borrowing rate		<u>(213,608)</u>
Present value of minimum lease payments		1,355,783
Less current portion		<u>260,599</u>
	\$	<u><u>1,095,184</u></u>

8. Defined Contribution Plan

In April 2007, the Board of Commissioners authorized the creation of the Travis County Emergency Services District No. 2 457(b) Plan (the "Plan") with Principal Financial Group. Employees are eligible to participate in the Plan after meeting defined requirements. The Plan replaces the Travis County Emergency Services District No. 2 401(a) as the employer funded plan of the District until January 1, 2010. On January 1, 2010, the Board of Commissioners again authorized employer contributions into the Travis County Emergency Services District No. 2 401(a) plan and continued the 457(b) plan for employee contributions only. During the fiscal year, the Board of Commissioners also approved changes to the plan administrator and investments held in the Plan, following a recommendation from the District's Investment Workgroup. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The District contributes 10% of the employee's salary each month. The District's contributions for each employee (and interest allocated to the employee's account) vest 20% per year during the first five years of service. The District's contribution for the year ended September 30, 2010 totaled \$438,053. Participant contributions for the year ended September 30, 2010 totaled \$195,090.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

9. Commitments

Effective October 1, 1995, the District entered into an Agreement with Pflugerville Volunteer Fire Department (the "Department"). The Department agreed to provide support services to the District. The District agreed to pay the Department a total of \$2,000 per year out of tax revenues actually collected by the District. The term of the Agreement is yearly and may be terminated by either party by providing 90 days' written notice of termination to the other party. Amounts payable in the Department shall be disbursed to the Department quarterly if, and when collected by the District, following the provision by the District of adequate reserves of such tax receipts for the budgeted expenditures of the District. Under the Agreement, the District will provide administrative services, all necessary equipment, and training for Department personnel.

Effective December 31, 2001, the District entered into an agreement with the City of Austin Fire Department to provide dispatch services to the District service area on a fee-for-service basis. The service fee is based on the number of calls dispatched in the District service area in the preceding year and was \$22.00 per call and totaled \$132,484 during 2010. Either party may terminate this Agreement with 90 days' prior written notice to the other party.

Effective April 25, 2000, the District entered into an Agreement with ICProcess.com ("ICP") to provide billing services for the District's fees charged to respond to fire calls and other related departmental services provided to the general public. The District may terminate this Agreement at any time upon 30 days' prior written notice to ICP. The Agreement calls for the District to pay ICP a 20% commission of the total amount collected on behalf of the District.

10. Reconciliation of Government Wide Financial Statements and Fund Financial Statements

The statement of net assets and governmental funds balance sheet include adjustments between governmental funds balances and net assets. The details on those adjustments are as follows:

Total governmental fund balances	\$ 4,079,930
Recording of governmental assets – net of accumulated depreciation	9,667,169
Deferred property tax revenue	229,606
Accrued interest	(89,257)
Capital lease payable obligations	(1,355,783)
Loan payable	(3,403,776)
Bonds payable	(2,110,000)
Compensated absences payable	<u>(396,307)</u>
Total net assets	<u>\$ 6,621,582</u>

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

**10. Reconciliation of Government Wide Financial Statements and Fund Financial Statements
(continued)**

The statement of activities and governmental funds revenues, expenditures, and changes in fund balances includes the following adjustments:

Net change in governmental fund balances	\$ 384,316
Capital outlay	90,205
Depreciation	(653,402)
Compensated absences	17,342
Principal retirement	756,296
Deferred property tax	3,054
Interest expense	<u>9,965</u>
Change in net assets of governmental activities	\$ <u><u>607,776</u></u>

Required Supplementary Information

Travis County Emergency Services District No. 2

Statements of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund

Year Ended September 30, 2010

	Original Budget	Final Budget	Actual	Adjustments	Actual Budget Basis	Variance With Final Budget Favorable (Unfavorable)
Revenues						
Property taxes – including penalties and interest	\$ 5,442,289	\$ 5,442,289	\$ 5,658,857	\$ -	\$ 5,658,857	\$ 216,568
Sales tax receipts	2,732,500	2,732,500	2,717,951	-	2,717,951	(14,549)
Fee for services	35,000	35,000	38,989	-	38,989	3,989
Prevention	115,000	115,000	118,149	-	118,149	3,149
Grant and donation income	341,350	341,350	329,470	-	329,470	(11,880)
Facilities income	-	-	169,244	(169,244)	-	-
Miscellaneous	-	-	6,251	-	6,251	6,251
Total revenues	<u>8,666,139</u>	<u>8,666,139</u>	<u>9,038,911</u>	<u>(169,244)</u>	<u>8,869,667</u>	<u>203,528</u>
Expenditures						
Current:						
Operations	578,650	578,650	476,189	-	476,189	102,461
Prevention	32,500	32,500	29,863	-	29,863	2,637
Administrative:						
Professional services	290,500	540,500	572,665	-	572,665	(32,165)
General and administrative	429,500	539,500	480,602	(55,802)	424,800	114,700
Salaries	5,338,125	5,338,125	5,257,398	-	5,257,398	80,727
Employee benefits	1,462,500	1,102,500	1,059,456	-	1,059,456	43,044
Debt service:						
Principal retirement	476,296	476,296	476,296	-	476,296	-
Interest and fees	282,968	282,968	256,967	-	256,967	26,001
Capital outlay	50,000	50,000	90,205	-	90,205	(40,205)
Total expenditures	<u>8,941,039</u>	<u>8,941,039</u>	<u>8,699,641</u>	<u>(55,802)</u>	<u>8,643,839</u>	<u>297,200</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(274,900)</u>	<u>(274,900)</u>	<u>339,270</u>	<u>(113,442)</u>	<u>225,828</u>	<u>500,728</u>
Other Financing Sources (Uses)						
Interest income	-	-	44,545	-	44,545	44,545
Transfers in	-	-	689,443	(689,443)	-	-
Transfers out	-	-	(371,292)	371,292	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>362,696</u>	<u>(318,151)</u>	<u>44,545</u>	<u>44,545</u>
Net change in fund balance	<u>(274,900)</u>	<u>(274,900)</u>	<u>701,966</u>	<u>(431,593)</u>	<u>270,373</u>	<u>545,273</u>
Fund balance at beginning of year	<u>3,124,802</u>	<u>3,124,802</u>	<u>3,224,183</u>	<u>(99,381)</u>	<u>3,124,802</u>	<u>-</u>
Fund balance at end of year	<u>\$ 2,849,902</u>	<u>\$ 2,849,902</u>	<u>\$ 3,926,149</u>	<u>\$ (530,974)</u>	<u>\$ 3,395,175</u>	<u>\$ 545,273</u>

See accompanying independent auditors' report

MAR 28 2011

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT #3
ANNUAL FINANCIAL STATEMENTS
WITH OTHER SUPPLEMENTAL INFORMATION
AND INDEPENDENT AUDITORS' REPORT
FOR THE YEAR ENDED
SEPTEMBER 30, 2010

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Certificate of Board Approval

I, J. Edd New, President of the Board of Travis County Emergency Services District #3, do hereby certify that this accompanying audit report for the year ended September 30, 2010 from John F. Lewis P.C. was reviewed and approved at a meeting of the Board of Commissioners held on the 28th day of February, 2011.



J. Edd New
President, Board of Commissioners

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT #3

TABLE OF CONTENTS

Listing of Officials.....	1
Independent Auditors' Report.....	2
Required Supplementary Information:	
Management's Discussion and Analysis.....	3-9
Basic Financial Statements:	
Government-wide Financial Statements:	
Statement of Net Assets.....	10
Statement of Activities.....	11
Fund Financial Statements:	
Balance Sheet - Governmental Funds.....	12
Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Assets.....	13
Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Funds.....	14
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance to the Statement of Activities.....	15
Notes to Financial Statements.....	16-27
Required Supplementary Information:	
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - Governmental Funds.....	28

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
LISTING OF OFFICIALS
SEPTEMBER 30, 2010

Board of Commissioners

J. Edd New.....	President
John Villanacci	Vice President
Carroll Knight.....	Treasurer/Secretary
C. Rick Coneway.....	Assistant Treasurer
Robert L. Taylor.....	Commissioner

Command Staff

Gary Warren.....	Fire Chief
J.J. Wittig.....	Assistant Chief
Robert Hartigan.....	District Chief
Madeline Miller.....	Business / HR Manager

JOHN F. LEWIS, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

3613 WILLIAMS DRIVE, SUITE 501
GEORGETOWN, TX 78628

LOCAL (512) 863-5720
AUSTIN METRO 931-2801
FAX (512) 863-5170
www.johnlewiscpa.com

Independent Auditors' Report

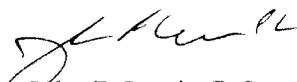
To the Board of Commissioners
Travis County Emergency Services District #3
Austin, Texas

We have audited the accompanying financial statements of the governmental activities, each major fund, and the discretely presented component unit of Travis County Emergency Services District #3 (the District), as of and for the year ended September 30, 2010. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the District as of September 30, 2010, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3-9 and 28 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.


John F. Lewis, P.C.
February 11, 2011

Required Supplementary Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2010

Our discussion and analysis of the financial performance of Travis County Emergency Services District #3, and provides an overview of the District's financial activities for the year ended September 30, 2010. Please read it in conjunction with the District's basic financial statements, which begin on page 10 of this report.

FINANCIAL HIGHLIGHTS

- The District's general fund had revenues of \$3,904,228 and expenditures of \$2,979,174 for the year ended September 30, 2010.
- The District had total net assets of \$5,929,753 at September 30, 2010.
- The District's cash and investment balances were \$3,117,559 as of September 30, 2010.
- The District's debt obligations consisted of capital leases payable, notes payable, and bonds payable with outstanding amounts of \$480,594, \$482,785, and \$3,770,000, respectively as of September 30, 2010.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements of Travis County ESD #3. The District's basic financial statements comprise three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances in a manner similar to a private-sector business.

The *statement of net assets* presents information on all of the District's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or declining.

The *statement of activities* presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, the accrual basis of accounting is used, which is similar to the accounting used by most private-sector businesses. Some revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2010

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

In the Statement of Net Assets, we present the District as one type of fund:

Governmental - Most of the District's activities are reported here.

The government-wide financial statements are be found on pages 10-11 of this report.

REPORTING THE DISTRICT'S MOST SIGNIFICANT FUNDS

The fund financial statements begin on page 12, and provide detailed information about the most significant funds - not the District as a whole. A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District are included in one category: governmental funds. Some funds are required to be established by State law and by bond covenants; currently, the only fund required is the general fund. As the District ventures further into securing bonded debt on future endeavors it may be necessary to establish other funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called *modified accrual*, which measures cash and all other financial assets that can readily be converted to cash.

The governmental fund statements provide a detailed short-term view of the District's general government operations and the services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities and governmental funds in the *Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Assets* and the *Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance to the Statement of Activities* found on pages 13 and 15 of this report.

The *Notes to Financial Statements* provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 16-27 of this report.

Each year the District adopts a budget for its General Fund. A budgetary comparison schedule has been provided for the Governmental Funds to demonstrate compliance with this budget. This information can be found on page 28 of this report.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2010

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The District's net assets increased by \$525,795 during fiscal year 2010. At September 30, 2010, the District's assets exceed liabilities by \$5,929,753. The information below presents a summary of the net assets and changes in net assets of governmental activities over the past three years. Details of this information can be found in the Government-wide financial statements on pages 10-11 of this report.

Travis County ESD #3 - Net Assets

	Governmental Activities		
	2008	2009	2010
Assets:			
Current and other assets	\$ 2,276,241	\$ 2,667,065	\$ 3,163,138
Capital assets, net of accumulated depreciation	8,146,795	7,962,585	7,677,558
Intangible assets, net of accumulated amortization	74,272	69,630	64,987
Total Assets	<u>\$ 10,497,308</u>	<u>\$ 10,699,280</u>	<u>\$ 10,905,683</u>
Liabilities:			
Current and other liabilities	\$ 556,873	\$ 575,520	\$ 559,627
Non-current liabilities	4,991,783	4,719,802	4,416,303
Total Liabilities	<u>\$ 5,548,656</u>	<u>\$ 5,295,322</u>	<u>\$ 4,975,930</u>
Net Assets:			
Unrestricted	\$ 4,913,720	\$ 2,373,855	\$ 2,910,315
Invested in fixed assets, net of related debt	-	2,985,067	2,974,180
Restricted	34,932	45,036	45,258
Total Net Assets	<u>\$ 4,948,652</u>	<u>\$ 5,403,958</u>	<u>\$ 5,929,753</u>

Travis County ESD #3 - Changes in Net Assets

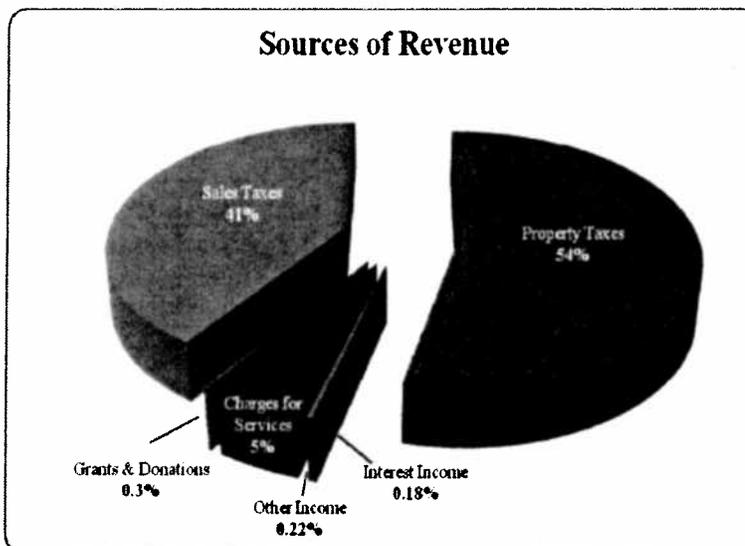
	Governmental Activities		
	2008	2009	2010
Revenues:			
Program revenue	\$ 124,877	\$ 203,226	\$ 198,849
General revenues:			
Property taxes	1,820,119	2,017,566	2,105,183
Sales taxes	1,583,412	1,500,372	1,593,159
Interest and other income	193,750	134,322	16,076
Total General Revenues	<u>3,597,281</u>	<u>3,652,260</u>	<u>3,714,418</u>
Total Revenues	<u>3,722,158</u>	<u>3,858,486</u>	<u>3,913,267</u>
Expenses:			
Fire and Emergency Services	<u>3,346,444</u>	<u>3,392,010</u>	<u>3,387,472</u>
Total Expenses	<u>3,346,444</u>	<u>3,392,010</u>	<u>3,387,472</u>
Increase in Net Assets	<u>\$ 375,714</u>	<u>\$ 463,476</u>	<u>\$ 525,795</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

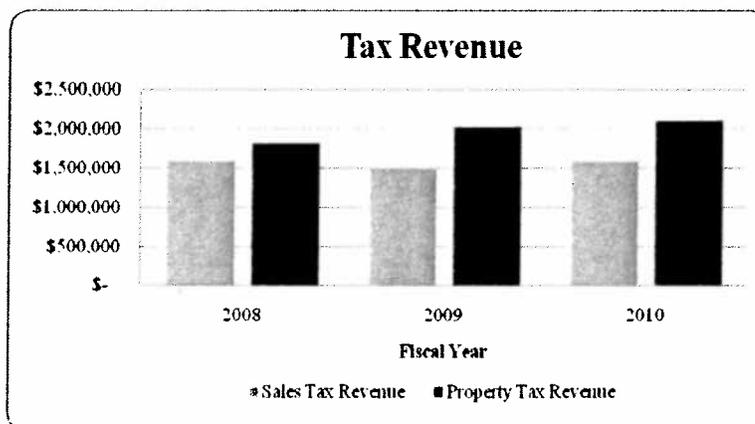
Management's Discussion and Analysis For the Year Ended September 30, 2010

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District receives the majority of its revenue from property taxes and sales taxes collected by Travis County and remitted to the District. The following graph presents the different sources of revenue recorded by the District during fiscal year 2010.



Property tax revenues increased \$87,617 or 4.3% from fiscal year 2009. The related tax rate held by the District remained unchanged at \$0.10/\$100. The amount of sales tax collected by the District increased \$92,787 or 6.1% from fiscal year 2009. The following graph presents a comparison of the amount of property tax and sales tax revenue collected by the District for the years ended September 30, 2008, 2009, and 2010.



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2010

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As previously noted, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

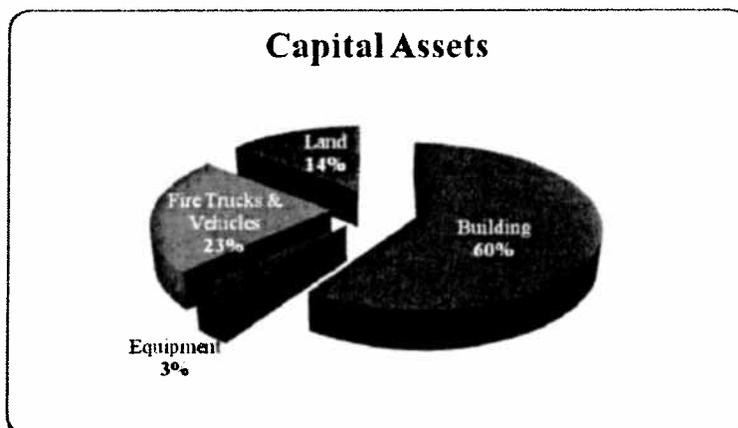
Total revenues for the District's governmental funds were \$3,904,751 while total expenditures were \$3,347,784. The excess of revenues over expenditures was \$556,967.

As of September 30, 2010, the fund balance in the General Fund was \$3,020,259, and \$45,258 in the Debt Service Fund. Details of this information can be found on pages 12 and 14 of this report.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

As of September 30, 2010, the District had \$9,578,806 invested in capital assets, less accumulated depreciation of \$1,901,248. The following graph presents a detail of the types of capital assets held by the District at the year ended September 30, 2010.



In addition to the capital assets listed above, the District had an intangible asset consisting of bond issuance costs in the amount of \$64,987, net of accumulated amortization.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

**Management's Discussion and Analysis
For the Year Ended September 30, 2010**

CAPITAL ASSETS AND DEBT ADMINISTRATION (Continued)

Debt

As of September 30, 2010, the District had long-term debt consisting of capital leases payable, notes payable, and bonds payable. The following chart presents the current and long-term portions of each type of debt obligation.

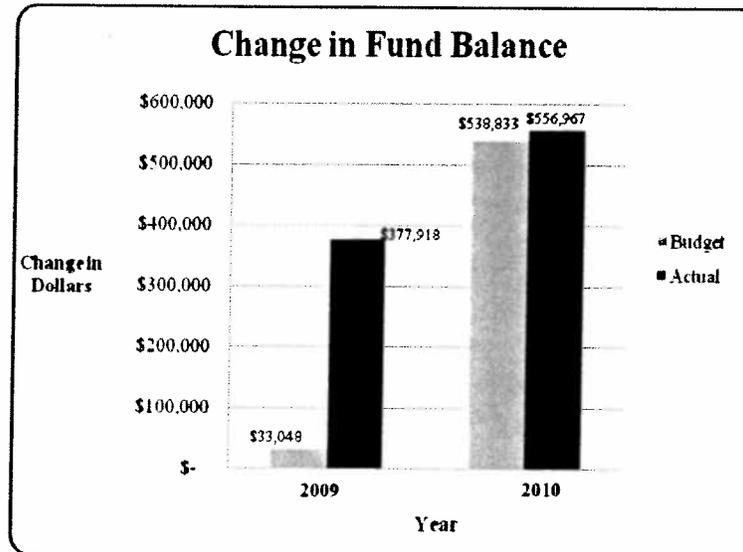
	Current Portion	Long-Term Portion	Total
Capital Leases Payable	\$ 72,705	\$ 407,888	\$ 480,593
Notes Payable	29,370	453,415	482,785
Bonds Payable	215,000	3,555,000	3,770,000
Total	<u>\$ 317,075</u>	<u>\$ 4,416,303</u>	<u>\$ 4,733,378</u>

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The District's appointed officials consider many factors when setting the fiscal budget, tax rates, and necessary expenses to be incurred in the next fiscal year's activities. The District's budgetary growth has mirrored its residential growth and economy.

During the year the District's general fund was over/under budget in various categories. The amount of these variances was not significant to the overall budget of the District and was caused by unexpected increases/decreases in operating costs and other maintenance items.

The District was able to generate an increase in fund balance above the amount that was budgeted for the year ended September 30, 2010. The following graph shows the final budgeted and actual amounts of the change in fund balance of governmental funds for the years ended September 30, 2009 and 2010. For a more detailed budget to actual comparison see page 28 of this report.



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

**Management's Discussion and Analysis
For the Year Ended September 30, 2010**

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our taxpayers and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District at:

Travis County Emergency Services District #3
Attn: Treasurer
4111 Barton Creek Boulevard
Austin, Texas 78735

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
STATEMENT OF NET ASSETS
SEPTEMBER 30, 2010

ASSETS	<u>Governmental Activities</u>	<u>Component Units</u>
Current Assets		
Cash and cash equivalents	\$ 880,208	\$ 9,412
TexPool investments	2,237,351	-
Property tax receivables (net of uncollectible taxes)	33,123	-
Accounts receivable - other	<u>12,456</u>	<u>-</u>
Total Current Assets	<u>3,163,138</u>	<u>9,412</u>
Noncurrent Assets		
Capital assets (net of accumulated depreciation)	7,677,558	5,850
Intangible assets (net of accumulated amortization)	<u>64,987</u>	<u>-</u>
Total Noncurrent Assets	<u>7,742,545</u>	<u>5,850</u>
TOTAL ASSETS	<u>\$ 10,905,683</u>	<u>\$ 15,262</u>
LIABILITIES		
Current Liabilities		
Accounts payable	\$ 6,225	\$ -
Salaries payable	61,967	-
Accrued liabilities	1,178	-
Accrued interest on long-term liabilities	30,534	-
Compensated absences payable	142,648	-
Leases payable, current portion	72,705	-
Notes payable, current portion	29,370	-
Bonds payable, current portion	<u>215,000</u>	<u>-</u>
Total Current Liabilities	<u>559,627</u>	<u>-</u>
Noncurrent Liabilities		
Leases payable, less current portion	407,888	-
Notes payable, less current portion	453,415	-
Bonds payable, less current portion	<u>3,555,000</u>	<u>-</u>
Total Noncurrent Liabilities	<u>4,416,303</u>	<u>-</u>
TOTAL LIABILITIES	<u>4,975,930</u>	<u>-</u>
NET ASSETS		
Unrestricted	2,910,315	15,262
Invested in fixed assets, net of related debt	2,974,180	-
Restricted	<u>45,258</u>	<u>-</u>
TOTAL NET ASSETS	<u>\$ 5,929,753</u>	<u>\$ 15,262</u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2010

Functions/Programs	Expenses			Program Revenues			Net (Expenses) Revenue and Changes in Net Assets	
	Expenses	Administration Allocation	Expenses after Allocation of Administration	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Component Units
Governmental Activities:								
Fire and Emergency Services	\$ 3,079,699	\$ 18,924	\$ 3,098,623	\$ 195,099	\$ 3,750	\$ -	\$ (2,899,774)	\$ -
Interest on long-term debt	288,849	-	288,849	-	-	-	(288,849)	-
Administration	18,924	(18,924)	-	-	-	-	-	-
Total Governmental Activities	\$ 3,387,472	\$ -	\$ 3,387,472	\$ 195,099	\$ 3,750	\$ -	(3,188,623)	-
Response Training Foundation	\$ 743	\$ -	\$ 743	\$ -	\$ 6,470	\$ -	-	5,727
				General revenue				
				Property taxes		2,105,183	-	
				Sales taxes		1,593,159	-	
				Interest income		7,320	-	
				Other income		8,756	-	
				Total General Revenue		3,714,418	-	
				Change in Net Assets		525,795	5,727	
				Net Assets, beginning of year		5,403,958	9,535	
				Net Assets, end of year		\$ 5,929,753	\$ 15,262	

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
BALANCE SHEET - GOVERNMENTAL FUNDS
SEPTEMBER 30, 2010

	<u>General</u>	<u>Debt Service</u>	<u>Total</u>
ASSETS			
Cash and cash equivalents	\$ 834,950	\$ 45,258	\$ 880,208
TexPool investments	2,237,351	-	2,237,351
Property taxes receivable (net of uncollectible taxes)	33,123	-	33,123
Accounts receivable - other	12,456	-	12,456
	<u>3,117,880</u>	<u>45,258</u>	<u>3,163,138</u>
TOTAL ASSETS	\$ 3,117,880	\$ 45,258	\$ 3,163,138
LIABILITIES			
Accounts payable	\$ 6,225	\$ -	\$ 6,225
Salaries payable	57,095	-	57,095
Accrued liabilities	1,178	-	1,178
Deferred revenue	33,123	-	33,123
	<u>97,621</u>	<u>-</u>	<u>97,621</u>
TOTAL LIABILITIES	97,621	-	97,621
FUND BALANCE			
Unrestricted	3,020,259	-	3,020,259
Restricted for debt service	-	45,258	45,258
	<u>3,020,259</u>	<u>45,258</u>	<u>3,065,517</u>
TOTAL FUND BALANCE	3,020,259	45,258	3,065,517
TOTAL LIABILITIES AND FUND BALANCE	\$ 3,117,880	\$ 45,258	\$ 3,163,138

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
 RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
 TO THE STATEMENT OF NET ASSETS
 SEPTEMBER 30, 2010

Total Governmental Fund Balances	\$	3,065,517
Amounts reported for governmental activities in the Statement of Net Assets are different because:		
Capital assets (net) and investments used in governmental activities are not financial resources and therefore are not reported in the funds.		7,742,545
Long-term liabilities, including bonds payable, notes payable capital leases and compensated absences payable are not due and payable in the current period and therefore are not reported in the funds.		(4,880,898)
Expenses in the statement of activities that do not use current financial resources are not reported as expenses in the funds.		(30,534)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.		<u>33,123</u>
Net Assets of Governmental Activities	\$	<u><u>5,929,753</u></u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

	<u>General Fund</u>	<u>Debt Service</u>	<u>Total</u>
Revenues			
Property taxes	\$ 2,096,667	\$ -	\$ 2,096,667
Sales tax	1,593,159	-	1,593,159
Grants and donations	3,750	-	3,750
Charges for services	195,099	-	195,099
Miscellaneous income	8,756	-	8,756
Interest income	<u>6,797</u>	<u>523</u>	<u>7,320</u>
Total Revenues	<u>3,904,228</u>	<u>523</u>	<u>3,904,751</u>
Expenditures			
Current:			
General and administrative	248,080	-	248,080
Public safety	2,585,848	-	2,585,848
Debt Service:			
Principal retirement	96,077	205,000	301,077
Interest and fees	<u>49,169</u>	<u>163,610</u>	<u>212,779</u>
Total Expenditures	<u>2,979,174</u>	<u>368,610</u>	<u>3,347,784</u>
Excess (Deficiency) of Revenues Over Expenditures	925,054	(368,087)	556,967
Other Financing Sources (Uses)			
Transfers In	-	368,309	368,309
Transfers Out	<u>(368,309)</u>	<u>-</u>	<u>(368,309)</u>
Total Other Financing Sources (Uses)	<u>(368,309)</u>	<u>368,309</u>	<u>-</u>
Net Change in Fund Balance	556,745	222	556,967
Fund Balance, beginning of year	<u>2,463,514</u>	<u>45,036</u>	<u>2,508,550</u>
Fund Balance, end of year	<u>\$ 3,020,259</u>	<u>\$ 45,258</u>	<u>\$ 3,065,517</u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
 RECONCILIATION OF THE STATEMENT OF REVENUES,
 EXPENDITURES AND CHANGES IN FUND BALANCE
 TO THE STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED SEPTEMBER 30, 2010

Net Change in Fund Balances - Total Governmental Funds	\$	556,967
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of depreciation expense for the period		
		(299,966)
Governmental funds report bond issuance as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as amortization expense. This is the amount by which bond issuance was reduced by amortization expense in the current period.		
		(4,642)
Repayment of principal on long-term debt is an expenditure in the governmental funds, but repayment reduces long-term liabilities in the Statement of Net Assets. This is the amount of principal repayments on long-term debt in the current period.		
		301,077
Some revenues in the statement of activities do not provide current financial resources and therefore are not reported as revenues in the governmental funds.		
		8,517
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds		
		<u>(36,158)</u>
Change in Net Assets of Governmental Activities	\$	<u>525,795</u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The District complies with generally accepted accounting principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The District currently reports under the financial reporting requirements of GASB Statement Nos. 34 and 37, subsequent with other statements applicable to the reporting period. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

Financial Reporting Entity

Prior to October 1, 1992, the District operated as a rural fire prevention district (Travis County Rural Fire Prevention District No. 6) under Article III, Section 48-d of the Texas Constitution. On January 18, 1992, the voters of the District approved the formation of an emergency services district under Article III, Section 48-e of the Texas Constitution. On January 18, 1992, the County Commissioners Court of Travis County, State of Texas approved the order to form the Travis County Emergency Services District No. 3. The District was formed on October 1, 1992, and operates under a Board of Directors appointed by the Commissioners Court of Travis County. The District is exempt from federal income taxes, state sales tax and state franchise tax.

Discretely Presented Component Unit

Oak Hill Regional Emergency Response Training Foundation (the Foundation) is a discretely presented component unit of the District. The Foundation is a non-profit corporation dedicated to providing emergency service training. The Foundation is a legally separate entity determined to be a non-major discretely presented component unit of the District due to the District's voting majority in the governing body, financial support and the ability to impose its will on the Foundation. The Foundation is reported on the accrual basis of accounting, following accounting principles generally accepted in the United States of America, and is only reported in the Statement of Net Assets and Statement of Activities located on page 10 and 11. Complete information and financial statements can be obtained from the Foundation's office, which is located at 4111 Barton Creek Blvd., Austin, Texas 78735.

Mission Statement

The mission of the District is "To Preserve Life and Property."

Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Assets and the Statement of Activities display information about the reporting entity. Governmental activities generally are financed through taxes, intergovernmental and non-exchange revenues. The District currently does not have any business-type activities.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary and fiduciary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- A. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental fund or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- B. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the financial reporting entity are described below:

Governmental Funds

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in other funds.

Debt Service Fund - The Debt Service Fund is used to accumulate resources for the payment of general long term debt principal, interest, and related costs (other than those payable from enterprise funds and special assessment funds).

Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Assets and the Statement of Activities, the governmental activities are presented using the economic resources measurement focus as defined in item A. below. In the fund financial statements, the “current financial resources” measurement focus is used as appropriate:

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting (continued)

A. All government funds utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available financial resources during a given period. These funds use fund balance as their measure of available financial resources at the end of the period.

Basis of Accounting

In the government-wide Statement of Net Assets and Statement of Activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available." Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported when due.

Assets, Liabilities, and Equity

Cash

The District maintains pooled cash, which are separately held and maintained in their respective funds or component units as "cash and cash equivalents".

Cash deposits and investments are reported at the carrying amount, which reasonably estimates fair value.

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities, and Equity (Continued)

Capital Assets

All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets, which are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets.

Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

The District currently maintains a policy of capitalizing all items that meet or exceed \$5,000 individually. Those items that do not meet the capitalization requirements are expensed accordingly.

The range of estimated useful lives by type of asset is as follows:

Fire Trucks and Vehicles	5-20 Years
Building and Improvements	20-40 Years

Fund Financial Statements

In the fund financial statements, capital assets used in government fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Long-Term Debt

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental resources is reported as liabilities in the government-wide statements. The long-term debt consists of capital leases, notes payable, and bonds payable.

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund statements as it is in the government-wide statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities, and Equity (Continued)

Source of Funds

Ad valorem taxes, penalties and interest are reported as revenue in the fiscal year in which they become available to finance expenditures of the District. Property taxes accounted for approximately 54% of the District's revenue for the year ended September 30, 2010.

Equity Classifications

Government-Wide Statements

Equity is classified as net assets and displayed in two components:

- A. Restricted net assets - Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- B. Unrestricted net assets - All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

Fund Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as committed or unassigned. The District currently does not carry any committed fund balances.

Revenue, Expenditures and Expenses

Property Taxes

Property taxes are collected by Nelda Wells Spears, Travis County Tax Assessor Collector, and are forwarded to the District through bank transfer. The tax rate held by the District during 2010 was \$0.10/\$100. Property tax revenues are considered available when they become due or past due and are considered receivable within the current period, including those property taxes expected to be collected during a sixty-day period after the close of the District's fiscal year. Property taxes are billed on October 1 of each year, a lien is placed on the property on January 1, and the taxes become due on January 31. Property taxes receivable for 2010 are \$49,718 net of allowance for doubtful accounts of \$16,596.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue, Expenditures and Expenses (Continued)

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function.

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - By Character: Current (further classified by function)
Non-Current
Capital Outlay

Other

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from these estimates.

NOTE B - CASH AND CASH EQUIVALENTS

Deposits

It is the District's policy for deposits to be 100 percent secured by collateral valued at market or par, whichever is lower, less the amount of Federal Deposit Insurance Corporation insurance. The District's deposits are categorized to give an indication of the level of risk assumed by the District at the fiscal year-end.

The categories are described below:

Category 1 - Insured or collateralized by securities held by the District or by its agent in the District's name.

Category 2 - Collateralized with securities held by the pledging institution's trust department or agent in the District's name.

Category 3 - Uncollateralized.

At September 30, 2010, the District's carrying amount of cash deposits was \$880,208, and the bank balance was \$955,179. All cash deposits were categorized as Category 1 as of September 30, 2010.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE B - CASH & CASH EQUIVALENTS (Continued)

The district has investments in the Texas Local Government Investment Pool (TexPool). TexPool is a public funds investment pool created by the Treasurer of the State of Texas pursuant to the Interlocal Cooperation Act of the State of Texas. The District has delegated authority to hold legal title to TexPool as custodian and to make investment purchases with the District's funds. The District owns specific, identifiable investment securities of the pool; consequently, no disclosure of categories of credit risk is made.

The market value is determined by the number of pool shares owned on that day. Each share is valued at \$1.00. The market value of the TexPool investments at September 30, 2010, was \$2,237,351.

Types of investments:	Fair Value	Cost	Average Credit Rating (1)	Weighted Average Days to Maturity (2)
<u>Non-Pooled Investments (Government-wide):</u>				
<i>Governmental Activities</i>				
Major Funds:				
General Fund – TexPool	\$ 2,237,351	\$ 2,237,351	AAA	77
Total Investments	<u>\$ 2,237,351</u>	<u>\$ 2,237,351</u>		

(1) Ratings are provided where applicable to indicate associated credit risk.

(2) Uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the investment.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE C - CAPITAL ASSETS

A summary of changes in capital assets during the year ended September 30, 2010 is as follows:

	<u>Balance</u> <u>9/30/2009</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance</u> <u>9/30/2010</u>
<i>Governmental Activities</i>				
Depreciable Assets:				
Building & Improvements	\$ 5,707,800	\$ -	\$ -	\$ 5,707,800
Equipment	287,606	14,938	-	302,544
Fire Trucks & Vehicles	<u>2,217,801</u>	<u>-</u>	<u>-</u>	<u>2,217,801</u>
Total Depreciable Assets	<u>8,213,207</u>	<u>14,938</u>	<u>-</u>	<u>8,228,145</u>
Nondepreciable Assets:				
Land (non-depreciable)	<u>1,350,661</u>	<u>-</u>	<u>-</u>	<u>1,350,661</u>
Total Nondepreciable Assets	<u>1,350,661</u>	<u>-</u>	<u>-</u>	<u>1,350,661</u>
Less: Accumulated Depreciation	<u>(1,601,283)</u>	<u>(299,965)</u>	<u>-</u>	<u>(1,901,248)</u>
Total Capital Assets, net of Accumulated Depreciation	<u>\$ 7,962,585</u>	<u>\$ (285,678)</u>	<u>\$ -</u>	<u>\$ 7,677,558</u>

Depreciation expense was charged to governmental functions as follows:

General Government	\$ <u>299,965</u>
Total Depreciation Expense	\$ <u>299,965</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE D - INTANGIBLE ASSETS

Intangible assets for the year ended September 30, 2010 are as follows:

	Balance 9/30/2009	Additions	Deletions	Balance 9/30/2010
Bond Issuance Costs	\$ 92,840	\$ -	\$ -	\$ 92,840
Total Intangible Assets	<u>92,840</u>	<u>-</u>	<u>-</u>	<u>92,840</u>
Less: Accumulated Amortization	<u>(23,211)</u>	<u>(4,642)</u>	<u>-</u>	<u>(27,853)</u>
Total Capital Assets, net of Accumulated Depreciation	<u>\$ 69,629</u>	<u>\$ (4,642)</u>	<u>\$ -</u>	<u>\$ 64,987</u>

Amortization was charged to governmental functions as follows:

General Government	\$ <u>4,642</u>
Total Amortization Expense	\$ <u>4,462</u>

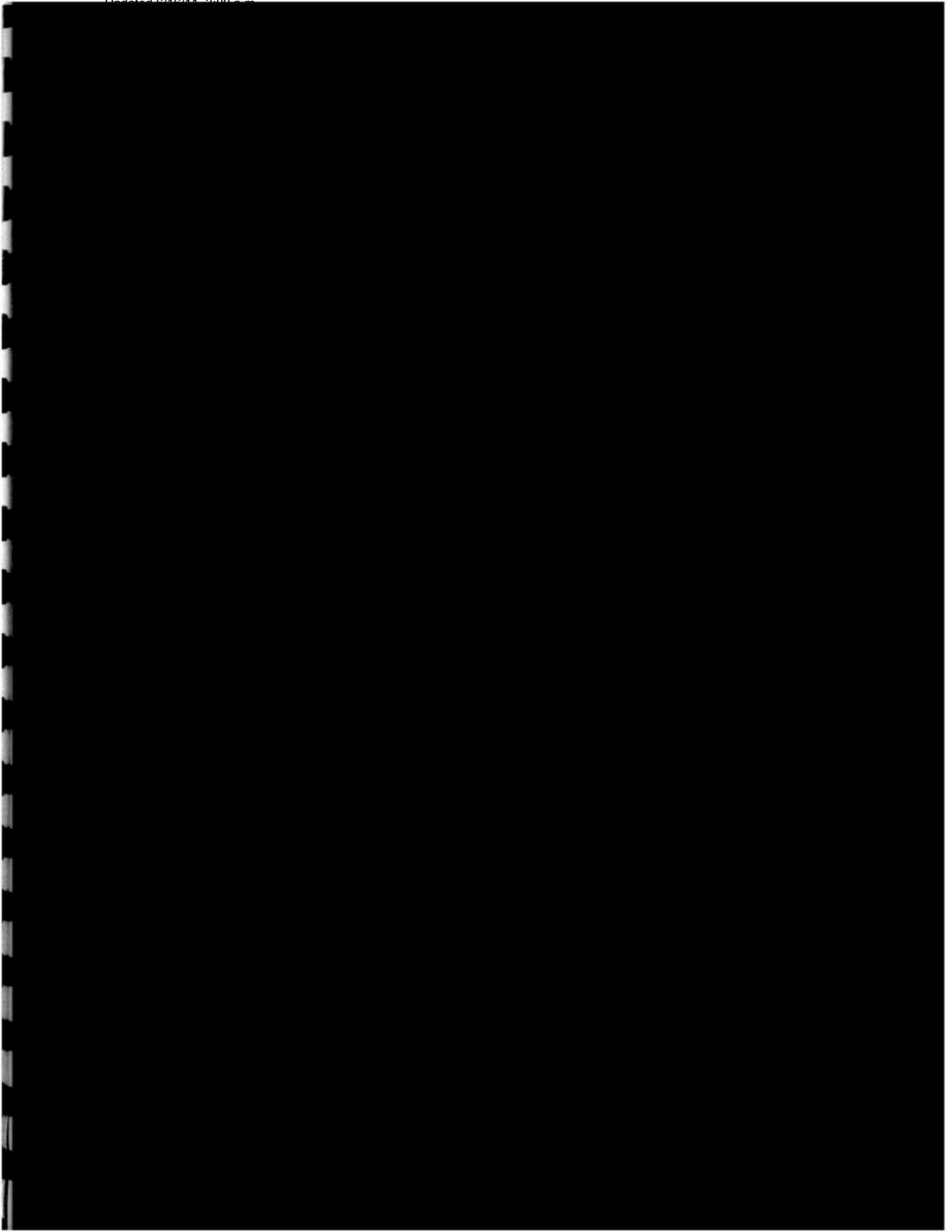
NOTE E - CAPITAL LEASE OBLIGATIONS

The district maintains a capital lease collateralized by a Pierce Quantum Ladder Truck and a Quantum CAFS Pumper. The terms of the lease are as follows:

Loan Amount:	\$714,643
Maturity Date:	March 2, 2016
Interest Rate:	4.65% per annum
Payment Terms:	Payments are due and payable in annual installments of \$90,983 beginning March 2, 2007 and ending March 2, 2016. The loan is collateralized with the ladder truck and CAFS pumper. The total outstanding balance at September 30, 2010 was \$467,061.

