



## Travis County Commissioners Court Agenda Request

**Meeting Date:** 10/18/2011

**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](mailto: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 PROHIBITING  
OUTDOOR BURNING**

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

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

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

- (1) Actions prohibited:
  - (a) A person violates this order if he/she burns any combustible material outside of an enclosure which serves to contain all flames and/or sparks, or orders such burning by others.
  - (b) A person violates this order if he/she engages in any activity outdoors which could allow flames or sparks that could result in a fire unless done in an enclosure designed to protect the spread of fire, or orders such activities by others.
- (2) Enforcement:
  - (a) Upon notification of suspected outdoor burning, the fire department with jurisdiction for the location of the fire shall respond to the scene and take immediate measures to contain and/or extinguish the fire.
  - (b) As soon as possible, a duly commissioned peace officer shall be sent to the scene to investigate the nature of the fire.
  - (c) If, in the opinion of the officer on the scene, the goal of this order can be attained by informing the responsible party about the prohibitions established by this order, the officer may, at his or her discretion, request compliance with it. In such instances, an entry of this notification containing the date, time and place of the warning, along with the name of the party receiving the warning, shall be forwarded to the office of County Judge.
  - (d) In accordance with Section 352.081 of the Local Government Code, a person who knowingly or intentionally violates this order commits a Class C Misdemeanor, punishable by a fine up to \$500.
- (3) This order does not apply to outdoor burning activities:
  - (a) related to public health and safety that are authorized by the Texas Commission on Environmental Quality for:
    - (A) firefighter training;
    - (B) public utility, natural gas pipeline, or mining operations; or
    - (C) planting or harvesting of agriculture crops.

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

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

This order prohibiting outdoor burning shall expire on November 16, 2011 or upon such date as a determination is made by the Travis County Commissioners Court or by the Travis County Fire Marshal that the circumstances present in the unincorporated areas of Travis County no longer create a public safety hazard that would be exacerbated by outdoor burning, whichever occurs earlier.

ORDERED THIS 18th DAY OF October 2011.

TRAVIS COUNTY COMMISSIONERS COURT

By: \_\_\_\_\_  
Samuel T. Biscoe, County Judge



CONDADO DE TRAVIS     §  
                                     §  
ESTADO DE TEJAS       §

**ORDEN EL PROHIBIR  
EL QUEMARSE AL AIRE LIBRE**

MIENTRAS QUE, la sección 352.081 del código del gobierno local proporciona que la corte de las comisiones de un condado por orden puede prohibir quemarse al aire libre en unincorporated el área del condado si la corte de las comisiones hace encontrar que las circunstancias presentes en unincorporated área crean un peligro de seguridad público que sería exacerbado por quemarse al aire libre; y,

MIENTRAS QUE, las comisiones Corte del condado de Travis encuentran por este medio que las circunstancias presentes en todo el unincorporated a área de Travis que el condado crea un peligro de seguridad público que sería exacerbado por quemarse al aire libre;

AHORA, POR LO TANTO, SE PIDE que el quemarse al aire libre está prohibido en todo el unincorporated áreas del condado de Travis como sigue:

- (1) Acciones prohibidas:
  - (a) Una persona viola esta orden si el/ella se quema cualquier exterior material combustible de un recinto que los servicios para contener todas las llamas y/o chispas, o pidan tal quemarse por otros.
  - (b) Una persona viola esta orden si he/she engancha a cualquier actividad al aire libre que podría permitir las llamas o las chispas que podrían dar lugar a un fuego a menos que estuvieron hechas en un recinto diseñaron proteger la extensión del fuego, o piden tales actividades por otras.
- (2) Aplicación:
  - (a) Sobre la notificación de quemarse al aire libre sospechado, el cuerpo de bomberos con la jurisdicción para la localización del fuego responderá a la escena y tomará medidas inmediatas de contener y/o de extinguir el fuego.
  - (b) Cuanto antes, enviarán un oficial debido comisionado de la paz a la escena para investigar la naturaleza del fuego.
  - (c) Si, según la opinión del oficial en la escena, la meta de esta orden puede ser lograda informando al partido responsable sobre las prohibiciones establecidas por esta orden, el oficial puede, en su discreción, conformidad de la petición con ella. En tales casos, una entrada de esta notificación que contiene la fecha, la época y el lugar de la advertencia, junto con el nombre del partido que recibe la advertencia, serán remitidos a la oficina del juez del condado.
  - (d) De acuerdo con la sección 352.081 del código del gobierno local, una persona que viola con conocimiento o intencionalmente esta orden confía un delito menor de la clase C, castigable por una multa hasta \$500.
- (3) Esta orden no se aplica a las actividades ardientes al aire libre:
  - (a) relacionado con la salud pública y la seguridad para las cuales son autorizados por la Comisión de Tejas en la calidad ambiental:
    - (a) entrenamiento del bombero;
    - (b) utilidad pública, tubería del gas natural, u operaciones de explotación minera; o
    - (c) el plantar o el cosechar de las cosechas de la agricultura.
  - (b) eso es conducida por un encargado prescrito de la quemadura certificado bajo sección 153.048, código de los recursos naturales,

y resuelve los estándares de la sección 153.047, código de los recursos naturales.

- (c) eso implica el funcionamiento de **al aire libre** operaciones combustibles, incluyendo pero no limitadas a, soldadura al aire libre, corte u operaciones que muelen y operaciones de trabajos calientes al aire libre, por cualquier persona (i) si el mariscal del fuego del condado de Travis ha publicado un permiso para la soldadura o las operaciones de trabajos calientes de acuerdo con el fuego cifran o (ii) si las operaciones se realizan de acuerdo con los requisitos siguientes que crean un ambiente controlado y salvaguardias en cada día en que se realizan las operaciones:
  - (a) Se están realizando las áreas donde el soldar con autógena, corte o las operaciones del operación que muelen o calientes de trabajos están libres de la vegetación por lo menos veinticinco pies en todas las direcciones;
  - (b) Las superficies alrededor de la soldadura o del área de trabajos caliente se mojan abajo;
  - (c) Se está realizando cada localización en donde el soldar con autógena, corte o las operaciones del operación que muelen o calientes de trabajos debe tener comunicaciones del teléfono portátil para la respuesta de la emergencia;
  - (d) Antes de comenzar cualesquiera operaciones, la persona que realiza la soldadura, el corte o moliendo las operaciones del operación o calientes de trabajos debe notificar el distrito local del cuerpo de bomberos o de los servicios de emergencia cuál sirve la localización en donde se planean la soldadura, el corte o las operaciones del operación que muelen o calientes de trabajos.
  - (e) Una persona dedicada del reloj del fuego atiende a cada soldador, cortador, amoladora, o trabajador que realiza operaciones de trabajos calientes o cualquier actividad que cause una chispa;
  - (f) En menos un (1) presión del agua el extintor por persona del reloj del fuego está situado a 10 pies de la localización donde soldando con autógena, corte o se están realizando las operaciones del operación que muelen o calientes de trabajos;
  - (G) No se permite ninguna soldadura, corte u operaciones del operación que muelen o calientes de trabajos el los días señalados como días amonestadores de la bandera roja por el servicio nacional del tiempo;
  - (h) Si toda la soldadura, corte y operaciones que muelen u operaciones de trabajos calientes se realizan solamente en una soldadura total o un recinto caliente de los trabajos, o una "caja de la soldadura" o una "caja caliente de los trabajos", que es suficientemente alta controlar chispas, incluyendo una cubierta retardataria del fuego sobre la tapa, se anima que se conformen con el ANUNCIO de los

requisitos inclusivo , si es factible y se apropian a las operaciones deben conformarse con los requisitos E, F, y G en esta lista y, y;

- (i) Si toda la soldadura, corte y operaciones que muelen u operaciones de trabajos calientes se realizan solamente en superficie inferior, o “agujero de la campana”, se anima a la soldadura y las operaciones que muelen o las operaciones de trabajos calientes dentro de excavaciones aprobadas, las operaciones deben conformarse con los requisitos E, F, y G en esta lista y que se conformen con el ANUNCIO de los requisitos inclusivo, si es factible y apropiado.

Sea también ORDENADO que es el propósito de esta orden la mitigación del peligro de seguridad público se presentó por los fuegos salvajes durante el actual secan el tiempo acortando la práctica de quemarse al aire libre, que el propósito debe considerado en cualquier acción de la aplicación basada sobre esta orden.

Esta orden que prohíbe quemarse al aire libre expirará el 16 de noviembre de 2011 o a partir de esa fecha hasta que una determinacion se hace por la Corte de comisionados de Travis, o por el mariscal de fuego del condado de Travis que las circunstancias presentes en unincorporated las áreas del condado de Travis crean no más un peligro de seguridad público que sería exacerbado por quemarse al aire libre, cualquiera ocurre anterior.

PIDIÓ ESTOS 18 DÍA DEL OCTUBRE DE 2011.

COMISIONES CORTE DEL CONDADO DE TRAVIS

Por: \_\_\_\_\_  
Samuel T. Biscoe, juez del condado



## Travis County Commissioners Court Agenda Request

**Meeting Date:** October 18, 2011

**Prepared By/Phone Number:** Garry Brown 854-9333

**Elected/Appointed Official/Dept. Head:** Commissioner Karen Huber

**Commissioners Court Sponsor:** Commissioner Karen Huber

**AGENDA LANGUAGE:** APPROVE PROCLAMATION NAMING OCTOBER 22, 2011 AS VOLENTE VOLUNTEER FIRE DEPARTMENT DAY IN TRAVIS COUNTY ON THE OCCASION OF THEIR 50<sup>TH</sup> ANNIVERSARY AS A FIRE DEPARTMENT.