The district maintains a capital lease collateralized by two Sharp copiers. The terms of the lease are as follows:

Loan Amount:	\$14,938
Maturity Date:	April 26, 2014
Interest Rate:	6.1% per annum
Payment Terms:	Payments are due and payable in monthly installments of \$360 beginning April 26, 2010 and ending April 26, 2014. The loan is collateralized with the copiers. The total outstanding balance at September 30, 2010 was \$13,532.



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE F - NOTES PAYABLE (Continued)

The District received an overpayment of sales tax revenue from the Texas State Comptroller's office. In order to reimburse the Comptroller's office, the District makes payments of \$1,000 per month until the amount has been repaid in full. There is no interest involved in the repayment plan.

The future payments for the repayment of sales tax are as follows:

Year Ending <u>September 30,</u>	<u>Principal</u>
2011	\$ 12,000
2012	12,000
2013	<u>6,000</u>
Totals	<u>\$ 30,000</u>

NOTE G - LIMITED TAX BONDS

The District has two series of bonds outstanding. For each, interest is paid twice per year and principal once per year.

Future payments for the Limited Tax Bond, Series 2003 are as follows:

<u>Year Ending September 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011	\$ 155,000	\$ 105,215	\$ 260,215
2012	160,000	99,712	259,712
2013	165,000	94,032	259,032
2014	170,000	88,010	258,010
2015	180,000	81,720	261,720
2016	185,000	74,790	259,790
2017	190,000	67,390	257,390
2018	200,000	59,505	259,505
2019	210,000	51,005	261,005
2020	220,000	41,870	261,870
2021	225,000	32,080	257,080
2022	235,000	22,067	257,067
2023	<u>250,000</u>	<u>11,375</u>	<u>261,375</u>
Total	<u>\$ 2,545,000</u>	<u>\$ 828,771</u>	<u>\$ 3,373,771</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

NOTE G - LIMITED TAX BONDS (Continued)

Future payments for the Limited Tax Bond, Series 2005 are as follows:

Year Ending September 30.	Principal	Interest	Total
2011	\$ 60,000	\$ 51,448	\$ 111,448
2012	65,000	45,047	110,047
2013	65,000	46,448	111,448
2014	70,000	43,848	113,848
2015	70,000	41,047	111,047
2016	75,000	38,248	113,248
2017	75,000	35,060	110,060
2018	80,000	31,873	111,873
2019	85,000	28,472	113,472
2020	85,000	24,860	109,860
2021	90,000	21,248	111,248
2022	95,000	17,422	112,422
2023	100,000	13,385	113,385
2024	105,000	9,135	114,135
2025	105,000	4,561	109,561
Total	<u>\$ 1,225,000</u>	<u>\$ 452,102</u>	<u>\$ 1,677,102</u>

NOTE H - PENSION PLAN

The District provides a 457 Deferred Compensation Plan to its employees in which it matches up to 9.5% of employee contributions. During the year ended September 30, 2010, the District contributed a total of \$100,214 on behalf of employees.

NOTE I - RISK MANAGEMENT

During the ordinary course of business the District becomes exposed to various risks of loss related to torts, theft of, damage and destruction of assets; business interruption; errors and omissions; and natural disasters, for which it carries commercial insurance at levels consistent with that of prior years. Risk retention is substantially confined to customarily nominal policy deductibles. Resulting risk management liabilities, if any, are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. There are no liabilities that have been made known to management, or are reported in these financial statements.

NOTE J - SUBSEQUENT EVENTS

Management has evaluated subsequent events for disclosure and/or recognition through the date of the *Independent Auditors' Report*, which is the date the financial statements were available to be issued.

Required Supplementary Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2010

	<u>Budgeted Amounts</u>			Variance with Final Budget Favorable (Unfavorable)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Revenues				
Property taxes	\$ 2,068,739	\$ 2,096,718	\$ 2,096,667	\$ (51)
Sales tax	1,419,065	1,593,159	1,593,159	-
Grants and donations	3,000	3,750	3,750	-
Charges for services	166,082	194,835	195,099	264
Miscellaneous income	11,060	8,685	8,756	71
Interest income	30,000	6,800	7,320	520
Total Revenues	<u>3,697,946</u>	<u>3,903,947</u>	<u>3,904,751</u>	<u>804</u>
Expenses				
Cost of revenue acquisition	81,071	75,680	66,343	9,337
Emergency response	413,789	345,504	190,144	155,360
Continued education	190,795	161,793	159,036	2,757
Human resources	2,277,310	2,165,372	2,166,545	(1,173)
Administration	642,381	612,440	761,936	(149,496)
Prevention/public education	5,325	4,325	3,780	545
Contingency	63,630	-	-	-
Total Expenses	<u>3,674,301</u>	<u>3,365,114</u>	<u>3,347,784</u>	<u>17,330</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ 23,645</u>	<u>\$ 538,833</u>	556,967	<u>\$ 18,134</u>
Fund Balance, beginning of year			<u>2,508,550</u>	
Fund Balance, end of year			<u>\$ 3,065,517</u>	

See independent auditors' report and accompanying notes to financial statements

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**Travis County Emergency
Services District No. 4
Financial Statements
December 31, 2010**

Travis County Emergency Services District No. 4
For the year ending December 31, 2010

TABLE OF CONTENTS

Independent Auditor's Report	1
Management's Discussion and Analysis (unaudited)	2-13
Basic Financial Statements:	
Governmental Funds Balance Sheet and Statement of Net Assets	14
Governmental Fund Revenues, Expenditures, and Changes in Fund Balances and Statement of Activities	15
Notes to Basic Financial Statements	16-28
Required Supplemental Information:	
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget to Actual – General Fund	29

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Texas Society of
Certified Public Accountants

Independent Auditor's Report

Board of Commissioners
Travis County Emergency Services District No. 4

Austin, TX 78716-2170

We have audited the accompanying financial statements of the governmental activities of Travis County Emergency Services District No. 4 as of and for the year ended December 31, 2010, which comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of Travis County Emergency Services District No. 4 as of December 31, 2010, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 13 and page 29, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Medack & Oltmann, LLP

Medack & Oltmann, LLP
February 15, 2011

Travis County Emergency Services District #4 Management's Discussion and Analysis

Travis County ESD #4's discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the districts financial activity, (c) identify changes in the districts financial position (it's ability to address the next and subsequent year challenges), (d) identify any material deviations from the financial plan (the approved budget), and (e) identify any general fund issues or concerns for the fiscal year ended December 31, 2010.

Financial Highlights Travis County ESD 4 (as of December 31, 2010)

- Total Net Assets equaled \$6,153,959
 - Invested in Capital Assets, Net of related debt equaled \$ 1,081,812
 - Unrestricted Net Assets equaled \$ 5,072,147
- The General Fund Actual Expenditures were \$ 209,302 less than final budgeted amounts.
 1. Revenue actual versus Plan was less than expected by \$ (152,533)
 2. Overall Expenditures were \$ 209,302 below Final Plan after carefully monitoring expenses and a conscious decision to reduce spending overall.
- On a government-wide basis for government activities, the District had expenses net of General revenue of \$ 2,097,722 resulting in a decrease of net assets in the amount of (\$ 406,460).

Entity Wide

It should be noted, the District continues to struggle with the complexities of providing services throughout Travis County while experiencing a shrinking tax base due to annexations of some but not all of the districts service area. The situation is further complicated by decreased sales tax and property tax revenues as a result of the current downturn in our overall economy. The financial challenges of the future will likely involve very difficult decisions of balancing the districts assets against area wide emergency service requirements. Response time and locations of stations along with adequate staffing will likely be subjects of intense consideration along with probable strategic changes in operations.

Travis County ESD 4 Management's Discussion and Analysis

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) Government-wide financial statements; 2) Fund financial statements and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements report information about the District as a whole, using accounting methods similar to those used by private-sector companies. The statement of net assets includes all the government's assets and liabilities, reported using the full accrual basis of accounting. The statement of activities accounts for all of the current year's revenues and expenses, regardless of when cash is received or paid.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's general fund. Travis County ESD 4 has only one fund, the general fund.

Using this Annual Report

As mentioned previously, this annual report consists of a series of financial statements. GASB Statement No. 34 provides that for governments engaged in a single government program, the fund financial statements and the government-wide statements may be combined.

The District presents the governmental funds in the first column. The next column is an adjustment column which reconciles the amounts reported in the first column to indicate how each line item would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements. For governmental activities, this last column tells us how these services were financed in the short term as well as what remains for future spending.

Reporting the District as a Whole

The District and a simple financial question, "is the District better off or worse of as a result of the year's activities"?

The 1) Statement of Net Assets and 2) Statement of Activities present information about the District as a whole and its activities in a way that helps to answer this question. These statements (as reported in the last column of each of the statements) include all of the District's assets and liabilities, utilizing the accrual basis of accounting.

The two Combined Fund and Government-wide statements report the District's net assets and how they have changed. Net assets; the difference between the District's assets and liabilities, is one way to measure the financial health of the District. Over time, increases or decreases in the District's net assets are an indicator of whether its financial health is improving or deteriorating. To assess the overall health of the District, one needs to consider other non-financial factors such as changes in the District's property tax base, sales tax base and condition of facilities and equipment.

Travis County ESD 4 Management's Discussion and Analysis

The statement of activities presents information showing how the District's net assets changed during the most recent twelve-month period. All changes in net assets are reported as soon as the change occurs, regardless of the timing of related cash flows. Thus revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

Both of these reports identify functions of the District that are principally supported by grants and government revenues.

The principal government activities of Travis County ESD 4 are:

- ❖ Fire Suppression and Rescue activities
- ❖ Emergency Medical Services
- ❖ Code Enforcement and Public Education
- ❖ Fire Academy – Training and Certification of future first responders

The District currently has no business-type activities.

Reporting the District's Governmental Funds

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District (ESD #4), like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The District only has one fund, the general fund.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on near-term inflows and outflows of spend-able resources available at the end of the fiscal year. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare that information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements.

All of the District's basic services are reported in governmental funds which focus on how money flows into and out of those funds and the balances left at year end that are available for spending. These funds are reported using an accounting method called Modified Accrual Accounting which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short term view of the District's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds is described in the adjustments column of the financial statements and in Note 12 of the financial statements.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Travis County ESD 4 Management's Discussion and Analysis

The District as a Whole

Governmental activities decreased the District's net assets by \$ 406,460. Our analysis below focuses on the net assets (Table 1) and the changes in net assets (Table 2) of the District's governmental activities:

**Table 1
Governmental Activities
Net Assets**

Assets	12/31/2009	12/31/2010
Current Assets	5,723,484	5,255,948
Other Assets	250	250
Capital Assets	1,097,676	1,123,807
Total Assets	6,821,410	6,380,005
Liabilities		
Current Liabilities	218,996	93,764
Long-Term Liabilities	41,995	132,282
Total Liabilities	\$ 260,991	\$ 226,046
Net Assets		
Invested in capital assets, net of related debt	944,212	1,081,812
Restricted		
Unrestricted	5,616,207	5,072,147
Total Net Assets	\$ 6,560,419	\$ 6,153,959

Overall this represents a year to year decrease of 6.2% in Net Assets.

**Travis County ESD 4
Management's Discussion and Analysis**

**Table 2
Changes in Net Assets**

Expenditures	<u>Year end 2009</u>	<u>Year end 2010</u>
Apparatus	49,803	99,886
Equipment	43,796	83,728
Communications	839,313	43,803
EMS	27,489	18,311
Insurance	194,762	177,731
Training	19,543	41,712
Stations	120,668	136,655
District Office	23,088	37,620
Personnel	1,898,669	1,785,387
Administrative	76,573	99,075
Awards Banquet	2,193	-
Miscellaneous	7,271	1,745
Capital Outlay	-	-
Depreciation Expense	127,167	104,614
Debt Service:	-	-
Principle	-	-
Interest	4,865	2,915
Total Expenditures	<u>\$ 3,435,200</u>	<u>\$ 2,633,182</u>
Program Revenues		
Fire Academy	129,000	129,000
Sub Total	<u>\$ 129,000</u>	<u>\$ 129,000</u>
Net Program expense (Income)	<u>\$ 3,306,200</u>	<u>\$ 2,504,182</u>
General Revenues		
Property Taxes	1,498,308	1,394,407
Sales Taxes	763,631	581,845
Interest	64,157	25,271
Miscellaneous Income	41,454	47,066
FEMA Grant/Matching Funds	795,512	17,000
Proceeds from Sale of Assets	-	-
Gain/Loss on sale of assets	(2,338)	32,133
Total General Revenues	<u>\$ 3,160,724</u>	<u>\$ 2,097,722</u>
Change in Net Assets	<u>\$ (145,476)</u>	<u>\$ (406,460)</u>
Fund Balance/Net Assets Beginning of year	<u>6,705,895</u>	<u>6,560,419</u>
Fund Balance/Net Assets End of year	<u>6,560,419</u>	<u>6,153,959</u>
	<u>Change in %</u>	<u>Change in %</u>
Expenses Year to Year	23.95%	-23.30%
Program Revenue Year to Year	0.00%	0.00%
General Revenue Year to Year	6.54%	-33.60%

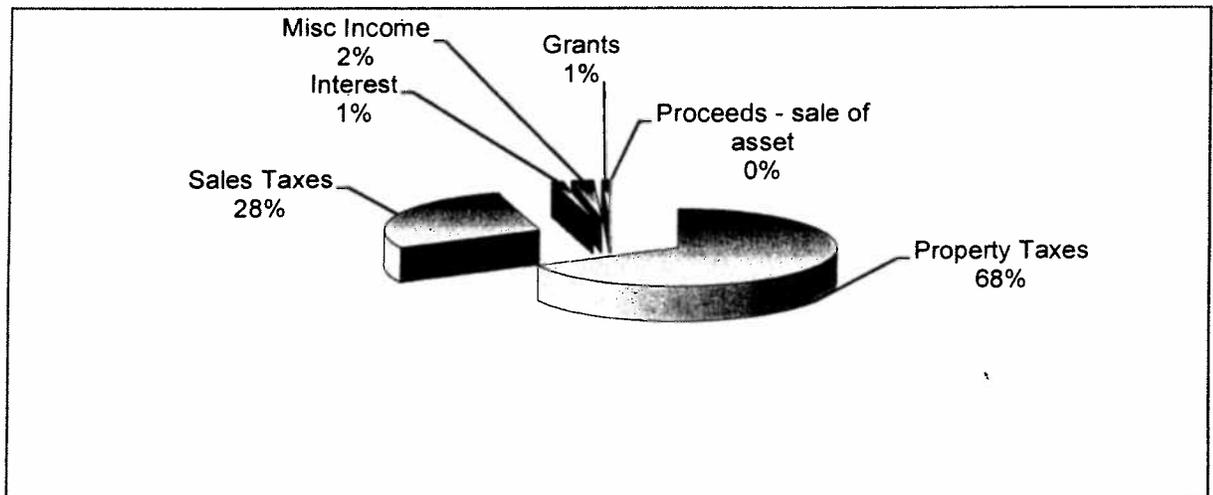
**Travis County ESD 4
Management's Discussion and Analysis**

Financial Analysis of the Government's Funds

As noted earlier the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. For the year ending 12/31/2010, the District's total combined fund balance was \$ 4,873,346 which reflects a net combined decrease of (\$ 615,201) as compared to the previous year.

As the graph illustrates, approximately 92% of the District's FY 2010 income is derived from ad valorem property taxes and sales taxes, while the remainder is primarily grants from Travis County, the City of Austin and Others for the Fire Academy. Interest rates and Sales Tax revenue were down year to year for a combined decrease of \$220,672. This decrease in revenue is a matter of great concern for ESD4 management and the Board of Commissioners.

Actual Revenue	2010	% of Rev	+/- Yr-Yr	2009
Property Taxes	1,394,407	66%	(103,901)	1,498,308
Sales Taxes	581,845	28%	(181,786)	763,631
Interest	25,271	1%	(38,886)	64,157
Misc Income	47,066	2.2%	5,612	41,454
Grants	17,000	0.8%	(778,512)	795,512
Proceeds - sale of asset	-	0%		
Gain/Loss - sale of asset	32,133	2%	2,338	(2,338)
Total	\$ 2,097,722	100	\$ (1,095,135)	\$ 3,160,724



For year ending 2010, the ESD 4 Board of Commissioners and the District Fire Chief purposely decided to plan for lower Sales Tax, Property Tax and Interest revenue. This approach has proven to be wise and the income from Sales Tax and Interest continues to be lower and continues to be closely monitored. Without these funds, we would likely be forced to cut back on badly needed Personnel and Equipment. We continue to closely monitor not only these items, but all income to ensure the services we provide are adequately funded.

Travis County ESD 4 Management's Discussion and Analysis

Budgetary Highlights

The District's annual budget process includes a very thorough estimate of projected annual revenues (income) and expenditures (expenses). The Board of Commissioners, Fire Chief and Officers of the District conduct meetings in the month of August, to prepare the annual budget. The following items are reviewed and published only after very careful consideration of the estimated projections:

- ❖ Estimates of Ad Valorem tax (property taxes) income are provided by the Travis County Tax Appraiser's office. That estimate, combined with an estimate of historical collection rates for the District is used with the proposed tax rate to estimate the amount of revenue that can be realistically collected and used for the District's operations.
- ❖ Estimates of Sales Tax income are provided by the State of Texas Comptrollers office. That estimate combined with a historical collection rate for the District is used to realistically determine an amount that can be collected and fund the District's operations.
- ❖ Grant income, provided by Travis County, City of Austin and others to fund the Travis County ESD 4 Fire Academy are based on proposed commitments by these donors and are planned accordingly.
- ❖ Interest income from available unrestricted cash reserves are estimated based on input from banking representatives from Merrill Lynch on the amount of interest that can be reasonably expected through the District's investment policy.
- ❖ The liquidation (sale) of used assets such as vehicles or other higher value assets may or may not be noted as part of the annual income. This depends in large part on the value of the asset and the amount of income that can be reasonably expected based on the market value of the asset at the time of sale. Historically, the District has not relied on this item as a reliable source of income for budgetary planning.

In each budget process, the District's proposed expenses and revenues are projected by line item. Critical to this estimate is the growth or loss in assessed valuation of the District's service area, and the resulting growth or loss of revenue from Ad Valorem property and Sales Tax. The estimates of the growth or loss of revenue producing property in the District's service area has historically been very accurate due to the hard work and diligence of the District's Fire Chief and the Board of Commissioners.

Personnel costs (wages, taxes and insurance) represent approximately 70% of overall expenditures and constitute the single greatest management challenge to the District considering the legislative cap on the tax rate an Emergency Services District can levy (10 cents on the \$100 dollar valuation). The need for expanded services, equipment or desire to pay competitive wages must be tempered by the tax cap in the current and future budget planning periods.

Throughout the year the District's Board of Commissioners vote on and approve minor changes to the planned budget through budget amendments. Historically, the District's board does not make numerous line item changes to the planned budget, instead they monitor the expenditures very closely and make budgetary amendment decisions based on overall impact to the budget plan and amend only as necessary. Overall, this approach results in a more stable annual budget to actual expenditures picture. Budget to actual expenditures, both income and expense are reviewed monthly in planned public meetings.

**Travis County ESD 4
Management's Discussion and Analysis**

The District's 2010 Planned Budget (including amendments as recorded)

The District's 2010 budget resulted in actual revenue of \$2,145,821

The District's ~~2009~~^{10,} budget resulted in actual expenditures of \$2,761,022

Total District Excess (Deficiency) of Revenues over Expenditures was **(\$ 615,201)**

Capital Asset and Debt Administration

Capital Assets:

At the end of the fiscal year 12/31/2010, capital assets are as follows:

Table 3
Capital Assets Year to Year Comparison

	<u>12/31/2009</u>	<u>12/31/2010</u>
Capital Assets - Please see Note 5		
Governmental Activities:		
Capital assets not being depreciated:		
Land	\$ 118,064	\$ 134,064
Total capital assets not being depreciated:	<u>118,064</u>	<u>134,064</u>
Capital assets being depreciated:		
Vehicles	1,173,126	936,747
Equipment	147,077	184,018
Buildings and Structures	719,596	749,054
Total Capital Assets being depreciated:	<u>2,039,799</u>	<u>1,869,819</u>
Less accumulated depreciation for:		
Vehicles	759,107	565,903
Equipment	99,829	108,794
Buildings and Structures	201,251	205,379
Total accumulated depreciation	<u>1,060,187</u>	<u>880,076</u>
Total capital assets, being depreciated, net	<u>979,612</u>	<u>989,743</u>
Government activities capital assets, net	<u>1,097,676</u>	<u>1,123,807</u>
Depreciation was charged to the general fund	\$ 127,167	\$ 104,614
Long-Term Debt - Please see Note 6	<u>2009</u>	<u>2009</u>
Governmental Activities	Due within 1 yr	Due within 1 yr
Capital Lease Obligations	<u>\$ 40,006</u>	<u>\$ 41,995</u>
Compensated Absences (restated)	<u>\$ 71,463</u>	<u>\$ 90,287</u>
Total Governmental Activities	<u>\$ 111,469</u>	<u>\$ 132,282</u>
Capital Lease Obligations		
Minimum Lease Payments Years = 2010 to 2011	\$ 88,164	\$ 44,082
Less amount representing Interest	(6,163)	(2,087)
Present value of net minimum Capital lease pmnts	<u>\$ 82,001</u>	<u>\$ 41,995</u>

Travis County ESD 4 Management's Discussion and Analysis

Travis County Emergency Services District 4

Travis County ESD 4 (TCESD 4) is a combination fire department with 29 firefighters, 1 field medical officer, 2 part-time office administrators, and 1 financial manager. Travis County Emergency Services District #4 (TCESD 4) is responsible for providing emergency services to over 18,000 citizens in our communities. The life safety and well-being of our citizens are the main priorities of our organization. Correspondingly, we provide services from three fire stations that are fully staffed and responded to 1262 emergency incidents throughout our district in 2010. Fiscally, the TCESD 4 organization has sustained itself well by maintaining a long-standing policy of investing wisely for long-term positive results, by being frugal with a constant focus on providing affordable and effective emergency response services, and by having a conservative view towards incurring debt for any capital expenses. As such, the TCESD 4 organization has no encumbrances; bonds or loans, or Interest and Sinking (I & S) which economically hampers its ability to provide expected services to citizens. The forecasted annual budget is comprehensively designed from property and sales tax revenues and administers to the Operations and Maintenance (O & M) of the TCESD 4 organization.

During 2010, there were no annexations of properties in the TCESD 4 district by the City of Austin (COA). Additionally, there are no annexations planned in the near future due to the downturn of the economy which has affected the COA's ability to absorb debt necessary to install utility infrastructure into future annexed areas.

Property tax revenues in 2010 were sustained as projected in the annual budget with negligible affects. However, sales tax revenues in 2010 were approximately 7% lower than projected. These adjusted revenues were used to project the current annual budget. Additionally, according to the Travis Central Appraisal District they are forecasting an approximate 2% in property tax loss across the board in Travis County as a whole. TCESD 4 will continue to evaluate this projection through the current fiscal year and make adjustments accordingly during future budget planning. TCESD 4 continues to seek opportunities to form partnerships with adjoining ESD's and currently has in place an automatic-aid agreement with ESD 12 to assist with additional unit response and coverage in the northeast portion of the response district, and a boundary drop agreement with ESD 11 to assist with additional unit response and coverage in the southeast portion of the district.

ITEMS OF INTEREST DURING 2010:

1. The TCESD 4 fire department through appropriated funding from Travis County implemented its eleventh Firefighter/EMT cadet academy. This unique program recruits young adults from the TCESD 4 district and adjoining ESD districts and places them into a structured training and certification program with the goal of guiding them into a career in the fire service. It also increases the number of volunteers in the organization to supplement staffing while concurrently providing needed experience to complement the cognitive aspects received during the academy.
2. Implemented a mentoring program by two firefighters focused on mentoring a child burn victim on a bi-monthly basis at Hornsby-Dunlap elementary school.

3. Completed the renovation and expansion of housing quarters at Fire Station 407 located on 4200 City Park Road. This station had originally been built in 1995 to house and staff daily volunteer firefighters.
4. Completed the purchase from Travis County of the Right-of-Way behind Fire Station 401 located on 14312 Hunters Bend Road in the Austin's Colony subdivision. This purchase was necessary to allow for the future renovation and expansion of the fire station to meet the growing population and concurrent increasing demands for service in this response area.
5. Completed the renovation of housing quarters at Fire Station 404 located on 11606 N. Lamar Blvd. to staff full-time firefighters. This station had originally been built to staff volunteers without housing quarters.
6. Sold two apparatus; 1995 Freightliner and a 2001 E-One Wildcat to offset the purchase of one newer apparatus that is multi-versatile for emergency responses.
7. Purchased a 2009 F-550 apparatus to serve the central response areas and provide command and firefighting and medical response capabilities.
8. Continued participation in the annual local MDA program with Fill-the-Boot activities designed to accept donations for the national organization.

TCESD #4 continues to plan effectively for the future implementation of affordable and efficient services which protect the lives and property of citizens living within the district and those citizens that are traveling through. We are prepared to provide services to mitigate fire and medical emergencies, to minimize exposure to hazardous materials, and to provide fire prevention and safety education to our citizens in a professional manner to the extent possible within our allocated resources.

**Travis County ESD 4
Management's Discussion and Analysis**

Requests for Information

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

**Travis County Emergency Services District # 4
Attn: Fire Chief – Florencio Soliz**

**11800 N. Lamar Blvd. – Suite #4B
Austin, TX 78753**

**Phone: ESD #4 District Office 512-836-7566
E-mail: ESD #4 District Office tcfcesd4@austinrr.com**

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
GOVERNMENTAL FUNDS BALANCE SHEET AND
STATEMENT OF NET ASSETS
DECEMBER 31, 2010

	General Fund	Adjustments (Note 11)	Statement of Net Assets
ASSETS			
Cash	\$ 168,302	\$ -	\$ 168,302
Investments	3,976,748	-	3,976,748
Property Taxes Receivable	766,148	-	766,148
Accounts Receivable-ICP	5,017	-	5,017
Due from Other Governments	270,081	-	270,081
Prepaid Expenses	69,652	-	69,652
Security Deposits	250	-	250
Capital Assets (net of accumulated depreciation)	<u>-</u>	<u>1,123,807</u>	<u>1,123,807</u>
TOTAL ASSETS	\$ <u>5,256,198</u>	\$ <u>1,123,807</u>	\$ <u>6,380,005</u>
LIABILITIES			
Payroll Liabilities Payable	\$ 66,993	\$ -	\$ 66,993
Accounts Payable	25,553	-	25,553
Accrued Interest Payable	-	1,218	1,218
Deferred Revenues	290,306	(290,306)	-
Long-term liabilities			-
Due within one year	-	132,282	132,282
Due after one year	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL LIABILITIES	<u>382,852</u>	<u>(156,806)</u>	<u>226,046</u>
FUND BALANCES/NET ASSETS			
Fund balances:			
Unreserved	<u>4,873,346</u>	<u>(4,873,346)</u>	<u>-</u>
Total fund balances	<u>4,873,346</u>	<u>(4,873,346)</u>	<u>-</u>
Total liabilities and fund balances	\$ <u>5,256,198</u>		
Net assets:			
Invested in capital assets, net of related debt		1,081,812	1,081,812
Restricted		-	-
Unrestricted		5,072,147	5,072,147
Total net assets		<u>6,153,959</u>	<u>\$ 6,153,959</u>

See Accompanying Notes to the Financial Statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
GOVERNMENTAL FUND REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES AND STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2010

	General Fund	Adjustments (Note 11)	Statement of Activities
EXPENDITURES/EXPENSES			
Apparatus	\$ 99,886	\$ -	\$ 99,886
Equipment	83,728	-	83,728
Communications	43,803	-	43,803
EMS	18,311	-	18,311
Insurance	177,731	-	177,731
Training	41,712	-	41,712
Stations	136,655	-	136,655
District Office	37,620	-	37,620
Personnel	1,766,564	18,823	1,785,387
Administrative	99,075	-	99,075
Awards Banquet	-	-	-
Miscellaneous	1,745	-	1,745
Capital Outlay	210,111	(210,111)	-
Depreciation Expense	-	104,614	104,614
Debt Service:			
Principal	40,006	(40,006)	-
Interest	4,075	(1,160)	2,915
Total expenditures/expenses	<u>2,761,022</u>	<u>(127,840)</u>	<u>2,633,182</u>
PROGRAM REVENUES			
Charges for services:			
Fire Academy	<u>129,000</u>	<u>-</u>	<u>129,000</u>
Net program expense (income)			2,504,182
GENERAL REVENUES			
Property Taxes	1,234,139	160,268	1,394,407
Sales Taxes	581,845	-	581,845
Interest	25,271	-	25,271
Miscellaneous Income	47,066	-	47,066
Grants	17,000	-	17,000
Proceeds from/sale of assets	111,500	(111,500)	-
Gain/(Loss) on sale of assets	-	32,133	32,133
Total general revenues	<u>2,016,821</u>	<u>80,901</u>	<u>2,097,722</u>
Excess (Deficiency) of revenues over expenditures	(615,201)	615,201	-
Change in net assets	-	(406,460)	(406,460)
Fund Balance/Net Assets			
Beginning of the year	<u>5,488,547</u>	<u>1,071,872</u>	<u>6,560,419</u>
End of the year	<u>\$ 4,873,346</u>	<u>\$ 1,280,613</u>	<u>\$ 6,153,959</u>

See Accompanying Notes to the Financial Statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements for the District have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units. More significant of these accounting policies are described below.

REPORTING ENTITY

The Travis County Emergency Services District No. 4 (the District) was created by Article III, Section 48-d of the Constitution of Texas to protect life and property from fire and to conserve natural and human resources.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic - but not the only - criterion for including a potential component unit with the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. Based upon the application of these criteria, no potential component units appear to exist.

BASIS OF PRESENTATION

Basic Financial Statements

Basic Financial Statements and Management Discussion and Analysis for State and Local Governments set forth minimum criteria for the determination of major funds based on a percentage of the assets, liabilities, revenues or expenditures/expenses or either fund category or governmental and enterprise combined. Due to the fund structure of the District, all funds have been classified as major funds. As a part of this Statement, there is a reporting requirement regarding the local government's infrastructure (road, bridges, etc.). The District does not own any infrastructure assets and therefore is unaffected by this requirement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

The basic financial statements include both government-wide (based on the District as a whole) and fund financial statements. The reporting model focus is on either the District as a whole or major individual funds (within the fund financial statements). In the government-wide Statement of Net Assets, both the governmental and business-type activities columns are presented on a consolidated basis by column, and are reflected on a full accrual, economic resources basis, which incorporated long-term assets and receivables as well as long-term debt and obligations. The District does not have any business-type activities.

The government-wide Statement of Activities reflects both the gross and net cost per functional category which are otherwise being supported by general government revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. The program revenues must be directly associated with the function.

The net cost by function is normally covered by general revenues (intergovernmental revenues, interest income, etc). Historically, the previous model did not summarize or present net cost by function or activity. The District does not currently employ indirect cost allocation systems.

The government-wide focus is more on the sustainability of the District as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. The fund financial statements are similar to the financial statements presented in the previous accounting model.

The governmental fund statements are presented on a current financial resource and modified accrual basis of accounting. This presentation is deemed appropriate to (a) demonstrate legal compliance, (b) demonstrate the source and use of liquid resources, and (c) demonstrate how the District's actual experience conforms to the budget or fiscal plan.

GASB Statement No. 34 provides that for governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined. The District presents the general fund in the first column. The next column is an adjustments column. It reconciles the amounts reported in the governmental funds to show how each would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

BASIS OF ACCOUNTING

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are presented on an accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual; i.e., when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The District considers all revenues as available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred.

In applying the "susceptible to accrual" concept to intergovernmental revenues pursuant to GASB Statement #33, the provider should recognize liabilities and expenses and the recipient should recognize receivables and revenues when the applicable eligibility requirements including time requirements, are met. Resources transmitted before the eligibility requirements are met, under most circumstances, should be reported as advances by the provider and deferred revenue by the recipient.

BUDGETS

The District follows these procedures in establishing the budget reflected in the financial statements:

1. Prior to the beginning of each fiscal year, the District prepares a budget. The operating budget includes proposed expenditures and the means of financing those expenditures and is prepared in accordance with the basis of accounting utilized by that fund.
2. Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board of Commissioners formally adopts the budget through passage of an ordinance.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

3. The District amends the budget throughout the year approving such additional expenses. The amended budget is used in presenting the Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual.
4. During the current year, it was noted that some funds had expenditures in excess of revenues. These differences were compensated for with an accumulation of prior years' surpluses.
5. All annual appropriations lapse at fiscal year end.

CAPITAL ASSETS

The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-wide Statements

In the government-wide financial statements, fixed assets are accounted for as capital assets. Property, plant and equipment purchased or acquired is carried at historical cost or estimated historical cost. Contributed assets are recorded at the fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The capitalization policy, i.e. the dollar value above which asset acquisitions are added to the capital accounts, is \$ 5,000.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation on all assets is provided on the straight-line basis over the estimated useful lives with no salvage value. The range of estimated useful lives by type of asset is as follows:

Buildings and Structures	40 years
Vehicles	7-20 years
Other Equipment	10-20 years

The Department does not own any infrastructure assets.

Fund Financial Statements

In the fund financial statements, capital assets are accounted for as capital outlay expenditures of the governmental fund upon acquisitions.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

EQUITY CLASSIFICATIONS

Government-wide Statements

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulation of other government; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

Fund Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

COMPENSATED ABSENCES

The District's policies regarding vacation time permit employees to accumulate earned but unused vacation leave. As of the year end, the liability for accrued vacation reflects that time earned by the employees in the current year. However, all of this time must be taken by the end of the subsequent year or it will be lost.

RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District purchases its insurance from regular commercial companies. As of December 31, 2010, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having ever been filed.

PROGRAM REVENUES

The District considers program revenues as revenues that (1) originate from the program or from parties other than the government's taxpayers or citizens as a whole and (2) reduce the expenses

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

of the function that has to be financed by general revenues. Revenues of this type can originate from a governmental source, but the proceeds are a charge for services or products produced by a government agency, where that agency is considered a vendor within the market place. Additionally, program revenues are fees charged by the government agency that are used to support a specific operation of that governmental unit. The District reports revenues from its fire academy as program revenues.

USE OF ESTIMATES

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the financial statements and the reported amounts of income and expenses during the period. Operating results in the future could vary from the amounts derived from management's estimates.

NOTE 2: DEPOSITS AND INVESTMENTS

Deposits

Deposits for the District are being held by Wells Fargo Bank and Merrill Lynch in interest-bearing accounts. As of year end, deposits with Wells Fargo were fully insured by FDIC coverage (Category 1). At December 31, 2010, the carrying amount of the District's deposits was \$168,302, and the bank balance was \$177,658.

The collateral pledged is represented by specific identifiable investment securities and classified as to credit risk by the three categories described below:

- Category 1 -Insured or collateralized with securities held by the District or its agent in the District's name.
- Category 2 -Collateralized with securities held by the pledging financial institution's trust department or agent in the District's name.
- Category 3 -Uncollateralized, including any bank balance that is collateralized or by its trust department or agent but not in the District's name.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

Investments

The District is authorized to purchase, sell, and invest its funds and funds under its control in accordance with the Texas Public Funds Investment Act, Government Code Chapter 2256 and its subsequent amendments. The District's policy allows for investments in federal and state government obligations, certificate of deposits, and cash money funds.

During the year, the District's investments consisted of a Working Capital Management Account with Merrill Lynch, including certificates of deposits and a government money fund. The carrying amount of investments as of December 31, 2010, is displayed on the balance sheet as "investments".

As of December 31, 2010, the District had the following investments:

Investment	Fair Value	Weighted Average Maturity (Years)
Certificates of Deposit	686,000	N/A
Government Money Fund	3,290,748	1.08
Total fair value	<u>3,976,748</u>	

Interest Rate Risk. Interest Rate Risk is the risk that the value of a debt security may fall when interest rates rise. In accordance with its investment policy, the District manages its exposure to declines in fair values by limiting the weighted average maturity of its investment portfolio to two years or less.

Credit Risk. Credit Risk is the risk that the issuer of a security will be unable to pay the interest or repay the principal when due. In accordance with State Law, the District's Investment Policy requires that certificates of deposit be either federally insured or collateralized, and investments have a credit rating of no less than "A".

Investment	Standard & Poor's Rating
Certificates of Deposit	N/A
Government Money Fund	AAA

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

Concentration of Credit Risk. The concentration of credit risk is the risk of loss attributable to the magnitude of a government's investment in a single issuer. The government money fund invests in a diversified portfolio of short term securities with maturities of not more than 13 months. These securities consist primarily of short term U.S. Government securities, including U.S. Treasury Obligations, and U.S. Government agency securities. The District's policy states that diversification is required in order that portfolio losses on individual securities do not exceed the income generated from the remainder of the portfolio. The District has not adopted any limits on its individual portfolio investments.

Investment	% of Portfolio	Portfolio Limit
Certificates of Deposit	17%	N/A
Money Fund	83%	N/A

In accordance with accounting standards information regarding investments in any one issuer that represents five percent or more of the District's total investments must be disclosed, excluding investments issued or explicitly guaranteed by the U.S. government. At December 31, 2010, there were no investments exceeding five percent of the portfolio.

NOTE 3: ACCOUNTS RECEIVABLE

The District has contracted with Revenue Rescue as a collection agency for its billing of medical and emergency services rendered to parties who do not reside within District boundaries. Amounts reported as accounts receivable as of December 31, 2010, consist of:

Governmental Activities:

Revenue Rescue \$ 5,017

Business-type Activities \$ -0-

NOTE 4: DUE FROM OTHER GOVERNMENTS/ENTITIES

This consists of ad valorem taxes collected by Travis County but not yet remitted to the district, fees owed for November and December fire academy, and for sales tax collected but not yet remitted.

Travis County – Taxes	\$ 173,406
Travis County – Fire Academy	41,143
State Comptroller – Sales Tax	44,532
City of Austin – Fire Academy	<u>11,000</u>
Total	\$ 270,081

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

NOTE 5: CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2010, was as follows:

	Balance 1/1/2010	Additions/ Completions	Retirements/ Adjustments	Balance 12/31/2010
Governmental Activities:				
Capital assets not being depreciated:				
Land	118,064	16,000	-	134,064
Total capital assets not being depreciated	118,064	16,000	-	134,064
Capital assets, being depreciated				
Vehicles	1,173,126	111,672	(348,051)	936,747
Equipment	147,077	36,941	-	184,018
Buildings and Structures	719,596	222,501	(193,043)	749,054
Total capital assets being depreciated	2,039,799	371,114	(541,094)	1,869,819
Less accumulated depreciation for:				
Vehicles	759,107	78,153	(271,357)	565,903
Equipment	99,829	8,965	-	108,794
Buildings and Structures	201,251	17,496	(13,368)	205,379
Total accumulated depreciation	1,060,187	104,614	(284,725)	880,076
Total capital assets, being depreciated, net	979,612	266,500	(256,369)	989,743
Governmental activities capital assets, net	1,097,676	282,500	(256,369)	1,123,807

Depreciation was charged to the governmental activities of \$ 104,614.

The adjustment for retirement and additions for buildings includes \$177,003 for Construction-in-Progress on Station 7 renovations completed in 2010.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

NOTE 6: LONG-TERM DEBT

Transactions for the year ended December 31, 2010, are summarized as follows:

<u>Governmental Activities</u>	Balance January 1	Additions	Reductions	Balance December 31	Due within one year
Capital Lease Obligations	\$ 82,001	\$ -0-	\$ 40,006	\$ 41,995	\$ 41,995
Compensated Absences (restated)	71,463	18,823	-0-	90,287	90,287
Total Governmental Activities	\$ 153,464	\$ 18,823	\$ 40,006	\$ 132,282	\$ 132,282

Capital Lease Obligations –

The District has a lease agreement to finance the acquisition of a fire engine at a total cost of \$235,091. The future minimum lease payments are as follows:

Year ending

2011	<u>44,082</u>
Minimum Lease Payments	\$ 44,082
Less amount representing interest	<u>\$ 2,087</u>
Present value of net minimum capital lease payments	<u>\$ 41,995</u>

NOTE 7: PROPERTY TAXES

The District has contracted with the Travis County Tax Assessor Collector to bill and collect its property tax. The District's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the District. The assessed value of the roll as of January 1, 2010, upon which the 2010 levy was based, was \$1,421,879,770 as certified by the Travis Central Appraisal District.

Taxes are due by January 31 following the October 1 levy date. On February 1 of each year, a tax lien attaches to the property. The total 2010 levy was \$ 1,421,880 and the tax rate was \$ 0.10 per \$100 assessed valuation.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

NOTE 8: OPERATING LEASES

In addition to the capital lease, the District also has entered into certain operating lease agreements. Such lease agreements are for storage of fire fighting equipment, stations, and tower rentals. These leases are generally fixed and are not subject to increase without renegotiating agreements. The amount expended for these leases for 2010 was \$ 29,509.

NOTE 9: COMMITMENTS

The District has entered into an agreement with the City of Austin for its dispatching services with the fee structure based upon projected calls. For the year ending December 31, 2010, the District's fee for these services was \$ 22,800.

The District has also entered into a contract with the City of Austin and Travis County to train and improve fire response by increasing the number of trained volunteers. It is also designed to create a career path opportunity for individuals, particularly low income and minorities. Terms of these contracts are:

City of Austin	April 20, 2009 through April 19, 2011	\$ 33,000/year
Travis County	October 1, 2010 through September 30, 2011	\$ 96,000

NOTE 10: ANNEXATION OF DISTRICT LAND BY THE CITY OF AUSTIN

The City of Austin has the right to annex property within the District which could in the future result in a reduction of the total value of property within the district and therefore a reduction in the total tax revenue to be collected. For the year ending December 31, 2010, there were no plans by the City to annex property.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2010

**NOTE 11: EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND
AND GOVERNMENT-WIDE STATEMENTS**

Differences between the Governmental Fund Balance Sheet and the Statement of Net Assets:

The differences (as reflected in the adjustments column) primarily result from the long-term economic resources focus of the statement of net assets versus the current financial resources focus of the governmental fund balance sheet.

When capital assets (land, buildings, equipment) that are to be used in governmental activities are purchased or constructed, the costs of those assets are reported as expenditures in governmental funds. However, the statement of net assets includes those capital assets among the assets of the District as a whole.

Cost of capital assets	\$ 2,003,883
Accumulated Depreciation	<u>(880,076)</u>
	<u>\$ 1,123,807</u>

Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due.

Accrued interest payable	\$ 1,218
--------------------------	----------

Taxes receivable are offset by deferred revenues in the governmental funds and thus are not included in fund balance.

Deferred revenue	\$ (290,306)
------------------	--------------

Long-term liabilities applicable to the district's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities – both current and long-term—are reported in the statement of net assets.

Due within one year	\$ 132,282
Due after one year	-0-

Differences between the Governmental Fund Operating Statement and the Statement of Net Activities:

The differences (as reflected in the adjustments column) arise primarily from the long-term economic resources focus of the statement of activities versus the current financial resources focus of the governmental funds.

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	\$ (210,111)
Depreciation Expense	104,614

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
 NOTES TO THE FINANCIAL STATEMENTS
 DECEMBER 31, 2010

Repayment of capital lease obligations is reported as an expenditure in governmental funds. For the district as a whole, however, the principal payments reduce the liabilities in the statement of net assets and do not result in an expense in the statement of activities.

Payment of Principal	\$ (40,006)
----------------------	-------------

Interest expense in the statement of activities differs from the amount reported in governmental funds because additional accrued interest was calculated for capital lease obligations.

Change in Accrued Interest	\$ (1,160)
----------------------------	------------

Because some property taxes will not be collected for several months after the district's year end, they are not considered as "available" revenues in the governmental funds.

Adjustment for property taxes collected after year-end	\$ 160,268
--	------------

In the statement of activities, only the gain and/or (loss) on the sale of equipment are reported, whereas in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net assets differs from the change in fund balance by the cost of the equipment less any accumulated depreciation and the proceeds from the sale.

Book value of asset	(79,367)	
Proceeds from sale (reported as income on Fund Statement)	<u>111,500</u>	\$ 32,133

Required Supplemental Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT FOUR
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2010

	<u>BUDGETED AMOUNTS</u>			VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>ACTUAL AMOUNTS</u>	
REVENUES:				
Property Taxes	\$ 1,483,854	\$ 1,483,854	\$ 1,234,139	(249,715)
Sales Taxes	624,000	624,000	581,845	(42,155)
Interest	55,000	55,000	25,271	(29,729)
Miscellaneous Income	6,500	6,500	47,066	40,566
Fire Academy	129,000	129,000	129,000	-
Grants	-	-	17,000	17,000
Proceeds from sale of assets	-	-	111,500	111,500
TOTAL REVENUES	<u>\$ 2,298,354</u>	<u>\$ 2,298,354</u>	<u>\$ 2,145,821</u>	<u>(152,533)</u>
EXPENDITURES:				
Apparatus	\$ 100,500	\$ 100,500	\$ 99,886	614
Equipment	90,310	90,310	83,728	6,582
Communications	53,800	53,800	43,803	9,997
EMS	45,250	45,250	18,311	26,939
Insurance	198,200	198,200	177,731	20,469
Training	40,875	40,875	41,712	(837)
Stations	121,500	137,340	136,655	685
District Office	22,000	22,000	37,620	(15,620)
Personnel	1,808,224	1,808,224	1,766,564	41,660
Administrative	121,744	121,744	99,075	22,669
Awards Banquet	5,000	5,000	-	5,000
Contract Labor	3,000	3,000	-	3,000
Miscellaneous	-	-	1,745	(1,745)
Capital Outlay	300,000	300,000	210,111	89,889
Debt Service:				
Principal	40,006	40,006	40,006	-
Interest	4,075	4,075	4,075	-
TOTAL EXPENDITURES	<u>\$ 2,954,484</u>	<u>\$ 2,970,324</u>	<u>\$ 2,761,022</u>	<u>209,302</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (656,130)	\$ (671,970)	\$ (615,201)	56,769
FUND BALANCE:			<u>5,488,547</u>	
Beginning of year			<u>\$ 4,873,346</u>	
End of year				

Audited Financial Statements

Prepared for:

Travis County Emergency Services District #5

For the Year Ended

December 31, 2010

Rupert & Associates, P.C.

10616 Manchaca Rd.

Austin, TX 78748

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #5

Table of Contents

	<u>Page</u>
Independent Auditor’s Report.....	1
Management’s Discussion and Analysis	3
Statement of Net Assets and Governmental Funds Balance Sheet.....	4
Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance.....	5
Budgetary Comparison	6
Notes to Financial Statements.....	7



Independent Auditor's Report

Travis County Emergency Services District #5
Board of Directors

We have audited the accompanying financial statements of the general fund of Travis County Emergency Services District #5 as of and for the year ended December 31, 2010, as listed in the table of contents. These financial statements are the responsibility of Travis County Emergency Services District #5's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the general fund of the Travis County Emergency Services District #5 as of December 31, 2010, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on page 3 and 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management

about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Rupert & Associates, P.C.

Austin, TX
May 17, 2011

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #5

Management's Discussion and Analysis

Discussion and analysis of the financial performance for Emergency Service District #5 provides an overview of the ESD financial activities for year ended December 31, 2010.

FINANCIAL HIGHLIGHTS

The tax allocation from Travis County was \$872,600. This represents a decrease of \$10,100 or approximately 1.1 percent.

Collection of sales tax receipts for ESD #5 was \$333,000. This increase of \$88,000 is approximately 35.9 percent. The increase was primarily due to hiring a consultant to advise all telecommunication providers of their obligations on sales tax to ESD #5. In an election in November in 2010, residents of the ESD supported an increase of sales tax to two percent from the previous one percent. This increase went into effect April 1, 2011.

Expenses of Manchaca Fire and Rescue were \$614,600. This increase of \$39,600 is approximately 7 percent.

Loan payment for trucks purchased in 2009 was \$102,000. This was the second of ten payments. The \$3,000,000 loan for the purchase of land and construction of a new station required a payment of \$255,563. This was the second of twenty payments.

Travis County Emergency Services District #5
**Statement of Activities and
 Governmental Fund Revenues, Expenditures, and
 Changes in Fund Balances**
For the Year Ended December 31, 2010

	General Fund	Total	Adjustments	Statement of Net Assets
Revenues:				
Property Taxes	\$ 869,569.59	\$ 869,569.59		\$ 869,569.59
Sales Tax	333,129.00	333,129.00		333,129.00
Investment Earnings	9,397.58	9,397.58		9,397.58
Total revenues	<u>1,212,096.17</u>	<u>1,212,096.17</u>	-	<u>1,212,096.17</u>
Expenditures/expenses:				
Current:				
ESD Operations	169,526.61	169,526.61	(127,482.97)	42,043.64
Manchaca Volunteer Fire Department	635,425.80	635,425.80		635,425.80
Debt Service:				
Principal	217,787.24	217,787.24	(217,787.24)	-
Interest	203,990.17	203,990.17		203,990.17
Depreciation	-	-	469,902.00	469,902.00
Total expenditures/expenses	<u>1,226,729.82</u>	<u>1,226,729.82</u>	<u>124,631.79</u>	<u>1,351,361.61</u>
Excess of revenues over expenditures	(14,633.65)	(14,633.65)	(124,631.79)	
Change in net assets				(139,265.44)
Fund balance / net assets:				
Beginning of the year	3,924,949.75	3,924,949.75	(1,734,209.77)	2,190,739.98
End of the year	<u><u>\$ 3,910,316.10</u></u>	<u><u>\$ 3,910,316.10</u></u>	<u><u>\$ (1,858,841.56)</u></u>	<u><u>\$ 2,051,474.54</u></u>

The accompanying notes are an integral part of these financial statements.

Travis County Emergency Services District #5
Budgetary Comparison
For the Year Ended December 31, 2010

	Actual	Budget	Variance
Revenues:			
Property Taxes	\$ 869,569.59	\$ 882,000.00	(12,430.41)
Sales Tax	333,129.00	233,000.00	100,129.00
Investment Earnings	9,397.58	4,000.00	5,397.58
Grant Revenue		-	-
Sale of Assets		-	-
Miscellaneous Income		-	-
Total revenues	<u>1,212,096.17</u>	<u>1,119,000.00</u>	<u>93,096.17</u>
Expenditures/expenses:			
Current:			
ESD Operations	169,526.61	348,000.00	(178,473.39)
Manchaca Volunteer Fire Department	635,425.80	587,000.00	48,425.80
Debt Service:			
Principal	217,787.24	167,000.00	50,787.24
Interest	<u>203,990.17</u>	<u>-</u>	<u>203,990.17</u>
Total expenditures/expenses	<u>1,226,729.82</u>	<u>1,102,000.00</u>	<u>124,729.82</u>
Excess of revenues over expenditures	(14,633.65)	17,000.00	(31,633.65)

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #5

Notes to the Financial Statements - 2010

Note 1 - Summary of Significant Accounting Principles

Reporting Entity

The Travis County Emergency Services District #5 was organized in the State of Texas under Article III, Section 48-e of the Texas Constitution for the protection of human life and health as provided by this Act.

Creation and Purpose of Travis County Emergency Services District #5

The county judge was presented with a petition signed by at least one hundred qualified voters of Travis County who own taxable real property within the proposed district. The petition requested the formation of an emergency services district.

The specific purpose of the Travis County Emergency Services District #5 is to provide medical and ambulance and fire fighting services within the boundaries of Travis County.

Government-wide and fund financial statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Revenues* include tax distributions from the Travis County Appraisal District, sales tax distributions from Texas Comptroller of Public Accounts, and interest earned on cash held in interest-bearing accounts and a fixed term CD. Travis County Emergency Services District #5 has one fund, the general fund, to account for the acquisition, use, and balances of the government's expendable financial resources and the related current liabilities.

Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #5

Notes to the Financial Statements - 2010

Fund Accounting

The District uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The District only uses governmental funds.

Governmental Funds

Governmental funds are those through which most governmental functions typically are financed. Governmental funds reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance.

The District reports the following major governmental fund:

General Fund - The General Fund is used to account for all financial resources of the District. The general fund balance is available to the District for any purpose provided it is expended or transferred according to the general laws of Texas and the bylaws of the District. This fund accounts for all activities of the district.

Basis of Presentation

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Basis of Accounting

The District uses one fund type to account for its operations. The governmental fund is accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual (i.e., both measurable and available). The term available means that the revenues will be collected during the year or soon enough thereafter to pay liabilities arising from operations during the year just ended. Expenditures, if measurable, are generally recognized on the modified accrual basis of accounting when the related liability is incurred.

Cash and Cash Equivalents

The District considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #5
Notes to the Financial Statements - 2010

Allowance for Doubtful Accounts

No allowance for doubtful accounts is recorded because all property and sales tax receivables will ultimately be collected. However, the time of collection as well as the ultimate amount to be collected is indefinite, based on taxpayer protests and appraisal district adjustments.

Note 2 - Tax Assessment

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on October 1 and are due and payable on or before January 31 of the following year. All unpaid taxes become delinquent February 1 of the following year. Property taxes are recognized as revenue when they are measurable and available. Taxes are billed and collected by the Travis Central Appraisal District and the Travis County Tax Office.

Note 3 – Cash Deposits

The Board of Commissioners has the authority to designate one or more banks to serve as depositories for the funds of the district. To the extent that the funds in a depository bank are not insured by the Federal Deposit Insurance Corporation, the funds are secured in the manner provided by law for the security of county funds. Bank balances of TCESD#5 that exceed FDIC limits are entirely collateralized with securities held by Bank of America in the name of TCESD#5. Securities pledged by the Bank on behalf of TCESD#5 had a market value of \$3,266,952.88 at year end.

Minimal cash balances are normally maintained in the District's checking account. The majority of the District's funds are normally maintained in the savings account. As of December 31, 2010 Travis County Emergency Services District #5 maintained the majority of their funds in their savings account due to a loan that was received for a new building that has not been completed. The District's carrying amount of cash in checking and savings at December 31, 2010, is presented below.

Bank of America, Savings	\$	1,998,751.47
Bank of America, Checking		<u>61,948.69</u>
Total Cash & Equivalents		2,060,700.16
Fixed Term CD #5628		150,401.57
Fixed Term CD #3171		344,512.19
Fixed Term CD #1629		298,044.08
Fixed Term CD #7139		<u>500,668.83</u>
Total Investments		1,293,626.67
Total Cash & Investments	\$	<u><u>3,354,326.83</u></u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #5
Notes to the Financial Statements - 2010

Note 4 – Revenues and Receivables

Property tax revenues collected during the year ended December 31, 2010, and receivables at year-end are made up of the sum of the following:

	<i>Collected</i>	<i>Receivable</i>	<i>Current Revenue</i>
2009	377,537.74	8,760.99	
2010	490,002.76	376,536.84	866,539.60
Deposits in Transit	(118,229.53)	118,229.53	
Prior Years	9,080.85	16,150.05	
Penalties & Interest	6,116.68		6,116.68
	<u>\$ 764,508.50</u>	<u>\$ 519,677.41</u>	<u>\$ 872,656.28</u>

Sales tax revenues collected during the year ended December 31, 2010, and receivables at year-end are as follows:

	<i>Collected</i>	<i>Receivable</i>	<i>Current Revenue</i>
2010 \$	301,526.46	\$ 31,602.54	\$ 333,129.00

Note 5 – Fixed Assets

Fixed assets are reported net of accumulated depreciation on the financial statements. These assets are reported at cost or estimated fair market value at the date of donation and are depreciated using the straight line method over the estimated useful life of the asset. Transferred assets are shown net of depreciation at date of transfer as follows:

Land at 1626	841,540.35
1985 Ford Tanker	0.00
1997 Ford Fire Truck	0.00
1998 Spartan Fire Truck	0.00
1999 Ford Pickup	0.00
2001 International Fire Truck	0.00
2003 International Fire Truck	0.00
2004 Ford Pickup	3,565.00
2004 Ford Pickup	3,565.00
2006 Wildland Engine	230,000.00
2006 Command Pickup	31,905.59
2009 Crimson Fire Pumper	613,274.00
2009 Super Vac Rescue Truck	504,325.92
Pumper Truck Accessories	36,476.17
Equipment for Fire Rescue	2,089.00
Equipment for Fire Rescue	12,310.00
Accumulated Depreciation	<u>(521,420.64)</u>
	<u>\$ 1,757,630.39</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #5

Notes to the Financial Statements - 2010

When capital assets that are to be used in governmental activities are purchased the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. As a result, fund balance decreases by the amount of financial resources expended, whereas net assets decrease by the amount of depreciation expense charged for the year.

Note 6 – Prepaid Expenses

Prepaid expenses on the balance sheet reports expense items for future periods that were paid for in the current period. These expenses will be recognized in the coming year, in the period to which they apply, and include the following:

TCAD, 2011 Service Fees	\$	4,709.32
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Note 7 – Note Payables

Travis County Emergency Services District #5 has two secured note payables requiring annual payments of principal and interest.

The first loan, which was funded in October of 2009 in the amount of \$801,134.79 with an interest rate of 4.53%, was used to purchase a 2009 Crimson Fire Pumper and a 2009 Super Vac Rescue Truck. Annual payments of \$101,366.69 started in November of 2009 and will continue for 10 years.

The second loan, which was funded in December of 2009 in the amount of \$3,000,000 with an interest rate of 5.72%, was used to purchase land and will be used to build a new fire station. Annual payments of \$255,563.07 started in December of 2010 and will continue for 20 years.

The balances on the two loans at December 31, 2010 are presented below:

	Note Payable, Trucks	Note Payable, Land & Building	Total
Due within one year	101,366.69	255,563.07	356,929.76
Due after one year	566,669.63	2,659,520.53	3,226,190.16
	<u>\$668,036.32</u>	<u>\$2,915,083.60</u>	<u>\$3,583,119.92</u>

Note 8 – Subsequent Events

On May 24, 2010 Travis County Emergency Services District #5 purchased land to build a new fire station. As of December 31, 2010 the new fire station is still in the developing and planning stage of the construction.

Subsequent events were evaluated through May 17, 2011, which is the date the financial statements were available to be issued



The Board of Directors of
Travis County Emergency Services District #5

In planning and performing our audit of the financial statements of Southwest Travis County Emergency Services District #5 for the year ended December 30, 2010, in accordance with auditing standards generally accepted in the United States of America, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

However, during our audit we became aware of a matter that presents an opportunity for strengthening internal controls and operating efficiency. This letter does not affect our report dated May 17, 2011, on the financial statements of Travis County Emergency Services District #5

We will review the status of these comments during our next audit engagement. We have already discussed this comment and suggestion with various Organization personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations. Our comments are summarized as follows:

Bank Cash Accounts

Both the checking and savings bank cash accounts were not reconciled for the entire year of 2010. In addition, September 2010 transactions for these accounts were not entered. We recommend the bank accounts are reconciled on a monthly basis to ensure that all transactions have been recorded and/or have been recorded correctly so that the financial statements are accurate.

Access to Accounting Program

Password protection has not been implemented for the Organization's accounting program, although the accounting software supports the use of passwords. Proper internal control procedures call for tightly controlled access to accounting books and records. Access to accounting programs is normally restricted via the use of passwords. Without password protection, the accounting system is not secure from unauthorized use and access. We recommend the immediate implementation of password protection for the accounting program.

New Certificates of Deposit

There were two new CDs opened in 2010 and there was no evidence that the board approved these. We recommend that the board approves every new CD and we recommend that this approval is noted in the board meeting minutes.

Payments to Manchaca Volunteer Fire Department

More than half of the payments to Manchaca Volunteer Fire Department were not approved in the board meeting minutes. We recommend that the board approves every payment to Manchaca Volunteer Fire Department and we recommend that this approval is noted in the board meeting minutes.

Rupert & Associates, P.C.

Austin, Texas
May 17, 2011



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Round Rock, TX 78664

To the Board of Commissioners and Management of
Travis County Emergency Services District No. 6:

In planning and performing our audit of the financial statements of the governmental activities and each major fund of Travis County Emergency Services District No. 6 (the "District") as of and for the year ended September 30, 2010, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting ("internal control") as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, the Board of Commissioners, and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Maxwell Locke + Ritter LLP
March 21, 2011

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Austin, TX 78701

Round Rock 301 East Main Street
Round Rock, TX 78664

March 21, 2011

To the Board of Commissioners of
Travis County Emergency Services District No. 6:

We have audited the financial statements of the governmental activities and each major fund of Travis County Emergency Services District No. 6 (the "District") as of and for the year ended September 30, 2010, and have issued our report thereon dated March 21, 2011. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 8, 2011. Professional standards require that we provide you with the following information related to our audit.

OUR RESPONSIBILITY UNDER U.S. GENERALLY ACCEPTED AUDITING STANDARDS

As stated in our engagement letter dated October 5, 2010, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the District. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

SIGNIFICANT ACCOUNTING POLICIES

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended September 30, 2010. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

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ACCOUNTING ESTIMATES

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Management's estimate of the depreciable lives of capital assets is based on the expected useful life of the assets. We evaluated the key factors and assumptions used to develop the depreciable lives of capital assets in determining they are reasonable in relation to the financial statements taken as a whole.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no difficulties in dealing with management in performing and completing our audit.

MISSTATEMENTS IDENTIFIED DURING THE AUDIT

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

Corrected Misstatements

None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

MANAGEMENT REPRESENTATIONS

We have requested certain representations from management that are included in the management representation letter dated March 21, 2011. A copy of management's written representations is attached.

CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

ISSUES DISCUSSED PRIOR TO THE RETENTION OF INDEPENDENT AUDITORS

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

* * * * *

This information is intended solely for the use of the Board of Commissioners and management of the District and is not intended to be and should not be used by anyone other than these specified parties.

Yours truly,

Maxwell Socha + Ritter LLP

Enclosure: Management representation letter



Lake Travis Fire Rescue

Travis County Emergency Services District No. 6

Maxwell Locke & Ritter LLP
401 Congress Avenue, Suite 1100
Austin, Texas 78701

We are providing this letter in connection with your audit of the financial statements of Travis County Emergency Service District No. 6 (the "District") as of September 30, 2010, and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the District and the respective changes in financial position thereof in conformity with U.S. generally accepted accounting principles. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with U.S. generally accepted accounting principles. We are also responsible for adopting sound accounting policies, establishing and maintaining effective internal control, and preventing and detecting fraud.

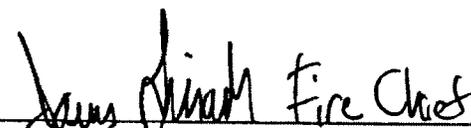
We confirm, to the best of our knowledge and belief, as of the date of the auditors' report, the following representations made to you during your audit.

- 1) The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 2) We have made available to you all—
 - a) Financial records and related data and all audit or relevant monitoring reports, if any, received from funding sources.
 - b) Minutes of the meetings of the Board of Commissioners or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 3) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 4) There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
- 5) We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.

- 6) We have no knowledge of any fraud or suspected fraud affecting the entity involving:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 7) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.
- 8) We have identified to you any previous financial audits, attestation engagements, performance audits, or other studies related to the objectives of the audit being undertaken and the corrective actions taken to address significant findings and recommendations.
- 9) The District has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 10) The following, if any, have been properly recorded or disclosed in the financial statements:
 - a) Related party transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - b) Guarantees, whether written or oral, under which the District is contingently liable.
 - c) All accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates and measurements. We believe the estimates and measurements are reasonable in the circumstances, consistently applied, and adequately disclosed.
- 11) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 12) There are no—
 - a) Violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
 - b) We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with generally accepted accounting principles, and we have not consulted a lawyer concerning litigation, claims, or assessments.

- c) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by ASC 450, *Contingencies*.
 - d) Reservations or designation of fund equity that were not properly authorized and approved.
- 13) As part of your audit, you assisted with preparation of the financial statements and related notes. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
 - 14) The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
 - 15) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
 - 16) We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
 - 17) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
 - 18) The financial statements properly classify all funds and activities.
 - 19) All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
 - 20) Net asset components (invested in capital assets, net of related debt; restricted; and unrestricted) and fund balance reserves and designations are properly classified and, if applicable, approved.
 - 21) Provisions for uncollectible receivables have been properly identified and recorded.
 - 22) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
 - 23) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
 - 24) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
 - 25) Deposits and investment securities are properly classified as to risk, and investments are properly valued.
 - 26) Capital assets, including infrastructure assets, are properly capitalized, reported, and, if applicable, depreciated.

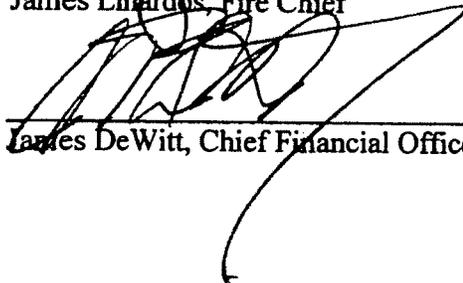
- 27) Receivables recorded in the financial statements represent valid claims against debtors for transactions arising on or before the balance sheet date and have been appropriately reduced to their estimated net realizable value.
- 28) The government meets the GASB-established requirements for accounting for eligible infrastructure assets using the modified approach.
- 29) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 30) No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.



James Linardos, Fire Chief

3/21/2011

Date



James DeWitt, Chief Financial Officer

3/17/11

Date

**TRAVIS COUNTY
EMERGENCY SERVICES
DISTRICT NO. 6**

**Financial Statements for the
Year Ended September 30, 2010 and
Independent Auditors' Report**



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

TABLE OF CONTENTS

	<u>Page</u>
INDEPENDENT AUDITORS' REPORT	1-2
MANAGEMENT'S DISCUSSION AND ANALYSIS	3-9
BASIC FINANCIAL STATEMENTS:	
Statement of Net Assets and Governmental Funds Balance Sheet	10
Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances	11
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	12
Notes to Basic Financial Statements	13-24
REQUIRED SUPPLEMENTARY INFORMATION-	
Schedule of Funding Progress for the Travis County Emergency Services District No. 6 Firefighters' Relief and Retirement Fund	25
OTHER SUPPLEMENTAL INFORMATION-	
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - Debt Service Fund	26



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Round Rock, TX 78664

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of
Travis County Emergency Services District No. 6:

We have audited the accompanying financial statements of the governmental activities and each major fund of Travis County Emergency Services District No. 6 (the "District") as of and for the year ended September 30, 2010, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of the District. Our responsibility is to express opinions on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2010, the respective changes in financial position, and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 9 and the schedule of funding progress for the District firefighters' relief and retirement fund on page 25 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

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A Registered Investment Advisor

This firm is not a CPA firm

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's financial statements as a whole. The other supplemental information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of the District. The other supplemental information listed in the table of contents is the responsibility of management and was derived from and relates to the underlying accounting and other records used to prepare the financial statements. The other supplemental information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Maxwell Roche + Pitter LLP
March 21, 2011

Travis County Emergency Services District No. 6 Management's Discussion & Analysis September 30, 2010

Travis County Emergency Services District No. 6 (the "District") is a political subdivision of the State of Texas, created under the Texas Health and Safety Code, Chapter 775. This code provides the District with the authority to levy ad valorem tax not to exceed 10 cents per \$100 assessed valuation and to provide emergency services to the geographical area within the District. Currently the District provides the following emergency services:

- Fire Response
- Emergency Medical Service First Response
- Rescue Response
- Hazardous Material Response
- Marine Incident Response
- Wildland Urban Interface
- Fire Code Service
- Fire Investigation
- Public Education

History

The District was originally created in August 1985 as Travis County Rural Fire Prevention District No. 5. A Board of Commissioners operated the Rural Fire Prevention District and provided emergency services through an interlocal agreement with the Hudson Bend Volunteer Fire Department.

In August 1995, the Rural Fire Prevention District No. 5 was converted to Travis County Emergency Services District No. 6 which is governed by a Board of five Commissioners. Beginning in September 1995, paid career firefighters were hired to begin working at two of the fire stations. The volunteers met the apparatus at the scene during the day and staffed the fire stations after the career staff finished their shifts during the week and entirely on weekends. By the end of December 1995, the number of paid career firefighters had grown enough to begin 24-hour shift rotations at two fire stations.

By February 1996, the District had grown to 8 paid career firefighters and 35 volunteer personnel providing emergency services coverage for 135 square miles with an estimated population of 19,000.

In 1997, the District established staffing for four fire stations with two personnel per fire station. During this period, part-time personnel were utilized to work Fire Stations #3 and #4, with the full-time staff operating Fire Stations #1 and #2. This allowed the District some flexibility to purchase new apparatus and still maintain coverage. During this same period, the District purchased two new engines, a used ladder truck and additional administrative vehicles. The District also adopted a District Fire Code and established the office of District Fire Marshal.

In September 2002, the voters approved \$10,000,000 of bonded indebtedness, and the District sold its first \$3,500,000 bond package in May 2003, obtaining a Moody's Aaa rating. These bond funds provided the District the ability to construct Fire Station #5, to purchase a new Sutphen 110' Aerial/Platform ladder truck and two new Sutphen 1250 gpm engines. The District Commissioners approved funding to provide for the additional personnel needed to staff Fire Station #5 upon its completion in January 2005. With the annexation of approximately 65 square miles of land from Travis County Emergency Services District No. 8 on January 1, 2005, the District's coverage area increased to approximately 200 square miles.

In May 2006, the District voters approved collective bargaining rights for the firefighters employed by the District, and the District Commissioners accepted Professional Firefighters Local # 4117 as the firefighter's sole bargaining agent.

Also during 2006, the District Commissioners employed an outside consultant, Management Advisory Group, Inc., to conduct a Management and Operational Evaluation of the entire District. The overall purpose of the evaluation was to evaluate the efficiency and effectiveness of the District's administrative and operational functions. As a result, a Financial and Administrative Manager was added to the staff in June of 2006, functioning as the Chief Financial Officer along with a new Fire Chief functioning as the Chief Executive Officer beginning October 1, 2006.

The District has had a long and proud history of providing emergency services to the community. The District has evolved from an all-volunteer organization, the Hudson Bend Volunteer Fire Department in the late 60's, to the present-day Emergency Services District with five fire stations operating 24/7, 365 days a year. The District's current staffing level includes 76 career staff, 10 volunteers and support services personnel. The District's current vehicle fleet includes two ladder trucks, four first line engines, two reserve engines, two tankers, five brush trucks, one support services unit, one fire boat, three trailers (communications and fire safety house) and ten administrative vehicles. The District efficiently serves an estimated population of over 73,000 people.

Throughout its history, the District has maintained prudent and conservative financial management, and has been able to set aside financial reserves, which are judged sufficient to meet any unexpected deterioration of economic conditions in the near future. The District Commissioners continue to promote the best possible service and to maintain a balanced budget within the limits of the District's tax revenue.

Mission, Core Values and Vision Statements

- **Mission**
 - To minimize loss of life and property through Emergency Response, Prevention and Community Involvement.
- **Core Values**
 - Our success is built upon the foundation of our commitment to Professionalism, Leadership, Integrity, Respect, Compassion and Safety.
- **Vision**
 - Our organization is recognized by those we serve as exceptional and innovative.

Financial Performance

Management's discussion and analysis of the District's financial performance provides an overview of the District's financial activities for fiscal year ended September 30, 2010. Please read the management's discussion and analysis in conjunction with the District's basic financial statements beginning on page 10.

Using this Annual Report

This annual report consists of a series of financial statements. Government Accounting Standards Board ("GASB") Statement No. 34 provides that for governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined. The District presents the governmental funds in the first three columns and a total in the fourth column. The next column is an adjustments column, reconciling the amounts reported in the governmental funds to show how each would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements. For governmental activities, this last column tells how these services were financed in the short term as well as what remains for future spending. Fund financial statements report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds.

Reporting the District as a Whole

The Statement of Net Assets and the Statement of Activities report information about the District as a whole and about its activities that include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District's net assets and changes in them. The District's net assets - the difference between assets and liabilities - is one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net assets are an indicator of whether its financial health is improving or deteriorating. Other non-financial factors should be considered, however, to assess the overall health of the District such as changes in the District's property tax base and the condition of the District's capitalized items.

In the Statement of Net Assets and the Statement of Activities, District activities are considered governmental activities. These activities include fire suppression (structural, grass / wildland urban interface and aircraft), advanced life support Emergency Medical Services ("EMS") care, land and water rescue, hazardous material responses in the District and part of a Travis County response team, fire/medical special event standby services, adopted District and municipal fire code enforcement and prevention, fire and EMS public education and training and general administration. The District and its staff are involved with legislative issues affecting emergency services districts through the State Association of Fire and Emergency Services Districts ("SAFE-D"), Capital Area Fire Chief's Association ("CAFCA"), Counter-Terrorism Task Force, Travis County Combined Clinical Council, Travis County Fire Chief's Liaison Committee and the Precinct Three Commissioners Liaison Committee, to name a few. The District and its staff work closely with the general administrations of the City of Bee Cave, City of Lakeway, Village of the Hills, City of Austin and Travis County. These activities are financed primarily by property taxes.

Reporting the District's Governmental Funds

The columns reporting the fund activity (as explained in more detail in the first section of this report) provide detailed information about the significant funds, not the District as a whole. Some funds are required to be established by State law and by bond covenants. However, the District's Board of Commissioners may establish other funds to help it control and manage money for particular purposes (for example, the purchase of additional apparatus and the construction of new fire stations) or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money (i.e. a grant received from the U.S. Department of Homeland Security, Federal Emergency Management Agency, Fire Act Grant).

Government Funds

The District's services are reported in government funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in the adjustments column of the basic financial statements and in the *Notes to Basic Financial Statements*.

The District as a Whole

The District's combined net assets for the years ending September 30, 2010 and 2009 are shown in Table 1. The changes in net assets for those respective years are also shown in Table 2. Our analysis below focuses on the net assets and changes in the net assets of the District's governmental activities as reported on the accrual basis of accounting.

Table 1
STATEMENT OF NET ASSETS

	<u>9/30/2010</u>	<u>9/30/2009</u>
Assets		
Current and other assets	\$ 8,214,336	\$ 9,858,762
Capital assets (net of accumulated depreciation)	9,439,482	6,347,291
TOTAL ASSETS	<u><u>\$ 17,653,818</u></u>	<u><u>\$ 16,206,053</u></u>
Liabilities		
Current liabilities	\$ 1,083,889	\$ 731,781
Long-term liabilities	6,610,556	6,981,336
TOTAL LIABILITIES	<u><u>7,694,445</u></u>	<u><u>7,713,117</u></u>
Net Assets		
Invested in capital assets, net of related debt	4,744,423	2,711,510
Restricted	11,033	20,672
Unrestricted	5,203,917	5,760,754
TOTAL NET ASSETS	<u><u>\$ 9,959,373</u></u>	<u><u>\$ 8,492,936</u></u>

Table 2
STATEMENT OF ACTIVITIES

	<u>9/30/2010</u>	<u>9/30/2009</u>
Expenses		
Service operations and capital outlay	\$ 7,738,306	\$ 7,059,553
Depreciation	591,592	467,537
Debt service	306,808	294,679
TOTAL EXPENSES	<u><u>8,636,706</u></u>	<u><u>7,821,769</u></u>
Revenues		
Program revenues	133,210	81,233
General revenues	9,862,070	8,938,329
Gain (Loss) on disposal of capital assets	699	(75,228)
Gain on impairment	107,164	467,217
TOTAL REVENUES	<u><u>10,103,143</u></u>	<u><u>9,411,551</u></u>
Change in net assets	<u><u>\$ 1,466,437</u></u>	<u><u>\$ 1,589,782</u></u>

In the fiscal year ended September 30, 2010, the District experienced an increase in general revenues of approximately \$924,000 due to increased property appraisals and new development. The cost for governmental activities this year increased by approximately \$815,000 due to an increase in depreciation expense related to additional buildings purchased by the District and an increase in personnel costs.