### **BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

### **STAFF RECOMMENDATIONS:**

### **ISSUES AND OPPORTUNITIES:**

### **FISCAL IMPACT AND SOURCE OF FUNDING:** N/A

### **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](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

**WHEREAS**, the Volente community became a weekend getaway with the construction of Mansfield Dam and the creation of Lake Travis in the early 1940’s; and

**WHEREAS**, this area on the North Shore was found to be so enjoyable with its tranquil landscape that people started becoming year-round permanent residents by the 1950’s; and

**WHEREAS**, the Volente Volunteer Fire Department (VVFD), Travis County’s first organized fire company, officially chartered in October 1961 in response to a two-storey home burning to the ground; and

**WHEREAS**, VVFD’s first equipment consisted of a pickup truck, a 55-gallon drum to carry water, and burlap feed bags (also known as “totesacks”) which were wetted down in the drum of water and swatted at wildland fires; and

**WHEREAS**, through donations and social events, VVFD upgraded its original equipment with the purchase of a 1950 flatbed truck (purchased from the Texas Highway Department (now known as TxDOT) which volunteers outfitted with a steel water tank, a pump, and a hose reel; and

**WHEREAS**, the Volente Volunteer Fire Department has steadily grown into what is now Travis County Emergency Services District #14 with paid professional firefighters available around the clock with modern and up-to-date equipment to use at their disposal;

**NOW, THEREFORE, BE IT RESOLVED**, that the Travis County Commissioners Court proclaim Saturday, October 22, 2011 in Travis County

**VOLENTE VOLUNTEER FIRE DEPARTMENT DAY**

on the occasion of their 50<sup>th</sup> anniversary as a fire department.

SIGNED AND ENTERED THIS \_\_\_\_\_ DAY OF OCTOBER, 2011.

\_\_\_\_\_  
SAMUEL T. BISCOE  
COUNTY JUDGE

\_\_\_\_\_  
RON DAVIS  
COMMISSIONER, PRECINCT 1

\_\_\_\_\_  
SARAH ECKHARDT  
COMMISSIONER, PRECINCT 2

\_\_\_\_\_  
KAREN L. HUBER  
COMMISSIONER, PRECINCT 3

\_\_\_\_\_  
MARGARET J. GÓMEZ  
COMMISSIONER, PRECINCT 4



## **Travis County Commissioners Court Agenda Request**

**Meeting Date:** October 18, 2011

**Prepared By/Phone Number:** Christy Moilanen 854-4675

**Elected/Appointed Official/Dept. Head:** Steven Broberg, Director, RMCR  
854-9575

**Commissioners Court Sponsor:** Judge Biscoe

### **AGENDA LANGUAGE:**

**APPROVE RESOLUTION PROCLAIMING FRIDAY, OCT. 21, 2011  
"TRAVIS COUNTY HISTORY DAY"**

### **BACKGROUND/SUMMARY OF REQUEST:**

The theme for this year's History Day will be "Travis County Elected Officials." All current and former Travis County elected officials will be invited to this celebration.

### **STAFF RECOMMENDATION:**

Approval of the attached Proclamation is recommended.

### **ISSUES AND OPPORTUNITIES:**

Travis County's unique history provides valuable insight into our heritage and ancestry, and helps develop an understanding and deep appreciation of the community in which we live today. Such a rich history is due in part to the hundreds of individuals who have served as elected officials since the establishment of Travis County in 1840. Our elected officials have helped shape the county into what it is today, and their valuable contributions are to be commemorated and celebrated.

As the theme for the fourth annual Travis County History Day, past and present elected officials and the history of the offices in which they served will be explored. Past elected officials include some of our county's earliest residents, colorful characters, and notable figures in the community. Many individuals have served multiple terms and in several different capacities,

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and some have gone on to serve at higher levels of government. Elected officials have both shaped and reflected the ever-changing cultural landscape of Austin and of Travis County. Some county offices date back to the days of the Republic of Texas, while others have been created much more recently. A handful of elected offices have been abolished over the years, while others have been expanded to serve the ever-growing population of the community.

Travis County History Day 2011 is intended to be an event to honor and celebrate the many individuals who have served Travis County over the years. History Day provides the opportunity to thank all present and former elected officials for their dedication to the citizens of Travis County and for their contributions to be collectively recognized. The public is invited to help celebrate.

**FISCAL IMPACT AND SOURCE OF FUNDING:**

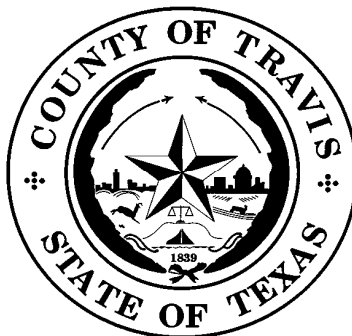
Approval of the Proclamation has no fiscal impact.

**REQUIRED AUTHORIZATIONS:**

None required.

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](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

# *Proclamation*



**WHEREAS**, around 1,000 individuals have served as Travis County elected officials since our county's establishment in 1840; and

**WHEREAS**, these elected officials have provided valuable services to the citizens of Austin and of Travis County and have helped shape our rich history;

**WHEREAS**, the contributions of these individuals are to be commemorated and celebrated; and

**WHEREAS**, our history provides valuable insight into our heritage and ancestry, and facilitates an understanding and deep appreciation of the prosperous community in which we reside today; and

**WHEREAS**, Travis County seeks to provide continued opportunities to learn about and celebrate our distinguished past by, and through, preserving, commemorating and celebrating our invaluable historic heritage;

**NOW, THEREFORE, THE TRAVIS COUNTY COMMISSIONERS COURT HEREBY PROCLAIMS OCTOBER 21, 2011 AS "TRAVIS COUNTY HISTORY DAY" AND ENCOURAGES ITS CITIZENS TO CELEBRATE THE PROUD HISTORY AND HERITAGE OF TRAVIS COUNTY, TEXAS.**

**Signed this, the 18<sup>th</sup> day of October 2011.**

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**Samuel T. Biscoe, County Judge**

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**Ron Davis, Pct. 1 Commissioner**

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**Sarah Eckhardt, Pct. 2 Commissioner**

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**Karen Huber, Pct. 3 Commissioner**

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**Margaret Gómez, Pct. 4 Commissioner**





## Travis County Commissioners Court Agenda Request

**Meeting Date:** October 18, 2011

**Prepared By/Phone Number:** Yolanda Reyes, (512)854-9106

**Elected/Appointed Official/Dept. Head:** Leroy Nellis, Acting County Executive, Planning and Budget

**Commissioners Court Sponsor:** Judge Sam 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:

**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](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

**10/18/2011**

## AMENDMENTS

BA#	FUND	DEPT/DIV	ACT	ELM/OBI	Dept.	Line Item	Increase	Decrease	Pg #
A1	001	9800	981	9892	Reserves	Allocated Reserves		\$ 650	1
	001	0400	514	3001	Comm. Pct. 3	Office Equip,Furn.&Supp	\$ 650		
A2	001	9800	981	9892	Reserves	Allocated Reserves		\$ 3,559	4
	001	0500	515	0801	Comm. Pct. 4	Reg.Salaries-Temp. Empl	\$ 3,300		
	001	0500	515	2002	Comm. Pct. 4	FICA Tax - OASDI	\$ 205		
	001	0500	515	2006	Comm. Pct. 4	Worker's Compensation	\$ 6		
	001	0500	515	2007	Comm. Pct. 4	FICA Tax - Medicare	\$ 48		
A3	001	9800	981	9892	Reserves	Allocated Reserves		\$ 3,559	4
	001	5710	536	0801	Records Mngt	Reg.Salaries-Temp. Empl	\$ 3,300		
	001	5710	536	2002	Records Mngt	FICA Tax - OASDI	\$ 205		
	001	5710	536	2006	Records Mngt	Worker's Compensation	\$ 6		
	001	5710	536	2007	Records Mngt	FICA Tax - Medicare	\$ 48		

## TRANSFERS

BA#	FUND	DEPT/DI V	ACT	ELM/OBI	Dept.	Line Item	Increase	Decrease	Pg #
T1	001	1210	523	0701	ITS	Reg.Salaries-Permnt Empl		\$ 3,600	4
	001	1210	523	0801	ITS	Reg.Salaries-Temp Empl	\$ 3,600		

## OTHER

<b>01</b>	<b>Technical Correction to Fiscal Year 2012 Budget Process: Change incorrect title for positions modified in Law Library Fund</b>	<b>9</b>
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## PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

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

### MEMORANDUM

**TO:** Members of the Commissioners Court

**FROM:** Bill Derryberry, Senior Planning and Budget Analyst *W. Derryberry*

**DATE:** October 10, 2011

**SUBJECT:** Commissioner Precinct 3 Budget Amendment Request

The Commissioner Precinct 3 Office is requesting a budget amendment of \$650 from the Allocated Reserve (001-9800-981-9892) to their Office Supplies line-item (001-0400-514-3001).

In the PBO September End-Of-Year projection for FY 11, this line-item was estimated to be entirely spent, however there was actually \$659 remaining in this line-item at the end of September. Because of this remaining balance which will now pass through to FY 12, this request for \$650 will not adversely impact the eventual available funding for FY 12. Please see the attached memorandum from the Commissioner Precinct 3 Office for further information on this request.