The District Governmental Funds

At the end of the fiscal year September 30, 2010, the District's governmental funds reported a combined fund balance of \$7,445,678, which is a decrease of \$1,968,782 from last year (21% decrease), the majority of which is due to the planned increase in capital outlay.

General Fund Budgetary Highlights

Over the course of the fiscal year, the District revised its General Fund budget several times. These budget amendments include supplemental appropriations throughout the fiscal year to prevent budget line item overruns.

With these budget adjustments, the actual expenditures in the General Fund were \$452,132 below the final budgeted amounts. Resources available for appropriation were \$418,895 above the final budgeted amount. The primary reason for the increase is due to the collection of property and sales taxes, which were more than originally forecasted.

Capital Asset and Debt Administration

Capital Assets

At the end of the fiscal year September 30, 2010, the District had five fire stations in operation.

Table 3
CAPITAL ASSETS AT YEAR-END

	<u>9/30/2010</u>	<u>9/30/2009</u>
Land	\$ 890,134	\$ 890,134
Construction in progress	1,070,566	561,946
Vehicles	5,647,611	4,412,383
Equipment	1,041,644	755,009
Buildings	<u>4,243,976</u>	<u>2,591,275</u>
TOTAL CAPITAL ASSETS	12,893,931	9,210,747
Accumulated depreciation	<u>(3,454,449)</u>	<u>(2,863,456)</u>
TOTAL NET CAPITAL ASSETS	<u>\$ 9,439,482</u>	<u>\$ 6,347,291</u>

For the year ended September 30, 2010, the District's capital outlay totaled \$3,685,796, consisting primarily of a new office building and fire trucks in the amount of \$1,310,988 and \$1,237,840, respectively. More detailed information about the District's capital assets is presented in the *Notes to Basic Financial Statements*.

Tax Revenue Bonds

In 2002, the voters of the District voted to authorize the issuance of \$10,000,000 in limited tax bonds. Of the \$10,000,000 of bonds authorized, \$3,500,000 in tax bonds were sold in May 2003. Proceeds were used to purchase new fire apparatus and the construction of Fire Station # 5. In July 2008, the District issued \$3,740,000 in tax bonds with the proceeds used for capital purchases.

Compensated Absences

As of September 30, 2010, the District had \$231,975 of compensated absences outstanding, which represent the estimated liability for employees' accrued vacation for which employees are entitled to be paid upon termination.

Economic Factors, Next Year's Budgets and Rates

The District Commissioners considered various factors when setting the fiscal year budget and the ad valorem tax rate that is charged for governmental activities. Considerations included the economy of the area within the District boundaries. While the District has experienced extensive new construction growth in past years, the recent recession is expected to cause a construction slowdown over fiscal 2010 - 2011, with a gradual recovery beginning in the 2011.

To a large extent, the District is unable to influence potential future revenue streams. Tax revenues are currently limited by the mandatory \$0.10 per \$100 of assessed valuation cap, and inspection revenue is dependent on the continued growth of new construction projects within the District.

Besides current economic conditions, the District's anticipated ad valorem tax revenue is dependent upon how various public entities (i.e. Travis County, City of the Bee Cave, the Village of the Hills and the City of Lakeway) respond to requests for new development within their own jurisdictions. A strong pro-growth attitude would directly impact the District with potentially higher increases of revenue in future years, whereas a strong no-growth attitude would have the opposite effect. While growth has slowed from past years, the City of Bee Cave, the City of Lakeway and unincorporated areas within the District are continuing to expand.

In the November 2008 election, the District's voters granted the District authority to begin a one percent sales tax within all areas of the District with the exception of the Cities of Bee Cave and Lakeway. The District began receiving these revenues in June 2009. These additional revenues will allow the District to obtain two new fire engines and an additional ladder truck in order to help provide our residents faster response times.

Contacting the District's Financial Management

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to: Travis County Emergency Services District No. 6, Chief Financial Officer, 15304 Pheasant Lane Suite 100, Austin, Texas 78734, Office: 512-266-2533, Fax: 512-266-7065.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS BALANCE SHEET SEPTEMBER 30, 2010

	GENERAL FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	TOTAL GOVERNMENTAL FUNDS	ADJUSTMENTS (NOTE 2)	STATEMENT OF NET ASSETS
ASSETS:						
Cash	\$ 373,073	71	52,885	426,029	-	426,029
Investments	5,013,122	36,596	2,205,439	7,255,157	-	7,255,157
Receivables:						
Property taxes	222,265	12,005	-	234,270	-	234,270
Sales taxes	173,352	-	-	173,352	-	173,352
Accounts	22,294	-	-	22,294	-	22,294
Prepaid assets	3,798	-	-	3,798	-	3,798
Due from other funds	28,451	8,543	-	36,994	(36,994)	-
Bond issuance costs, net	-	-	-	-	99,436	99,436
Capital assets (net of accumulated depreciation):						
Land	-	-	-	-	890,134	890,134
Construction in progress	-	-	-	-	1,070,566	1,070,566
Vehicles	-	-	-	-	3,288,986	3,288,986
Equipment	-	-	-	-	542,779	542,779
Buildings	-	-	-	-	3,647,017	3,647,017
Total assets	<u>\$ 5,836,355</u>	<u>57,215</u>	<u>2,258,324</u>	<u>8,151,894</u>	<u>9,501,924</u>	<u>17,653,818</u>
LIABILITIES:						
Accounts payable	\$ 135,599	-	43,032	178,631	-	178,631
Payroll liabilities payable	256,321	-	-	256,321	-	256,321
Deferred revenue	222,265	12,005	-	234,270	(234,270)	-
Due to other funds	8,543	-	28,451	36,994	(36,994)	-
Bond and lease interest payable	-	-	-	-	46,182	46,182
Long-term liabilities:						
Due within one year	-	-	-	-	602,755	602,755
Due after one year	-	-	-	-	6,610,556	6,610,556
Total liabilities	<u>622,728</u>	<u>12,005</u>	<u>71,483</u>	<u>706,216</u>	<u>6,988,229</u>	<u>7,694,445</u>
FUND BALANCE/ NET ASSETS:						
Fund balances:						
Reserved for:						
Capital acquisitions	430,423	-	-	430,423	(430,423)	-
Expenditures from insurance proceeds	360,759	-	-	360,759	(360,759)	-
Debt service	-	45,210	-	45,210	(45,210)	-
Capital projects	-	-	2,186,841	2,186,841	(2,186,841)	-
Unreserved, undesignated	4,422,445	-	-	4,422,445	(4,422,445)	-
Total fund balance	<u>5,213,627</u>	<u>45,210</u>	<u>2,186,841</u>	<u>7,445,678</u>	<u>(7,445,678)</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 5,836,355</u>	<u>57,215</u>	<u>2,258,324</u>	<u>8,151,894</u>		
Net assets:						
Invested in capital assets, net of related debt					4,744,423	4,744,423
Restricted for debt service					11,033	11,033
Unrestricted					5,203,917	5,203,917
Total net assets					<u>\$ 9,959,373*</u>	<u>\$ 9,959,373</u>

The notes to financial statements are an integral part of this statement

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES YEAR ENDED SEPTEMBER 30, 2010

	GENERAL FUND	DEBT SERVICE FUND	CAPITAL PROJECTS FUND	TOTAL GOVERNMENTAL FUNDS	ADJUSTMENTS (NOTE 2)	STATEMENT OF ACTIVITIES
EXPENDITURES/EXPENSES:						
Service operations:						
Human resources	\$ 6,205,001	-	-	6,205,001	30,196	6,235,197
ESD management	620,439	96	108	620,643	-	620,643
Fleet	208,949	-	-	208,949	-	208,949
Operations	368,202	-	-	368,202	-	368,202
Communication	203,243	-	-	203,243	-	203,243
Technology	46,856	-	-	46,856	-	46,856
Administration	34,805	-	-	34,805	-	34,805
Prevention and education	20,411	-	-	20,411	-	20,411
Capital outlay	2,252,206	-	1,433,590	3,685,796	(3,685,796)	-
Depreciation	-	-	-	-	591,592	591,592
Debt service:						
Principal payments	99,576	275,000	-	374,576	(374,576)	-
Interest payments	24,457	256,448	-	280,905	25,903	306,808
Total expenditures/expenses	<u>10,084,145</u>	<u>531,544</u>	<u>1,433,698</u>	<u>12,049,387</u>	<u>(3,412,681)</u>	<u>8,636,706</u>
REVENUES:						
Program revenues:						
Inspections	110,583	-	-	110,583	-	110,583
Other	22,627	-	-	22,627	-	22,627
Total program revenues	<u>133,210</u>	<u>-</u>	<u>-</u>	<u>133,210</u>	<u>-</u>	<u>133,210</u>
Net program expense						(8,503,496)
General revenues:						
Property taxes	8,257,665	536,635	-	8,794,300	24,551	8,818,851
Penalties and interest on taxes	60,894	3,688	-	64,582	-	64,582
Sales taxes	914,123	-	-	914,123	-	914,123
Interest	12,961	65	5,446	18,472	-	18,472
Rental income	30,080	-	-	30,080	-	30,080
Miscellaneous	15,541	-	-	15,541	-	15,541
Contributions	421	-	-	421	-	421
Total general revenues	<u>9,291,685</u>	<u>540,388</u>	<u>5,446</u>	<u>9,837,519</u>	<u>24,551</u>	<u>9,862,070</u>
Other sources-						
Proceeds from asset sales/ Gain on disposal	2,712	-	-	2,712	(2,013)	699
Total revenues and other sources	<u>9,427,607</u>	<u>540,388</u>	<u>5,446</u>	<u>9,973,441</u>	<u>22,538</u>	<u>9,995,979</u>
EXTRAORDINARY ITEM						
Insurance proceeds/ Gain on impairment	107,164	-	-	107,164	-	107,164
EXCESS (DEFICIT) OF REVENUES OVER (UNDER) EXPENDITURES						
Change in net assets	(549,374)	8,844	(1,428,252)	(1,968,782)	1,968,782	1,466,437
FUND BALANCES/ NET ASSETS:						
Beginning of year	5,763,001	36,366	3,615,093	9,414,460	(921,524)	8,492,936
End of year	<u>\$ 5,213,627</u>	<u>45,210</u>	<u>2,186,841</u>	<u>7,445,678</u>	<u>2,513,695</u>	<u>9,959,373</u>

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND YEAR ENDED SEPTEMBER 30, 2010

	BUDGET		ACTUAL	VARIANCE
	ORIGINAL	FINAL		
REVENUES:				
Property taxes	\$ 7,977,000	7,977,000	8,257,665	280,665
Sales taxes	750,000	750,000	914,123	164,123
Penalties and interest on taxes	57,000	57,000	60,894	3,894
Inspections	60,000	60,000	110,583	50,583
Interest	70,000	70,000	12,961	(57,039)
Miscellaneous	1,000	1,000	15,541	14,541
Other program revenue	15,000	15,000	22,627	7,627
Rental income	75,000	75,000	30,080	(44,920)
Contributions	1,000	1,000	421	(579)
Total revenues	<u>9,006,000</u>	<u>9,006,000</u>	<u>9,424,895</u>	<u>418,895</u>
EXPENDITURES:				
Service operations:				
Human resources	6,399,500	6,207,788	6,205,001	2,787
ESD management	660,900	772,320	620,439	151,881
Fleet	263,000	263,000	208,949	54,051
Operations	323,000	396,049	368,202	27,847
Communication	196,000	203,243	203,243	-
Technology	66,000	66,000	46,856	19,144
Administration	50,000	50,000	34,805	15,195
Prevention and education	31,000	31,000	20,411	10,589
Capital outlay	442,967	2,422,844	2,252,206	170,638
Debt service:				
Principal payments	99,576	99,576	99,576	-
Interest payments	24,457	24,457	24,457	-
Total expenditures	<u>8,556,400</u>	<u>10,536,277</u>	<u>10,084,145</u>	<u>452,132</u>
EXCESS (DEFICIT) OF REVENUES OVER (UNDER) EXPENDITURES	449,600	(1,530,277)	(659,250)	871,027
OTHER SOURCES:				
Proceeds from asset sales	-	-	2,712	2,712
Insurance proceeds	-	-	107,164	107,164
CHANGE IN FUND BALANCE	<u>449,600</u>	<u>(1,530,277)</u>	<u>(549,374)</u>	<u>980,903</u>
FUND BALANCES:				
Beginning of year	<u>5,763,001</u>	<u>5,763,001</u>	<u>5,763,001</u>	<u>-</u>
End of year	<u>\$ 6,212,601</u>	<u>4,232,724</u>	<u>5,213,627</u>	<u>980,903</u>

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

NOTES TO BASIC FINANCIAL STATEMENTS YEAR ENDED SEPTEMBER 30, 2010

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Travis County Emergency Services District No. 6 (the "District") was created under the Texas Health and Safety Code, Chapter 775. The District provides fire suppression, emergency medical and rescue first response, hazardous materials incident response, marine incident response and other emergency incident response that may arise within its boundaries. The District is also responsible for fire prevention and the enforcement of fire codes.

The reporting entity of the District encompasses those activities and functions over which the District's elected officials exercise significant oversight or control. The District is governed by a five member Board of Commissioners which has been appointed by the Travis County Commissioners' Court. The District is not included in any other governmental "reporting entity" as defined by the Governmental Accounting Standards Board ("GASB") Statement No. 14 since Board members have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

Government-Wide and Fund Financial Statements - For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "Total Governmental Funds" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the statement of net assets and the statement of activities.

The government-wide financial statements report information on all of the activities of the District. The effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the expenses are offset by program revenues. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by the District. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Amounts reported as program revenues include charges to customers or applicants for goods, services, or privileges provided. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Major revenue sources considered susceptible to accrual include inspection fees, insurance claims processing, interest income, and sales taxes. No accrual for property taxes collected within sixty days of year-end has been made as such amounts are deemed immaterial; delinquent property taxes at year end are reported as deferred revenue.

The District reports the following major governmental funds:

The General Fund includes financial resources used for general operations. It is a budgeted fund, and any fund balances are considered resources available for current operations.

The Debt Service Fund includes debt service taxes and other revenues collected to retire bond principal and to pay interest due.

The Capital Projects Fund is used to account for financial resources designated to be used for authorized construction and other capital asset acquisitions.

Budgets and Budgetary Accounting

Formal budgetary integration is employed as a management control device for the General Fund and Debt Service Fund. Prior to the beginning of each fiscal year, the District prepares a budget. The operating budget includes proposed expenditures and the means of financing those expenditures and is adopted on the modified accrual basis, which is consistent with generally accepted accounting principles.

Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board of Commissioners formally adopts the budget through passage of a motion. The District may amend the budget throughout the year, approving such additional expenditures as may be required. All annual appropriations for the General Fund lapse at the fiscal year-end.

Assets, Liabilities, and Net Assets or Equity

Investments - The District is entitled to invest any and all of its funds in obligations of the United States of America or its agencies, direct obligations of the State of Texas, obligations of states, agencies, counties, cities and other political subdivisions of any statement having a rating of not less than A or its equivalent, certificates of deposit, fully collateralized repurchase agreements, and public fund investment pools. The District's investment policies and types of investments are governed by Section 2256 of the Government Code ("Public Funds Investment Act"). The District's management believes that it complied with the requirements of the District's investment policy and the Public Funds Investment Act. The District accrues interest on temporary investments based on the terms and effective interest rates of the specific investments.

Capital Assets - Capital assets, which include land, construction in progress, buildings, vehicles and equipment are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of at least \$5,000. Such assets are recorded at historical cost if purchased or estimated fair value at the date of donation if donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

Capital assets (other than land and construction in progress) are depreciated using the straight-line method over the following estimated useful lives:

Asset	Years
Buildings	15-40
Vehicles	8-25
Equipment	3-25

Prepaid Assets - Certain prepayments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid assets in both the government-wide and fund financial statements.

Ad Valorem Property Taxes - Delinquent taxes are prorated between maintenance and debt service based on rates adopted for the year of the levy. Allowances for uncollectibles within the General and Debt Service Funds are based upon historical experience in collecting property taxes. Uncollectible personal property taxes are periodically reviewed and written off, but the District is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

Recently Issued Accounting Pronouncements

In March 2009, the GASB issued GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, effective for fiscal years beginning after June 15, 2010, which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Management is still evaluating the effects that the full implementation of GASB Statement No. 54 will have on its financial statements for the year ended September 30, 2011, primarily as it relates to fund balance classifications.

2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Amounts reported for governmental activities in the statement of net assets are different because:

Governmental funds total fund balance	\$ 7,445,678
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	
Capital assets, net of accumulated depreciation	9,439,482
Deferred tax revenue is not available to pay for current-period expenditures and, therefore, is deferred in the funds.	234,270
The following liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Bonds payable	(6,095,000)
Less: Bond issuance costs	99,436
Capital lease payable	(886,336)
Bond and lease interest payable	(46,182)
Compensated absences	(231,975)
	<u>9,959,373</u>
Total net assets	<u>\$ 9,959,373</u>

Amounts reported for governmental activities in the statement of activities are different because:

Deficit of revenues under expenditures	\$ (1,968,782)
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	
Capital outlay	3,685,796
Depreciation expense	(591,592)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	
Change in deferred tax revenue	24,551
Bond and capital lease proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net assets. Repayment of bond and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	
Repayment of bond principal	275,000
Repayment of capital lease principal	99,576
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	
Change in interest payable	(20,301)
Amortization of bond issuance costs	(5,602)
Change in compensated absences	(30,196)
Gain on disposal of capital assets	(2,013)
	<u>1,466,437</u>
Change in net assets	<u>\$ 1,466,437</u>

3. CASH AND TEMPORARY INVESTMENTS

The District's deposits are required to be secured in the manner provided by law for the security of the funds. At September 30, 2010, such deposits were entirely covered by Federal Deposit Insurance Corporation ("FDIC") insurance or secured by collateral pledged by the depository.

The Public Funds Investment Act authorizes the District to invest in funds under a written investment policy. The District's deposits and investments are invested pursuant to the investment policy, which is approved annually by the Board of Commissioners. The primary objectives of the District's investment strategy, in order of priority, are safety, liquidity, and yield.

The District had investments of \$7,255,157[✓] in an external local governmental investment pool, Texas Local Governmental Investment Pool ("TexPool"), at September 30, 2010. The investments had a weighted average maturity of one day and TexPool has a Standard and Poor's rating of AAAm.

TexPool is an external investment pool offered to local governments. Although TexPool is not registered with the SEC as an investment company, it operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. TexPool is overseen by the Texas State Comptroller of Public Accounts, who is the sole officer, director and shareholder of the Texas Treasury Safekeeping Trust Company which is authorized to operate TexPool. TexPool also has an advisory board to advise on TexPool's investment policy; this board is made up equally of participants and nonparticipants who do not have a business relationship with TexPool. Federated Investors manages daily operations of TexPool under a contract with the Comptroller and is the investment manager for the pool. TexPool uses amortized cost rather than market value to report net assets to compute share prices. Accordingly, the fair value of the position in TexPool is the same as the value of the TexPool shares. TexPool's investment policy stipulates that it must invest in accordance with the Public Funds Investment Act.

Credit Risk - Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized agencies are designed to give an indication of credit risk. At September 30, 2010, investments were included in a local governmental investment pool with a ratings from Standard and Poor's in compliance with the District's investment policy.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investments in a single issuer. At September 30, 2010, all of the District's investments were with TexPool.

Interest Rate Risk - The District considers the holdings in the local governmental investment pool to have a one day weighted average maturity due to the fact that the share position can usually be redeemed each day at the discretion of the shareholders, unless there has been a significant change in value.

4. INTERFUND RECEIVABLES AND PAYABLES

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds." The composition of interfund balances as of September 30, 2010 is as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Debt Service	General	\$ 8,543
General	Capital Projects	28,451
Total		<u>\$ 36,994</u>

5. CAPITAL ASSETS

Capital assets activity for the year ended September 30, 2010 was as follows:

	<u>Balance September 30, 2009</u>	<u>Additions</u>	<u>Retirements and Transfers</u>	<u>Balance September 30, 2010</u>
Capital assets not being depreciated:				
Land	\$ 890,134	-	-	890,134
Construction in progress	561,946	517,382	(8,762)	1,070,566
Total capital assets not being depreciated	1,452,080	517,382	(8,762)	1,960,700
Capital assets being depreciated:				
Vehicles	4,412,383	1,237,840	(2,612)	5,647,611
Equipment	755,009	286,635	-	1,041,644
Buildings	2,591,275	1,643,939	8,762	4,243,976
Total capital assets being depreciated	7,758,667	3,168,414	6,150	10,933,231
Less accumulated depreciation for:				
Vehicles	(1,979,660)	(379,564)	599	(2,358,625)
Equipment	(378,759)	(120,106)	-	(498,865)
Buildings	(505,037)	(91,922)	-	(596,959)
Total accumulated depreciation	(2,863,456)	(591,592)	599	(3,454,449)
Total capital assets, being depreciated, net	4,895,211	2,576,822	6,749	7,478,782
Capital assets, net	<u>\$ 6,347,291</u>	<u>3,094,204</u>	<u>(2,013)</u>	<u>9,439,482</u>

Insurance recovery - During the current year, the District received insurance proceeds of \$107,164 related to a fire at the District's Station #1 in prior year. The insurance proceeds received resulted in a gain on impairment during the current year and is reflected as an extraordinary item in the government-wide financial statements.

6. LONG-TERM LIABILITIES

Long-term liabilities transactions for the year ended September 30, 2010, are summarized as follows:

	Balance September 30, 2009	Additions	Retirements	Balance September 30, 2010	Due Within One Year
Tax revenue bonds	\$ 6,370,000	-	(275,000)	6,095,000	290,000
Capital lease	985,912	-	(99,576)	886,336	80,780
Compensated absences	201,779	30,196	-	231,975	231,975
Total governmental activities	<u>\$ 7,557,691</u>	<u>30,196</u>	<u>(374,576)</u>	<u>7,213,311</u> ✓	<u>602,755</u> ✓

Bonded debt consisted of the following at September 30, 2010:

General Obligation Bonds Series	Date of Issue	Amounts of Original Issue	Maturity Date	Interest Rate	Outstanding at 9-30-10	Due Within One Year
2003	5-1-2003	\$ 3,500,000	2023	2.0-4.3%	\$ 2,575,000	\$ 155,000
2008	7-8-2008	3,740,000	2028	4.3%	3,520,000	135,000
		<u>\$ 7,240,000</u>			<u>\$ 6,095,000</u>	<u>\$ 290,000</u>

Bonds payable are payable from and secured by the proceeds of ad valorem taxes within the legal limitation of \$0.10 per \$100 of taxable assessed valuation, on all taxable property within the District. At September 30, 2010, limited tax bonds of approximately \$2,760,000 were authorized by the voters of the District, but unissued.

Debt service requirements to maturity for District's bonds are summarized as follows:

Fiscal Year	Principal	Interest	Total Requirement
2011	\$ 290,000	245,875	535,875
2012	305,000	234,523	539,523
2013	315,000	222,701	537,701
2014	325,000	210,405	535,405
2015	335,000	197,545	532,545
2016-2020	1,905,000	766,687	2,671,687
2021-2025	1,830,000	339,836	2,169,836
2026-2028	790,000	52,029	842,029
Total	\$ 6,095,000	2,269,601	8,364,601

The District financed the purchase of a fire truck through a capital lease agreement with a bank. The purchase price of the fire truck was \$985,912 which equates to the capital lease principal amount. The fire truck had accumulated depreciation of \$71,205 and a net book value of \$914,707 at September 30, 2010. Under the terms of the capital lease agreement, principal and interest payments of \$124,033 are due annually on March 1 beginning on March 1, 2010 through March 1, 2019. At the end of the lease term, the District has a bargain purchase option allowing the District to purchase the fire truck for one dollar. The effective interest rate on the lease is 4.88%. Lease payment requirements are as follows:

Fiscal Year	Principal	Interest	Total Requirement
2011	\$ 80,780	43,253	124,033
2012	84,722	39,311	124,033
2013	88,856	35,177	124,033
2014	93,193	30,840	124,033
2015	97,740	26,293	124,033
2016-2019	441,045	55,087	496,132
Total	\$ 886,336	229,961	1,116,297

Compensated Absences - Compensated absences represent the estimated liability for employees' accrued vacation for which employees are entitled to be paid upon termination. The retirement of this liability is paid from the General Fund.

7. PROPERTY TAXES

The District is authorized to levy a tax each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located within its boundaries. Assessed values are established annually by the Travis Central Appraisal District. District property tax revenues are recognized when levied to the extent that they are collected in the current year. The uncollected balance is reported as deferred revenue. Taxes receivable are due January 1 and are delinquent if received after January 31 and are subject to penalty and interest charges.

In September 2009, the District levied a combined tax rate of \$0.10 per \$100 of assessed valuation to finance operating expenditures and debt service requirements. The maintenance tax rate and the debt service tax rate were \$0.0939 and \$0.0061, respectively. The total 2009 tax levy was \$8,896,620 based on a taxable valuation of \$8,896,620,000.

8. PENSION PLAN

Volunteers

The District makes quarterly contributions, on behalf of the volunteer firefighters of the District, to a retirement system administered by the Fire Fighters Pension Commission. This entity was created by the Texas Legislature and administers contributions made to it from various statewide emergency and fire-fighting organizations (primary volunteer groups) and is considered a multiple-employee pension plan. The plan is a combination defined benefit and defined contribution plan. The Fire Chief of the District reviews volunteer's participation in the department to ensure eligibility for receiving pension benefits.

The District makes 100% of all contributions currently at \$84 per volunteer per month. All obligations are fully funded quarterly. Benefits are calculated on a basis of six times contribution and participants are vested as follows:

<u>Years of service</u>	<u>Vesting Percentage</u>
After 5 years	25%
6 to 10 years	Increased 5% each year to 50% in year 10
11 to 15 years	Increased 10% each year to 100% in year 15
15 years	100%

Withdrawal may begin at age 55. Financial statements for the pension plan may be obtained from the Fire Fighter's Pension Commission, P.O. Box 12577, Austin, TX 78701.

Firefighters' Relief and Retirement Fund

The full-time firefighters of the District created the Travis County Emergency Services District No. 6 Firefighters' Relief and Retirement Fund (the "Fund") on March 1, 2008 to provide retirement, disability, and death benefits to all full-time firefighters who are eligible to participate through a single-employer defined benefit plan. The Texas Local Fire Fighter's Retirement Act ("TLFFRA") Board of Trustees is the administrator of the Fund. The Fund is an independent entity for financial reporting purposes. The District is the only contributing employer. The financial reports are available upon written request from the Fund's Board of Trustees.

The plan provisions are established under the authority of the TLFFRA. Members can retire at age 55 with 20 years of service. Members are vested after 10 years of service, and will be entitled to benefits starting at age 50. Members who terminate employment prior to vesting will be entitled to the return of the excess of their contributions to the fund less the amount of benefits they received from the Fund.

Retirement and termination benefits are calculated using the member's highest average monthly pay. Highest average monthly pay is based on an average of the 60 consecutive months of compensation which produces the highest average. A member who retires under the service retirement provisions of the Fund will receive a monthly benefit amount equal to 1.67% of the member's highest average monthly average pay multiplied by their credited service. Service retirement benefits are payable over the member's lifetime. If that member's death precedes that of their spouse, then two-thirds of the member's benefit will be continued over the life of the spouse. If an active member becomes disabled under the terms of the plan they will receive a monthly benefit payment equal to \$100 per month. If a member dies while in active service, the member's spouse will receive an immediate monthly benefit payment equal to \$100 per month payable for life, but will cease upon remarriage. Each unmarried child of the deceased member will receive a monthly benefit payment of \$20 until the age of 18. In the event a member has no spouse at death or if the surviving spouse subsequently dies, each unmarried child of the member will receive \$40.

Funding Policy - The authority under which the obligation to contribute to the Fund of the plan members and the employer is a plan document executed by the Board of Trustees. The Board of Trustees acts on behalf of Fund members and the District under authority of TLFFRA and Title 8 of the Texas Government Code. The Fund is funded by monthly contributions of 12% from both employee members and the District based on the covered payroll of employee members. For the year ending December 31, 2010, the District required contribution rate for the plan is 4.671% of employee members' pay.

Annual Pension Cost - For the District's year ending September 30, 2010, the annual pension cost for the Fund was \$762,003 based on employee member and District contributions.

The annual required contributions were actuarially determined as a percent of the covered payroll of the participating employees and were in compliance with GASB Statement No. 27 parameters based on the actuarial valuations, the basis for determining the contributions rates for the valuations noted below. The January 1, 2010 actuarial valuation is the most recent valuation.

Actuarial Valuation Information:

Actuarial valuation date	1/1/2008	1/1/2010
Actuarial cost method	Entry age	Entry age
Amortization method	Level percentage of payroll, open	Level percentage of payroll, open
Amortization period	20 years	9.1 years
Asset valuation method	No method had been selected	Smoothed market value

Actuarial Assumptions:

Investment return	7.0%	7.0%
Projected salary increases	5.5%	5.5%
Inflation	3.25%	3.0%
Cost-of-living adjustments	0.0%	0.0%

Trend information for the Fund for the fire fighters of the District:

Accounting Year Ended	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
9/30/2008	\$ 624,443	100%	-
9/30/2010	762,003	100%	-

The schedule of funding progress, presented as required supplementary information following the *Notes to Basic Financial Statements*, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability.

9. DEFERRED COMPENSATION PLAN

The District offers its full time employees a voluntary deferred compensation plan that permits them to defer a portion of their current salary until future years. Any contributions made to the deferred compensation plan, in compliance with Section 457 of Internal Revenue Code ("IRC"), are not available to employees until termination of employment, retirement, death or an unforeseen emergency. The plan is administered by Security Administrators, Inc. In compliance with the provision of IRC Section 457(b), the plan assets are in custodial accounts for the exclusive benefit of the plans participants and beneficiaries.

An additional feature of this plan is that the employer matched 100% of employee contributions up to 10% of an employee's compensation until the deferred compensation plan was amended effective February 14, 2010. After the amendment, the employer match was increased to 12% of an employee's compensation for employees participating in the deferred compensation plan that are not in the TLFFRA pension plan. However, employer contributions are not fully vested to employees until after six years of service. Any employer contributions forfeited due to employee separation prior to six years of service will be redistributed to remaining active employees of the plan. For the year ending September 30, 2010, forty employees participated in the plan with contributions totaling \$174,834 for both the employer and employees, and there are no unfunded obligations.

10. OPERATING LEASE

The District has entered into an operating lease agreement with the City of Bee Cave. This lease agreement is for land on which one of its fire stations is located. This lease is fixed and long term and not subject to increase without renegotiating. The amount expended for this lease and the future minimum payments under the lease are minimal.

The District leases office space to third parties under operating leases on a month to month basis. The cost of the leased property was \$511,660 and accumulated depreciation was \$8,528 at September 30, 2010, and is included in buildings.

11. RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District purchases its insurance from regular commercial companies. As of September 30, 2010, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having been filed within the last three years.

12. ANNEXATION OF DISTRICT LAND BY THE CITY OF AUSTIN

The City of Austin has the right to annex property within the District which could in the future result in a reduction of the total value of property within the District and therefore a reduction in the total tax revenue to be collected. During the prior fiscal year, the City of Austin notified the District that it plans to annex River Place in December 2017. The District may also, in the future, enter into agreements for the exchange of particular properties with other emergency services districts.

13. SUBSEQUENT EVENTS

On October 28, 2010, the District amended the 457(b) Deferred Compensation Plan to add an employer matching contribution up to a maximum of 1% of the employees covered under the collective bargaining agreements gross pay (Note 9).

Effective January 1, 2011, the District restated its 457(b) Deferred Compensation Plan, adopted a 401(a) Profit Sharing Plan, and added Scholz, Klein and Friends as a third party administrator (Note 9).

REQUIRED SUPPLEMENTARY INFORMATION

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

SCHEDULE OF FUNDING PROGRESS FOR THE TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6 FIREFIGHTERS' RELIEF AND RETIREMENT FUND SEPTEMBER 30, 2010

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Annual Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
1/1/2008	\$ -	\$2,644,708	\$2,644,708	0.00%	\$3,132,270	84.43%
1/1/2010	1,162,285	4,109,994	2,947,709	28.28%	3,717,196	79.30%

OTHER SUPPLEMENTAL INFORMATION

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - DEBT SERVICE FUND YEAR ENDED SEPTEMBER 30, 2010

	BUDGET ORIGINAL AND FINAL	ACTUAL	VARIANCE
REVENUES:			
Property taxes	\$ 532,000	536,635	4,635
Penalties and interest on taxes	3,000	3,688	688
Interest	-	65	65
Total revenues	<u>535,000</u>	<u>540,388</u>	<u>5,388</u>
EXPENDITURES:			
Service operations- ESD management	-	96	(96)
Debt service:			
Principal payments	275,000	275,000	-
Interest payments	256,600	256,448	152
Total expenditures	<u>531,600</u>	<u>531,544</u>	<u>56</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>3,400</u>	<u>8,844</u>	<u>5,444</u>
CHANGE IN FUND BALANCE	3,400	8,844	5,444
FUND BALANCES:			
Beginning of year	36,366	36,366	-
End of year	<u>\$ 39,766</u>	<u>45,210</u>	<u>5,444</u>

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TRAVIS COUNTY
AUDITORS OFFICE

**TRAVIS COUNTY
EMERGENCY SERVICES
DISTRICT NO. 8**

**Financial Statements for the
Year Ended September 30, 2010 and
Independent Auditors' Report**



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

TABLE OF CONTENTS

	<u>Page</u>
INDEPENDENT AUDITORS' REPORT	1
MANAGEMENT'S DISCUSSION AND ANALYSIS	2-5
BASIC FINANCIAL STATEMENTS:	
Statement of Net Assets and Governmental Funds Balance Sheet	6
Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances	7
Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund	8
Notes to Basic Financial Statements	9-16



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Round Rock: 303 East Main Street
Round Rock, TX 78664

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of
Travis County Emergency Services District No. 8:

We have audited the accompanying financial statements of the governmental activities and each major fund of Travis County Emergency Services District No. 8 (the "District") as of and for the year ended September 30, 2010, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of the District. Our responsibility is to express opinions on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2010, the respective changes in financial position, and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 2 through 5 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Maxwell Locke & Ritter LLP
February 22, 2011

Affiliated Companies

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Travis County Emergency Services District No. 8 Management's Discussion & Analysis September 30, 2010

In accordance with Governmental Accounting Standards Board ("GASB") Statement No. 34, the management of Travis County Emergency Services District No. 8 (the "District") offers the following narrative on the financial performance of the District for the year ended September 30, 2010. Please read it in connection with the District's financial statements that follow.

For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "Total Governmental Funds" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the Statement of Net Assets and the Statement of Activities.

Overview of the Basic Financial Statements

The District's reporting is comprised of two parts:

- *Management's Discussion and Analysis* (this section)
- *Basic Financial Statements*
 - *Statement of Net Assets and Governmental Funds Balance Sheet*
 - *Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances*
 - *Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund*
 - *Notes to Basic Financial Statements*

The *Statement of Net Assets and Governmental Funds Balance Sheet* includes a column (titled "Total Governmental Funds") that represents a balance sheet prepared using the modified accrual basis of accounting. The adjustments column converts those balances to a balance sheet that more closely reflects a private-sector business. Over time, increases or decreases in the District's net assets will indicate financial health.

The *Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances* includes a column (titled "Total Governmental Funds") that derives the change in fund balance resulting from current year revenues, expenditures, and other financing sources or uses. These amounts are prepared using the modified accrual basis of accounting. The adjustments column converts those activities to full accrual, a basis that more closely represents the income statement of a private-sector business.

The *Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund* presents a comparison statement between the District's adopted budget to its actual results.

The *Notes to Basic Financial Statements* provide additional information that is essential to a full understanding of the information presented in the *Statement of Net Assets and Governmental Funds Balance Sheet* and the *Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances*.

The District as a Whole

The District's combined net assets for the years ending September 30, 2010 and 2009 are shown in the table below. Our analysis below focuses on the net assets and changes in the net assets of the District's governmental activities as reported in the accrual basis of accounting.

STATEMENT OF NET ASSETS

	<u>9/30/2010</u>	<u>9/30/2009</u>
Assets:		
Current	\$ 839,620	\$ 759,239
Capital assets (net of accumulated depreciation)	<u>2,484,500</u>	<u>2,564,594</u>
TOTAL ASSETS	<u>\$ 3,324,120</u>	<u>\$ 3,323,833</u>
Liabilities:		
Current liabilities	161,048	268,954
Long-term liabilities	<u>1,993,294</u>	<u>2,145,762</u>
TOTAL LIABILITIES	<u>2,154,342</u>	<u>2,414,716</u>
Net Assets:		
Invested in capital assets, net of related debt	338,738	285,752
Unrestricted	<u>831,040</u>	<u>623,365</u>
TOTAL NET ASSETS	<u>\$ 1,169,778</u>	<u>\$ 909,117</u>

The District's total assets were approximately \$3,324,000 as of September 30, 2010. Of this amount, approximately \$2,485,000 is accounted for by capital assets. The District had outstanding liabilities of approximately \$2,154,000 of which approximately \$2,146,000 represents notes payable obligations.

The changes in net assets for the respective periods are also shown in the table below.

STATEMENT OF ACTIVITIES

	<u>9/30/2010</u>	<u>9/30/2009</u>
Expenses:		
Service operations and capital outlay	\$ 1,139,263	\$ 1,233,457
Depreciation	113,335	61,223
Debt service	<u>93,803</u>	<u>109,601</u>
TOTAL EXPENSES	<u>1,346,401</u>	<u>1,404,281</u>
Revenues-		
General revenues	<u>1,607,062</u>	<u>1,574,015</u>
TOTAL REVENUES	<u>1,607,062</u>	<u>1,574,015</u>
CHANGE IN NET ASSETS	<u>\$ 260,661</u>	<u>\$ 169,734</u>

General revenues increased by approximately \$33,000 to approximately \$1,607,000 for the fiscal year ended September 30, 2010 due to an increase in property tax collections. Property taxes generated approximately \$1,416,000 in revenues. Total expenses decreased approximately \$58,000 to approximately \$1,346,000 for the fiscal year ended September 30, 2010. Net assets increased approximately \$261,000 for the fiscal year ended September 30, 2010 compared to an increase of approximately \$170,000 for the fiscal year ended September 30, 2009.