PBO recommends approval of this budget amendment. If you have any questions, please call me at 4-4741.

**Cc:** The Honorable Karen Huber, Commissioner Precinct 3  
Garry Brown, Chief of Staff, Commissioner Precinct 3  
Leroy Nellis, Acting Executive Director, PBO




## KAREN HUBER

Travis County Commissioner  
Precinct 3

314 West 11<sup>th</sup> Street, Room 530  
Post Office Box 1748  
Austin, Texas 78767

# Memo

**To:** Leroy Nellis and Bill Derryberry  
**From:** Karen Huber   
**CC:**  
**Date:** October 4, 2011  
**Re:** Request for re-appropriation of funding

I request a re-appropriation of funding in the amount of \$650 from Allocated Reserve against FY 12 for office supplies. I believe this will have no impact on the FY 12 County budget.

Due to the heavy workload in my office over the last 3 months and computer issues in the waning days, my staffers were not able to place an office supply order before FY 11 ended. This amount of \$650 was left over in the office supply line item, and I would like to be able to use that to purchase office supplies.

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## Budget Adjustment: 29814

Fyr \_ Budget Type: 2012-Reg

Author: 4 - BROWN, GARRETT

Created: 10/6/2011 1:33:00 PM

PBO Category: Amendment

Court Date: Tuesday, Oct 18 2011

Dept: RESERVES

Just: Other

to reallocate office supply funds from FY11 to FY 12

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9892	ALLOCATED RESERVES			650
				650
To Account	Project			Amount
001-0400-514-3001	OFFICE EQUIP,FURN, & SUPP			650
				650

Approvals	Dept	Approved By	Date Approved
Originator	4	GARRETT BROWN	10/6/2011 1:33:10 PM
DepOffice	4	GARRETT BROWN	10/6/2011 1:33:12 PM
DepOfficeTo	4	GARRETT BROWN	10/6/2011 1:33:17 PM

*Wm. Dargatzis 10/10/11*  
*Tracy Nellis 10/11/11*



**PLANNING AND BUDGET OFFICE**  
**TRAVIS COUNTY, TEXAS**

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

**MEMORANDUM**

**TO:** Commissioners Court *Travis R. Gatlin*  
**FROM:** Travis R. Gatlin, Sr. Planning and Budget Analyst  
**DATE:** October 18, 2011  
**RE:** ACC Internship Program for the Fall Semester and Request use Earmark from those Departments without internal resources

The FY 12 Adopted Budget includes an earmark of \$25,885 against the General Fund Allocated Reserve to assist departments that are not able to internally fund the cost of participating in the ACC Internship Program. The Fall Semester includes five departments participating and six interns. The estimated cost of each intern for the Fall Semester is \$5,177 based on 20 hrs per week for 16 weeks at \$15 per hour. The actual cost of each intern will vary depending on the start date and actual hours worked.

HRMD, ITS and the County Judge's Office are able to internally fund their interns for the Fall Semester. ITS is requesting approval of an internal budget adjustment for the program from temporary salary savings. RMCR was able to internally fund the part of the Fall Semester that was within FY 11, but have requested funding from the earmark for the FY 12 portion. The intern for the Commissioner, Pct. 4 Office started at the beginning of FY 12 and the office has requested funding from the earmark for this expense. The table below summarizes those departments participating in the program for the Fall Semester.

Department	# of Interns	Request from Earmark	Budget Notes
HRMD	2	N/A	Internally funded. No additional action needed.
ITS	1	N/A	Internally funded. Department requesting approval of internal budget adjustment from temp salary savings ( BA #29875)
County Judge's Office	1	N/A	Internally funded. No additional action needed.
RMCR	1	\$3,559	Request from department to use Earmark for FY 12 Expense (BA #29800)
Comm. Pct. 4 Office	1	\$3,559	Request from department to use Earmark for FY 12 Expense (BA #29782)
Total	6	\$7,118	If approved, the Earmark balance would be \$18,767.

PBO recommends approval of the attached two budget amendments and one internal budget adjustment to support the program. The earmark will be reduced from \$25,885 to \$18,767 upon approval of the amendments. The balance of \$18,767 will be available for the Spring Semester. Any unspent funds would fall to the ending fund balance.

cc: Diane Blankenship, HRMD  
Harve Franklin, HRMD  
Steven Broberg, RMCR  
Tom Ashburn, RMCR  
Nick Macik, ITS  
Melissa Velasquez, County Judge's Office  
Edith Moreida, Commissioner, Pct. 4 Office  
Leroy Nellis, PBO  
Bill Derryberry, PBO  
Randy Lott, PBO

## Budget Adjustment: 29800

Fyr \_ Budget Type: 2012-Reg

Author: 45 - MILLER, ALAN

Created: 10/6/2011 9:03:07 AM

PBO Category: Amendment

Court Date: Tuesday, Oct 18 2011

Dept: RESERVES

Just: Other

ACC intern for Comm. #4

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9892	ALLOCATED RESERVES			3,559
				3,559
To Account		Project		Amount
001-0500-515-0801	REG SALARIES-TEMP EMPL			3,300
001-0500-515-2002	FICA TAX - OASDI			205
001-0500-515-2006	WORKER'S COMPENSATION			6
001-0500-515-2007	FICA TAX - MEDICARE			48
				3,559

Approvals	Dept	Approved By	Date Approved
Originator	45	ALAN MILLER	10/6/2011 9:04:21 AM
DepOffice	45	ALAN MILLER	10/6/2011 9:04:27 AM
DepOfficeTo	5	EDITH MOREIDA	10/6/2011 9:10:05 AM

*Prayer J. Hellis 10/11/11*



## Budget Adjustment: 29782

Fyr \_ Budget Type: 2012-Reg

Author: 57 - ASHBURN, THOMAS

Created: 10/5/2011 8:45:39 AM

PBO Category: Amendment

Court Date: Tuesday, Oct 18 2011

Dept: RESERVES

Just: Newbudget

Transfer to fund ACC Intern in RMCR.

From Account	Acct Desc	Project	Proj Desc	Amount
001-9800-981-9892	ALLOCATED RESERVES			3,559
				3,559
To Account		Project		Amount
001-5710-536-0801	REG SALARIES-TEMP EMPL			3,300
001-5710-536-2002	FICA TAX - OASDI			205
001-5710-536-2006	WORKER'S COMPENSATION			6
001-5710-536-2007	FICA TAX - MEDICARE			48
				3,559

Approvals	Dept	Approved By	Date Approved
Originator	57	THOMAS ASHBURN	10/5/2011 8:45:53 AM
DepOffice	57	THOMAS ASHBURN	10/5/2011 8:45:57 AM
DepOfficeTo	57	THOMAS ASHBURN	10/5/2011 8:46:05 AM

*Reserve Kelly's (10/10/11)*

## Budget Adjustment: 29875

Fyr \_ Budget Type: 2012-Reg

Author: 12 - MACIK, NICHOLAS

Created: 10/11/2011 11:54:36 AM

PBO Category: Transfer

Court Date: Tuesday, Oct 18 2011

Dept: INFORMATION &amp; TELECOMMUNI

Just: CommCodeRq

ACC Intem

From Account	Acct Desc	Project	Proj Desc	Amount
001-1210-523-0701	REG SALARIES-PERMNT EMPL			3,600
				3,600
To Account		Project		Amount
001-1210-523-0801	REG SALARIES-TEMP EMPL			3,600
				3,600

Approvals	Dept	Approved By
Originator	12	NICHOLAS MACIK
DepOffice	12	NICHOLAS MACIK

Date Approved
10/11/2011 1:34:18 PM
10/11/2011 1:44:55 PM



Nicholas Macik 10/11/11



## **PLANNING AND BUDGET OFFICE**

**TRAVIS COUNTY, TEXAS**

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700 Lavaca Street  
Suite 1560  
Austin, Texas 78701

### **MEMORANDUM**

**TO:** Commissioners Court

**FROM:** Randy Lott, Planning and Budget Analyst

A handwritten signature in black ink, appearing to read "Randy Lott", is written over the name in the "FROM" field.

**DATE:** October 11, 2011

**RE:** Technical Correction to Fiscal Year 2012 Budget Process: Change incorrect title for positions modified in Law Library Fund.

During the FY 12 Budget Process, RMCR requested that two 0.5 FTE positions (a Paralegal, pay grade 17, and a Law Library Supervisor, pay grade 19) be created out of the existing Slot 8, pay grade 19, 1.0 FTE Law Library Supervisor position, budgeted in the RMCR Law Library Fund (Fund 011). This request created no additional FTE and required no additional resources from the special revenue fund. PBO recommended approval to the Commissioners Court through the FY 12 Position Changes list. However, the job titles given to the Court on the list were in error. PBO erroneously listed the two 0.5 FTE as Paralegal positions instead of a Paralegal and a Law Library Supervisor as requested by the department. This request would rectify the error. PBO recommends Commissioners Court approval.

cc: Leroy Nellis, PBO  
Todd Osburn, Cynthia Lam-Roldan, HRMD  
Steven Broberg, Tom Ashburn, Lisa Rush, RMCR

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

<b>Amount</b>	<b>Dept Transferred Into</b>	<b>Date</b>	<b>Explanation</b>
\$15,196,426			Beginning Balance
<b>\$15,196,426</b>	<b>Current Balance</b>		

**Possible Future Expenses Against Allocated Reserve Previously Identified:**

<b>Amount</b>	<b>Explanation</b>
(\$750,000)	TNR - Landfill
(\$300,000)	Criminal Courts - Possible Capital Cases
(\$208,000)	RMCR - Offsite Storage
(\$200,000)	HRMD - Revised Tuition Reimbursement Policy
(\$175,000)	PBO - Bank Depository Contract
(\$149,135)	County Clerk - Redistricting effects on Elections
(\$100,000)	RMCR - Postage
(\$55,208)	TNR - TXI Environmental Monitoring
(\$25,885)	HRMD - ACC Internship Program
(\$20,000)	Emergency Services - HazMat Reserve
(\$347,012)	Criminal Courts - Drug Court, Veterans Court Grants
(\$193,169)	Civil Courts - Family Drug Court Grant
(\$45,000)	HHS&VS - Coordinator Position - SafeHaven/SafePlace
(\$137,421)	TNR - Northeast Metro Park - Phase III
(\$12,500)	TNR - Ozone Monitoring at McKinney Roughs
(\$294,139)	TCSO - 700 Lavaca Security
(\$5,941,788)	Compensation
<b>(\$8,954,257)</b>	<b>Total Possible Future Expenses (Earmarks)</b>

**\$6,242,169 Remaining Allocated Reserve Balance After Possible Future Expenditures**

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

<b>Amount</b>	<b>Dept Transferred Into</b>	<b>Date</b>	<b>Explanation</b>
\$1,433,446			Beginning Balance
<b>\$1,433,446 Current Reserve Balance</b>			

**Possible Future Expenses Against CAR Identified During the FY12 Budget Process:**

<b>Amount</b>	<b>Explanation</b>
(\$365,000)	TNR - International Cemetery
(\$330,000)	EMS - EMS Interlocal Base Agreement - Ambulances
(\$48,505)	TCSO - Security
(\$90,000)	TNR - New Guardrail Installations
(\$90,000)	TNR - Failing Vehicles
(\$80,000)	RMCR - A/V Equipment for 700 Lavaca Street
(\$38,500)	TNR - Northeast Metro Park - Phase III
<b>(\$1,042,005) Total Possible Future Expenses (Earmarks)</b>	

**\$391,441 Remaining CAR Balance After Possible Future Expenditures**

**Salary Savings Reserve Status (001-9800-981-9803)**

Amount	Dept Transferred Into	Date	Explanation
\$330,703			Beginning Balance
<b>\$330,703 Current Reserve Balance</b>			

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

Amount	Dept Transferred Into	Date	Explanation
\$4,950,000			Beginning Balance
<b>\$4,950,000 Current Reserve Balance</b>			

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

Amount	Dept Transferred Into	Date	Explanation
\$1,000,000			Beginning Balance
<b>\$1,000,000 Current Reserve Balance</b>			

**Planning Reserve Status (001-9800-981-9821)**

Amount	Dept Transferred Into	Date	Explanation
\$4,000,000			Beginning Balance
<b>\$4,000,000 Current Reserve Balance</b>			

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

Amount	Dept Transferred Into	Date	Explanation
\$250,000			Beginning Balance
<b>\$250,000 Current Reserve Balance</b>			

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

Amount	Dept Transferred Into	Date	Explanation
\$596,369			Beginning Balance
<b>\$596,369 Current Reserve Balance</b>			

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

Amount	Dept Transferred Into	Date	Explanation
\$60,250			Beginning Balance
<b>\$60,250 Current Reserve Balance</b>			

**IJS/FACTS Reserve Status (001-9800-981-9840)**

Amount	Dept Transferred Into	Date	Explanation
\$4,700,000			Beginning Balance
<b>\$4,700,000 Current Reserve Balance</b>			

**Transition Reserve Status (001-9800-981-9841)**

Amount	Dept Transferred Into	Date	Explanation
\$750,000			Beginning Balance
<b>\$750,000 Current Reserve Balance</b>			

**Reserve for State Cuts Status (001-9800-981-9842)**

Amount	Dept Transferred Into	Date	Explanation
\$300,000			Beginning Balance
<b>*\$300,000 Current Reserve Balance</b>			

**Starflight Maintenance Reserve Status (001-9800-981-9843)**

Amount	Dept Transferred Into	Date	Explanation
\$640,000			Beginning Balance
<b>\$640,000 Current Reserve Balance</b>			

**TCSO Overtime Reserve Status (001-9800-981-9844)**

Amount	Dept Transferred Into	Date	Explanation
\$1,500,000			Beginning Balance
<b>\$1,500,000 Current Reserve Balance</b>			

\* Reserved for MHMR

**Annualization Reserve Status (001-9800-981-9890)**

<b>Amount</b>	<b>Dept Transferred Into</b>	<b>Date</b>	<b>Explanation</b>
\$1,043,855			Beginning Balance
<b>\$1,043,855 Current Reserve Balance</b>			



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

<b>Amount</b>	<b>Dept Transferred Into</b>	<b>Date</b>	<b>Explanation</b>
\$51,367,824			Beginning Balance
<b>\$51,367,824 Current Reserve Balance</b>			



## Travis County Commissioners Court Agenda Request

**Meeting Date:** 10/18/2011, 9:00 AM, Voting Session

**Prepared By/Phone Number:** Travis R. Gatlin, Planning and Budget Office, 854-9065

**Elected/Appointed Official/Dept. Head:** Leroy Nellis, Acting County Executive  
Planning and Budget

**Commissioners Court Sponsor:** Judge Biscoe

### AGENDA LANGUAGE:

Review and approve requests regarding grant programs, applications, contracts and permissions to continue:

- A. Annual application to the Task Force on Indigent Defense to continue the Formula Grant – Indigent Defense Grant Program in the Criminal Courts;
- B. Amendment to the agreement with the Texas Department of Housing and Community Affairs to increase the award for the Comprehensive Energy Assistance Program (CEAP) for Health and Human Services and Veterans Service provide household heating and cooling energy assistance to help low income families or individuals become energy self-sufficient;
- C. Amendment to the Interlocal Agreement with the City of Austin for the Austin/Travis County Human Trafficking Law Enforcement Task Force Joint Investigative Project to continue to provide resources to reimburse program related overtime within the Sheriff's Office; and
- D. Amendment to the Fiscal Year 2011 agreement with the Office of the Governor, Criminal Justice Division, to include generated program income in the final budget for the Criminal Courts' Drug Diversion Court Program.

### BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

There are four items in this week's grant packet. Item A is the annual application for the Criminal Court's Formula Grant-Indigent Defense Grant Program. The estimated grant award is unknown at this time because the State of Texas is deciding on which US Census figures to use for the apportionment of grant funds. The grant provides resources to offset budgeted indigent defense expenditures. The FY 11 original award was \$446,456 for this program. PBO will inform the Commissioners Court of the award amount as soon as it is known. Item B amends the current CEAP agreement to increase the award by approximately \$1.2 million that will enable HHS&VS to serve an additional 1,715 more low-income households with their energy needs and the repair, replacement and/or retrofit of heating and cooling appliances. Item C extends the current Interlocal with the City of Austin for the Human Trafficking Law Enforcement

Task Force in the Travis County Sheriff's Office by an additional year with no increase in funding. Item D amends the final budget of the FY 11 Drug Diversion Court in the Criminal Courts to show program income based on a request from the grantor.

**STAFF RECOMMENDATIONS:**

PBO recommends approval of all items

**ISSUES AND OPPORTUNITIES:**

Additional information is provided on each item's grant summary sheet.

**FISCAL IMPACT AND SOURCE OF FUNDING:**

Items A, B, and C do not require a match contribution. Item D also does not require a match but the grantor has requested that program generated income be shown in the final budget. The program generated income is shown in the County Contribution column.

**REQUIRED AUTHORIZATIONS:**

Planning and Budget Office  
County Judge's Office

Leroy Nellis  
Cheryl Aker

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE  
FY 2012

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

	Dept	Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
<b>Applications</b>												
<b>A</b>	24	Formula Grant - Indigent Defense Grant Program	10/01/2011-9/30/2012	TBD	\$0	\$0	\$0	TBD	-	R	S	7
<b>Contracts</b>												
<b>B</b>	58	Comprehensive Energy Assistance Program*	1/01/2011-12/31/2011	\$5,519,883	\$0	\$0	\$0	\$5,519,883	0	R	EC	19
<b>C</b>	37	Austin/Travis County Human Trafficking LE Task Force*	1/01/2011-9/30/2012	\$15,000	\$0	\$0	\$0	\$15,000	0	R	MC	28
<b>D</b>	24	Drug Diversion Court*	9/01/2010-8/31/2011	\$188,422	\$0	\$19,132	\$0	\$207,554	1	R	MC	33

\* Amended from original.