The District Governmental Funds

At the end of the fiscal year September 30, 2010, the District's governmental funds reported a combined fund balance of approximately \$807,000, which is an increase of approximately \$191,000 from last year, the majority of which is due to increased revenue related to the District's property taxes.

General Fund Budgetary Highlights

The actual expenditures in the General Fund were \$1,432 more than the budgeted amounts primarily due to higher than expected Pedernales Fire Department funding expenditures. The actual revenues in the General Fund were \$31,879 more than budgeted amounts primarily due to higher than expected sales tax revenue.

Capital Asset and Debt Administration

Capital Assets

At September 30, 2010 and 2009, the District had the following capital assets in operation:

CAPITAL ASSETS AT YEAR END

	<u>9/30/2010</u>	<u>9/30/2009</u>
Buildings	\$ 2,158,094	\$ 2,124,853
Vehicles and equipment	829,128	829,128
TOTAL CAPITAL ASSETS	<u>2,987,222</u>	<u>2,953,981</u>
Accumulated depreciation	(502,722)	(389,387)
TOTAL NET CAPITAL ASSETS	<u>\$ 2,484,500</u>	<u>\$ 2,564,594</u>

For the year ended September 30, 2010, the District's capital outlay totaled approximately \$33,000, consisting of expenditures related to building improvements. More detailed information about the District's capital assets is presented in the *Notes to Basic Financial Statements*.

Notes Payable

In 2005, the District entered into two notes payable agreements from a bank to finance the acquisition of the Pedernales Emergency Services' fire apparatus. The District made principal payments of \$78,629 during the year ended September 30, 2010 related to these notes payable agreements. In 2008, the District entered into a notes payable agreement from a bank to fund the construction of the District's new fire station. The District made principal payments of \$67,715 during the year ended September 30, 2010 related to this note payable agreement. More detailed information about the District's notes payable is presented in the *Notes to Basic Financial Statements*.

Economic Factors, Next Year's Budgets and Rates

The District Commissioners considered various factors when setting the ad valorem tax rate that will be charged for the governmental activities. Considerations included the economy of the area within the District boundaries. Tax revenues are currently limited by the mandatory \$0.10 per \$100 of assessed valuation cap.

Contacting the District's Financial Management

This financial report is designed to provide a general overview of the District's finances and to demonstrate the District's accountability for the funds it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the District at Travis County Emergency Services District No. 8, Attn: Treasurer, 801 Bee Creek Rd., Briarcliff, TX 78669.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS BALANCE SHEET SEPTEMBER 30, 2010

	GENERAL FUND	CAPITAL PROJECTS FUND	TOTAL GOVERNMENTAL FUNDS	ADJUSTMENTS (NOTE 2)	STATEMENT OF NET ASSETS
ASSETS:					
Cash	\$ 8,645	-	8,645	-	8,645
Investments	422,697	-	422,697	-	422,697
Receivables:					
Property taxes	35,481	-	35,481	-	35,481
Sales taxes	34,611	-	34,611	-	34,611
Prepaid expenses	334,786	-	334,786	-	334,786
Security deposits	3,400	-	3,400	-	3,400
Capital assets (net of accumulated depreciation):					
Vehicles and equipment	-	-	-	385,384	385,384
Buildings	-	-	-	2,099,116	2,099,116
Total assets	<u>\$ 839,620</u>	<u>-</u>	<u>839,620</u>	<u>2,484,500</u>	<u>3,324,120</u>
LIABILITIES:					
Deferred revenue	\$ 32,861	-	32,861	(32,861)	-
Interest payable	-	-	-	8,580	8,580
Long-term liabilities:					
Due within one year	-	-	-	152,468	152,468
Due after one year	-	-	-	1,993,294	1,993,294
Total liabilities	<u>32,861</u>	<u>-</u>	<u>32,861</u>	<u>2,121,481</u>	<u>2,154,342</u>
FUND BALANCE/ NET ASSETS:					
Fund balances:					
Reserved for-					
Prepaid expenses	334,786	-	334,786	(334,786)	-
Unreserved, undesignated	471,973	-	471,973	(471,973)	-
Total fund balances	<u>806,759</u>	<u>-</u>	<u>806,759</u>	<u>(806,759)</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 839,620</u>	<u>-</u>	<u>839,620</u>		
Net assets:					
Investment in capital assets, net of related debt				338,738	338,738
Unrestricted				831,040	831,040
Total net assets				<u>\$ 1,169,778</u>	<u>\$ 1,169,778</u>

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES YEAR ENDED SEPTEMBER 30, 2010

	GENERAL FUND	CAPITAL PROJECTS FUND	TOTAL GOVERNMENTAL FUNDS	ADJUSTMENTS (NOTE 2)	STATEMENT OF ACTIVITIES
EXPENDITURES/EXPENSES:					
Service operations:					
Pedernales Fire					
Department funding	\$ 1,104,925	-	1,104,925	-	1,104,925
Professional fees	11,403	-	11,403	-	11,403
Appraisal district fees	7,283	-	7,283	-	7,283
Meetings/seminars	2,450	-	2,450	-	2,450
Other	13,202	-	13,202	-	13,202
Capital outlay	19,977	13,264	33,241	(33,241)	-
Depreciation	-	-	-	113,335	113,335
Debt service:					
Principal payments	146,344	-	146,344	(146,344)	-
Interest payments	94,473	-	94,473	(670)	93,803
Total expenditures/expenses	<u>1,400,057</u>	<u>13,264</u>	<u>1,413,321</u>	<u>(66,920)</u>	<u>1,346,401</u>
General revenues:					
Property taxes	1,413,402	-	1,413,402	2,887	1,416,289
Penalties and interest on taxes	14,363	-	14,363	-	14,363
Sales taxes	173,755	-	173,755	-	173,755
Interest	1,494	-	1,494	-	1,494
Miscellaneous	1,161	-	1,161	-	1,161
Total revenues	<u>1,604,175</u>	<u>-</u>	<u>1,604,175</u>	<u>2,887</u>	<u>1,607,062</u>
EXCESS (DEFICIT) OF REVENUES OVER (UNDER) EXPENDITURES	204,118	(13,264)	190,854	(190,854)	-
Change in net assets				260,661	260,661
FUND BALANCES/ NET ASSETS:					
Beginning of year	602,641	13,264	615,905	293,212	909,117
End of year	<u>\$ 806,759</u>	<u>-</u>	<u>806,759</u>	<u>363,019</u>	<u>1,169,778</u>

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND YEAR ENDED SEPTEMBER 30, 2010

	BUDGET ORIGINAL AND FINAL	ACTUAL	VARIANCE
REVENUES:			
Property taxes	\$ 1,420,796	1,413,402	(7,394)
Penalties and interest on taxes	12,000	14,363	2,363
Sales taxes	130,000	173,755	43,755
Interest	1,500	1,494	(6)
Miscellaneous	8,000	1,161	(6,839)
Total revenues	<u>1,572,296</u>	<u>1,604,175</u>	<u>31,879</u>
EXPENDITURES:			
Service operations:			
Pedernales Fire Department funding	1,101,625	1,104,925	(3,300)
Professional fees	12,000	11,403	597
Appraisal district fees	7,500	7,283	217
Meetings/seminars	2,500	2,450	50
Other	10,000	13,202	(3,202)
Capital outlay	23,000	19,977	3,023
Debt service:			
Principal payments	147,000	146,344	656
Interest payments	95,000	94,473	527
Total expenditures	<u>1,398,625</u>	<u>1,400,057</u>	<u>(1,432)</u>
EXCESS OF REVENUES OVER EXPENDITURES	173,671	204,118	30,447
CHANGE IN FUND BALANCE	<u>173,671</u>	<u>204,118</u>	<u>30,447</u>
FUND BALANCES:			
Beginning of year	<u>602,641</u>	<u>602,641</u>	<u>-</u>
End of year	<u>\$ 776,312</u>	<u>806,759</u>	<u>30,447</u>

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

NOTES TO BASIC FINANCIAL STATEMENTS YEAR ENDED SEPTEMBER 30, 2010

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Travis County Emergency Services District No. 8 (the "District") was approved by voters of the District in a general election on November 5, 1985 as Travis County Fire Control District No. 12. Pursuant to Texas Health and Safety Code 794.100, the District was legally converted to a district operating under the Texas Health and Safety Code, Chapter 775, by an election of the voters of the District held on November 2, 1999. As a result, the name of the District changed to Travis County Emergency Services District No. 8, effective December 2, 1999 and the District automatically assumed all rights and obligations of the former entity. The District provides fire suppression, emergency medical and rescue first response, hazardous materials incident response, and other emergency incident response that may arise within its boundaries.

The reporting entity of the District encompasses those activities and functions over which the District's appointed officials exercise significant oversight or control. The District is governed by a five member Board of Commissioners which has been appointed by the Travis County Commissioners' Court. The District is not included in any other governmental "reporting entity" as defined by the Governmental Accounting Standards Board ("GASB") Statement No. 14 since Board members are elected by the public and have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

Government-Wide and Fund Financial Statements - For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "Total Governmental Funds" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the statement of net assets and the statement of activities.

The government-wide financial statements report information on all of the activities of the District.

The statement of activities demonstrates the degree to which the expenses are offset by program revenues. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by the District. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Amounts reported as program revenues include charges to customers or applicants for goods, services, or privileges provided. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Major revenue sources considered susceptible to accrual include interest income and sales tax. An accrual for property taxes collected within sixty days of year-end has been made; delinquent property taxes at period end are reported as deferred revenue.

The District reports the following major governmental funds:

The General Fund includes financial resources used for general operations and any fund balances are considered resources available for current operations.

The Capital Projects Fund is used to account for financial resources designated to be used for authorized construction and other capital asset acquisitions.

Assets, Liabilities, and Net Assets or Equity

Cash and cash equivalents - The District considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Investments - The District is entitled to invest any and all of its funds in obligations of, or guaranteed by, the United States of America or its agencies, certificates of deposit, and certain public fund investment pools. The District's investment policies and types of investments are governed by Section 2256 of the Government Code ("Public Funds Investment Act"). The District's management believes that it complied with the requirements of the District's investment policy and the Public Funds Investment Act. The District accrues interest on temporary investments based on the terms and effective interest rates of the specific investments.

Capital Assets - Capital assets, which include buildings and vehicles and equipment, are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of at least \$5,000. Such assets are recorded at historical cost if purchased or estimated fair value at the date of donation if donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset</u>	<u>Years</u>
Buildings	39.5
Vehicles	10-15
Equipment	5

Ad Valorem Property Taxes - Allowances for uncollectibles within the General Fund are based upon historical experience in collecting property taxes. Uncollectible personal property taxes are periodically reviewed and written off, but the District is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

Prepaid Expenses - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid expenses in both the government-wide and the fund financial statements. Prepaid expenses are charged to expenditures when consumed.

Recently Issued Accounting Pronouncements

In March 2009, the GASB issued GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, effective for fiscal years beginning after June 15, 2010, which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Management is still evaluating the effects that the full implementation of GASB Statement No. 54 will have on its financial statements for the year ended September 30, 2011, primarily as it relates to fund balance classifications.

2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Amounts reported for governmental activities in the statement of net assets are different because:

Governmental funds total fund balance	\$ 806,759
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	
Capital assets, net of accumulated depreciation	2,484,500
Deferred tax revenue is not available to pay for current-period expenditures and, therefore, is deferred in the funds.	32,861
The following liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Notes payable	(2,145,762)
Interest payable	(8,580)
Total net assets	<u>\$ 1,169,778</u>

Amounts reported for governmental activities in the statement of activities are different because:

Excess of revenues over expenditures	\$ 190,854
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	
Capital outlay	33,241
Depreciation expense	(113,335)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	
Change in deferred tax revenue	2,887
Repayment of notes payable obligations is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	
Repayment of notes payable obligations	146,344
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	
Change in interest payable	670
Change in net assets	<u>\$ 260,661</u>

3. CASH AND TEMPORARY INVESTMENTS

The District's deposits are required to be secured in the manner provided by law for the security of the funds. At September 30, 2010, such deposits were entirely covered by Federal Deposit Insurance Corporation ("FDIC") insurance or secured by collateral pledged by the depository.

The Public Funds Investment Act authorizes the District to invest in funds under a written investment policy. The District's deposits and investments are invested pursuant to the investment policy, which is approved annually by the Board of Commissioners. The primary objectives of the District's investment strategy, in order of priority, are safety, liquidity, and yield.

The District had investments of \$410,545 in an external local governmental investment pool, Texas Local Governmental Investment Pool ("TexPool"), and in a certificate of deposit of \$12,152 at September 30, 2010. The investment in TexPool had a weighted average maturity of one day and a Standard and Poor's rating of AAAM. The investment in the certificate of deposit had a weighted average maturity of 40 days.

TexPool is an external investment pool offered to local governments. Although TexPool is not registered with the SEC as an investment company, it operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. TexPool is overseen by the Texas State Comptroller of Public Accounts, who is the sole officer, director and shareholder of the Texas Treasury Safekeeping Trust Company which is authorized to operate TexPool. TexPool also has an advisory board to advise on TexPool's investment policy; this board is made up equally of participants and nonparticipants who do not have a business relationship with TexPool. Federated Investors manages daily operations of TexPool under a contract with the Comptroller and is the investment manager for the pool. TexPool uses amortized cost rather than market value to report net assets to compute share prices. Accordingly, the fair value of the position in TexPool is the same as the value of the TexPool shares. TexPool's investment policy stipulates that it must invest in accordance with the Public Funds Investment Act.

Credit Risk - Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized agencies are designed to give an indication of credit risk. At September 30, 2010, investments were included in a local governmental investment pool with a rating from Standard and Poor's in compliance with the District's investment policy and a certificate of deposit.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investments in a single issuer. At September 30, 2010, all of the District's investments were with TexPool and in a certificate of deposit.

Interest Rate Risk - The District considers the holdings in the local governmental investment pool to have a one day weighted average maturity due to the fact that the share position can usually be redeemed each day at the discretion of the shareholders, unless there has been a significant change in value.

4. CAPITAL ASSETS

Capital assets activity for the year ended September 30, 2010 was as follows:

	Balance September 30, 2009	Additions	Retirements and Transfers	Balance September 30, 2010
Capital assets being depreciated:	\$			
Vehicles and equipment	829,128	-	-	829,128
Buildings	2,124,853	33,241	-	2,158,094
Total capital assets being depreciated	<u>2,953,981</u>	<u>33,241</u>	<u>-</u>	<u>2,987,222</u>
Less accumulated depreciation for:				
Vehicles and equipment	(384,904)	(58,840)	-	(443,744)
Buildings	(4,483)	(54,495)	-	(58,978)
Total accumulated depreciation	<u>(389,387)</u>	<u>(113,335)</u>	<u>-</u>	<u>(502,722)</u>
Total capital assets being depreciated, net	<u>2,564,594</u>	<u>(80,094)</u>	<u>-</u>	<u>2,484,500</u>
Capital assets, net	<u>\$ 2,564,594</u>	<u>(80,094)</u>	<u>-</u>	<u>2,484,500</u>

5. LONG-TERM LIABILITIES

Long-term liabilities transactions for the year ended September 30, 2010 are summarized as follows:

	Balance September 30, 2009	Additions	Retirements	Balance September 30, 2010	Due Within One Year
Notes payable	\$ 2,292,106	-	(146,344)	2,145,762	152,468
Total governmental activities	<u>\$ 2,292,106</u>	<u>-</u>	<u>(146,344)</u>	<u>2,145,762</u>	<u>152,468</u>

Notes payable consisted of the following at September 30, 2010:

<u>Date of Issue</u>	<u>Amounts of Original Issue</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Outstanding at 9-30-10</u>	<u>Due Within One Year</u>
10-20-2005	\$ 335,615	2013	4.00%	\$ 149,385	\$ 43,908
10-20-2005	289,812	2013	4.00%	128,998	37,915
8-28-2008	2,000,000	2028	4.26%	1,867,379	70,645
	<u>\$ 2,625,427</u>			<u>\$ 2,145,762</u>	<u>\$ 152,468</u>

The notes payable agreements in 2005 are from Security State Bank and Trust of Fredericksburg to finance the acquisition of the Pedernales Emergency Services' fire apparatus. The note payable agreement in 2008 is from Bank of America to finance the construction of the new fire station.

Debt requirements to maturity for District's notes payable are summarized as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Requirement</u>
2011	\$ 152,468	88,350	240,818
2012	158,848	81,969	240,817
2013	165,495	75,322	240,817
2014	103,041	69,023	172,064
2015	83,695	65,383	149,078
2016-2020	476,058	269,331	745,389
2021-2025	588,404	156,985	745,389
2026-2028	417,753	29,480	447,233
Total	<u>\$ 2,145,762</u>	<u>835,843</u>	<u>2,981,605</u>

6. DEFERRED REVENUE

Deferred revenue at September 30, 2010 as reported in the General Fund consisted of net tax revenue of \$32,861.

7. PROPERTY TAXES

The District is authorized to levy a tax each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located within its boundaries. Assessed values are established annually by the Travis Central Appraisal District. District property tax revenues are recognized when levied to the extent that they are collected in the current year. The uncollected balance is reported as deferred revenue. Taxes receivable are due January 1 and are delinquent if received after January 31 and are subject to penalty and interest charges.

In September 2009, the District levied a tax rate of \$0.10 per \$100 of assessed valuation to finance operating expenditures and debt service requirements. The total 2009 tax levy was \$1,446,639 based on a taxable valuation of \$1,446,639,000.

8. CONTRACTED SERVICES

The District entered into an agreement with the Pedernales Emergency Services (“PES”) that was effective October 1, 2007 for a period of one year. This agreement has been extended annually since October 1, 2008. The District agreed to fund the operations of the PES quarterly, as funds are available, based on a budget for the PES that is approved by the District. In exchange for the funding provided by the District, the PES agreed to provide emergency services including fire fighting and first responder assistance in the geographic area served by the District. Expenditures of \$1,104,925 were incurred by the District related to this agreement during the year ended September 30, 2010.

9. RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District, through the Pedernales Fire Department, purchases its insurance from regular commercial companies. As of September 30, 2010, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having been filed within the last three years.

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AUDITORS OFFICE

Travis County Emergency
Services District No. Nine
Financial Statements
September 30, 2010

Travis County Emergency Services District No. Nine
For the year ending September 30, 2010

TABLE OF CONTENTS

Independent Auditor's Report	1
Management's Discussion and Analysis (unaudited).....	2-10
Basic Financial Statements:	
Governmental Funds Balance Sheet and Statement of Net Assets	11
Governmental Fund Revenues, Expenditures, and Changes in Fund Balances and Statement of Activities.....	12
Notes to Basic Financial Statements.....	13-27
Required Supplemental Information:	
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget to Actual – General Fund	28

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Texas Society of
Certified Public Accountants

Independent Auditor's Report

Board of Commissioners
Travis County Emergency Services District No. Nine
P.O. Box 162170
Austin, TX 78716-2170

We have audited the accompanying financial statements of the governmental activities of Travis County Emergency Services District No. Nine as of and for the year ended September 30, 2010, which comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of Travis County Emergency Services District No. Nine as of September 30, 2010, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 10 and page 28, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Medack & Oltmann, LLP

Medack & Oltmann, LLP
January 18, 2011



WESTLAKE FIRE DEPARTMENT

Travis County Emergency Service District #9
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Austin, TX 78746

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This section of the Travis County ESD # 9 (Westlake Fire Department) annual financial report presents our discussion and analysis of the Department's overall financial performance during the twelve-month period ended September 30, 2010. Please read this overview in conjunction with the Department's financial statements, which follow this section.

Financial Highlights

- Assets of the Department exceeded its liabilities at the close of the most recent period by \$4,623,824(net assets).
- The District increased its tax rate from \$0.08 to \$0.085 per \$100 of assessed valuation to increase its operating reserves over the next three years.
- The District paid Debt Service in the amount of \$142,130.
- During the year, the General Fund's Total Expenses were \$1,050,754 less than the \$4,829,553 generated in revenues from taxes, contract revenues, and fees.
- The District took delivery of two new fire engines in January 2010. These engines were paid for by cash in the previous year.
- The District paid \$24,850 for a pickup truck in October and \$39,876 cash for a Command Vehicle in December of FY2010.
- The District continued to maintain a management service agreement with Travis County ESD #3.
- The District moved its Business Office to the western side of the District in August 2010.
- The District continued to offer employees the option of Copay or Health Savings Account (H S A) Medical Insurance Plans.

Using This Annual Report:

This annual report consists of a series of financial statements. GASB Statement No. 34 provides that for governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined. The District presents the governmental funds in the first two columns and a total in the third column. The next column is an adjustments column, reconciling the amounts reported

in the governmental funds to show how each would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements. For governmental activities, this last column tells how these services were financed in the short term as well as what remains for future spending. Fund financial statements report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds.

Reporting the Department as a Whole

One of the questions that can be asked about the Department's finances is, "Is the Department better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities present information about the Department as a whole and its activities in a way that helps answer this question. These statements (as reported in the last column of each of the statements) include all of the Department's assets and liabilities, utilizing the accrual basis of accounting which is similar to the accounting used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two columns report the Department's net assets and changes in them. The difference between assets and liabilities, net assets, are one way to measure the Department's financial health. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating. However, other non-financial factors such as changes in the Department's property tax base and the condition of the Department's equipment and facilities must also be considered in an assessment of the overall financial health of the Department.

The statement of activities presents information showing how the Department's net assets changed during the most recent twelve-month period. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the Department that are principally supported by grants and government revenues. The government activities of the Department include Fire Suppression, Rescue Activities, Emergency Medical Services, Code Enforcement, and Public Education. The Department currently has no business-type activities.

Reporting the District's Governmental Funds

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Department, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare that information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Reporting the Department's Most Significant Funds.

The columns reporting the fund activity (as explained in more detail in the first section of this report) provide detailed information about the most significant funds, not the Department as a whole. Some funds are required to be established by State law and by bond covenants, however, the Department establishes many other funds to help in control and manage money for particular purposes or to show that it is meeting its legal responsibilities for using certain taxes, grants, and other money.

Most of the Department's basic services are reported in governmental funds which focus on how money flows into and out of those funds and the balances left at year end that are available for spending. These funds are reported using an accounting method called Modified Accrual accounting which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short term view of the Department's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Department's programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds is described in the adjustments column of the financial statements and in Note 15 to the financial statements.

The District as a Whole

Governmental activities increased the Department's net assets by \$1,086,022. Our analysis below focuses on the net assets (Table 1) and the changes in net assets (Table 2) of the Department's governmental activities:

**Table 1
Governmental Activities
Net Assets**

Assets	<u>9/30/09</u>	<u>9/30/10</u>
Current Assets	\$ 2,288,319	\$ 3,627,317
Other Assets	77,877	72,567
Capital Assets	<u>2,981,717</u>	<u>2,627,319</u>
Total Assets	<u>\$ 5,347,913</u>	<u>\$ 6,327,203</u>
Liabilities		
Current Liabilities	\$ 198,857	\$ 54,433
Long-Term Liabilities	<u>1,611,254</u>	<u>1,648,946</u>
Total Liabilities	<u>1,810,111</u>	<u>1,703,379</u>
Net Assets:		
Invested in Capital Assets, net of related debt	1,481,717	1,202,319
Restricted	-	-
Unrestricted	<u>2,056,085</u>	<u>3,421,505</u>
Total Net Assets	<u>\$ 3,537,802</u>	<u>\$ 4,623,824</u>

Table 2
Changes in Net Assets

	<u>9/30/09</u>	<u>9/30/10</u>
Revenues:		
Ad Valorem Taxes	\$ 4,208,479	\$ 4,504,384
Penalties & Interest on Taxes	19,842	25,074
Interest	20,518	6,722
Contract Revenues	294,342	398,685
Miscellaneous Income	151,406	44,248
Total revenues	<u>4,694,587</u>	<u>4,979,113</u>
Expenses:		
Board of Commissioner Expenditures	155,690	174,147
Personnel Costs	2,745,876	2,953,644
Station Facilities & Fixtures	71,192	78,170
Vehicles	83,791	84,344
Support Equipment	30,471	66,620
Training & Travel	36,282	48,310
Clothing	48,711	29,467
Recruiting & Retention	16,845	11,921
Administrative Expenditures	64,304	82,894
Communications	45,376	43,688
Programs	6,789	7,048
Dues & Subscriptions	4,566	5,131
Capital Outlay	-	3,150
Depreciation Expense	246,388	315,422
Debt Service Interest	69,922	66,933
Amortization of Bond Issue Cost	<u>5,243</u>	<u>5,243</u>
Total expenses	<u>3,631,446</u>	<u>3,976,132</u>
Gain on sale of asset	<u>35,671</u>	<u>83,041</u>
Change in Net Assets:		
Change in Net Assets	1,098,812	1,086,022
Net Assets – Beginning	<u>2,438,990</u>	<u>3,537,802</u>
Net Assets – Ending	<u>\$ 3,537,802</u>	<u>\$ 4,623,824</u>

Financial Analysis of the Government's Funds

As noted earlier, the Department uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. For the year ending September 30, 2010, the District's total combined fund balance was \$3,482,331, which reflects a net combined fund balance increase of \$1,402,022.

The General Fund (which is used to report the District's overall operations) reported an increase of \$1,324,461. The increase can be attributed to the increase of the tax rate, the Board's effort to increase the annual expense reserves through a Reserves Equity Policy, and sound financial management of the District's expenditures during the fiscal year.

90% of all Department funds come from Ad Valorem taxes. The remaining minor revenues come from sources such as interest on deposited funds and a service contract to provide first-in engine response to areas for the City of Austin.

Budgetary Highlights

The Department's annual budget includes estimated revenues and expenditures. The annual budget is a nine-page, line-item document that allows the Board of Commissioners a high degree of control over Department expenditures. The budget is prepared over a several-month period in which the capital and personnel recommendations of the Officers are blended with estimates of "fixed" operating expenses such as utilities to form a recommendation to the Board of Commissioners for their beginning "first draft" of the budget. The Board of Commissioners meets with the Chief Officers as often as necessary in the month of August to complete the budget planning process.

Estimates of taxable value for the forthcoming year are provided by the Travis County Tax Appraiser's office. That estimate, combined with an estimate of historical tax collection rates for the Department is used with the proposed tax rate to estimate the revenue required to support the Department's operations.

In each budget process, the projected expenses and revenues for the Department are projected out for a five-year period. Critical to this estimate is the growth in assessed valuation that can be expected from the Department's service area. The Board of Commissioners, constituted by business leaders in the community, are critical to this estimate of future growth in the taxable value. Their estimates of the growth of the area have been extremely accurate over the years and have prevented the Department from over-estimating potential revenues based on historic trends.

Personnel costs represent 74% of overall expenditures and constitute the single greatest management challenge to the Department considering the legislative cap on the tax rate an Emergency Services District can levy (\$0.10/\$100). Any need for expanded service or desire to pay competitive wages must be tempered by the tax cap in the current year and out through the five-year budget planning period.

In the fiscal year ending September 30, 2010, the Net Taxable (Assessed) Valuation of the District increased by 0.56%. In the three years immediately prior, the AV increased 10.19%, 10.98% and 15.41% respectively. The Board of Commissioners, looking at the economic indicators of the area, predicted that growth would be flat and directed the staff to plan the moderate AV increase in the Department revenue projections. Their direction resulted in a conservative estimate of revenues for the year.

Over the course of the year, the Board of Commissioners reviewed quarterly audits from the Financial Consultant and the Balance and Expense Reports were reviewed monthly. The Board made two adjustments to the budget during the year.

The Board continued plans from the previous year to implement a Reserve Equity Policy that designated funds for to meet legal and board designated obligations and increasing the District's operating expenses reserves from three months to six months over a three-year period.

Capital Asset and Debt Administration

Capital Assets:

At the end of the fiscal year September 30, 2010, capital assets are as follows:

Table 3
Capital Assets at Year-end

	<u>9/30/09</u>	<u>9/30/10</u>
Land	\$ 4,200	\$ 4,200
Vehicles	2,485,041	1,874,030
Equipment	439,707	431,891
Buildings	<u>1,761,474</u>	<u>1,769,173</u>
Total capital assets	\$4, 690,422	\$4, 079,294

This year's major additions included:

- The District purchased a Command Vehicle for \$39, 876 and a pickup truck for \$24,850.
- More detailed information about the District's Capital Assets is presented in Note 5 of the financial statements.

Debt:

At September 30, 2010, bonds payable consisted of the following:

\$1,425,000 in 2004 Limited Tax Improvement and Refunding Bonds outstanding, dated June 1, 2004, due annually September 1, 2005, through September 1, 2024, having approximate yields of 2% to 4.85 % paid March 1 and September 1 commencing March 1, 2005.

No additional bonds were sold during the fiscal year ending September 30, 2010.

Economic Factors and Next Year's Budgets and Rates

The projected assessed valuation (AV) for the area served by the Department is expected to decrease slightly by 2-3% for the Fiscal Year 2010-2011, according to the estimate provided by the Travis County Central Appraisal District. Historically, the assessed valuation of the District averages out to be 8.35% per year over the last eighteen years.

The Board of Commissioners adopted a total tax rate for the forthcoming fiscal year tax rate of \$0.085 per \$100 of Assessed Valuation. During the FY 03-04 fiscal year, bonds were sold to refinance existing debt. The bond sale required a dedicated rate to retire the bonds of \$0.002694 per \$100 A.V. The Board of Commissioners adopted an Operations and Maintenance budget tax rate of \$0.082306/\$100 A.V. (\$0.085 - \$0.002694).

Requests for Information

This financial report is designed to provide a general overview of the Department's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Gary Warren, Chief
Travis County ESD # 9
P.O. Box 162170
Austin, TX 78716-2170
512-327-9405

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
GOVERNMENTAL FUNDS BALANCE SHEET AND
STATEMENT OF NET ASSETS
YEAR ENDED SEPTEMBER 30, 2010

	General Fund	Debt Service Fund	Total	Adjustments (Note 14)	Statement of Net Assets
ASSETS					
Cash	\$ 13,894	\$ 959	\$ 14,853	\$	\$ 14,853
Investments - Texpool	3,179,357	88,230	3,267,587		3,267,587
Taxes Receivable	93,418	2,434	95,852		95,852
Accounts Receivable	218,698		218,698		218,698
Prepaid Expenses	30,327		30,327		30,327
Due from Other Funds	-	179	179	(179)	-
Unamortized Bond Issue Costs			-	71,649	71,649
Unamortized Bond Discount			-	918	918
Capital Assets (net of accumulated depreciation)			-	2,627,319	2,627,319
TOTAL ASSETS	\$ 3,535,694	\$ 91,802	\$ 3,627,496	\$ 2,699,707	\$ 6,327,203
LIABILITIES					
Payroll Liabilities Payable	\$ 29,285	\$	\$ 29,285	\$	\$ 29,285
Accounts Payable	19,849		19,849		19,849
Due to Other Funds	179	-	179	(179)	-
Accrued Interest Payable			-	5,299	5,299
Deposits	-		-		-
Deferred Revenues	93,418	2,434	95,852	(95,852)	-
Long-term liabilities			-		-
Due within one year			-	75,000	75,000
Due after one year	-	-	-	1,573,946	1,573,946
TOTAL LIABILITIES	142,731	2,434	145,165	1,558,214	1,703,379
FUND BALANCES/NET ASSETS					
Fund balances:					
Reserved, reported in:					
Debt Service		89,368	89,368	(89,368)	
Unreserved					
Designated	2,068,855		2,068,855	(2,068,855)	
Undesignated	1,324,108		1,324,108	(1,324,108)	
Total Unreserved	3,392,963	-	3,392,963	(3,392,963)	-
Total fund balances	3,392,963	89,368	3,482,331	(3,482,331)	-
Total liabilities and fund balances	\$ 3,535,694	\$ 91,802	\$ 3,627,496		
Net assets:					
Invested in capital assets, net of related debt				1,202,319	1,202,319
Restricted				-	-
Unrestricted				3,421,505	3,421,505
Total net assets				\$ 4,623,824	\$ 4,623,824

See Accompanying Notes to the Financial Statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
GOVERNMENTAL FUNDS REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
AND STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2010

	General Fund	Debt Service Fund	Total	Adjustments (Note 14)	Statement of Activities
EXPENDITURES/EXPENSES					
Board of Commissioners Expenditures:					
Insurance	\$ 32,962	\$ -	\$ 32,962	\$ -	\$ 32,962
Financial consultant	18,416	-	18,416	-	18,416
Legal fees	7,911	-	7,911	-	7,911
Appraisal/assessor costs	32,100	-	32,100	-	32,100
Audit	7,800	-	7,800	-	7,800
Leases	44,912	-	44,912	-	44,912
Miscellaneous	30,020	26	30,046	-	30,046
Service Agreement	-	-	-	-	-
Personnel Costs	2,915,953	-	2,915,953	37,691	2,953,644
Station facilities and fixtures	78,170	-	78,170	-	78,170
Vehicles	84,344	-	84,344	-	84,344
Support equipment	66,620	-	66,620	-	66,620
Training and travel	48,310	-	48,310	-	48,310
Clothing	29,467	-	29,467	-	29,467
Recruiting and retention	11,921	-	11,921	-	11,921
Administrative expenditures	82,894	-	82,894	-	82,894
Communications	43,688	-	43,688	-	43,688
Programs	7,048	-	7,048	-	7,048
Dues and subscriptions	5,131	-	5,131	-	5,131
Capital Outlay	231,132	-	231,132	(227,982)	3,150
Depreciation Expense	-	-	-	315,422	315,422
Debt Service:	-	-	-	-	-
Principal	-	75,000	75,000	(75,000)	-
Interest	-	67,130	67,130	(197)	66,933
Amortization of Bond Issue Costs	-	-	-	5,243	5,243
Total expenditures/expenses	<u>3,778,799</u>	<u>142,156</u>	<u>3,920,955</u>	<u>55,177</u>	<u>3,976,132</u>
GENERAL REVENUES					
Ad valorem taxes	4,355,832	142,416	4,498,248	6,136	4,504,384
Penalties & Interest on Taxes	24,257	817	25,074	-	25,074
Interest	6,531	191	6,722	-	6,722
Contract Revenues	398,685	-	398,685	-	398,685
Miscellaneous Income	44,248	-	44,248	-	44,248
Total general revenues	<u>4,829,553</u>	<u>143,424</u>	<u>4,972,977</u>	<u>6,136</u>	<u>4,979,113</u>
OTHER FINANCING SOURCES (USES):					
Transfer In/(out)	(76,293)	76,293	-	-	-
Sale of Capital Assets	350,000	-	350,000	(266,959)	83,041
Total Other Financing Sources(Uses)	<u>273,707</u>	<u>76,293</u>	<u>350,000</u>	<u>(266,959)</u>	<u>83,041</u>
Net Change in Fund Balances	1,324,461	77,561	1,402,022	(1,402,022)	-
Change in Net Assets	-	-	-	1,086,022	1,086,022
Fund Balance/Net Assets	-	-	-	-	-
Beginning of the year	<u>2,068,502</u>	<u>11,807</u>	<u>2,080,309</u>	<u>1,457,493</u>	<u>3,537,802</u>
End of the year	<u>\$ 3,392,963</u>	<u>\$ 89,368</u>	<u>\$ 3,482,331</u>	<u>\$ 1,141,493</u>	<u>\$ 4,623,824</u>

See Accompanying Notes to the Financial Statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements for the District have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units. More significant of these accounting policies are described below.

REPORTING ENTITY

Travis County Rural Fire Prevention District No. 1 (the District) was created by an election of the District's voters on November 25, 1961, as provided by the laws of the State of Texas, and was authorized by the Travis County Commissioners on April 1, 1962. On September 9, 1995, the District held an election to convert from a rural fire prevention district operating under Texas Health and Safety Code Chapter 794 to an emergency services district operating under Texas Health and Safety Code Chapter 775. The District changed its name to Travis County Emergency Services District No. 9 effective October 12, 1995. The District is exempt from federal income taxes.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic - but not the only - criterion for including a potential component unit with the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. Based upon the application of these criteria, no potential component units appear to exist.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

BASIS OF PRESENTATION

Basic Financial Statements

GASB sets forth minimum criteria for the determination of major funds based on a percentage of the assets, liabilities, revenues or expenditures/expenses or either fund category or governmental and enterprise combined. Due to the fund structure of the District, all funds have been classified as major funds. As a part of this Statement, there is a reporting requirement regarding the local government's infrastructure (road, bridges, etc.) The District does not own any infrastructure assets and therefore is unaffected by this requirement.

The basic financial statements include both government-wide (based on the District as a whole) and fund financial statements. The reporting model focus is on either the District as a whole or major individual funds (within the fund financial statements). In the government-wide Statement of Net Assets, both the governmental and business-type activities columns are presented on a consolidated basis by column, and are reflected on a full accrual, economic resources basis, which incorporated long-term assets and receivables as well as long-term debt and obligations. The District does not have any business-type activities.

The Government-wide Statement of Activities reflects both the gross and net cost per functional category which are otherwise being supported by general government revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. The program revenues must be directly associated with the function.

The net cost by function is normally covered by general revenues (intergovernmental revenues, interest income, etc). Historically, the previous model did not summarize or present net cost by function or activity. The District does not currently employ indirect cost allocation systems.

The government-wide focus is more on the sustainability of the District as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. The governmental fund statements are presented on a current financial resource and modified accrual basis of accounting. This presentation is deemed appropriate to (a) demonstrate legal compliance, (b) demonstrate the source and use of liquid resources, and (c) demonstrate how the District's actual experience conforms to the budget or fiscal plan.

GASB provides that for governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined. The District presents the governmental funds in the first three columns and a total in the fourth column. The next column is an adjustments column, reconciling the amounts reported in the governmental funds to show how each would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

Fund Accounting

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditure/expenses. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund are at least 5 percent of the corresponding total for all governmental funds combined.

Since the District maintains only two funds, all are considered major and reported in separate columns in the fund financial statements. These governmental funds are described below:

General Fund

The General Fund is the primary operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of financial resources for the payment of principal, interest and related costs on general long-term debt paid primarily from taxes levied by the District.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

BASIS OF ACCOUNTING

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are presented on an accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual; i.e., when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The District considers all revenues as available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred.

In applying the "susceptible to accrual" concept to intergovernmental revenues pursuant to GASB Statement #33, the provider should recognize liabilities and expenses and the recipient should recognize receivables and revenues when the applicable eligibility requirements including time requirements, are met. Resources transmitted before the eligibility requirements are met, under most circumstances, should be reported as advances by the provider and deferred revenue by the recipient.