**PBO Notes:**

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

**County Auditor's Complexity Assessment measuring Impact to their Office's Resources/Workload**

S - Simple  
MC - Moderately Complex  
C - Complex  
EC - Extremely Complex

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
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\$0	\$0	\$0	\$0	\$0	0.00
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2

**FY 2012 Grant Summary Report**  
**Grants Approved by Commissioners Court**

*The following is a list of grants that have been received by Travis County since October 1, 2011*

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
24	Drug Diversion Court	9/01/2011-8/31/2012	\$132,702	\$0	\$0	\$0	\$132,702	1	10/4/2011
24	Travis County Veteran's Court	9/01/2011-8/31/2012	\$155,000	\$0	\$0	\$0	\$155,000	2	10/4/2011
22	Family Drug Treatment Court	9/01/2011-8/31/2012	\$119,185	\$0	\$0	\$0	\$119,185	1	10/4/2011
39	DWI Court	9/01/2011-8/31/2012	\$231,620	\$0	\$0	\$0	\$231,620	4	10/4/2011
49	Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP) Local Initiatives Projects*	5/06/2008-8/31/2013	\$1,650,140	\$0	\$0	\$155,101	\$1,805,241	0	10/4/2011
45	Travis County Psychology Internship Program	9/01/2011-8/31/2016	\$464,733	\$99,779	\$0	\$0	\$564,512	0	10/11/2011

\*Amended from original agreement.

\$2,753,380	\$99,779	\$0	\$155,101	\$3,008,260	8.00
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**FY 2012 Grants Summary Report\*****Permission to Continue**

\*Also includes any pending items from FY 11

*Also includes any pending items from FY 11								Cm. Ct. PTC	Cm. Ct. Contract	Has the General Fund
Dept	Name of Grant	Grant Term per Application	Personnel Cost	Operating Transfer	Total Request	Filled FTEs	PTC Expiration Date	Approval Date	Approval Date	been Reimbursed?
45	Residential Substance Abuse Treatment (RSAT)	10/1/2011-9/30/2012	\$9,388	\$9,388	\$18,776	1	11/30/2012	9/20/2011	Awaiting Contract	No
Totals			\$9,388	\$9,388	\$18,776					

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

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

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

<b>Grant Contracts approved by Commissioners Court</b>		FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
Dept	Grant Title	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact
Criminal Justice Planning	Travis County Mental Public Defenders Office. To establish the nation's first stand alone Mental Health Public Defenders Office. Full impact in FY 12 when grant is no longer available.	\$ 375,000	\$ 250,000	\$ 250,000	\$ 375,000	\$ 125,000	\$ 500,000	\$ -	\$ 625,000	\$ -	\$ 625,000		\$ 625,000
Criminal Justice Planning	Office of Parental Representation. <i>County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. Full impact in FY 12 when grant is no longer available. Impact amounts will be updated to take into account internal reallocations and any potential costs/savings to indigent attorneys fees that are centrally budgeted.</i>	\$ 300,000	\$ 307,743	\$ 100,000	\$ 102,360	\$ 50,000	\$ 152,360	\$ -	\$ 152,360	\$ -	\$ 152,360	\$ -	\$ 152,360
Criminal Justice Planning	Office of Child Representation. <i>County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. FY 11 is last year of grant. Impact amounts will be updated to take into account internal reallocations and any potential costs/savings to indigent attorneys fees that are centrally budgeted.</i>	\$ 300,000	\$ 301,812	\$ 100,000	\$ 102,358	\$ 50,000	\$ 152,359	\$ -	\$ 152,359	\$ -	\$ 152,359	\$ -	\$ 152,359
Criminal Justice Planning	Travis County Information Management Strategy for Criminal Justice (ARRA). <i>Includes technology funding for (Constables, Records Management, Adult Probation, Juvenile Probation, Court Administration, County Attorney's Office, District Attorney's Office and Manor Police Department).</i>	\$ -	\$ -	\$ 487,359	\$ -	\$ -	\$ 26,432	\$ -	\$ 26,432	\$ -	\$ 26,432		\$ 26,432
Facilities Management	Energy Efficiency and Conservation Block Grant (ARRA). For Retrofit of the Travis County Executive Office Building HVAC System. One-time grant and includes a \$1.2 million County contribution in FY 10 to complete project.	\$ -	\$ -	\$ 2,207,900	\$ 1,292,000		\$ -		\$ -		\$ -		\$ -
Travis County Sheriff's Office	2009 Byrne Justice Assistance Grant (ARRA). <i>One-time grant for one-time capital purchases. Does not require a County match or program to continue after grant term ends on 9/30/12.</i>	\$ -	\$ -	\$ 123,750	\$ -	\$ 165,000	\$ -	\$ 165,000	\$ -	\$ -	\$ -		\$ -
Travis County Sheriff's Office/County Attorney's Office	Recovery Act - STOP Violence Against Women Act. TC Expedited Victims Restoration Grant (ARRA). <i>One-time ARRA funding for laptops for TCSO and one-time funding for a Victim Counselor, laptop computer, and operating expenses for the County Attorney's Office. Grant ends March 2011, but for simplification purposes the award is shown fully in 2010. No County match or commitment after grant ends.</i>	\$ -	\$ -	\$ 64,599	\$ -		\$ -		\$ -		\$ -		\$ -



Community Supervision and Corrections	Recovery Act Combating Criminal Narcotics Activity Stemming from the Southern Border of the US: Enhancing Southern Border Jails, Community Corrections and Detention Operations. (ARRA) Grant will supplement department's state funding to help keep all current probation officer positions. This two year funding goes to the State and there is no County obligation or impact. Full amount of grant is believed to be spent by FY 11.	\$ -	\$ -	\$ 143,750	\$ -	\$ 143,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District Attorney	Interlocal Agreement for the Austin/Travis County Family Violence Protection Team. Includes funding for the District Attorney's Office, County Attorney's Office, Travis County Sheriff's Office, and Constable Pct 5. Grant is coordinated by the City of Austin. It is possible that the responsibility to apply for the Grant may fall to the County for FY 11 and beyond.	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -
Transportation and Natural Resources	Local Transportation Project - Advanced Funding Agreement (ARRA). ARRA funding to upgrade 4 roads by milling and overlaying roadway. Grant is a one-time grant with the potential for estimated \$13,741 contribution from the Road and Bridge Fund.	\$ -	\$ -	\$ 687,047	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Human Services	2009 Phase 27 ARRA Emergency Food and Shelter Program. The grant is a one-year one-time grant for emergency utility assistance that does not require a County match or program to continue after termination.	\$ 41,666	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Human Services	Americorps. Grant match is handled internally within the existing budget of the Texas AgriLife Extension Service. Assumes grant will continue each year.	\$ 288,139	\$ -	\$ 298,297	\$ -	\$ 298,297	\$ -	\$ 298,297	\$ -	\$ 298,297	\$ -	\$ 281,297	\$ -
Health and Human Services	Parenting in Recovery. FY 09 is Year Two of a Potential Five Year Grant. The full impact will occur in FY 13 when grant funding is no longer available.	\$ 500,000	\$ 77,726	\$ 500,000	\$ 80,000	\$ 500,000	\$ 80,000	\$ 500,000	\$ 80,000	\$ -	\$ 580,000	\$ -	\$ 580,000
Health and Human Services	ARRA Texas Weatherization Assistance Program. Provide weatherization services to low income households		\$ -	\$ 2,311,350	TBD	\$ 4,611,349	TBD		\$ -		\$ -		\$ -
Health and Human Services	Community Development Block Grant ARRA (CDBG-R) Funds to be used for approx 39 water connections for Plainview Estates.	\$ 90,000	\$ -	\$ 136,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Health and Human Services	Community Development Block Grant (CDBG). Impact amounts are based on the amounts added for staff added in HHS and County Auditor's Office to support the grant. The Auditor's staff person also supports other large federal grants, but is only listed here for simplification. Actual amounts may vary by year. Assumes grant will continue each year.	\$ 833,133	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,390	\$ 223,908
Health and Human Services	Community Putting Prevention to Work (Tobacco Free Worksite Policy). Interlocal with the City of Austin to receive ARRA funds to develop a tobacco free worksite policy for County facilities. Includes 1.5 FTE to support program. In addition, there are existing resources provided by the State that are available through the employee clinic to help employee to quit tobacco use. Ends Feb 2012.	\$ -		\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>		<b>\$ 3,070,731</b>	<b>\$ 1,161,189</b>	<b>\$ 8,619,525</b>	<b>\$ 2,175,626</b>	<b>\$ 7,252,569</b>	<b>\$ 1,135,059</b>	<b>\$ 2,272,470</b>	<b>\$ 1,260,059</b>	<b>\$ 1,507,470</b>	<b>\$ 1,760,059</b>	<b>\$ 1,490,480</b>	<b>\$ 1,760,059</b>

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

**GRANT SUMMARY SHEET**

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Travis County Criminal Courts	
Contact Person/Title:	Debra Hale	
Phone Number:	512-854-9432	

Grant Title:	Formula Grant - Indigent Defense Grants Program		
Grant Period:	From:	10/01/11	To: 9/30/12
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Indigent Defense Commission		
Will County provide grants funds to a subrecipient?		Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
Are the grant funds pass-through another agency? If yes list originating agency below		Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
Originating Grantor:			

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	0	0	0	0	0
Operating:	to be det.	0	0	0	0
Capital Equipment:	0	0	0	0	0
Indirect Costs:	0	0	0	0	0
Total:	0	0	0	0	0
FTEs:	0	0.00	0.00	0.00	0.0

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
	0	0	0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JC	
County Attorney	<input checked="" type="checkbox"/>	JC	

Performance Measures	Projected FY 11 Measure	Progress To Date:				Projected FY 12 Measure
Applicable Depart. Measures		12/31/10	3/31/11	6/30/11	9/30/11	

100% of defendants meeting indigence criteria will receive court appointed counsel and services.	100%	100%	100%	100%	100%	100%
<b>Measures For Grant</b>						
Indigent defendants will receive quality representation from defense attorneys who have met the guidelines and standards set forth in the Fair Defense Plan.	100%	100%	100%	100%	100%	100%
<b>Outcome Impact Description</b>						
<b>Outcome Impact Description</b>						
<b>Outcome Impact Description</b>						

**PBO Recommendation:**

This grant application is for the FY 12 Indigent Defense Grant Program that provides state reimbursement for a portion of the cost of providing indigents with appropriate legal services. Please note that the grant award is at this time unknown because the state needs to decide on which US Census figures to use for the apportionments of grant funds. The award information will be provided to Commissioners Court (at the latest) once the grant contract is brought to Court for approval. PBO recommends approval of this application as it stands.

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

In 2001, the 77th Legislature passed Senate Bill 7 (Texas Fair Defense Act), which mandated changes in how Texas counties provide, pay and monitor legal services for indigent defendants accused of criminal acts. The Act further mandated that attorneys be paid reasonable fees for performing services based upon the time and labor required, the complexity of the case, and the experience of counsel. The Travis County Courts, in compliance with the Act, adopted new fee schedules effective January 1, 2002. Interim procedures and guidelines related to indigent defense were also adopted. As a result of new procedures and fee schedules, expenses for providing indigent defense have increased annually. It should be noted that the amount of the grant award for FY12 has not yet been determined by the Texas Indigent Defense Commission. The Texas Indigent Defense Commission will decide at their session in December 2011 which population numbers will be used for the formula grant based on the recent 2010 US Census results.

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

This is a mandated expense that the County is required to fund long term.

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

A county match is not required.

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

Not applicable.

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

No. If the grant award is not funded, because this is a mandated function, the department will have to request additional funding.

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

This is an existing program.

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

This funding will allow us to continue to provide indigent defense services to defendants who meet the criteria for indigence. The only performance measures that have been utilized for indigent defense are (1) the amount of expenses incurred each year and (2) 100% of those defendants who meet indigence criteria will receive a court appointed attorney and services.



RECEIVED  
COUNTY JUDGE'S OFFICE  
11 SEP 26 PM 2:02

Chair:  
The Honorable Sharon Keller  
Presiding Judge, Court of Criminal Appeals

September 20, 2011

Vice Chair:  
The Honorable Olen Underwood

Ex Officio Members:  
The Honorable Roberto Alonzo  
The Honorable Alfonso Charles  
The Honorable Pete Gallego  
The Honorable Wallace B. Jefferson  
The Honorable Sherry Radack  
The Honorable Jeff Wentworth  
The Honorable John Whitmire

Members Appointed by Governor:  
The Honorable Jon Burrows  
Mr. Knox Fitzpatrick  
Mr. Anthony Odiorne  
The Honorable B. Glen Whitley

Executive Director:  
James D. Bethke

The Honorable Samuel T. Biscoe  
Travis County Judge  
P.O. Box 1748  
Austin, TX 0

**Re: 2012 Indigent Defense Request For Applications (RFA) - Formula Grant Program**

Dear Judge Biscoe

The Texas Indigent Defense Commission (Commission) is pleased to announce the availability of funds by the Texas Legislature to improve indigent defense services in Texas. Travis County is eligible for an indigent defense formula grant. This packet provides information on what is needed to obtain these funds. This FY2012 Formula Grant packet is sent to all 254 constitutional county judges. A courtesy letter will be sent to all local administrative district and statutory judges and county financial officers informing them of the availability of grant funds.

This year the local administrative judges and Chairs of Juvenile Boards must submit their biennial indigent defense plans before grant payments can be made. Staff will work with counties to ensure that all of the statutory and Commission required elements are included in each plan. Please take note during the application process if there are any outstanding issues with your county's submission and contact Commission staff. The Formula Grant application may still be submitted.

The Commission adopted Texas Administrative Code Chapter 173 in order to implement the grant authority established by the Texas Legislature. These administrative rules and the attached RFA are available at: [www.txcourts.gov/tidc](http://www.txcourts.gov/tidc). The rules and the RFA establish the guidelines for the administration of grant funds and application submission process for FY2012.

Please call Bryan Wilson, at the Commission office, toll free in Texas at (866) 499-0656, if you have any questions about the application process.

Sincerely,

Sharon Keller  
Chair, Texas Indigent Defense Commission  
Presiding Judge, Court of Criminal Appeals

**Texas Indigent Defense Commission**  
205 West 14<sup>th</sup> Street, Suite 700 • Austin, Texas 78701 • [www.txcourts.gov/tidc](http://www.txcourts.gov/tidc)  
Mail: P.O. Box 12066, Austin, TX 78711-2066 • Phone: 512.936.6994 • Fax: 512.475.3450

**2012 Travis County Formula Grant Program Application Confirmation**

County: Travis  
 Fiscal Year: 2012  
 Confirmation Number: 201222720110930  
 Projected Allocation: To Be Determined  
 County's FY01 Baseline: \$4,682,371.00  
 State Payee Identification number: 17460001922021  
 Division or unit within the county to administer the grant: Criminal Courts  
 Official County Mailing Address: PO Box 1748  
 Austin, TX 78767

The County Judge is **Samuel T. Biscoe**.

The Financial Officer is the County Auditor, **Susan Spataro**.

The Local Administrative District Judge is **Lora Livingston**.

The Local Administrative Statutory County Court Judge is **Michael Denton**.

The Chairman of the Juvenile Board is **Darlene Byrne**.

Receive  
Plan  
Mailings



Indigent Defense Plan Review Summary		
District Plan	County Plan	Juvenile Board Plan
Not Complete	Not Complete	Not Complete
The plan requirements do not appear to have been met		

After printing out the Resolution / Internet Submission Form and obtaining the appropriate signatures, mail or fax the form to:

Darby Johnson, PPRI  
 335 H.C. Dullie Bell Building  
 TAMU Mailstop 4476  
 College Station, Texas 77843-4476  
 Fax number: 888-351-3485

Resolution / Internet Submission Form: Click on link to open new window with Sample resolution. This may be printed or copied (Ctrl+A, Ctrl+C) and pasted (Ctrl+V) into Word Processing software for editing. Word Version

# TEXAS INDIGENT DEFENSE COMMISSION

*(formerly the TEXAS TASK FORCE ON INDIGENT DEFENSE)*

205 West 14<sup>th</sup> Street, Suite 700 Tom C. Clark Building Phone: 512-936-6994,

P.O. Box 12066, Austin, Texas 78711-2066, Fax: 512-475-3450

[www.txcourts.gov/tidc](http://www.txcourts.gov/tidc)

## FY2012 Formula Grant Program

*Requests for Applications (RFA)*

September 12, 2011

### Total Grant Amount Budgeted for Statewide Use Available:

FY2012- \$12,000,000

### Type of Grant

**Formula** - The Commission distributes funds to counties through a formula that sets a \$5,000 floor per grant with the remainder based on a county's percent of population (estimated by the Texas Data Center in the preceding year) multiplied by the Commission's remaining budgeted amount for formula grant. Counties must meet minimum spending requirements to qualify.

### Eligibility:

Only Texas counties may apply. See further eligibility below.

### Grant Applications Due:

All applications must be submitted on-line. Applications must be completed and submitted by **November 15, 2011**. See submission requirements below for waiver requests and other deadlines.

### Method of Application:

On-line submission can be accessed at <http://tidc.tamu.edu>. All county judges have been assigned a unique user name and password. See contact information below for access to the system.

### Time Period for Funding:

October 1, 2011 through September 30, 2012

All grants awarded will require at least one follow-up report outside of the time period.

### Commissioners Court Resolution Required:

This application is submitted on-line but requires a commissioners' court resolution/internet submission form be adopted and faxed/mailed. The resolution is generated by the on-line system and must be printed out from the on-line application page.

### Funding:

Funds will be distributed in four (4) disbursements for this fiscal year for most counties.

### Steps in Submitting a Grant Application

- 1) Log onto <http://tidc.tamu.edu> (Follow on-line page instructions).
- 2) Verify that the online screen indicates the appropriate grant officials and judicial officials.
- 3) Verify on-line that Commission records indicate whether submitted county-wide plans are in compliance and meet the grant eligibility requirements. Contact Commission staff to discuss compliance issues.
- 4) Certify the application complete by sending in the Resolution / Internet Submission Form along with any required plan documents.

## **Texas Indigent Defense Commission**

### **Authorization to Fund, Applicable Authority and Rules**

#### **Texas Government Code Sec. 79.037. TECHNICAL SUPPORT; GRANTS.**

- (a) The commission shall:
  - (1) provide technical support to:
    - (A) assist counties in improving their indigent defense systems; and
    - (B) promote compliance by counties with the requirements of state law relating to indigent defense;
  - (2) to assist counties in providing indigent defense services in the county, distribute in the form of grants any funds appropriated for the purposes of this section; and
  - (3) monitor each county that receives a grant and enforce compliance by the county with the conditions of the grant, including enforcement by:
    - (A) withdrawing grant funds; or
    - (B) requiring reimbursement of grant funds by the county.
- (b) The commission shall distribute funds as required by Subsection (a)(2) based on a county's compliance with standards adopted by the board and the county's demonstrated commitment to compliance with the requirements of state law relating to indigent defense.
- (c) The board shall adopt policies to ensure that funds under Subsection (a)(2) are allocated and distributed to counties in a fair manner.
- (d) A county may not reduce the amount of funds provided for indigent defense services in the county because of funds provided by the commission under this section.