BUDGETS

The District follows these procedures in establishing the budget reflected in the financial statements:

1. Prior to the beginning of each fiscal year, the District prepares a budget. The operating budget includes proposed expenditures and the means of financing those expenditures and is prepared in accordance with the basis of accounting utilized by that fund.
2. Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board of Commissioners formally adopts the budget through passage of an ordinance.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

3. The District amends the budget throughout the year approving such additional expenses. The amended budget is used in presenting the Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual.
4. All annual appropriations lapse at fiscal year end.

CAPITAL ASSETS

The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-wide Statements

In the government-wide financial statements, fixed assets are accounted for as capital assets. Property, plant and equipment purchased or acquired is carried at historical cost or estimated historical cost. Contributed assets are recorded at the fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expenses as incurred. The capitalization policy, i.e. the dollar value above which asset acquisitions are added to the capital accounts, is \$ 2,500.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation on all assets is provided on the straight-line basis over the estimated useful lives with no salvage value. The range of estimated useful lives by type of asset is as follows:

Buildings and Structures	10-26 years
Vehicles	03-16 years
Other Equipment	04-27 years
Infrastructure	20 years

The Department does not own any infrastructure assets.

Fund Financial Statements

In the fund financial statements, capital assets are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

EQUITY CLASSIFICATIONS

Government-wide Statements

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulation of other government; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

Fund Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

INTERFUND TRANSACTIONS

Interfund transfers are used by the District to record transactions between the various governmental funds. These asset and liability balances on the fund statements are generally cleared within one year. These transactions generally relate to the collections of ad valorem at year end by the General Fund which had not yet been remitted to the Debt Service Fund.

Interfund balances are eliminated as part of the conversion from fund statements to government-wide statements.

COMPENSATED ABSENCES

The District's policies regarding sick and vacation time permit employees to accumulate earned but unused sick and vacation leave. The District's policy manual details the accrual and “buy-back” procedures for compensated leave time. The liability for these compensated absences is recorded as long-term debt in the government-wide statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District purchases its insurance from regular commercial companies. As of September 30, 2010, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having ever been filed.

USE OF ESTIMATES

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the financial statements and the reported amounts of income and expenses during the period. Operating results in the future could vary from the amounts derived from management's estimates.

NOTE 2: CASH

Deposits did not exceed FDIC coverage at the end of the fiscal year. However, during the year there were occasions when deposits did exceed FDIC coverage. Therefore, in accordance with the depository contract, the bank has pledged additional collateral. This collateral consisted of U.S. Government Securities, having a market value of \$449,248 (Category 1). At September 30, 2010, the carrying amount of the District's deposits was \$14,853 and the bank balance was \$46,302.

The collateral pledged is represented by specific identifiable investment securities and classified as to credit risk by the three categories described below:

- Category 1 - Insured by FDIC or collateralized with securities held by the District or by its agent in its name.
- Category 2 - Uninsured but collateralized with securities held by the pledging financial institution's trust department or agent in the District's name.
- Category 3 - Uncollateralized.

NOTE 3: INVESTMENTS

Travis County Emergency Services District Nine currently invests excess funds with the Texas Local Government Investment Pool, also known as TexPool. The District's policy on investments satisfies local statutes, as well as the Texas Public Funds Investment Act (PFIA) of the Texas Government Code. This policy allows the District to invest in Certificates of Deposits, government securities (maturity cannot exceed 2 years), and investment pools (TexPool), and have a rating of AAA or AAAM. Pools created to function as a money market mutual fund must maintain a stable net asset value of \$1/share.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

TexPool operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. TexPool uses amortized cost rather than market value to report net assets to compute share prices. Accordingly, the fair value of the position in TexPool is the same as the value of TexPool shares. The State Comptroller of Public Accounts exercises oversight responsibility over TexPool. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters. Additionally, the State Comptroller has established an advisory board composed of both participants in TexPool and other persons who do not have a business relationship with TexPool. The Advisory Board members review the investment policy and management fee structure.

The District's investments as of September 30, 2010, are:

Investment	Fair Value	Effective Duration (in years)	Credit Risk
Local Government Investment Pool	\$3,267,587	0.0	AAA-m

The District's investment in TexPool represents 100% of its investment portfolio.

Interest Rate Risk – In compliance with the District's investment policy, the District manages its exposure to decline in the fair value of its investment by limiting the average maturity of investments to less than 2 years (for TexPool that investment has a weighted maturity average of 77 days).

Credit Risk – In compliance with the District's investment policy, the District minimizes its credit risk by limiting its investment to the safest type of security and by requiring a rating of AAA or AAA-m.

NOTE 4: ACCOUNTS RECEIVABLE

Accounts Receivable totaled \$218,698 at September 30, 2010, consisting of:

City of Austin Mutual Aid Contract	\$ 218,118
Receivables from employees for dependent insurance coverage	<u>580</u>
Total Accounts Receivable	\$ 218,698

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

NOTE 5: CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2010, was as follows:

	Balance 10/1/2009	Additions/ Completions	Retirements/ Adjustments	Balance 9/30/2010
Governmental Activities:				
Capital assets not being depreciated:				
Land	\$ 4,200	\$ -0-	\$ -0-	\$ 4,200
Total capital assets not being depreciated	4,200	-0-	-0-	4,200
Capital assets, being depreciated				
Vehicles	2,485,041	72,752	(683,764)	1,874,029
Equipment	439,707	147,530	(155,346)	431,891
Buildings	1,761,474	7,700	-0-	1,769,174
Total capital assets being depreciated	4,686,222	227,982	(839,110)	4,075,094
Less accumulated depreciation for:				
Vehicles	(869,842)	(183,838)	455,843	(597,837)
Equipment	(293,121)	(47,620)	116,308	(224,433)
Buildings	(545,742)	(83,963)	-0-	(629,705)
Total accumulated depreciation	(1,708,705)	(315,422)	572,151	(1,451,975)
Total capital assets, being depreciated, net	2,977,517	(87,439)	(266,959)	2,623,119
Governmental activities capital assets, net	\$ 2,981,717	\$ (87,439)	\$ (266,959)	\$ 2,627,319

Depreciation was charged to the general fund of \$315,422.

NOTE 6: LONG-TERM DEBT

At September 30, 2010, bonds payable consisted of the following:

2004, Limited Tax Improvement and Refunding Bonds, dated June 1, 2004, due annually September 1, 2005, through September 1, 2024, having approximate yields of 2% to 4.85 % paid March 1 and September 1 commencing March 1, 2005.

Balance October 1, 2009	Issues or Additions	Payments or Expenditures	Balance September 30, 2010
\$1,500,000	-0-	\$ 75,000	\$1,425,000

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

The annual aggregate maturities for the bonds for the years subsequent to September 30, 2010, are as follows:

Limited Tax Improvement and Refunding Bonds, Series 2004

<u>Year Ending September 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011	75,000	63,943	138,943
2012	80,000	60,755	140,755
2013	85,000	57,355	142,355
2014	85,000	53,743	138,743
2015	90,000	50,130	140,130
2016-2017	195,000	88,572	283,572
2018-2022	550,000	141,838	691,838
2023-2024	<u>265,000</u>	<u>19,000</u>	<u>284,000</u>
Total	<u>\$1,425,000</u>	<u>\$ 535,336</u>	<u>\$ 1,960,336</u>

Changes in Outstanding Debt

Transactions for the year ended September 30, 2010, are summarized as follows:

	<u>Balance October 1</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance September 30</u>	<u>Due within one year</u>
<u>Governmental Activities</u>					
Tax Revenue Bonds	\$ 1,500,000	\$ -0-	\$ 75,000	\$ 1,425,000	\$ 75,000
Compensated Absences	186,254	37,691	-0-	223,946	-0-
Total Governmental Activities	<u>\$ 1,686,254</u>	<u>\$ 37,691</u>	<u>\$ 75,000</u>	<u>\$ 1,648,946</u>	<u>\$ 75,000</u>

Limited Tax Improvement and Refunding Bonds –

On May 3, 2003, the voters of Travis County Emergency Services District No. 9 voted to authorize the issuance of \$5,000,000 in limited tax bonds. Of the \$5,000,000 of bonds authorized, \$1,800,000 were sold in June 2004.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

Bonds are payable from and secured by the proceeds of a continuing, direct annual ad valorem tax levied, within the legal limitation of \$0.10 per \$100 of taxable assessed valuation, on all taxable property within the Travis County Emergency Services District No. 9. Proceeds from the sale of the bonds were used for the purposes of refunding certain outstanding debt obligation; the acquisition, construction, renovation, and equipment of fire station and training facilities in the District and the purchase of necessary sites therefore, and the acquisition of emergency service vehicles; and paying the costs of issuance relating to the bonds.

Compensated Absences –

Compensated absences represent the estimate liability for employees' accrued vacation for which employees are entitled to be paid upon termination. The retirement of this liability is paid from the General Fund.

NOTE 7: PROPERTY TAXES

The District has contracted with the Travis County Tax Assessor Collector to bill and collect its property tax. The District's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the District. The assessed value of the roll as of January 1, 2009, upon which the 2008 levy was based, was \$5,303,708,018, as certified by the Travis Central Appraisal District.

Taxes are due by January 31 following the October 1 levy date. On February 1 of each year, a tax lien attaches to the property. The total 2009 levy was \$ 4,508,448 and the tax rate was \$ 0.085 per \$100 assessed valuation. Tax collections for the year ended September 30, 2010, were 99.1% of the 2009 tax levy.

NOTE 8: RETIREMENT PLAN

The District offers its full time employees a deferred compensation plan, named the "Travis County Emergency Services District No. Nine 457 plan", which permits them to defer a portion of their current salary until future years. Any contributions made to the deferred compensation plan, in compliance with Section 457 of the Internal Revenue Code, are not available to employees until termination of employment, retirement, or death. Contributions to the plan are administered by a private corporation under a contract with the District. In compliance with the provisions of the IRC Section 457(g), the plan assets are in custodial accounts for the exclusive benefit of the plans' participants and beneficiaries.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

An additional feature of this plan is that the employer will match 100% of employee contributions up to 12% of that employee's compensation. Employer contributions are fully vested immediately to the employees' accounts. For the year ending September 30, 2010, contributions totaled \$426,197 for both the employer and employees, and there are no unfunded obligations.

NOTE 9: LEASES

Operating Leases

The District leases a half-acre site for one of its fire stations from Eanes Independent School District under the terms of a 50-year operating lease at a cost of \$1.00 per year.

The District entered into a property lease on June 15, 1994, with the Travis County Water Control and Improvement District No. 10 for the purpose of housing a portable building under the terms of a ten year operating lease at a cost of \$10.00.

The District relocated its administrative offices and signed a new 38-month lease for this space. Beginning August 1, 2010 the monthly rents are:

August 1, 2010 – September 30, 2010	\$ 0
October 1, 2010 – July 31, 2011	\$ 3,745
August 1, 2011 – July 31, 2012	\$ 3,855
August 1, 2013 – July 31, 2013	\$ 3,966

NOTE 10: COMMITMENTS

The District has an agreement with the City of Austin to provide dispatch services in exchange for first responder service to certain areas under the City of Austin's jurisdiction. The fair market value of the dispatching services is valued at \$37,925. This amount is not included in these financial statements.

The District has a separate agreement with the City of Austin where the district provides first responder services to certain areas under the City of Austin's jurisdiction. The City of Austin pays the District's assessed valuation tax rate (\$0.085 per \$100) for each of these areas. For the fiscal year ending September 30, 2010, this amount was \$ 218,118.

The District entered into a management service agreement with ESD #3, a neighboring department in December of 2006. ESD #9 provides Emergency Prevention, Operations and Administrative Management in exchange for shared emergency resources. The agreement renews automatically unless either party desires to end the agreement. The total amount received from ESD#3 for the year ending September 30, 2010, was \$48,500.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

NOTE 11: EMPLOYEE BENEFITS

The District provides its employees with a variety of benefits including a health insurance plan. The District provides 100% of the employees' and 50% of the family's medical & dental insurance premium. In order to decrease the monthly premium for this policy, the District increased the annual deductible and reimburses the employees for a specified amount of their deductible, as well as any family members on the plan. The cost of these reimbursements is included in personnel costs and totaled \$5,586 for the fiscal year ending in 2010.

To further contain insurance costs, in August 2007, the District offered the employees a choice between traditional medical insurance and a high deductible plan partnered with a Health Savings Account (HSA). The District contributed \$28,610 to the employees' HSAs in 2010.

In 2007 the District established a Section 125 Plan, for insurance and HSA deductions that gives the employees the opportunity to pay for these benefits on a pretax basis. Pretax benefits lower payroll-related taxes for both the employer and employees.

NOTE 12: ANNEXATION OF DISTRICT LAND BY THE CITY OF AUSTIN

For the fiscal year ending September 30, 2010 there were no annexations by the City of Austin.

NOTE 13: DESIGNATION OF UNRESERVED FUND BALANCE

The Board designated the unreserved fund balance as follows:

Emergency Disaster Funds	\$ 50,000
Severance Pay	300,000
Operating Expenses	1,200,000
Apparatus Replacement	518,855
Total Board Designations	<u>\$ 2,068,855</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

NOTE 14: EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND
AND GOVERNMENT-WIDE STATEMENTS

Differences between the Governmental Fund Balance Sheet and the Statement of Net Assets:

The differences (as reflected in the adjustments column) primarily result from the long-term economic resources focus of the statement of net assets versus the current financial resources focus of the governmental fund balance sheet.

Bond issue costs and bond discounts are amortized over the life of the bonds.

Unamortized bond issue costs	\$ 71,649
Unamortized bond discount	\$ 918

When capital assets (land, buildings, equipment) that are to be used in governmental activities are purchased or constructed, the costs of those assets are reported as expenditures in governmental funds. However, the statement of net assets includes those capital assets among the assets of the District as a whole.

Cost of capital assets	\$ 4,079,294
Accumulated Depreciation	<u>(1,451,975)</u>
	<u>\$ 2,627,319</u>

Accrued interest payable is not due and payable in the current period, and, therefore, is not reported in the funds.

\$ 5,299

Taxes receivable are offset by deferred revenues in the governmental funds and thus are not included in fund balance.

Deferred revenue

\$ (95,852)

Long-term liabilities applicable to the district's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities – both current and long-term—are reported in the statement of net assets.

Due within one year	\$ 75,000
Due after one year	\$ 1,573,946

Differences between the Governmental Fund Operating Statement and the Statement of Net Activities:

The differences (as reflected in the adjustments column) arise primarily from the long-term economic resources focus of the statement of activities versus the current financial resources focus of the governmental funds.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2010

Some expenses reporting in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

Adjustment for Compensated Leave	\$ 37,691
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When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	\$ (227,982)
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Depreciation Expense	\$ 315,422
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Repayment of notes payable is reported as an expenditure in governmental funds. For the district as a whole, however, the principal payments reduce the liabilities in the statement of net assets and do not result in an expense in the statement of activities.

Payment of Bond Principal	\$(75,000)
---------------------------	-------------

Interest expense and bond discounts are recognized as expenditures in the governmental funds. The statement of activities includes only the interest expense for the current period and the amortized portion of bond discounts.

Change in Accrued Interest Payable	\$ (264)
Amortized portion of bond discount	<u>\$ 67</u>
Total adjustment	\$ (197)

Bond issue costs are recognized as expenditures in the governmental funds. The statement of activities includes only the amortized portion of bond issue costs.

Amortization of bond issue costs	\$ 5,243
----------------------------------	----------

Because some property taxes will not be collected for several months after the district's fiscal year ends, they are not considered as "available" revenues in the governmental funds.

Adjustment for property taxes collected after year-end	\$ 6,136
--	----------

In the statement of activities, only the net gain/(loss) on the sale of equipment is reported, whereas in the governmental funds, only the gross proceeds from the sale increase financial resources. Thus, the change in net assets differs from the change in fund balance by the cost of the equipment less any accumulated depreciation.

Loss from disposal of equipment	\$ (266,959)
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Required Supplemental Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
SCHEDULE OF REVENUE AND EXPENDITURES
BUDGET vs ACTUAL GENERAL FUND
YEAR ENDED SEPTEMBER 30, 2010

	BUDGETED AMOUNTS		ACTUAL AMOUNTS
	ORIGINAL	FINAL	
REVENUES:			
Ad valorem taxes	\$ 4,319,801	\$ 4,319,801	\$ 4,355,832
Penalties & Interest on Taxes	12,959	5,184	24,257
Interest	19,439	19,439	6,531
Contract Revenues	288,634	294,634	398,685
Miscellaneous Income	21,100	13,100	44,248
TOTAL REVENUES	\$ 4,661,933	\$ 4,652,158	\$ 4,829,553
EXPENDITURES:			
Board of Commissioners Expenditures:			
Insurance	\$ 35,936	\$ 35,936	\$ 32,962
Financial consultant	21,855	21,855	18,416
Legal fees	15,000	15,000	7,911
Appraisal/assessor costs	36,462	36,462	32,100
Audit	8,000	8,000	7,800
Leases	48,213	48,213	44,912
Service Agreements	-	-	-
Miscellaneous	6,300	30,300	30,020
Personnel Costs	3,227,625	3,258,582	2,915,953
Station facilities and fixtures	88,350	87,850	78,170
Vehicles	95,000	95,000	84,344
Support equipment	128,000	108,296	66,620
Training and travel	42,800	42,800	48,310
Clothing	49,800	49,800	29,467
Recruiting and retention	34,450	34,450	11,921
Administrative expenditures	96,650	96,650	82,894
Communications	45,100	45,100	43,688
Programs	9,700	9,700	7,048
Dues and subscriptions	7,050	7,050	5,131
Disaster Funds	-	-	-
Capital Outlay	175,000	252,261	231,132
TOTAL EXPENDITURES	\$ 4,171,291	\$ 4,283,305	\$ 3,778,799
OTHER SOURCES/(USES)			
Transfers In/(Out)	-	-	(76,293)
Sale of assets	250,000	350,000	350,000
Total Other Sources/(Uses)	-	-	273,707
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES and OTHER SOURCES/(USES)	\$ 740,642	\$ 368,853	\$ 1,324,461
FUND BALANCE:			
Beginning of year			2,068,502
End of year			<u>\$ 3,392,963</u>

See Accompanying Notes to the Financial Statements

Medack & Oltmann, LLP
Certified Public Accountants

JAMES E. MEDACK, CPA
jmedack@bluebon.net

MELODI J. OLTMANN, CPA
melodi@cmaaccess.com

MEMBERS
American Institute of
Certified Public Accountants
Texas Society of
Certified Public Accountants

January 18, 2011

To the Board of Directors
Travis County Emergency Services District No 9

We have audited the financial statements of the governmental activities of Travis County Emergency Services District No 9 for the year ended September 30, 2010. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 10, 2010. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Travis County Emergency Services District No 9 are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2010. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 18, 2011.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

PO Box 2153, 115 W Loop 150 • Bastrop, Texas 78602 • ph 512.321.3951 fax 512.321.5014

PO Box 237, 321 N Main St • Giddings, Texas 78942 • ph 979.542.3713 fax 979.542.0061

Travis County Emergency Services District No 9
January 18, 2011
Page 2 of 2

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

One matter that we have discussed with management (Board of Commissioners) both in prior years and the current year is that of risk management. Due to the small size of the entity management still has the responsibility of establishing, maintaining and monitoring of proper internal controls in order to reduce the risk of fraud and/or misrepresentation of financial information.

We also noted that expenses between Travis County ESD No 3 and Travis County ESD No 9 are not being tracked at the time the expense or reimbursement occurs but rather later when payment is made or received. Improvements in this area can be made by utilizing the accounting software's billing feature.

This information is intended solely for the use of Board of Directors and management of Travis County Emergency Services District No 9 and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,


Medack & Oltmann, LLP

Travis County Emergency Services District No. 13

Annual Financial Report

For the Year Ending

September 30, 2010 and 2009

ERICKSON DEMEL & Co., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

7800 N MOPAC, SUITE 105

AUSTIN, TEXAS 78759

April 26, 2011

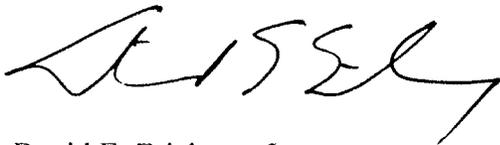
Ms. Kimberly Walton,
Financial Manager
Travis County Auditors Office
Travis County Administration Building
P.O. Box 1748
Austin, Texas 78767

Dear Ms. Walton:

Enclosed is a copy of the audited financial statements for Travis County Emergency Service District No. 13 for the year ended September 30, 2010. The audit was presented and accepted at the commissioners meeting held on April 25, 2011.

If you have any questions, please do not hesitate to call me at 482-8682.

Sincerely,

A handwritten signature in black ink, appearing to read "DEE", with a stylized flourish at the end.

David E. Erickson, Jr.

DEE:jdg
Encs.

Jansen and Gregorczyk

Telephone
(512) 268-2749

Certified Public Accountants
P.O. Box 1778
Kyle, Texas 78640

Fax
(512) 268-5057

Independent Auditors' Report

To the Board of Commissioners

Travis County Emergency Services District #13

We have audited the accompanying financial statements of the governmental activities of the Travis County Emergency Services District #13 as of September 30, 2010 and September 30, 2009, as of and for the years then ended which collectively comprise the District's basic financial statements. These financial statements are the responsibility of the Travis County Emergency Services District #13's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with generally accepted auditing standards in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Travis County Emergency Services District #13 as of September 30, 2010 and 2009, in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 4 and page 11 are not a required part of the basic financial statements but are supplementary information required by accounting principals generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.



Jansen and Gregorczyk
January 31, 2011

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Travis County Emergency Services District #13 (the District's) financial performance provides an overview of the District's financial activities for the year ended September 30, 2010. Please read it in conjunction with the District's financial statements, which follow this section.

The financial report consists of three parts: Management's Discussion and Analysis (this section), the financial statements, and the notes to the financial statements.

FINANCIAL HIGHLIGHTS

- During the year, the District had expenditures of \$23,428 compared to total revenues of \$43,889 resulting in a increase in net assets of \$20,461 for the year ended September 30, 2010.
- The District's cash balance including money market funds was \$54,774 for the fiscal year.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements: The Statement of Net Assets and the Statement of Activities provide information about the activities of the District as a whole and present a longer-term view of the District's finances. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending.

Reporting the District as a Whole

One of the most important questions asked about the District's finances is, "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities provide information about the District as a whole and about its activities in a way that helps answer this question. These statements include *all* assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District's *net assets* and changes in them. You can think of the District's net assets—the difference between assets and liabilities—as one way to measure the District's financial health, or *financial position*. Over time, increases or decreases in the District's net assets are one indicator of whether its *financial health* is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the District's property tax to assess the *overall health* of the District.

THE DISTRICT AS A WHOLE

The District's total net assets increased by \$20,461 in the year ended September 30, 2010. Our analysis of the District's activities below focuses on net assets (Table 1) and the changes in net assets (Table 2).

Table 1

Assets:	9/30/10	9/30/09
Current and Other Assets	\$ 59,630	\$ 39,169
Non Current and Capital Assets	-	-
Total Assets	<u>59,630</u>	<u>39,169</u>
Current and Other Liabilities	-	-
Total Liabilities	<u>-</u>	<u>-</u>
Net Assets:		
Unrestricted	<u>59,630</u>	<u>39,169</u>
Total Net Assets	<u>\$ 59,630</u>	<u>\$ 39,169</u>

Table 2

Ad Valorem Tax Revenues	\$ 43,880	\$ 48,862
Noncash Donation	-	53,560
Interest Income	9	117
Total Revenues	<u>43,889</u>	<u>102,539</u>
Expenses:		
Administrative	3,187	7,687
Public Safety - Firefighting	20,000	106,950
Tax Services	241	362
Total Expenses	<u>23,428</u>	<u>114,999</u>
Increase in Net Assets	20,461	(12,460)
Net Assets, beginning of year	<u>39,169</u>	<u>51,629</u>
Net Assets, end of year	<u>\$ 59,630</u>	<u>\$ 39,169</u>

Unrestricted net assets, the part of net assets that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements were \$59,630 at September 30, 2010.

The District has sufficient revenues to pay expenses of the District.

General Fund Budgetary Highlights

The Board of Commissioners did not make any changes to the budget during the year. The analysis of the budget is reflected on the Schedule of Revenues, Expenses and Changes in Net Assets-Budget and Actual-(Non-GAAP Budgetary Basis) following the Notes to the Financial Statements.

The actual General Fund revenues over expenditures increased by \$21,247 during the year. Revenues budgeted were \$1,491 more than the actual amount received. Expenses were \$16,063 less than budget primarily due to reduced administrative expenses and \$9,491 for contingency purposes which were not expended.

Economic Factors and Future Years Budgets and Rates

The District's appointed officials considered many factors when setting the fiscal year 2010 budget and tax rates. Some of those factors include the economy and the anticipated needs of the District for operations in the next year.

Contacting the District's Financial Management

This financial report is designed to provide the taxpayers with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District's office at:

Travis County ESD # 13
PO Box 1017
Manor, TX 78653

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #13
STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS BALANCE SHEET
SEPTEMBER 30, 2010

	9/30/10		9/30/09	
	General Fund	Adjustments (Note 6)	Statement of Net Assets	Statement of Net Assets
ASSETS				
Current assets:				
Cash	\$ 35,233		\$ 35,233	\$ 13,996
Investments	19,541		19,541	19,531
Total current assets	<u>\$ 54,774</u>		<u>\$ 54,774</u>	<u>\$ 33,527</u>
Other assets:				
Taxes receivable	<u>4,856</u>	-	<u>4,856</u>	<u>5,642</u>
Total assets	<u><u>\$ 59,630</u></u>		<u><u>\$ 59,630</u></u>	<u><u>\$ 39,169</u></u>
LIABILITIES				
Noncurrent liabilities:				
Deferred Income	<u>4,856</u>	(4,856)	-	-
Total liabilities	<u>4,856</u>		<u>-</u>	<u>-</u>
FUND BALANCES/NET ASSETS				
FUND BALANCES				
Fund balance - unrestricted	<u>54,774</u>	(54,774)	-	-
TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$ 59,630</u></u>		<u>-</u>	<u>-</u>
NET ASSETS				
Unrestricted		59,630	<u>59,630</u>	<u>39,169</u>
			<u><u>\$ 59,630</u></u>	<u><u>\$ 39,169</u></u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #13
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS STATEMENT
OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED SEPTEMBER 30, 2010

	<u>9/30/10</u>		<u>9/30/2009</u>	
	<u>General</u>	<u>Adjustments</u>	<u>Statement</u>	<u>Statement</u>
	<u>Fund</u>	<u>(Note 6)</u>	<u>of Activities</u>	<u>of Activities</u>
Expenses:				
Administrative	\$ 1,387		\$ 1,387	\$ 1,855
Firefighting Operations	20,000		20,000	40,000
Equipment used by FF	-		-	66,950
Legal and Audit Expense	1,800		1,800	5,590
Insurance	-		-	242
Tax Services	241		241	362
Total Expenses	<u>23,428</u>		<u>\$ 23,428</u>	<u>\$ 114,999</u>
General Revenues:				
Ad Valorem Tax Revenues	44,666	(786)	43,880	48,862
Noncash Donation - Grant	-		-	53,560
Interest Income	9		9	117
Total General Revenues	<u>44,675</u>		<u>43,889</u>	<u>102,539</u>
Change in Net Assets	21,247		20,461	(12,460)
Net Assets - Beginning	<u>36,658</u>	-	<u>39,169</u>	<u>51,629</u>
Net Assets - Ending	<u>\$ 57,905</u>		<u>\$ 59,630</u>	<u>\$ 39,169</u>

Travis County Emergency Services District #13
Notes to the Financial Statements
For The Year Ending September 30, 2010 and 2009

Note 1- Summary of Significant Accounting Policies

The accounting policies of the Travis County Emergency Services District #13 (the District) conform to generally accepted accounting principles (GAAP) in the United States of America applicable to state and local governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the District's policies are described below.

A. The Reporting Entity

The Travis County Emergency Services District #13 was created by an election of the residents of Travis County. The District is a taxing authority, which provides funds to the Bastrop Travis Counties Emergency Services District #1. The District does not have any employees, office space or fixed assets.

The District is under full control and management of a five commissioners Board of Commissioners. The commissioners are appointed by the Travis County Commissioners. For financial reporting purposes, the District includes all funds that are controlled by, or dependent upon, actions of the Board of Commissioners. Control by, or dependence upon, the Board was determined on the basis of the Board's full control of budget adoption and taxing authority.

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the government's operation; thus data from these units would be combined with data of the primary government. Discretely presented component units, on the other hand, would be reported in separate organizations that meet the aforementioned criteria; therefore, none are included in the accompanying general-purpose financial statements. Likewise, the District is not included in any other organizations financial statements as a component unit.

B. Government-Wide Financial and Fund Financial Statements

The District is considered a special purpose government under GASB Statement No. 34. This allows the district to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements to be prepared on the modified accrual basis of accounting is met with the "General Fund" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. The Statement of Net Assets and the Statement of Activities are government-wide financial statements. They report information on all of the District's activities. The District services are supported primarily by ad valorem taxes. The Statement of Activities demonstrates how the District used revenue.

C. Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within thirty-one days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Interest and taxes associated with the current fiscal period are all considered susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered measurable and available only when the District receives cash.

D. Cash and Cash Equivalents

Cash and cash equivalents are short-term highly liquid investments that are readily convertible to known amounts of cash and so near maturity that there is no significant risk of changes in value due to changes in interest rates.

E. Net Assets

Net assets present the difference between assets and liabilities in the Statement of Net Assets. Net assets invested in capital assets are acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are legal limitations imposed on their use by District legislation or external restrictions by creditors, grantors, laws or regulations of other governments. The District has no capital assets.

F. Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from those estimates.

In February 2009, the GASB issued Statement No. 54 ("GASB 54"), *Fund Balance Reporting and Governmental Fund Type Definitions*. The objective of GASB 54 is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. It establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The District will be required to apply the provisions of GASB 54 in its fiscal year ending September 30, 2011. The District does not anticipate any significant impact from GASB 54 in the financial statements or results of operations at this time.

In April 2009, the GASB issued Statement No. 55, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments* and No. 56 *Codification of Accounting and Financial Reporting Guidance Contained in the AICPA Statements on Auditing Standards*. The objective of GASB 55 is to incorporate the hierarchy of generally accepted accounting principles (GAAP) for state and local governments into the GASB's authoritative literature. The "GAAP hierarchy" consists of the sources of accounting principles used in the preparation of financial statements of state and local governmental entities that are presented in conformity with GAAP, and the framework for selecting those principles. The objective of GASB 56 is to improve financial reporting by contributing to the GASB's efforts to codify all sources of generally accepted accounting principles for state and local governments so that they derive from a single source; this brings the authoritative accounting and financial reporting literature together in one place, with that guidance modified as necessary to appropriately recognize the governmental environment and the needs of governmental financial statement users. These statements do not establish new accounting standards but rather incorporate the existing guidance (to the extent appropriate in a governmental environment) into the GASB standards. The statements were effective upon issuance.

G. Deferred Revenue

The District reported unearned deferred revenue in the Statement of Net Assets. Deferred revenues arise when potential revenue does not meet both the measurable and available criteria for recognition in the current period. In general, monies received within thirty-one days after year-end are considerable to have been for prior year services.

NOTE 2 – Deposits and Investments:**Cash:**

At September 30, 2010, the District had \$54,774 invested in cash and cash equivalents. In accordance with GASB Statement No. 40 which requires determination as to whether the District was exposed to specific investment risks at year end the following disclosures are required.

Interest Rate Risk. The District's cash and cash equivalents are currently invested in short-term instruments such as an interest-bearing checking account. At September 30, 2010 the District was not exposed to interest rate risk.

Custodial Credit Risk. In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. As of September 30, 2010, \$54,774 of the District's \$54,774 deposit balance was covered by federal depository insurance.

Investments:

The District does not have a formal Investment Policy in place and is therefore not in compliance with Government Code Chapter 2256, The Public Funds Investment Act. Investment practices of the District were in accordance with local policies.

NOTE 3 – Ad Valorem Taxes

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied on October 1 and are payable in full by the following January 31. The District employs the services of the Travis County Appraisal District for assessing and billing its property taxes and employs the services of the Travis County Tax Assessor/Collectors for the collection of its taxes. Revenues are recognized when received by the District. The tax rate was \$0.010 per \$100 of assessed valuation.

NOTE 4 – Concentration of Expenditures

For the current audit period, the District paid the Bastrop Travis Counties ESD #1 \$20,000 for providing emergency services to the District who contracts with Elgin Volunteer Fire Department for services.

NOTE 5 – Risk Management

The District is exposed to various risks and losses related to theft of assets, damage and destruction of assets, error and omissions, injuries to firefighters, lawsuits and natural disasters. Insurance coverage is provided for property, casualty, errors and omissions. The district pays premiums proportionately for coverage which is shared with several other districts.

NOTE 6 – Adjustments to Convert Fund Statements to Government-Wide

Unrestricted fund balance - governmental fund	\$ 54,774
Taxes receivables deferred in the fund financial statements and in the government-wide financial statements	4,856
Net assets - governmental activities	<u>\$ 59,630</u>
Net change in fund balance - governmental fund	\$ 21,247
Net increase in tax receivable deferred in the fund financial statements and not in the government-wide financial statements	<u>(786)</u>
Change in net assets - governmental activities	<u>\$ 20,461</u>

NOTE 7 – Budget Variances

The District adopts an annual budget for the General Fund. The District amends the budget as needed during the year. There were no current year amendments. Certain revenue and expenses were different than budgeted, resulting in a lower than budgeted fund balance.

NOTE 8 – Subsequent Events

The District has evaluated subsequent events as of January 31, 2011, the date the financial statements were issued and determined there are no items that would affect the financial statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #13
 Budgetary Comparison Schedule
 General Fund
 For the Year ended September 30, 2010

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Revenues:				
Ad Valorem Tax Revenues	\$ 40,982	\$ 40,982	\$ 44,666	\$ 3,684
Interest Income	-	-	9	9
Total General Revenue	<u>40,982</u>	<u>40,982</u>	<u>44,675</u>	<u>3,693</u>
Expenditures:				
Firefighting Operations	20,000	20,000	20,000	-
Administrative	9,000	9,000	3,187	5,813
Tax Services	1,000	1,000	241	759
Contingency	9,491	9,491	-	9,491
	<u>39,491</u>	<u>39,491</u>	<u>23,428</u>	<u>16,063</u>
Excess of Revenues Over Expenditures	<u>1,491</u>	<u>1,491</u>	<u>21,247</u>	<u>19,756</u>
Fund Balances - Beginning	<u>36,658</u>	<u>36,658</u>	<u>36,658</u>	-
Fund Balances - Ending	<u>\$ 38,149</u>	<u>\$ 38,149</u>	<u>\$ 57,905</u>	<u>\$ 19,756</u>

Travis County Emergency Services District No. 13

Communication to the Board

September 30, 2010 and 2009

Jansen and Gregorczyk

Telephone
(512) 268-2749

Certified Public Accountants
P.O. Box 1778
Kyle, Texas 78640

Fax
(512) 268-5057

Board of ESD Commissioners
Travis County Emergency Services District #13

COMMUNICATIONS WITH THOSE CHARGED WITH GOVERNANCE

We have audited the financial statements of the governmental activities of Travis County Emergency Services District #13 for the year ended September 30, 2010 and 2009. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated July 12, 2010. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal controls of the District. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. Additionally, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements.

Internal Control

In planning and performing our audit of the financial statements of the District in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management letter dated January 31, 2011.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the Board of Commissioners of Travis County Emergency Services District #13 and is not intended to be and should not be used by anyone other than these specified parties.

Janna and Shealyk

January 31, 2011
Kyle, Texas

**TRAVIS COUNTY ESD # 13
SEPTEMBER 30, 2010**

CORRECTED AND UNCORRECTED MISSTATEMENTS

Deferred Income	786	
Taxes Receivable		786
To record net accrual of deferred taxes @ 9/30/10		
Insurance Expense	250	
A/P		250
Passed adjustment on insurance expense due to immaterial amount		

**TRAVIS COUNTY
EMERGENCY SERVICES
DISTRICT NO. 14**

**Financial Statements for the
Year Ended September 30, 2010 and
Independent Auditors' Report**

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14

TABLE OF CONTENTS

	<u>Page</u>
INDEPENDENT AUDITORS' REPORT	1
MANAGEMENT'S DISCUSSION AND ANALYSIS	2-5
BASIC FINANCIAL STATEMENTS:	
Statement of Net Assets and Governmental Fund Balance Sheet	6
Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance	7
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	8
Notes to Basic Financial Statements	9-14



MAXWELL LOCKE & RITTER LLP

Austin, Texas
Austin, Texas
Austin, Texas
Austin, Texas
Austin, Texas
Austin, Texas

Round Rock, Texas
Round Rock, Texas

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of
Travis County Emergency Services District No. 14:

We have audited the accompanying financial statements of the governmental activities and the major fund of Travis County Emergency Services District No. 14 (the "District") as of and for the year ended September 30, 2010, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of the District. Our responsibility is to express opinions on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the District as of September 30, 2010, the respective changes in financial position, and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 2 through 5 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Maxwell Locke & Ritter LLP
March 4, 2011

Austin, Texas
ML&R PERSONNEL SOLUTIONS LLC
The Associated Directors of Project Sterling
ML&R WEALTH MANAGEMENT LLC
A Registered Investment Advisor
Dallas, Texas - CPA firm

Travis County Emergency Services District No. 14 Management's Discussion & Analysis September 30, 2010

In accordance with Governmental Accounting Standards Board ("GASB") Statement No. 34, the management of Travis County Emergency Services District No. 14 (the "District") offers the following narrative on the financial performance of the District for the year ended September 30, 2010. Please read it in connection with the District's financial statements that follow.

For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "General Fund" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the Statement of Net Assets and the Statement of Activities.

Overview of the Basic Financial Statements

The District's reporting is comprised of two parts:

- *Management's Discussion and Analysis* (this section)
- *Basic Financial Statements*
 - *Statement of Net Assets and Governmental Fund Balance Sheet*
 - *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance*
 - *Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund*
 - *Notes to Basic Financial Statements*

The *Statement of Net Assets and Governmental Fund Balance Sheet* includes a column (titled "General Fund") that represents a balance sheet prepared using the modified accrual basis of accounting. The adjustments column converts those balances to a balance sheet that more closely reflects a private-sector business. Over time, increases or decreases in the District's net assets will indicate financial health.

The *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance* includes a column (titled "General Fund") that derives the change in fund balance resulting from current year revenues, expenditures, and other financing sources or uses. These amounts are prepared using the modified accrual basis of accounting. The adjustments column converts those activities to full accrual, a basis that more closely represents the income statement of a private-sector business.