#### **Texas Administrative Code Chapter 173**

#### **Uniform Grant Management Standards (UGMS)**

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### **Formula Grant Program**

#### **A. Introduction**

Formula Grants are provided to Texas Counties by the Texas Indigent Defense Commission (Commission) to help meet the Commission's statutory mandates and to promote Texas counties' compliance with standards adopted by the Commission.

Formula grants provide money to counties for increased indigent defense costs based on a formula set by the Commission. Qualifying counties are eligible for funds determined by the formula only to the extent their spending exceeds the amounts in their baseline year. The current formula provides that all counties are eligible for a \$5,000 "floor." The remaining formula funds set aside by the Commission are then allocated based on the county's percent of the State of Texas' population estimate as determined by the Texas Data Center for the preceding year. Other grant distribution formulas may be considered in the future as more data becomes available. Counties must meet minimum spending requirements to receive credit for spending the funds.

**The grant period for this application is October 1, 2011 through September 30, 2012. Expenses must be incurred and/or obligated during this time.**

#### **B. Eligibility**

Only counties are eligible to apply for funds.

#### **C. Direct Disbursement Pool**

Counties with low incidence of crime and low indigent defense expenses may also choose not to submit the application. They will be eligible to receive funding under the Commission Direct Disbursement policy and procedures. If a county has had to refund formula grant money to the Commission or has not received grant funds in the previous year, please consider not applying for the formula grant and the county will be eligible for the Direct Disbursement Pool. This Commission policy is intended to reduce application procedures for counties that have both low incidences of crime and



## **Texas Indigent Defense Commission**

low indigent defense costs. The policy governing reimbursement of eligible expenses under this policy vary depending on whether a county spent any of the formula grant funds in the preceding year.

A county that has not spent any formula grant funds in the preceding year and does not apply for a formula grant in the current fiscal year may submit receipts for direct disbursements. If the county incurs indigent defense costs above its baseline year amount (or adjusted baseline), it is eligible to receive up to twice the amount of the initial allocation of funds for the county under the formula grant program as established by the Commission prior to issuing the Request for Applications. In addition, the county is also eligible to receive the unspent balance of the initial allocation of formula grant funds from the previous fiscal year as established by the Commission prior to issuing the Request for Applications.

A county that spent a portion of the formula grant funds in the preceding year and does not apply for a formula grant in the current fiscal year may submit receipts for direct disbursements. If it experiences indigent defense costs above its baseline year amount, such a county is eligible to receive up to the amount of the initial allocation of funds for the county under formula grant program as established by the Commission prior to issuing the Request for Applications.

The Indigent Defense Commission will budget up to two-thirds of the funds allocated to counties that do not apply for formula grant funds to the direct disbursement pool. Funds will be disbursed from the pool based on a county's compliance with the current year grant eligibility requirements and written documentation that the county has actually expended its baseline year amount in addition to the amount requested. All payments considered for reimbursement are subject to availability of funds.

Applications with expense information for direct disbursement must be submitted on or before August 15, 2012. The time period for calculating the direct disbursement will be September 1, 2011 through August 15, 2012. A county that applied for formula grant in FY2011 (between October 1, 2010 and September 31, 2011) may not include expenses incurred in September 2011 in their direct disbursement submission. However, this change in time period for direct disbursement calculation will not affect the time period for the statutory Indigent Defense Expenditure Report.

### **D. Notification**

This FY12 Formula Grant - Request for Applications (RFA) is sent to all 254 Texas Constitutional County Judges. A courtesy notice is mailed to all local administrative district judges, local administrative statutory county judges and each county auditor (or treasurer). The notice informs other county stakeholders to seek a copy of the grant RFA from the constitutional county judge or to go to the Commission website [www.txcourts.gov/tidc](http://www.txcourts.gov/tidc) to download a copy. The Commission staff uses the contact information reported by counties in our web based system. Please make sure that all contact information is accurate. Counties are required to maintain correct contact information on the Commission 'grants and reporting' website (<http://tidc.tamu.edu>). The notice of grant availability is also published in the Texas Register.

### **E. Application**

The Commission is committed to reducing paperwork burdens for Texas counties. Therefore, the grant application process will be electronic.

The application steps are:

- 1) Review the baseline (FY01) – The baseline is the amount counties must spend in indigent defense before they qualify as having spent the grant. Counties that have received or applied for grants in previous years have already established a baseline with the Commission. To meet the requirements under Texas Government Code §79.037(d), the Commission has adopted as an expenditure baseline based on each county's FY01 indigent defense expenditures. Attorney fees, investigator expenses, expert witness expenses, and other litigation expenses paid by the county on behalf of indigent criminal defendants / juvenile respondents are allowable expenses. This information remains static unless a county requests an alternative baseline, as described below.
  - a. The baseline amount is used for comparison to determine grant qualification for each year.
  - b. To qualify for grant funds each year, the county must spend an amount at least equivalent to the FY01 baseline.
  - c. A county may apply (with documentation) to the grants administrator for an adjusted baseline if the county can demonstrate:
    - i. the baseline contained extraordinary expenses (major cases, capital cases, etc); or

### Texas Indigent Defense Commission

- ii. the county's FY01 expenses were not reflective of normal county expenditures prior to the implementation of the Fair Defense Act.
  - 2) All applications must be submitted online using the User ID and Password. Contact the Commission Grant Administrator for instructions to obtain a waiver to the on-line application.
  - 3) If a person other than the recipient of this letter needs to obtain a user name and password for the online application system, contact The Texas A&M University Public Policy Research Institute (PPRI) – [PPRI manages the collection, storage and retrieval of data for the Commission]. County officials contact PPRI through e-mail ([dbrennan@ppri.tamu.edu](mailto:dbrennan@ppri.tamu.edu)), fax (888-351-3485) or by regular mail:  
Darby Brennan, PPRI  
314 H. C. Dulie Bell Building, TAMU, Mailstop 4476  
College Station, Texas 77843-4476  
PPRI will not provide user names and passwords over the phone. Individuals using personal e-mail accounts may be asked to provide additional information.
  - a) Go to the PPRI Commission website at <https://tcdc.tamu.edu>
  - b) Enter the User ID and Password located on the cover letter in this mailing.
  - 4) Apply on-line
    - a. Sign in – The authorized official or designee logs in to the website using a unique username and password and selects "Apply for Formula Grant". A designee may actually perform the tasks if allowed by the authorized official.
    - b. Review the eligibility requirements – Each year the Commission adopts specific measures as eligibility requirements for the Formula Grant funds. These measures are intended to encourage each county's compliance with statutory requirements or policy and standards adopted by the Commission. The grant application screen will reveal the compliance checklist maintained by the Commission's special counsel. Counties that have blank check boxes in any category will not be able to receive funds until they meet all grant program eligibility requirements. **They should complete the on-line application then contact the Commission for instructions to resolve plan compliance issues.**
    - c. Verify that the County's stored information is correct – The authorized official reviews the data the Commission has stored for the various county grant positions. (**Note:** Please remember to update the county contact information during the grant year as changes in officials or contact information occurs.)
    - d. Identify the individuals in the following grant positions as required in Texas Administrative Code Rule 173.301. Make changes as needed.
      - i. Authorized official - This person must be authorized to apply for, accept, decline, modify, or cancel the grant for the applicant county. A county judge or a designee authorized by the governing body in its resolution may serve as the authorized official. (**Note:** Some counties prefer to have a district or statutory county judge serve as authorized official since this grant is related to judicial processes – this is acceptable).
      - ii. Fiscal Officer - This person must be the county auditor or county treasurer if the county does not have a county auditor.
      - iii. Program Director - This person must be the officer or employee responsible for program operation or monitoring or implementation of the indigent defense plan and who will serve as the point-of-contact regarding the program's day-to-day operations. (**By rule this person cannot be the financial officer.**)
- Use the "Change" Button – When the person listed is no longer authorized to perform the duties with the Commission previously authorized by the county. It is also used to change contact information for any grant official. This situation usually arises when county officials turnover as a result of elections, retirements, or some other removal from office.
- e. Select the "Submit" button. The page will become a confirmation page at that point. Select the Resolution link to create your county's resolution.
  - f. Print / download resolution – The system will allow the user to download a resolution in an MS Word document or provide an opportunity to print the document based on the selections above.

### **Texas Indigent Defense Commission**

- g. Receive confirmation – The system will provide a confirmation page to the grant officials confirming that the application has been completed and informing them that the resolution must be adopted by the commissioner's court and then faxed to the Commission. **PLEASE PRINT THE CONFIRMATION PAGE.**
- 5) Please scan and email the resolution adopted by commissioners' court **on or before November 15, 2011** to the Grants Administrator ([bwilson@txcourts.gov](mailto:bwilson@txcourts.gov)), or mail them to [new address]

Texas Indigent Defense Commission  
Grants Administrator  
205 W. 14<sup>th</sup> Street – Suite 600  
PO Box 12066  
Austin, Texas 78711  
Fax (512) 475-3450

### **F. Review**

Approximately 30 days prior to the Commission meeting set to award the Formula Grants, the Grant Administrator will review the application for completeness and notify counties via e-mail, fax, or mail whether any additions or corrections need to be made.

### **G. Denial of Grant**

Counties not completing the grant application process or those not meeting minimum eligibility requirements will be notified by mail within 30 days following the Commission award meeting.