The *Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund* presents a comparison statement between the District's adopted budget to its actual results.

The *Notes to Basic Financial Statements* provide additional information that is essential to a full understanding of the information presented in the *Statement of Net Assets and Governmental Fund Balance Sheet* and the *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance*.

The District as a Whole

The District's combined net assets for the years ending September 30, 2010 and 2009 are shown in the table below. Our analysis below focuses on the net assets and changes in the net assets of the District's governmental activities as reported in the accrual basis of accounting.

STATEMENT OF NET ASSETS

	<u>9/30/2010</u>	<u>9/30/2009</u>
Assets:		
Current	\$ 666,744	\$ 610,109
Capital assets (net of accumulated depreciation)	<u>742,031</u>	<u>732,801</u>
TOTAL ASSETS	<u>\$ 1,408,775</u>	<u>\$ 1,342,910</u>
Liabilities-		
Current liabilities	<u>\$ 179,255</u>	<u>\$ 198,103</u>
TOTAL LIABILITIES	<u>179,255</u>	<u>198,103</u>
Net Assets:		
Invested in capital assets, net of related debt	742,031	695,292
Unrestricted	<u>487,489</u>	<u>449,515</u>
TOTAL NET ASSETS	<u>\$ 1,229,520</u>	<u>\$ 1,144,807</u>

The District's total assets were approximately \$1,409,000 as of September 30, 2010. Of this amount, approximately \$742,000 is accounted for by capital assets. The District had outstanding liabilities of approximately \$179,000 as of September 30, 2010 which represents current liabilities.

The changes in net assets for the respective periods are also shown in the table below.

STATEMENT OF ACTIVITIES

	<u>9/30/2010</u>	<u>9/30/2009</u>
Revenues-		
General revenues	<u>\$ 1,009,120</u>	<u>\$ 983,637</u>
TOTAL REVENUES	<u>1,009,120</u>	<u>983,637</u>
Expenses:		
Service operations	871,294	839,749
Depreciation	51,282	44,967
Debt service	<u>1,831</u>	<u>3,576</u>
TOTAL EXPENSES	<u>924,407</u>	<u>888,292</u>
CHANGE IN NET ASSETS	<u>\$ 84,713</u>	<u>\$ 95,345</u>

General revenues increased by approximately \$25,000 to approximately \$1,009,000 for the fiscal year ended September 30, 2010 due to an increase in property taxes. Property taxes generated approximately \$1,008,000 in revenues. Total expenses increased approximately \$36,000 to approximately \$924,000 for the fiscal year ended September 30, 2010. Net assets increased approximately \$85,000 for the fiscal year ended September 30, 2010 compared to an increase of approximately \$95,000 for the fiscal year ended September 30, 2009.

The District Governmental Funds

At the end of the fiscal year September 30, 2010, the District's governmental fund reported a fund balance of approximately \$464,000, which is an increase of approximately \$34,000 from last year, the majority of which is due to the timing of property tax revenue recognition.

General Fund Budgetary Highlights

Over the course of the fiscal year, the District revised its General Fund budget. These budget amendments include supplemental appropriations throughout the fiscal year to prevent budget line item overruns. Total budgeted expenditures in the final amended General Fund budget increased as compared to the original budget to cover additional costs for the water tank project for the Volente Volunteer Fire Department.

With these budget adjustments, the actual expenditures in the General Fund were approximately \$106,000 below the final budget amounts. Resources available for appropriation were \$38,000 above the final budgeted amount. The primary reason for the increase was due to the property tax collections being more than budgeted.

Capital Asset and Debt Administration

Capital Assets

At September 30, 2010, the District had the following capital assets in operation.

CAPITAL ASSETS AT PERIOD END

	<u>9/30/2010</u>	<u>9/30/2009</u>
Land	\$ 252,997	\$ 252,997
Vehicles	649,634	617,994
Equipment	54,768	25,896
Buildings	43,049	43,049
TOTAL CAPITAL ASSETS	<u>1,000,448</u>	<u>939,936</u>
Accumulated depreciation	<u>(258,417)</u>	<u>(207,135)</u>
TOTAL NET CAPITAL ASSETS	<u>\$ 742,031</u>	<u>\$ 732,801</u>

For the year ended September 30, 2010, the District's capital outlay totaled \$61,000, consisting of vehicle and equipment purchases. More detailed information about the District's capital assets is presented in the *Notes to Basic Financial Statements*.

Capital Lease Obligations

There was no capital lease obligations outstanding as of September 30, 2010 as the final payment was made during fiscal year 2010. Principal and interest payments of \$39,340 were made during the fiscal year ending September 30, 2010. More detailed information about the District's capital lease obligations is presented in the *Notes to Basic Financial Statements*.

Economic Factors, Next Year's Budgets and Rates

The District Commissioners considered various factors when setting the fiscal year budget and the ad valorem tax rate that will be charged for the governmental activities. Considerations included the economy of the area within the District boundaries. Tax revenues are currently limited by the mandatory \$0.10 per \$100 of assessed valuation cap. The adopted budget for fiscal year 2011 for the District's governmental fund projects a fund balance decrease of approximately \$75,000.

Contacting the District's Financial Management

This financial report is designed to provide a general overview of the District's finances and to demonstrate the District's accountability for the funds it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the District at Travis County Emergency Services District No. 14, Attn: Treasurer, 15406 FM 2769, Volente, Texas 78641.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14

STATEMENT OF NET ASSETS AND GOVERNMENTAL FUND BALANCE SHEET SEPTEMBER 30, 2010

	GENERAL FUND	ADJUSTMENTS (NOTE 2)	STATEMENT OF NET ASSETS
ASSETS:			
Cash	\$ 642,028	-	642,028
Taxes receivable	24,716	-	24,716
Capital assets (net of accumulated depreciation):			
Land	-	252,997	252,997
Vehicles	-	415,064	415,064
Equipment	-	37,639	37,639
Buildings	-	36,331	36,331
TOTAL ASSETS	\$ 666,744 ✓	742,031 ✓	1,408,775 ✓
LIABILITIES:			
Accounts payable	\$ 179,255	-	179,255
Deferred revenue	23,183	(23,183)	-
Total liabilities	202,438 ✓	(23,183)	179,255
FUND BALANCE/NET ASSETS-			
Fund balance-			
Unreserved, undesignated	464,306	(464,306)	-
Total fund balance	464,306 ✓	(464,306)	-
TOTAL LIABILITIES AND FUND BALANCE	\$ 666,744 ✓		
Net assets:			
Investment in capital assets, net of related debt		742,031	742,031
Unrestricted		487,489	487,489
TOTAL NET ASSETS		\$ 1,229,520	\$ 1,229,520

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14**STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE
YEAR ENDED SEPTEMBER 30, 2010**

	GENERAL FUND	ADJUSTMENTS (NOTE 2)	STATEMENT OF ACTIVITIES
REVENUES:			
General revenues:			
Property taxes, including penalties and interest	\$ 1,004,514	3,487	1,008,001
Interest	1,119	-	1,119
Total revenues	1,005,633✓	3,487 ✓	1,009,120 ✓
EXPENDITURES/EXPENSES:			
Service operations:			
Volente Volunteer Fire Department funding	509,468	-	509,468
City of Cedar Park contract	338,887	-	338,887
Tax appraisal/collection fees	8,708	-	8,708
Legal fees	2,205	-	2,205
Advertising	57	-	57
Membership dues	1,000	-	1,000
Audit fees	7,500	-	7,500
Bank fees	359	-	359
Office supplies	186	-	186
Other expenses	2,924	-	2,924
Capital outlay	60,512	(60,512)	-
Depreciation	-	51,282	51,282
Debt service:			
Principal payments	37,509	(37,509)	-
Interest payments	1,831	-	1,831
Total expenditures/expenses	971,146✓	(46,739)✓	924,407✓
Excess of revenues over expenditures	34,487✓	(34,487)	-
Change in net assets	-	84,713	84,713
FUND BALANCE/NET ASSETS:			
Beginning of year	429,819✓	714,988✓	1,144,807✓
End of year	\$ 464,306	765,214	1,229,520✓

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED SEPTEMBER 30, 2010**

	BUDGET		ACTUAL	VARIANCE
	ORIGINAL	FINAL		
REVENUES:				
General revenues:				
Property taxes, including penalties and interest	\$ 962,964	962,964	1,004,514	41,550
Interest	5,000	5,000	1,119	(3,881)
Total revenues	967,964	967,964	1,005,633	37,669
EXPENDITURES:				
Service operations:				
Volente Volunteer				
Fire Department funding	618,450	650,450	509,468	140,982
City of Cedar Park contract	329,000	329,000	338,887	(9,887)
Tax appraisal/collection fees	9,200	9,200	8,708	492
Legal fees	5,000	5,000	2,205	2,795
Training	1,200	1,200	-	1,200
Advertising	1,800	1,800	57	1,743
Membership dues	1,000	1,000	1,000	-
Audit fees	7,000	7,000	7,500	(500)
Bank fees	500	500	359	141
Office supplies	400	400	186	214
Other expenses	31,350	31,350	2,924	28,426
Capital outlay	40,000	40,000	60,512	(20,512)
Debt service:				
Principal payments	-	-	37,509	(37,509)
Interest payments	-	-	1,831	(1,831)
Total expenditures	1,044,900	1,076,900	971,146	105,754
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(76,936)	(108,936)	34,487	143,423
FUND BALANCE:				
Beginning of year	429,819	429,819	429,819	-
End of year	\$ 352,883	320,883	464,306	143,423

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14

NOTES TO BASIC FINANCIAL STATEMENTS YEAR ENDED SEPTEMBER 30, 2010

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Travis County Emergency Services District No. 14 (the "District") was approved by voters of the District in a general election on November 5, 1985 as Travis County Fire Control District No. 11. Pursuant to Texas Health and Safety Code 794.100, the District was legally converted to a district operating under the Texas Health and Safety Code, Chapter 775, by an election of the voters of the District held on November 2, 1999. As a result, the name of the District changed effective December 2, 1999 and the District automatically assumed all rights and obligations of the former entity. The District provides fire suppression, emergency medical and rescue first response, hazardous materials incident response, and other emergency incident response that may arise within its boundaries.

The reporting entity of the District encompasses those activities and functions over which the District's appointed officials exercise significant oversight or control. The District is governed by a five member Board of Commissioners which has been appointed by the Travis County Commissioners' Court, in accordance with state law. The District is not included in any other governmental "reporting entity" as defined by the Governmental Accounting Standards Board ("GASB") Statement No. 14 since Board members are elected by the public and have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

Government-Wide and Fund Financial Statements - For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "General Fund" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the statement of net assets and the statement of activities.

The government-wide financial statements report information on all of the activities of the District.

The statement of activities demonstrates the degree to which the expenses are offset by program revenues. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by the District. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Amounts reported as program revenues include charges to customers or applicants for goods, services, or privileges provided. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Major revenue sources considered susceptible to accrual include interest income. An accrual for property taxes collected within sixty days of year-end has been made; delinquent property taxes at period end are reported as deferred revenue.

The District reports the following major governmental fund:

The General Fund includes financial resources used for general operations. It is a budgeted fund, and any fund balances are considered resources available for current operations.

Budgets and Budgetary Accounting

Formal budgetary integration is employed as a management control device for the General Fund. Prior to the beginning of each fiscal year, the District prepares a budget. The operating budget includes proposed expenditures and the means of financing those expenditures and is adopted on the modified accrual basis, which is consistent with generally accepted accounting principles.

Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board of Commissioners formally adopts the budget through passage of an ordinance. The District may amend the budget throughout the year, approving such additional expenditures as may be required. All annual appropriations for the General Fund lapse at the fiscal year-end.

Assets, Liabilities, and Net Assets or Equity

Cash and cash equivalents - The District considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Investments - The District is entitled to invest any and all of its funds in obligations of, or guaranteed by, the United States of America or its agencies, certificates of deposit, and certain public fund investment pools. The District's investment policies and types of investments are governed by Section 2256 of the Government Code ("Public Funds Investment Act"). The District's management believes that it complied with the requirements of the District's investment policy and the Public Funds Investment Act. The District accrues interest on temporary investments based on the terms and effective interest rates of the specific investments.

Capital Assets - Capital assets, which include land, buildings, vehicles and equipment are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of at least \$5,000. Such assets are recorded at historical cost if purchased or estimated fair value at the date of donation if donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

Capital assets (other than land) are depreciated using the straight-line method over the following estimated useful lives:

Asset	Years
Buildings	39.5
Vehicles	10-20
Equipment	10

Ad Valorem Property Taxes - Allowances for uncollectibles within the General Fund are based upon historical experience in collecting property taxes. Uncollectible personal property taxes are periodically reviewed and written off, but the District is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

Recently Issued Accounting Pronouncements

In March 2009, the GASB issued GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, effective for fiscal years beginning after June 15, 2010, which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Management is still evaluating the effects that the full implementation of GASB Statement No. 54 will have on its financial statements for the year ended September 30, 2011, primarily as it relates to fund balance classifications.

2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Amounts reported for governmental activities in the statement of net assets are different because:

Governmental fund total fund balance	\$ 464,306
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	
Capital assets, net of accumulated depreciation	742,031
Deferred tax revenue is not available to pay for current-period expenditures and, therefore, is deferred in the funds.	<u>23,183</u>
Total net assets	<u>\$ 1,229,520</u>

Amounts reported for governmental activities in the statement of activities are different because:

Excess of revenues over expenditures	\$ 34,487
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	
Capital outlay	60,512
Depreciation expense	(51,282)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	
Change in deferred tax revenue	3,487
Repayment of capital lease obligation is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	
Repayment of capital lease obligation	<u>37,509</u>
Change in net assets	<u>\$ 84,713</u>

3. CASH AND TEMPORARY INVESTMENTS

The District's deposits are required to be secured in the manner provided by law for the security of the funds. At September 30, 2010, such deposits were entirely covered by Federal Deposit Insurance Corporation ("FDIC") insurance or secured by collateral pledged by the depository.

The Public Funds Investment Act authorizes the District to invest in funds under a written investment policy. The District's deposits and investments are invested pursuant to the investment policy, which is approved annually by the Board of Commissioners. The primary objectives of the District's investment strategy, in order of priority, are safety, liquidity, and yield.

4. CAPITAL ASSETS

Capital assets activity for the fiscal year ended September 30, 2010 was as follows:

	Balance September 30, 2009	Additions	Retirements and Transfers	Balance September 30, 2010
Capital assets not being depreciated-				
Land	\$ 252,997	-	-	252,997
Total capital assets not being depreciated	252,997	-	-	252,997
Capital assets being depreciated:				
Vehicles	617,994	31,640	-	649,634
Equipment	25,896	28,872	-	54,768
Buildings	43,049	-	-	43,049
Total capital assets being depreciated	686,939	60,512	-	747,451
Less accumulated depreciation for:				
Vehicles	(189,133)	(45,437)	-	(234,570)
Equipment	(12,374)	(4,755)	-	(17,129)
Buildings	(5,628)	(1,090)	-	(6,718)
Total accumulated depreciation	(207,135)	(51,282)	-	(258,417)
Total capital assets, being depreciated, net	479,804	9,230	-	489,034
Capital assets, net	\$ 732,801	9,230	-	742,031

5. CAPITAL LEASE OBLIGATIONS

The District entered into a capital lease agreement with a finance company for the purchase of a pumper truck. The capital lease bears interest at 4.88%. Payments were due in annual installments of \$39,340, including interest, through August 2010. There was no principal outstanding at September 30, 2010, as the final payment was made during fiscal year 2010.

The vehicle purchased through the capital lease included in capital assets at September 30, 2010 totaled \$236,799 with accumulated amortization totaling \$100,146. Amortization expense is included in depreciation expense within the financial statements.

6. DEFERRED REVENUE

Deferred revenue at September 30, 2010 as reported in the General Fund consisted of net tax revenue of \$23,183.

7. PROPERTY TAXES

The District is authorized to levy a tax each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located within its boundaries. Assessed values are established annually by the Travis Central Appraisal District. District property tax revenues are recognized when levied to the extent that they are collected in the current year. The uncollected balance is reported as deferred revenue. Taxes receivable are due January 1 and are delinquent if received after January 31 and are subject to penalty and interest charges.

In September 2009, the District levied a tax rate of \$0.10 per \$100 of assessed valuation to finance operating expenditures and debt service requirements. The total 2009 tax levy was \$1,002,252 based on a taxable valuation of \$1,002,252,000.

8. CONTRACTED SERVICES

The District entered into an agreement with the Volente Volunteer Fire Department ("VVFD") that was effective January 1, 2007 for a period of one year. This agreement has been extended annually since January 1, 2008. The District agreed to fund the operations of the VVFD monthly, as funds are available, based on a budget for the VVFD that is approved by the District. In exchange for the funding provided by the District, the VVFD agreed to provide emergency services including fire fighting and first responder assistance in the geographic area served by the District. Expenditures of \$569,980 (which includes \$60,512 of capital outlay as presented in the Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance) were incurred by the District related to this agreement during the year ended September 30, 2010.

In fiscal year 2004, the District entered into an agreement with the City of Cedar Park, Texas for fire protection and limited emergency medical services. This agreement has been extended annually since December 31, 2005. The District pays the City of Cedar Park, Texas quarterly based on a service rate for each water meter within the boundaries of the service area. During the first quarter of the fiscal year ended September 30, 2010, the service rate was \$14.52 per water meter. Effective January 1, 2010, the service rate was \$16.97 per water meter. Expenditures of \$338,887 were incurred by the District related to this agreement during the year ended September 30, 2010. In June 2010, the District provided the City of Cedar Park with a twelve month notice of termination for the agreement.

9. RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District, through the VVFD, purchases its insurance from regular commercial companies. As of September 30, 2010, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having been filed within the last three years.



MAXWELL LOCKE & RITTER LLP

Austin, Texas
Dallas, Texas
Houston, Texas
San Antonio, Texas

Austin, Texas
Austin, Texas

Round Rock, Texas
Round Rock, Texas

To the Board of Commissioners and Management of
Travis County Emergency Services District No. 14:

In planning and performing our audit of the financial statements of the governmental activities and the major fund of Travis County Emergency Services District No. 14 (the "District") as of and for the year ended September 30, 2010, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting ("internal control") as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, the Board of Commissioners, and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Maxwell Locke + Ritter LLP

March 4, 2011

Affiliated Companies
ML&R PERSONNEL SOLUTIONS LLC

Affiliated Companies
ML&R WEALTH MANAGEMENT LLC

Affiliated Companies
ML&R REAL ESTATE ADVISORS



MAXWELL LOCKE & RITTER LLP

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Austin, Texas 78701
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Round Rock, Texas 78664
Round Rock, Texas 78664

March 4, 2011

To the Board of Commissioners of
Travis County Emergency Services District No. 14:

We have audited the financial statements of the governmental activities and the major fund of Travis County Emergency Services District No. 14 (the "District") as of and for the year ended September 30, 2010 and have issued our report thereon dated March 4, 2011. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 1, 2011. Professional standards require that we provide you with the following information related to our audit.

OUR RESPONSIBILITY UNDER U.S. GENERALLY ACCEPTED AUDITING STANDARDS

As stated in our engagement letter dated October 5, 2010, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the District. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

SIGNIFICANT ACCOUNTING POLICIES

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended September 30, 2010. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

ML&R PERSONNEL SOLUTIONS LLC

1000 North Loop West, Suite 1000

ML&R WEALTH MANAGEMENT LLC

A Wellington Investment Account
1000 North Loop West, Suite 1000

ACCOUNTING ESTIMATES

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Management's estimate of the depreciable lives of capital assets is based on the expected useful life of the assets. We evaluated the key factors and assumptions used to develop the depreciable lives of capital assets in determining they are reasonable in relation to the financial statements taken as a whole.

FINANCIAL STATEMENT DISCLOSURES

Certain financial disclosures are particularly sensitive because of their significance to the financial statement users. The disclosure of contracted services in Note 8 to the financial statements discusses the District's relationship with the Volente Volunteer Fire Department and the City of Cedar Park, Texas. The disclosures in the financial statements are neutral, consistent, and clear.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no difficulties in dealing with management in performing and completing our audit.

MISSTATEMENTS IDENTIFIED DURING THE AUDIT

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

Corrected Misstatement

A schedule summarizing the misstatement detected as a result of audit procedures is attached. Management has corrected the misstatement. In addition, the misstatement detected as a result of audit procedures and corrected by management was not material, either individually or in the aggregate, to the financial statements taken as a whole.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

MANAGEMENT REPRESENTATIONS

We have requested certain representations from management that are included in the management representation letter dated March 4, 2011. A copy of management's written representations is attached.

CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

ISSUES DISCUSSED PRIOR TO THE RETENTION OF INDEPENDENT AUDITORS

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

* * * * *

This information is intended solely for the use of the Board of Commissioners and management of the District and is not intended to be and should not be used by anyone other than these specified parties.

Yours truly,

Maxwell Socha + Pitter LLP

Enclosure 1: Summary of misstatement corrected by management

Enclosure 2: Management representation letter

SUMMARY OF MISSTATEMENT CORRECTED BY MANAGEMENT

Adjusting Journal Entry
To adjust general ledger to match collection report

18001	18001- Taxes Receivable	600.00	
40020	40000-O & M REVENUE:40020- Penalty & Interest-Taxes	5,577.00	
MLR-1	Other Expenses	2,923.00	
21000	21000- DEFERRED REVENUE-TAXES		3,487.00
40010	40000-O & M REVENUE:40010 Tax Revenue (A.V.)		5,613.00



Travis County Emergency Services District No. 14

15406 FM 2769
Volente, Texas 78641

Phone: 512-258-1114
Facsimile: 512-335-0657

Maxwell Locke & Ritter LLP
401 Congress Avenue, Suite 1100
Austin, Texas 78701

We are providing this letter in connection with your audit of the financial statements of Travis County Emergency Service District No. 14 (the "District") as of September 30, 2010, and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the District and the respective changes in financial position thereof in conformity with U.S. generally accepted accounting principles. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with U.S. generally accepted accounting principles. We are also responsible for adopting sound accounting policies, establishing and maintaining effective internal control, and preventing and detecting fraud.

We confirm, to the best of our knowledge and belief, as of the date of the auditors' report, the following representations made to you during your audit.

- 1) The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 2) We have made available to you all—
 - a) Financial records and related data and all audit or relevant monitoring reports, if any, received from funding sources.
 - b) Minutes of the meetings of the Board of Commissioners or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 3) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 4) There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
- 5) We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.

- 6) We have no knowledge of any fraud or suspected fraud affecting the entity involving:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 7) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.
- 8) We have identified to you any previous financial audits, attestation engagements, performance audits, or other studies related to the objectives of the audit being undertaken and the corrective actions taken to address significant findings and recommendations.
- 9) The District has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 10) The following, if any, have been properly recorded or disclosed in the financial statements:
 - a) Related party transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - b) Guarantees, whether written or oral, under which the District is contingently liable.
 - c) All accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates and measurements. We believe the estimates and measurements are reasonable in the circumstances, consistently applied, and adequately disclosed.
- 11) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 12) There are no—
 - a) Violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects

should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.

- b) We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with generally accepted accounting principles, and we have not consulted a lawyer concerning litigation, claims, or assessments.
 - c) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by ASC 450, *Contingencies*.
 - d) Reservations or designation of fund equity that were not properly authorized and approved.
- 13) As part of your audit, you assisted with preparation of the financial statements and related notes. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 14) The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 15) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 16) We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
- 17) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 18) The financial statements properly classify all funds and activities.
- 19) All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 20) Net asset components (invested in capital assets, net of related debt; restricted; and unrestricted) and fund balance reserves and designations are properly classified and, if applicable, approved.
- 21) Provisions for uncollectible receivables have been properly identified and recorded.

- 22) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 23) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 24) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 25) Deposits and investment securities are properly classified as to risk, and investments are properly valued.
- 26) Capital assets, including infrastructure assets, are properly capitalized, reported, and, if applicable, depreciated.
- 27) The government meets the GASB-established requirements for accounting for eligible infrastructure assets using the modified approach.
- 28) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 29) No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.



Suelen Jordan, Board Treasurer

3-4-11
Date



Walter Groman, Fire Chief

3/4/11
Date



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Deone Wilhite 854-9111

Elected/Appointed Official/Dept. Head: Commissioner Ron Davis

Commissioners Court Sponsor: Commissioner Ron Davis

AGENDA LANGUAGE:

RECEIVE PRESENTATION FROM NELSON LINDER, PRESIDENT OF THE AUSTIN CHAPTER OF THE NAACP REGARDING FINDINGS OF THE US DEPARTMENT OF JUSTICE REGARDING USE OF FORCE BY THE AUSTIN POLICE DEPARTMENT

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

None

STAFF RECOMMENDATIONS: Recommended

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING: None

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 1 Office
County Judge's Office
Commissioner's Court

Ron Davis
Cheryl Aker
Cheryl Aker

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a single pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



U.S. Department of Justice
Civil Rights Division

JMS:LCC:JG:CS:LM:dh
DJ 207-76-3

Special Litigation Section - PHB
950 Pennsylvania Ave, NW
Washington DC 20530

May 27, 2011

VIA ELECTRONIC AND U.S. MAIL

Ms. Karen Kennard, Esq.
Acting City Attorney
City of Austin Law Department
Norwood Tower
114 West 7th Street
P.O. Box 1088
Austin, TX 78767-8845

Re: 42 U.S.C. § 14141 Investigation of the Austin Police Department

Dear Ms. Kennard:

The Department of Justice ("DOJ") has completed its investigation of use of force by the Austin Police Department ("APD"), pursuant to the Violent Crime Control and Law Enforcement Act of 1994, 42 U.S.C. § 14141. Because we do not find reasonable cause to believe that APD has engaged in a pattern or practice that violated the Constitution or laws of the United States, we have closed our investigation.

During the course of our investigation, we did identify concerns that could lead to violations of law. On December 23, 2008, we wrote you and recommended revisions to APD's use-of-force policy; changes to the reporting of and responses to uses of force; changes to APD's complaint intake, classification, and investigation procedures; implementation of an early intervention system; increased supervisory oversight; enhanced officer training; and efforts at improved community relations. APD has implemented nearly all of our technical assistance recommendations. We thank APD for its continued cooperation in our investigation and its voluntary steps toward implementation of our technical assistance.

However, gaps in use-of-force reports and supervisory investigations, though not necessarily rising to the level of constitutional violations, should be reformed. To that end, we make the following recommendations:

(1) We recommend that APD bring to fruition its planned, though not fully implemented, early intervention system that identifies officers who demonstrate a tendency to violate APD policy, including use of force. APD should assess the efficacy of its early intervention system by identifying personnel through the early intervention system for personnel action, including, but not limited to: training, counseling, internal affairs investigation,

-2-

affirmative integrity tests, criminal investigation, and disciplinary action. APD's early intervention system should also be able to assess the effectiveness of the actions taken.

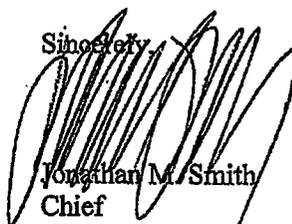
(2) APD's internal affairs division ("IA") should conduct investigations in an objective and probing manner. It is our understanding that APD has undertaken sweeping change of its IA staff following an assessment of a use-of-force incident investigation by an independent consultant. The new composition and training of IA personnel, as well as the investigative process IA employs, should comport with the technical assistance recommendations contained in our December 23, 2008 letter.

(3) APD's force review boards should identify potential tactical or training issues in uses of force that could be corrected to minimize uses of force.

(4) Austin's Office of the Police Monitor ("OPM") should provide objective, public reports on the conduct of APD's internal affairs. In the past, OPM has produced reports on the number of internal affairs complaints filed and the categorical disposition of those complaints. We recommend that APD utilize OPM to produce timely reports not just on the number of internal affairs complaints and their dispositions, but also to provide a qualitative analysis of the internal affairs system. OPM's outside analysis of internal affairs could provide APD an opportunity for improvement of mechanisms to address uses of force.

We thank Austin and APD for the many improvements made during of our investigation. Please contact me at (202) 514-6255, Jonas Geissler at (202) 353-8866, or Corey Sanders at (202) 305-3229, should you have any questions about this correspondence or our technical assistance.

Sincerely,



Jonathan M. Smith
Chief
Special Litigation Section

cc: David Douglas, Assistant City Attorney
John E. Murphy, United States Attorney
(via electronic and U.S. mail)



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Gillian Porter, Commissioners Court Specialist, 512-854-4722

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir, Travis County Clerk

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Approve the Commissioners Court Minutes for the Voting Session of May 31, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



Minutes for the Travis County Commissioners Court Tuesday, May 31, 2011 Voting Session

Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325

Call to Order

Meeting called to order on May 31, 2011, in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

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

Public Hearings

1. Receive comments regarding a request to authorize the filing of an instrument to vacate a seven and one-half foot wide public utility easement located along the rear lot line of lot 29, block V of the Reserve at Twin Creeks subdivision, section 13 - a subdivision in Precinct Three. (Commissioner Huber) (Action item #6)

MOTION: Open the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez
ABSENT: Karen L. Huber

Members of the Court heard from:
 Anna Bowlin, Division Director, Engineering Services, Transportation and Natural Resources (TNR)

MOTION: Close the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Margaret J. Gómez, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez
ABSENT: Karen L. Huber

2. Receive comments regarding a request to authorize the filing of an instrument to vacate several five and ten foot wide public utility easements located along the side and rear lot lines of lots 72, 73, 74, 76 and 77 of South Cherry Hollow Estates - a subdivision in Precinct Three. (Commissioner Huber) (Action item #7)

MOTION: Open the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez

ABSENT: Karen L. Huber

Members of the Court heard from:
Anna Bowlin, Division Director, Engineering Services, TNR

MOTION: Close the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez
ABSENT: Karen L. Huber

Added item:

- A2. Receive comments regarding the proposed sale of approximately 7.3 acres of land in N.E. Metro Park to the Pflugerville Community Development Corporation for re-configuration of area roadway access near S.H. 130 and Pecan Street in Precinct Two. (Commissioner Eckhardt) (Action item #A3)

MOTION: Open the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Margaret J. Gómez, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez
ABSENT: Karen L. Huber

Members of the Court heard from:
Steve Manilla, County Executive, TNR
Greg Chico, Right-of-Way Manager, TNR
Floyd Akers, City Attorney, City of Pflugerville and Interim Director, Pflugerville Community Development Corporation

MOTION: Close the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez
ABSENT: Karen L. Huber

Citizens Communication

Members of the Court heard from:
Ronnie Gjemre, Travis County Resident
Morris Priest, Travis County Resident
Dr. John K. Kim, Travis County Resident

Special Items

3. Consider and take appropriate action on an order concerning outdoor burning in the unincorporated areas of Travis County.

Members of the Court heard from:
Hershel Lee, Travis County Fire Marshal

MOTION: Approve a new order prohibiting outdoor burning which will expire June 29, 2011.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Margaret J. Gómez, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez
ABSENT: Karen L. Huber

Resolutions and Proclamations

4. Approve Resolution recognizing Della Sprager for her many years of service to Travis County and its residents.

Members of the Court heard from:

Deborah E. Britton, Director, Community Services Division, Travis County Health, Human Services, and Veterans' Services (TCHHS&VS)
Della Sprager, Social Services Program Specialist, TCHHS&VS
Fred Lugo, Social Services Program Administrator, Travis County Health, Human Services (TCHHS)

MOTION: Approve the Resolution in Item 4.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Margaret J. Gómez, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

5. Consider and take appropriate action on legislative matters, including:

- a. Update on legislative activities;
b. Fiscal matters affecting Travis County, including the State budget;
c. Redistricting of congressional and legislative districts and implications for Travis County;

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Coordinator, Intergovernmental Relations (IGR)

RESULT: **DISCUSSED**

- d. Resolutions expressing the Court's appreciation for the work of legislative associates during the session; and

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Coordinator, IGR
Felipe Nascimento, Intern, IGR
Hayley Armstrong, Intern, IGR

MOTION: Approve the Resolution in Item 5.d.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

- e. Amendments to the priorities, policy positions, and the positions on other proposals sections of the Travis County legislative agenda.

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Coordinator, IGR

RESULT: DISCUSSED

Transportations and Natural Resources Dept. Items

6. Consider and take appropriate action regarding a request to authorize the filing of an instrument to vacate a seven and one-half foot wide public utility easement located along the rear lot line of lot 29, block V of the Reserve at Twin Creeks subdivision, section 13 - a subdivision in Precinct Three. (Commissioner Huber)

RESULT: ADDED TO CONSENT

7. Consider and take appropriate action regarding a request to authorize the filing of an instrument to vacate several five and ten foot wide public utility easements located along the side and rear lot lines of lots 72, 73, 74, 76 and 77 of South Cherry Hollow Estates - a subdivision in Precinct Three. (Commissioner Huber)

RESULT: ADDED TO CONSENT

8. Consider and take appropriate action on a Cash Security Agreement with Highland Homes, Austin for sidewalk fiscal for Commons at Rowe Lane IIIA lot 36 block M in Precinct Two. (Commissioner Eckhardt)

RESULT: ADDED TO CONSENT

9. Consider and take appropriate action on a Cash Security Agreement with Russell Eppright Custom Homes for sidewalk fiscal for River Place section 16 lot 33 block M in Precinct Three. (Commissioner Huber)

RESULT: ADDED TO CONSENT

10. Consider and take appropriate action on the permanent traffic improvements on FM 812 at F1 Speedway in Precinct Four:
- a. Indemnification Agreement with Circuit of the Americas LLC for funding of improvements; and
 - b. Advanced Funding Agreement for voluntary transportation improvement projects with the State of Texas and Travis County. (Commissioner Gómez)

Members of the Court heard from:

Steve Manilla, County Executive, TNR

Anna Bowlin, Division Director, Engineering Services, TNR

MOTION: Approve Items 10.a-b.

RESULT: **APPROVED [4 TO 1]**

MOVER: Samuel T. Biscoe, Judge

SECONDER: Ron Davis, Commissioner

AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber

NAYS: Margaret J. Gómez

Clerk's Note: The Court noted that by approving Items 10.a-b the County are acting as a conduit between the developer and the State of Texas. No funds will come from Travis County.

16. Consider and take appropriate action on the following employee healthcare benefit items:
- a. No rate increase on health plan for County or participants for Fiscal Year 2012 Plan Year (plan funding levels to remain the same as Fiscal Year 2011);
 - b. Change of pharmacy benefit manager from Medco to Prescription Solutions, effective October 1, 2011;
 - c. A customized open formulary administered by Prescription Solution, effective January 1, 2012;

RESULT: ADDED TO CONSENT

- d. Customized quantity limitation on the formulary, effective January 1, 2012;
- e. Customized prior authorization for certain prescription drugs, effective January 1, 2012;
- f. Standard "pay the difference" protocol for using a brand prescription drug when a true generic is available on the formulary and deemed acceptable by the prescribing physician, effective January 1, 2012;

Members of the Court heard from:

Diane Blakenship, Director, Human Resources Management Department (HMRD)
Cindy Purinton, Benefits Administrator, HRMD
Barbara Wilson, Assistant County Attorney
Rodney Rhoades, County Executive, PBO

MOTION: Approve Items 16.d-f.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Clerk's Note: The Court noted that the changes approved in Item 16.f will only be relevant to prescriptions written on and after January 1, 2012.

RESULT: DISCUSSED

- g. Set open enrollment from July 18 through August 19, 2011;
- h. Assign defaulting employees who do not complete all ten steps of the open enrollment process during open enrollment to co-insured EPO and basic employee life coverages for the employee only;
- i. Set date and time for employee hearing on June 15, 2011 at 4:30 P.M. in the Commissioners Court;
- j. Release of benefits information prior to hearing;
- k. Renewal of Assurant dental plan for Fiscal Year 2012, 100% voluntary; and
- l. Renewal of County provided basic life insurance with no rate increase.

RESULT: ADDED TO CONSENT

17. Consider and take appropriate action on schematic design recommendations associated with 700 Lavaca Commissioners Court and offices.

Clerk's Note: The Court discussed two schematic designs for the existing bank vault on the first floor at 700 Lavaca.

Members of the Court heard from:

Roger El Khoury, Director, Facilities Management
David Stauch, President, HS&A
Earl Swisher, Principal, Lawrence Group

MOTION: Approve recommendation one for the bank vault.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Clerk's Note: The Court discussed two schematic designs for the orientation of the Commissioners Courtroom on the first floor at 700 Lavaca.

Members of the Court heard from:

David Stauch, President, HS&A
Earl Swisher, Architect, Lawrence Group

MOTION: Approve recommendation one.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Margaret J. Gómez, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Clerk's Note: The Court discussed schematic designs for a café to be located at the basement level at 700 Lavaca.

Members of the Court heard from:

David Stauch, President, HS&A
Earl Swisher, Architect, Lawrence Group
Danny Hobby, County Executive, Travis County Emergency Services
Cyd Grimes, Purchasing Agent
Ken Gaede, Senior Project Manager, Facilities Management

RESULT: **DISCUSSED**

Justice and Public Safety Items

18. Consider and take appropriate action on the request by the Offices of Child Representation (OCR) and Parent Representation (OPR) to:
 - a. Add one attorney to each office in Fiscal Year 2011; and

Members of the Court heard from:

Roger Jefferies, County Executive, Justice and Public Safety (JPS)
Leslie Hill, Managing Attorney, Office of Child Representation (OCR)
Lori Kennedy, Managing Attorney, Office of Parental Representation (OPR)
Tonya Mills, Senior Planner, Criminal Justice Planning (CJP)

MOTION: Approve 18.a at a cost of \$42,255.48 effective July 1, 2011. Funding will come from Allocated Reserve.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge

SECONDER: Sarah Eckhardt, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

- b. Funding OCR and OPR in Fiscal Year 2012.

Clerk's Note: The Court noted that Item 18.b will be reviewed as part of the Fiscal Year 2012 Budget.

RESULT: DISCUSSED

Purchasing Office Items

- 19. Approve modification no. 2 to contract no. 10K00287LP, Patin Construction, LLC, Travis County Correctional Complex parking lot.

RESULT: ADDED TO CONSENT

- 20. Consider and take appropriate action on services related to parking management of County-owned property at 3rd and Guadalupe as follows:

- a. Terminate parking management services contract with LAZ parking; and
- b. Approve contract award to Parking Systems of America I, L.P. for parking management services, RFS no. S110160-ML.

RESULT: ADDED TO CONSENT

- 21. Approve modification no. 9 to contract no. PS090041RV, Broaddus and Associates, for consulting services, Travis County Central Campus Study for a needs analysis and facilities master plan.

RESULT: POSTPONED **Reset for: 6/7/2011**

Other Items

- 22. Consider and take appropriate action on request to change department name from Travis County Information & Telecommunication Systems to "Travis County Information Technology Services."

Members of the Court heard from:
Joe Harlow, Interim County Executive, Information Technology Services (ITS)

MOTION: Approve Item, 22.
RESULT: **APPROVED [4 TO 0]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Samuel T. Biscoe, Judge
AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber, Margaret J. Gómez
ABSTAIN: Ron Davis

- 23. Consider and take appropriate action on request to appoint Willie S. Anderson to the boards of directors of the Housing Authority of Travis County and the Strategic Housing Finance Corporation. (Judge Biscoe)

RESULT: ADDED TO CONSENT

24. Consider and take appropriate action on appointment of Charles B. Cannon to replace Dr. Carla Emery-Culberson on the Board of Commissioners of Emergency Services District no. 4, effective immediately through December 31, 2011. (Commissioner Davis)

RESULT: ADDED TO CONSENT

25. Approve Request For Services (RFS) for a consultant to provide services regarding a new Civil and Family Courthouse, including determining the feasibility of entering into a Public Private Partnership (P3), RFS No. S110505-CG, and authorize Purchasing Agent to issue RFS.

Members of the Court heard from:

Cyd Grimes, Purchasing Agent
John Hille, Assistant County Attorney
Martha Dickey, Co-Chair, Committee for new Civil/Family Courthouse, Austin Bar Association
Bill Whitehurst, Member, Committee for new Civil/Family Courthouse, Austin Bar Association
Keith Zimmerman, UGL Equis
The Honorable Lora Livingston, Judge, 261st District

MOTION: Approve Item 25 with Option 2, and remove the USA/Canada requirement for project credentials in P3 projects.

RESULT: APPROVED [3 TO 2]

MOVER: Samuel T. Biscoe, Judge

SECONDER: Ron Davis, Commissioner

AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt

NAYS: Karen L. Huber, Margaret J. Gómez

Clerk's Note: By approving Option 2 the Court is choosing to allow the consultant chosen for the RFS to compete for the role of phase II Owners Representative but not for the role of Private Partner. The RFS will be released on June 3, 2011.

26. Consider and take appropriate action on the following items regarding the Travis County Civil and Family Law Courthouse:
- a. Selection of a County special projects team director and the steps necessary to implement it;
 - b. Issue request for services for financial advisor to develop value for money analysis for construction options, evaluate responses to the RFI and serve as financial advisor and consultant for the project throughout the project period;
 - c. Modification of the contract with Broaddus & Associates to include a visioning process, including internal and external stakeholders;
 - d. Modification of the contract with UGL Services to include real estate advisory services, including evaluation of responses to the RFI and serve as real estate advisor for the project throughout the project period;
 - e. Designation of an external consultant(s) team;
 - f. Designation of an internal Travis County team; and
 - g. Designation of a courts team of representatives of the civil and family courts. (This item may be taken into Executive Session pursuant to Gov't. Code Ann 551.071, Consultation with Attorney) (Commissioners Gómez and Huber)

RESULT: DISCUSSED**Reset for: 6/7/2011****Executive Session Items**

The Commissioners Court will consider the following items in Executive Session. The Commissioners Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners Court announces that the item will be considered during Executive Session.

Note 1: Gov't Code Ann 551.071, Consultation with Attorney

Note 2: Gov't Code Ann 551.072, Real Property

Note 3: Gov't Code Ann 551.074, Personnel Matters

Note 4: Gov't Code Ann 551.076, Security

Note 5: Gov't Code Ann 551.087, Economic Development Negotiations

27. Receive briefing from the County Attorney in Travis County, et al v. Edwenna B. Long (Christopher N. Taylor resale deed) and take appropriate action. ¹

Judge Biscoe announced that Item 27 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

MOTION: Accept the offer of \$6,190.63 for the property located at 14708 Anderson Mill Road.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Karen L. Huber
SECONDER: Sarah Eckhardt, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

28. Receive briefing from County Attorney and take appropriate action regarding the possibility of improving one or more venues and related infrastructure using one or more of the methods of finance authorized by the Texas Local Govt. Code. ¹

Judge Biscoe announced that Item 28 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

RESULT: DISCUSSED

29. Consider and take appropriate action regarding the lease agreement at 700 Lavaca with John T. Barrett. ^{1 and 2}

Judge Biscoe announced that Item 29 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.072, Real Property.

MOTION: Authorize County Staff to continue to negotiate a mutual termination agreement with Mr. Barrett and report back to the Commissioners Court.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Margaret J. Gómez, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Consent Items

MOTION: Approve the following Consent Items: C1-C2 and Agenda Items 6, 7, 8, 9, 11.a-c, 14, 15, 16.a-c, 16.g-l, 19, 20.a-b, 23, and 24.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Margaret J. Gómez
ABSENT: Karen L. Huber

- C1. Receive bids from County Purchasing Agent.
- C2. Approve payment of claims and authorize County Treasurer to invest County funds.

Added Items

- A1. Approve Resolution recognizing the week of June 5 through 11, 2011 as "Take Heart Austin Week 2011" in the Austin and Travis County community. (Commissioner Eckhardt)

Members of the Court heard from:

Dr. Paul Hinchey, Medical Director, Austin/Travis County Emergency Medical Services
Danny Hobby, County Executive, Travis County Emergency Services
Louis Gonzales, Program Manager, Take Heart Austin

MOTION: Approve the Resolution in Item A1.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Samuel T. Biscoe, Judge
AYES: Biscoe, Davis, Eckhardt, Gómez
ABSENT: Karen L. Huber

- A3. Consider and take appropriate action on the proposed sale of approximately 7.3 acres of land in N.E. Metro Park to Pflugerville Community Development Corporation, needed for reconfiguration of access to adjoining tracts of land near the intersection OF S.H. 130 and Pecan Street in Precinct Two. (Commissioner Eckhardt)

RESULT: **POSTPONED**

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Gillian Porter, Commissioners Court Specialist, 512-854-4722

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir, Travis County Clerk

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Approve the Commissioners Court Minutes for the Voting Session of June 7, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



Minutes for the Travis County Commissioners Court Tuesday, June 7, 2011 Voting Session

Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325

Call to Order

Meeting called to order on June 7, 2011, in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

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

Public Hearings

1. Receive comments on a request to temporarily close Thaxton Road in Precinct Four for roadway reconstruction beginning June 15, 2011 and continuing through July 20, 2011 or until construction is completed. (Commissioner Gómez) (Action item #15)

MOTION: Open the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Members of the Court heard from:
 Steve Manilla, County Executive, Transportation and Natural Resources (TNR)
 David Greear, Traffic Manager, TNR

MOTION: Close the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

2. Receive comments for the following subdivision in Precinct Three: partial cancellation of lots 15-19 block DDD Montebella subdivision (partial cancellation - 5 lots - 2.96 acres - Linkview Drive). (Commissioner Huber) (Action item #16)

MOTION: Open the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Members of the Court heard from:
Anna Bowlin, Division Director, Engineering Services, TNR

MOTION: Close the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Added item:

- A2. Receive comments regarding a request to authorize the filing of an instrument to vacate two five foot public utility and drainage easements located along the common lot line of lots 38 and 39, block 59 of Austin Lake Hills, Section 2 - a subdivision in Precinct Three. (Commissioner Huber) (Action item #a3)

MOTION: Open the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Members of the Court heard from:
Anna Bowlin, Division Director, Engineering Services, Transportation and Natural Resources (TNR)
Tom Jones, Travis County Resident

MOTION: Close the Public Hearing.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Citizens Communication

Members of the Court heard from:
Ronnie Gjemre, Travis County Resident
Rick Luna, Travis County Resident
Nelson Linder, President, Austin National Association for the Advancement of Colored People (NAACP)
Gus Peña, Travis County Resident

Special Items

3. Consider and take appropriate action on an order concerning outdoor burning in the unincorporated areas of Travis County.

Members of the Court heard from:
Hershel Lee, Travis County Fire Marshal

Clerk's Note: The County Judge announced that by taking no action, the prohibition against outdoor burning stays in place.

RESULT: DISCUSSED

Reset for: 6/14/2011

- 4. **Revised language: Consider and take appropriate action regarding the regulation of fireworks in the unincorporated area of Travis County.** (This item may be taken into Executive Session pursuant to Gov't. Code Ann 551.071, Consultation with Attorney)

Members of the Court heard from:
 Hershel Lee, Travis County Fire Marshal
 Jim Connolly, Assistant County Attorney

Judge Biscoe announced that Item 4 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

MOTION: Direct Staff to put together appropriate data and information in support of a Local Disaster Declaration for the Court's consideration Tuesday, June 14, 2011.

RESULT: APPROVED [UNANIMOUS]

MOVER: Samuel T. Biscoe, Judge

SECONDER: Karen L. Huber, Commissioner

AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber

ABSENT: Margaret J. Gómez

Administrative Operations Items

- 5. 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 \$914,551.93 for the period of May 20 to May 26, 2011.

RESULT: ADDED TO CONSENT

- 6. Consider and take appropriate action on proposed routine personnel amendments.

RESULT: ADDED TO CONSENT

- 7. Consider and take appropriate action to encourage Travis County employees, retirees and their families to attend Travis County employee night with the Round Rock Express at the Dell Diamond on Sunday, June 26, 2011.

Members of the Court heard from:
 Diane Blakenship, Director, Human Resources Management Department (HMRD)

RESULT: DISCUSSED

Health and Human Services Dept. Items

- 8. Consider and take appropriate action on the following items related to the Community Development Block Grant – recovery funds through the American Recovery and Reinvestment Act of 2009 available through the U.S. Department of Housing and Urban Development:
 - a. Update on the project;
 - b. Receive results of the environmental review; and
 - c. Approve the certificate of exemption of funds.

Members of the Court heard from:

Christy Moffett, Social Services Manager, Travis County Health and Human Services (TCHHS)

MOTION: Approve Item 8.c and authorize the County Judge to sign the exemption order regarding the environmental declaration.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ron Davis, Commissioner
SECONDER: Samuel T. Biscoe, Judge
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

9. Consider and take appropriate action on the following items related to the Community Development Block Grant available through the U.S. Department of Housing and Urban Development:
- a. Update on interested municipalities joining the Urban County for Program Years 2012-2014; and
 - b. Request to move forward with participation agreements.

Members of the Court heard from:

Christy Moffett, Social Services Manager, TCHHS
Sherri Fleming, County Executive, Travis County Health, Human Services, and Veterans' Services (TCHHS&VS)

MOTION: Approve 9.b; proceed with sending the Participation Agreements to the eligible municipalities and a reminder to municipalities who have not yet replied. The deadline for replies would be June 30, 2011.
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
RESULT: **APPROVED [UNANIMOUS]**
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Purchasing Office Items

10. Pursuant to section 263.151 (4) (B) of the Texas Local Government Code, declare list of certain equipment as surplus property and donate to Brown Santa, a local non-profit agency.

RESULT: **ADDED TO CONSENT**

11. Approve modification no. 9 to contract no. PS090041RV, Broaddus and Associates, for consulting services, Travis County Central Campus Study for a needs analysis and facilities master plan.

Judge Biscoe announced that Item 11 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Members of the Court heard from:

Richard Villareal, Purchasing Agent Assistant Level IV, Purchasing
Rodney Rhoades, County Executive, Planning and Budget Office (PBO)
Belinda Powell, Capital Planning Coordinator, PBO
John Hille, Assistant County Attorney

MOTION: Extend the modification of the contract as proposed.
RESULT: **APPROVED [3 TO 1]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Samuel T. Biscoe, Judge
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt
NAYS: Karen L. Huber
ABSENT: Margaret J. Gómez

Planning and Budget Dept. Items

12. Consider and take appropriate action on budget amendments, transfers and discussion items.

MOTION: Approve Item 12.
RESULT: **APPROVED [3 TO 1]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt
NAYS: Karen L. Huber
ABSENT: Margaret J. Gómez

13. Receive update from the Planning and Budget Office on Fiscal Year 2012 Budget process.

Members of the Court heard from:

Leroy Nellis, Budget Director, PBO
Rodney Rhoades, County Executive, PBO
Jessica Rio, Assistant Budget Manager, PBO
Susan Spataro, Travis County Auditor

RESULT: DISCUSSED

14. Review and approve requests regarding grant programs, applications, contracts and permissions to continue:
- a. Annual application to the US Department of Justice – Bureau of Justice Assistance for the Sheriff's Office to be reimbursed for expenses incurred under the Immigration and Naturalization Act of 1994. The reimbursement term is from July 1, 2009 to June 30, 2010;
 - b. New application to the Hogg Foundation for mental health for the Juvenile Probation Department to receive resources to create an American Psychological Association accredited doctoral internship training program that will expand and enhance mental health services provided to high risk youth and families;
 - c. Amendment to the contract with the Texas Department of Public Safety to closeout the 2008 Urban Area Strategic Initiative Grant that will reduce the grant award to the Sheriff's Office in order to match the program's final expenditures;
 - d. Amendment to the contract with the Texas Veterans Commission to extend the grant term for the existing Veterans Court Program in the Criminal Court;
 - e. Amendment to the contract with the Corporation for National and Community Service (through the Onestar Foundation) to de-obligate Fiscal Year 2011 AmeriCorps Grant Funds in Health And Human Services And Veterans Service related to savings from staff and member vacancies; and

- f. Ratify updated information provided by Health and Human Services and Veterans Services to the United States Department of Health and Human Services as a part of a recently approved contract amendment for the Parenting in Recovery Project.

RESULT: ADDED TO CONSENT

Transportations and Natural Resources Dept. Items

15. Consider and take appropriate action regarding a request to temporarily close Thaxton Road in Precinct Four for roadway reconstruction beginning June 15, 2011 and continuing through July 20, 2011 or until construction is completed. (Commissioner Gómez)

RESULT: ADDED TO CONSENT

16. Consider and take appropriate action for the following subdivision in Precinct Three: partial cancellation of lots 15-19 block DDD Montebella subdivision (partial cancellation - 5 lots - 2.96 acres - Linkview Drive). (Commissioner Huber)

RESULT: ADDED TO CONSENT

17. Consider and take appropriate action for the following subdivision in Precinct Three: Montebella North preliminary plan (preliminary plan - 7 lots - 8.454 acres - Cirrus Drive). (Commissioner Huber)

RESULT: ADDED TO CONSENT

18. Consider and take appropriate action regarding a request for a license agreement with Huns RFC, Inc. for a rugby tournament at Northeast Metro Park in Precinct Two. (Commissioner Eckhardt)

RESULT: ADDED TO CONSENT

19. Consider and take appropriate action on a plat for recording in Precinct Three: revised plat of lots 31 and 32, block D, Belvedere phase II - a subdivision (revised plat - one lot - 2.358 acres - Flagler Drive). (Commissioner Huber)

RESULT: ADDED TO CONSENT

Other Items

20. Consider and take appropriate action on legislative matters, including:
 - a. Update on legislative activities;
 - b. Redistricting of Congressional and Legislative districts and implications for Travis County; and
 - c. Amendments to the priorities, policy positions, and the positions on other proposals sections of the Travis County legislative agenda.

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Coordinator, Intergovernmental Relations (IGR)

Ronnie Gjemre, Travis County Resident

RESULT: DISCUSSED

21. Consider and take appropriate action on Travis County redistricting processes, including public outreach program components and timetable, for the following:
- a. Commissioners Court Precincts;
 - b. Justice of the Peace and Constable Precincts; and
 - c. Election Precincts.

Clerk's Note: The Court discussed the following changes to the public outreach program:

- o *Encourage people to pass the word to neighbors, colleagues, friends, etc, and*
- o *Move the Precinct Three public hearing to a more central location.*

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Coordinator, IGR
Robena Jackson, Group Solutions RJW

MOTION: Approve Item 21 with the discussed changes.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

22. Consider and take appropriate action on assumptions for Travis County regarding the following:
- a. Property Tax considerations; and

Members of the Court heard from:

Tien Dao, Business Analyst I, Tax Assessor Collector's Office

MOTION: Approve the Staff recommendations in 9.a.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

- b. 2011 Parcel Rate fees.

Members of the Court heard from:

Tien Dao, Business Analyst I, Tax Assessor Collector's Office

MOTION: Approve the recommended tax rate of \$0.96.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

23. Consider and take appropriate action on property tax rate considerations for the Travis County Healthcare District.

Members of the Court heard from:

Tien Dao, Business Analyst I, Tax Assessor Collector's Office

MOTION: Approve the Staff recommendations in Item 23.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Sarah Eckhardt, Commissioner
SECONDER: Samuel T. Biscoe, Judge
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Executive Session Items

The Commissioners Court will consider the following items in Executive Session. The Commissioners Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners Court announces that the item will be considered during Executive Session.

Note 1: Gov't Code Ann 551.071, Consultation with Attorney

Note 2: Gov't Code Ann 551.072, Real Property

Note 3: Gov't Code Ann 551.074, Personnel Matters

Note 4: Gov't Code Ann 551.076, Security

Note 5: Gov't Code Ann 551.087, Economic Development Negotiations

24. Receive briefing and take appropriate action in Regina Jackson and Rudolf Williamson, individually, and on behalf of the estate of Rachel Jackson, deceased v. John A. Ford, M.D., and Travis County, Texas; Action No. A-10-CA-522-SS.¹

Judge Biscoe announced that Item 24 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Members of the Court heard from:

Elaine Casas, Assistant County Attorney

MOTION: Authorize Dan Mansour, Risk and Benefits Manager, HRMD to represent Travis County in mediation regarding this matter, and that Staff report back to Court any proposed settlement.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

25. Receive briefing and take appropriate action in Shay Morrow v. Tracy C. Hill, Civil Action No. A-10-CA-554-SS.¹

Judge Biscoe announced that Item 25 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Members of the Court heard from:

Elaine Casas, Assistant County Attorney

MOTION: Grant authority to the County Attorney's office to hire appropriate experts and that this matter be placed on the Court's Agenda Tuesday, June 14, 2011. Funding will be from Risk Management.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber

ABSENT: Margaret J. Gómez

26. Receive briefing from County Attorney and take appropriate action regarding legal issues associated with the impact on County departments of the Circuit of the America's Formula One Grand Prix. ¹

Judge Biscoe announced that Item 26 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

MOTION: Provide the City of Austin in advance of their Thursday, June 9, 2011, meeting a copy of the Travis County letter to Circuit Of Americas as well as Circuit Of Americas' response letter from Mr. Steve Sexton, along with a summary of the costs that may be incurred by Travis County and are directly associated with the Formula One event.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Sarah Eckhardt, Commissioner

SECONDER: Ron Davis, Commissioner

AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber

ABSENT: Margaret J. Gómez

Consent Items

Members of the Court heard from:

Ronnie Gjemre, Travis County Resident

MOTION: Approve the following Consent Items: C1–C5 and Agenda Items 5, 6, 10, 14.a–f, 15, 16, 17, 18, 19, and A3.

RESULT: **ADOPTED [UNANIMOUS]**

MOVER: Ron Davis, Commissioner

SECONDER: Karen L. Huber, Commissioner

AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber

ABSENT: Margaret J. Gómez

C1. Receive bids from County Purchasing Agent.

C2. Approve payment of claims and authorize County Treasurer to invest County funds.

C3. Approve setting a public hearing on June 28, 2011 to receive comments regarding a request to authorize the filing of an instrument to vacate six drainage easements located along the side and rear lot lines of lots 11, 12, and 13, block 47 of Austin Lake Hills, Section Three, a subdivision in Precinct Three. (Commissioner Huber)

C4. Approve setting a public hearing on June 28, 2011 to receive comments regarding a request to authorize the filing of an instrument to vacate a ten foot wide public utility and drainage easement along with a five foot wide public utility easement all being located along the rear lot line of lot 3 of the resubdivision of Northwest Hills Ranch, lot J-7, a subdivision in Precinct Three. (Commissioner Huber)

C5. Revised language: approve setting the public for July 5, 2011 to receive comments on a plat cancellation/vacation of lots 43, 44, 45, block A, lot 40, block B, lot 199, block E and lot 150, block A, Rocky Creek Ranch Section 1 subdivision and a replat of lots 43, 44, 45, block A, lot 40, block B, lot 199, block E and lot 150, block A Rocky Creek Ranch Section 1 in Precinct Three. (Commissioner Huber)

Added Items

- A1. Consider and take appropriate action regarding purchase of open space land near Gilleland Creek in Precinct One. (Executive Session pursuant to Gov't code Ann 511.072, Real Property)

Judge Biscoe announced that Item A1 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.072, Real Property.

RESULT: DISCUSSED

- A3. Consider and take appropriate action regarding a request to authorize the filing of an instrument to vacate two five foot public utility and drainage easements located along the common lot line of lots 38 and 39, block 59 of Austin Lake Hills, Section 2 - a subdivision in Precinct Three. (Commissioner Huber)

Members of the Court heard from:
Tom Jones, Travis County Resident

RESULT: ADDED TO CONSENT

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: 6/21/11

Prepared By/Phone Number: David Greear, P.E. (854-7650)

Division Director/Manager: Donald W. Ward, P.E., Division Director, Road Maintenance and Fleet Services

A handwritten signature in black ink, appearing to read "Steven M. Manilla".

Department Head: Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Member: Commissioner Gomez, Precinct Four

AGENDA LANGUAGE: Approve the setting of a public hearing on July 5, 2011 to receive comments regarding a request to close Sassman Road just east of Thaxton Road in Precinct Four.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

There is an existing drainage culvert under Sassman Road approximately 450 feet east of Thaxton Road that is only 20 feet wide. For safety and capacity reasons, the culvert needs to be widened on each side to allow for two 12 foot travel lanes and a small shoulder. Due to the narrow width of the road and the steep slopes of the drainage channel, the work will require the closure of the roadway in order for the construction equipment to access the site.

STAFF RECOMMENDATIONS:

Staff recommends that Sassman Road from Thaxton Road to FM1625 be closed to through traffic from July 18, 2011, through August 19, 2011, or until construction is completed. This closure is scheduled to begin after the reconstruction of Thaxton Road to the north is completed and traffic is opened up on that section, but before school opens for the fall.

The newly constructed extension of McKinney Falls Parkway just to the north is anticipated to increase the traffic volumes on Thaxton Road and Sassman Road. In anticipation of that increased traffic volume, Road and Bridge feels that this improvement is needed.

ISSUES AND OPPORTUNITIES:

N/A

FISCAL IMPACT AND SOURCE OF FUNDING:

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

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

CC:

Don Ward, TNR (854-9317)		Stephanie Jensen COA Public Safety GIS, (974-6446)	
David Greear, TNR (854-7650)		TCSO Dispatch (974-0845 +3)	
Steve Schiewe, TNR (854-7580)		ESD #11 (243-3477)	
Howard Herrin, TNR (266-3314)		Del Valle ISD, Bussing (386-3150)	

:
: **4101 - Road, Bridge, Fleet Svs -**



TRANSPORTATION AND NATURAL RESOURCES

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

AFFIDAVIT OF POSTING

**TO: County Judge
County Commissioners
Travis County, Texas**

Public notices of Public Hearing for Temporary Road Closure were posted on

June 6, 2011 at TWO locations on SASSMAN ROAD,

this location being as near as practical to the area being affected.

CERTIFIED THIS THE 6 DAY OF June 2011.
(date) (month)

SIGNATURE: Jaime Garcia

NAME (print): Jaime Garcia

TITLE: TNR/R&B Supervisor



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Gillian Porter, Commissioners Court
Specialist, 512-854-4722

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir, Travis County
Clerk

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Approve the Bee Cave Road District No. 1
(Galleria) Minutes for the Voting Sessions of October 5 and November 2,
2010.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.

MINUTES OF MEETING – OCTOBER 5, 2010

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 5th day of October, 2010, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 2:07 PM in the Commissioners' Courtroom, 1st Floor of the Ned Granger Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

The Commissioners Court record notes that Precinct One Commissioner Ron Davis and Precinct Four Commissioner Margaret Gómez were not present during this Voting Session.

The Road District Board of Directors adjourned the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) at 2:08 PM.

1. **CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE THE MINUTES FOR THE FOLLOWING VOTING SESSIONS OF THE TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1: (2:07 PM)**

- A. **JULY 20 AND 27, 2010;**

Clerk's Note: Commissioner Huber requested a correction of the July 27, 2010, minutes showing that she did not abstain on the approval of the July 13, 2010, minutes.

Clerk's Note: The Court without objection approved Item 1.A with the requested correction.

1. **CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE THE MINUTES FOR THE FOLLOWING VOTING SESSIONS OF THE TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1: (2:07 PM)**

B. AUGUST 24, 2010; AND

Motion by Commissioner Huber and seconded by Commissioner Eckhardt to approve Item 1.B.

Motion carried:

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

1. **CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE THE MINUTES FOR THE FOLLOWING VOTING SESSIONS OF THE TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1: (2:07 PM)**

C. SEPTEMBER 14 AND 21, 2010.

Motion by Commissioner Eckhardt and seconded by Commissioner Huber to approve Item 1.C.

Motion carried:

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

ADJOURNMENT

Motion by Commissioner Huber and seconded by Commissioner Eckhardt to adjourn the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria). (2:08 PM)

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

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

Date of Approval

Samuel T. Biscoe, Travis County Judge

MINUTES OF MEETING – NOVEMBER 2, 2010

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 2nd day of November 2010, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 9:38 AM in the Commissioners' Courtroom, 1st Floor of the Ned Granger Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

The Commissioners Court record notes that Precinct Four Commissioner Margaret Gómez was not present during this Voting Session.

The Road District Board of Directors adjourned the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) at 9:38 AM.

1. APPROVE THE TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1 MINUTES FOR THE VOTING SESSIONS OF OCTOBER 12 AND 19, 2010. (9:38 AM)

Motion by Commissioner Eckhardt and seconded by Commissioner Huber to approve Item 1.

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

ADJOURNMENT

Motion by Commissioner Huber and seconded by Commissioner Davis to adjourn the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria). (9:38 AM)

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

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Gillian Porter, Commissioners Court Specialist, 512-854-4722

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir, Travis County Clerk

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Approve the Bee Cave Road District No. 1 (Galleria) Minutes for the Voting Session of May 31, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



**Minutes for the Travis County
Bee Cave Road District No. 1 (Galleria)
Tuesday, May 31, 2011
Voting Session**

**Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325**

Meeting called to order on May 31, 2011, in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

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

1. Approve payment of claims and authorize County Treasurer to invest Road District funds.

MOTION: Approve the investments in Item 1.
RESULT: **APPROVED [4 TO 0]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Samuel T. Biscoe, Judge
AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber, Margaret J. Gómez
ABSTAIN: Ron Davis

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Gillian Porter, Commissioners Court Specialist, 512-854-4722

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir, Travis County Clerk

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Approve the Bee Cave Road District No. 1 (Galleria) Minutes for the Voting Session of June 1, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



**Minutes for the Travis County
Bee Cave Road District No. 1 (Galleria)
Tuesday, June 7, 2011
Voting Session**

**Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325**

Meeting called to order on June 7, 2011, in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

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

1. Consider and take appropriate action on property tax rate considerations for the Travis County Bee Cave Road District No 1 (Galleria).

Members of the Court heard from:
Tien Dao, Business Analyst I, Tax Assessor Collector's Office

MOTION: Approve Staff recommendations in Item 1.
RESULT: **APPROVED [3 TO 0]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Samuel T. Biscoe, Sarah Eckhardt, Karen L. Huber
ABSTAIN: Ron Davis
ABSENT: Margaret J. Gómez

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Gillian Porter, Commissioners Court Specialist, 512-854-4722

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir, Travis County Clerk

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Approve the Northwest Travis County Road District No. 3 (Golden Triangle) Minutes for the Voting Session of November 2, 2010.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.

MINUTES OF MEETING – NOVEMBER 02, 2010
NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3

On Tuesday, the 2nd day of November 2010, the Commissioners' Court, meeting as the Northwest Travis County Road District No. 3 (Golden Triangle) Board of Directors, convened the Voting Session at 9:38 AM in the Commissioners' Courtroom, 1st Floor of the Ned Granger Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

The Commissioners Court record notes that Precinct Four Commissioner Margaret Gómez was not present during this Voting Session.

The Road District Board of Directors adjourned the Voting Session of the Northwest Travis County Road District No. 3 (Golden Triangle) at 9:38 AM.

1. APPROVE THE NORTHWEST TRAVIS COUNTY ROAD DISTRICT NO. 3 MINUTES FOR THE VOTING SESSION OF OCTOBER 19, 2010. (9:38 AM)

Motion by Commissioner Huber and seconded by Commissioner Davis to approve Item 1.

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



Travis County Commissioners Court Agenda Request

Meeting Date: June 21, 2011

Prepared By/Phone Number: Gillian Porter, Commissioners Court Specialist, 512-854-4722

Elected/Appointed Official/Dept. Head: Dana DeBeauvoir, Travis County Clerk

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE: Approve the Northwest Travis County Road District No. 3 (Golden Triangle) Minutes for the Voting Session of June 7, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



Minutes for the Northwest Travis County Road District No. 3 (Golden Triangle) Tuesday, June 7, 2011 Voting Session

Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325

Meeting called to order on June 7, 2011, in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

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

1. Consider and take appropriate action on property tax rate considerations for the Northwest Travis County Road District No. 3 (Golden Triangle).

Members of the Court heard from:

Tien Dao, Business Analyst I, Tax Assessor Collector's Office
Leroy Nellis, Budget Director, Planning and Budget Office (PBO)

MOTION: Approve Staff recommendations in Item 1.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Karen L. Huber, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Sarah Eckhardt, Karen L. Huber
ABSENT: Margaret J. Gómez

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request Travis County Housing Finance Corporation

Meeting Date: June 21, 2011

Prepared By/Phone Number: Harvey Davis, Manager/854-4743

A handwritten signature in blue ink, appearing to read "Harvey Davis".

Elected/Appointed Official/Dept. Head: Rodney Rhoades, County Executive/854-4718

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE: Consider and take appropriate action on request to designate Andrea Shields to sign contracts with Texas Department of Housing and Community Affairs in connection with the HOME Investment Partnerships Program Reservation System and Reservation System Participant Agreement #20100036.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Corporation executed a Reservation System Participant ("RSP") contract with the Texas Department of Housing and Community Affairs (TDHCA) for a Tenant Based Rental Assistance ("TBRA") Program on March 4, 2011. The contract is for 24-months.

TDHCA requires execution of supplement contracts for each qualified household. These contracts state how much grant funds are committed and that staff has reviewed the income and all other documentation necessary to verify that the household meets the Program Requirements and the requirements of the RSP Agreements.

We request that the Board authorize Andrea Shields to execute these supplemental contracts for the following reasons:

- Ms. Shields is in the best position to know that all necessary steps have been taken to qualify the household, and
- Ms. Shields can execute the contracts in a timely manner so reimbursements from TDHCA can be sent without delays.

Our Attorney, Cliff Blount, has reviewed the supplemental contract.

STAFF RECOMMENDATIONS: Staff recommends approval

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116;
Leroy Nellis, Budget Director/854-9066; Rodney Rhoades, County
Executive/854-4718

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.

RESOLUTION

A RESOLUTION DESIGNATING ANDREA SHIELDS TO SIGN CONTRACTS WITH TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS IN CONNECTION WITH THE HOME INVESTMENT PARTNERSHIPS PROGRAM RESERVATION SYSTEM AND RESERVATION SYSTEM PARTICIPANT AGREEMENT #20100036 (“RSP Agreement”)

WHEREAS, the Travis County Housing Finance Corporation has executed a contract with the Texas Department of Housing and Community Affairs to implement a Tenant-Based Rental Assistance Reservation Program;

THEREFORE, BE IT RESOLVED BY THE TRAVIS COUNTY HOUSING FINANCE CORPORATION, THAT:

RESOLVED, that Travis County Housing Finance Corporation does hereby designate Andrea Shields to execute contracts that serve as supplements to the RSP Agreement.

RESOLVED FURTHER, that a supplement contract shall be executed for each Qualified Household, as defined in Article I, in accordance with and subject to all provisions of the RSP Agreement and Program Requirements.

SIGNED this 21st day of June 2011.

JUDGE SAMUEL T. BISCOE
PRESIDENT

KAREN HUBER
TREASURER

SARAH ECKHARDT
VICE PRESIDENT

RON DAVIS
ASSISTANT SECRETARY

MARGARET GOMEZ
SECRETARY

TEXAS DEPARTMENT OF HOUSING COMMUNITY AFFAIRS
HOME INVESTMENT PARTNERSHIPS PROGRAM
HOUSEHOLD COMMITMENT CONTRACT FOR TENANT-BASED RENTAL
ASSISTANCE

WITH

Travis County Housing Finance Corporation,
A Political Subdivision of the State of Texas

HOUSEHOLD COMMITMENT CONTRACT (this "Contract") in connection with the HOME Investment Partnerships Program Reservation System and Reservation System Participant Agreement #20100036 ("RSP Agreement") is made and entered into by and between Travis County Housing Finance Corporation, A Political Subdivision of the State of Texas ("RSP") and TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS, a public and official agency of the State of Texas, hereinafter referred to as "Department," herein collectively referred to as "Parties."

RECITALS

WHEREAS, RSP wishes to make a Commitment of Funds to Qualified Household, as defined in Article I, in accordance with and subject to all provisions of the RSP Agreement and Program Requirements; and

WHEREAS, RSP agrees and acknowledges that this Contract serves as a supplement to the RSP Agreement and, by execution hereof, shall be subject to all terms and conditions of RSP Agreement unless otherwise specified herein;

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, including the Recitals, which are contractual in nature, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties, each intending to be legally bound, hereby agree as follows:

ARTICLE I
QUALIFIED HOUSEHOLD

RSP has reviewed the income and all other documentation necessary for the Household of Jessica Arellano ("Qualified Household"). RSP has verified that the Qualified Household meets the Program Requirements and the requirements of the RSP Agreement.

ARTICLE II
COMMITMENT OF FUNDS

Section 2.1 Term

A. This Contract shall be effective for **twenty-four (24) months** ("**Term**" or "**Contract Term**") to begin on the day this Contract is executed by an authorized representative of the Department and end on [_____, 20__], unless earlier terminated or amended in accordance with the provisions herein or provisions of the RSP Agreement.

B. Without limitation, this Contract shall be subject to the terms and conditions of the RSP Agreement and Program Requirements for the entire Term regardless of the term of RSP Agreement.

Section 2.2 HOME Funds

A. The Department shall make a Commitment of Funds under the HOME Tenant Based Rental Assistance Program to RSP in an amount not to exceed **FOURTEEN THOUSAND EIGHT HUNDRED THIRTY AND NO/100 DOLLARS (\$14,830.00)** in Project funds in accordance with the Program Requirements.

B. To the extent funds are available, the Commitment of Funds shall be made in the Reservation System under the following set-aside:

- Homeowner Rehabilitation Assistance ("HRA") Set-Aside** (10 TAC §§53.30-32)
- Homeowner Rehabilitation with Refinance Assistance ("HRA") Set-Aside** (10 TAC §§53.30-32)
- Homebuyer Assistance ("HBA") Set-Aside** (10 TAC §§53.40-42)
- Contract for Deed Conversion ("CFDC") Set-Aside** (10 TAC §§53.50-52)
- Tenant-Based Rental Assistance ("TBRA") CONTRACT #1001327 Set-Aside** (10 TAC §§53.60-62)
- Single-Family Programs for Persons with Disabilities ("PWD") Set-Aside** including the following activities:
 - HBA (10 TAC §§53.40-42)
 - TBRA (10 TAC §§53.60-62)
- Disaster Relief Set-Aside** including the following activities:
 - HBA (10 TAC §§53.40-42)
 - TBRA (10 TAC §§53.60-62)
 - HRA (10 TAC §§53.30-32)

C. Notwithstanding any other provision of this Contract to the contrary, the total of all payments and other obligations incurred by Department under this Contract shall not exceed the amounts set forth in Subsection A of this Section.

IN WITNESS WHEREOF, each of the Parties has executed this Contract as of the dates written below.

DEPARTMENT:

TEXAS DEPARTMENT OF HOUSING AND
COMMUNITY AFFAIRS, an agency of the State of
Texas, established by Chapter 2306, Texas Government
Code

By: _____
Jeannie Arellano, Director of HOME Program

Date: _____

RSP:

Travis County Housing Finance Corporation,
A Political Subdivision of the State of Texas

By: _____
Samuel Biscoe, County Judge

Date: _____



Travis County Commissioners Court Agenda Request Travis County Housing Finance Corporation

Meeting Date: June 21, 2011

Prepared By/Phone Number: Andrea Shields, Manager/854-9116

Elected/Appointed Official/Dept. Head: Rodney Rhoades, County Executive/854-4718

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE: Consider and take appropriate action to approve request from Brant Baber with American Village Communities to reorganize bonds issued for Metropolis Apartments.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS: See attached backup.

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116; Leroy Nellis, Budget Director/854-9066; Rodney Rhoades, County Executive/854-4718

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

Travis County Housing Finance Corporation
700 Lavaca, Suite 1560
Austin, Texas 78701
Telephone: (512) 854-9116
Fax: (512) 854-4210

Memo

June 21, 2011

To: Board of Directors
From: Andrea Shields
Re: Metropolis Apartments

Brant Baber, nonprofit property owner of Metropolis Apartments, has requested Travis County Housing Finance Corporation's cooperation in restructuring the bonds issued for Metropolis Apartments with the current bondholder. The property owner is having discussions with the series C bondholder concerning the restructuring of the Series C Bond. Metropolis Apartments is owned by a CHODO and the property is exempt from property taxes. It should be noted that the annual fee has not been paid since 2004. The following is a summary of the requested items:

- Reduce the senior bonds from \$21,000,000 to \$14,000,000.
- Reduce the subordinate bonds from \$1,000,000 to \$250,000; no interest or principle payment is allowed for 10 years;
- Move the annual issuer's fee up to an operating expense, which will increase the likelihood of receiving the annual payments;
- Pay Travis County HFC \$30,000 to \$35,000 of the unpaid \$152,780 to be paid at closing. In addition, payment of the ongoing annual fee plus a small amount to be applied to the old fee (\$2,000 per year) will be required.

Staff has a compliance audit of the property scheduled for June 15. A visual inspection of the property will be completed, along with confirmation of current occupancy, rental rates and income qualified tenants. Further, staff has confirmed with Coni Stogner, Director of Transitional Services at SafePlace that Metropolis Apartments regularly works with SafePlace to serve up to five families.

Please let me know if you have any questions or need additional information.

cc: Leroy Nellis, Budget Director
Harvey Davis
Brant Baber
Cliff Blount

**Metropolis Apartments
Past Due Annual Fees**

Date Due	Amount
7/1/2004	\$ 19,035.00
7/1/2005	\$ 18,725.00
7/1/2006	\$ 18,550.00
7/1/2007	\$ 18,550.00
7/1/2008	\$ 18,529.00
7/1/2009	\$ 19,397.00
7/1/2010	\$ 19,572.00
7/1/2011	\$ 20,422.00
	\$ 152,780.00