### **H. Use of Funds**

Funds must be used to improve indigent defense systems. Attorneys fees, investigator expenses, expert witness expenses, and other direct litigation costs that a county spends on behalf of a criminal defendant or juvenile respondent in a criminal matter that has been determined by a court of competent jurisdiction to be indigent are allowable expenses. All funds must be spent in compliance with the following: **Texas Administrative Code, Title 1 Administration, Part 8 Texas Judicial Council, Chapter 173 Indigent Defense Grants; and Texas Uniform Grant Management Standards.**

The Indigent Defense Commission website maintains links to electronic copies of these documents. Grant applicants/recipients may contact the Commission staff in writing for paper copies if no electronic means are available to secure the documents.

### **I. Statement of Grant Award**

Statements of Grant Awards will be prepared exactly as authorized by the Commission. These may include special conditions. The e-mail with the attached Statements of Grant Award will be directed to the official designated in the resolution adopted by the commissioners' court.

### **J. Special Conditions**

The Commission may determine special conditions or authorize staff to apply the conditions on criteria set by the Commission (TAC 173.201). The Commission may develop special conditions that relate to expenditures, compliance with statutory requirements or standards adopted by the Commission.

### **K. Return of Signed Statements**

Authorized officials must sign and return Statements of Grant Awards via fax within 30 days from the date of the fax. Each grant award statement will be compared to the resolution to ensure the correct official as authorized by the commissioners' court resolution signed the Statement of Grant Award. Counties that are unable to process the return of the Statement of Grant Award in a timely fashion must submit a written request for an extension.

### **L. Required Reports**

All counties are statutorily required (Texas Government Code Sec. 79.036 (e)) to submit an Indigent Defense Expenditure Report each year on November 1 in the form and manner prescribed by the Commission. In accordance with TAC §173.109 the reporting will be through the internet.

### **Texas Indigent Defense Commission**

Local Administrative District Judges, Local Statutory County Court Judges (or County Judge as applicable) and the Chairs of Juvenile Boards must submit a copy of all formal and informal rules and forms that describe the procedures used in the county to provide indigent defendants with counsel in accordance with the Code of Criminal Procedure (Countywide Plans) to the Commission as required in Government Code §79.036. The Countywide Plans must be submitted by November 1<sup>st</sup> of each odd numbered year in the form and manner prescribed by the Commission.

#### **M. Payments**

Counties must have met all eligibility, spending, and grant condition requirements before receiving payments. Payments will be made quarterly for most counties. Some counties may have a special conditions related to meeting minimum spending requirements. These counties will receive funds only after a supplemental expenditure report establishes that they have spent the predetermined minimum amount stated in the special condition.

No payment shall be made from grant funds to a county until all special conditions have been met unless the special condition adopted by the Commission provides an alternative payment schedule or instructions for payment. Commission staff shall maintain documentation through electronic/paper files or correspondence to the county stating how the special condition was met.

#### **N. Maintain Official Contact Information**

All counties must maintain the grant and plan officials contact information on counties' home page set up at <http://tidc.tamu.edu>. Counties must advise the Commission of changes in the authorized official, program director, financial officer, local administrative district judge, local statutory county judge and county judge by updating this website contact information. This information will be used to provide notices for grant or plan submission information. The Commission staff will use e-mail whenever possible to notify counties of required reports and funding opportunities.

#### **O. Compliance with Monitoring Reports**

A county must respond within the required time, take corrective action for findings of non-compliance, and satisfactorily address all recommendations in a Commission fiscal or policy monitoring report. Failure to comply with any of these requirements could result in the Commission imposing a remedy under TAC 173.307 or Texas Government Code §79.037.

#### **P. Countywide Plan Requirements**

The Countywide Plans submitted must be in compliance with applicable statutes and rules and must meet the minimum requirements for each plan section as outlined in the Biennial Indigent Defense Countywide Plan Instructions.

#### **Q. OCA Reporting**

The applicants' county and district clerks must be in compliance with reporting requirements promulgated by the Texas Judicial Council as of August 31, 2011. The district clerks and county clerks must submit their monthly court activity reports to OCA electronically not later than September 2011, unless OCA grants a temporary waiver for good cause.

#### **R. Impact of Multi-year Discretionary Grant**

Counties that receive multi-year discretionary grants from the Commission are encouraged to continue to apply for the Formula Grant. Formula Grant payments will be made as scheduled. The county will submit its annual Indigent Defense Expenditure Report on or before November 1 of each year. If the impact of the Multi-year funded program results in overall reduction of the county's indigent defense expenses below the baseline amount, then all or a portion of the formula grant may need to be returned to the Commission as directed by the Commission.

#### **S. Impact of Multi-year Discretionary Regional or Sustainability Grants**

Counties that receive multi-year regional or sustainability discretionary grants from the Commission are encouraged to continue to apply for the Formula Grant. Formula Grant payments will be made as scheduled. Such counties may use their formula grant payments to maintain the discretionary grant program. The county will submit its annual Indigent Defense Expenditure Report on or before November 1 of each year.

**2012 Travis County Resolution  
Indigent Defense Grant Program**

WHEREAS, under the provisions of the Fair Defense Act, 77th Regular Session, counties are eligible to receive grants from the Texas Indigent Defense Commission to provide improvements in indigent defense services in the county; and

WHEREAS, this grant program will assist the county in the implementation of the provisions of the Fair Defense Act and the improvement of the indigent criminal defense services in this county; and

WHEREAS, Travis County Commissioners Court has agreed that in the event of loss or misuse of the funds, Travis County Commissioners assures that the funds will be returned in full to the Texas Indigent Defense Commission.

NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Indigent Defense Formula Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that Debra A. Hale is designated as the Program Director and contact person for this grant and the County Auditor is designated as the Financial Officer for this grant.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

---

Samuel T. Biscoe  
County Judge

Attest:

---

County Clerk

**Internet Submission Form**

After submitting the formula grant application on-line, the following Internet submission confirmation number was received #201222720110930. This grant application submission was in accordance with the Commissioners Court Resolution above.

---

Samuel T. Biscoe  
County Judge

**GRANT SUMMARY SHEET**

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input type="checkbox"/>	Amendment: <input checked="" type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Health & Human Services and Veterans Service 58/54	
Contact Person/Title:	Lisa Sindermann / Contract Specialist	
Phone Number:	854-4594	

Grant Title:	Comprehensive Energy Assistance Program - CEAP			
Grant Period:	From:	01/01/11	To:	12/31/11
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>	
Grantor:	Texas Department of Housing and Community Affairs			
Will County provide grants funds to a subrecipient?			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
Are the grant funds pass-through another agency? If yes list originating agency below			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>
Originating Grantor:	U. S. Department of Health and Human Services			

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	933,533	0	0	0	\$933,533
Operating:	4,586,350	0	0	0	\$4,586,350
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$5,519,883	\$0	\$0	\$0	\$5,519,883
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
	0	0	\$0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	EH	
County Attorney	<input checked="" type="checkbox"/>	MEG	

Performance Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/30/12	9/30/12	
Applicable Depart. Measures						
Number of Households receiving utility assistance	15,000					NA for this grant period
Number of Households receiving CEAP Heating & Cooling assistance	155					NA for this grant period
Measures For Grant						
Number of Households receiving utility assistance through the three grant components, Energy Crisis, CoPay and Elderly Disabled	7,698					NA for this grant period
Outcome Impact Description	Utility assistance provided by this program is to address a household's energy crisis situation or provide copayment or multiple term energy payments for the household to promote the achievement of energy self-sufficiency.					
Number of Households receiving assistance through the Heating & Cooling component	220					NA for this grant period
Outcome Impact Description	Replacing household heating and cooling appliances such as the central air/heat units, window a/cs, refrigerators and water heaters with energy savings appliances will reduce the heating and cooling energy utility bills and lead to energy self-sufficiency for households.					
Outcome Impact Description						

**PBO Recommendation:**

Under this grant contract amendment, the county will receive an additional \$1.2 million from the Texas Department of Housing & Community Affairs to serve additional low-income households that meet the priority assistance criteria. There is no grant match required with this amendment. PBO recommends approval of this contract amendment.

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

The CEAP amendment 3 provides \$1,201,306 in additional funding for this program. With this additional obligation, the Texas Department of Housing & Community Affairs has allocated the remaining 2010 Unused Balance Funds that are available for the state.

The CEAP program indicates that priority be given to assist those low-income households with elderly members, persons with disabilities, households with young children under 6 years of age, households with high energy burden and households with high energy consumption.

The program goal is to assist households in need to achieve energy self-sufficiency by providing household heating and cooling energy utility assistance and addressing issues surrounding the heating and cooling appliances in the household of low-income families or individuals. The households may seek utility assistance to address an energy crisis situation or the household situation may need a copayment or multiple payment term which is provided by the program guidelines. The department also utilizes the funding from this CEAP program for providing clients with case management services to address other household issues other than those encompassing energy needs and to repair, replace or retrofit the heating and cooling appliances in the household.

The department projects we will be able to serve an additional 27 units with funds available in the Heating & Cooling component. The projected number of assisted households has decreased from the last amendment projections due to the increased household average payment. The increased per payment amount realized for this amendment is approximately \$197. The average per payment amount used for the estimations is \$562.

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

No additional funds are required.

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

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

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

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

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

Yes

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

N/A

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

Travis County Health and Human Services and Veterans Service Family Support Services division staff will perform client eligibility interviews with clients seeking assistance provided



by this program and the other programs available through the department. These CEAP grant funds provide household utility assistance through the three utility assistance program components and assistance for costs associated with the repair, replacement or retrofit of the client's eligible household heating and cooling appliances.

The CEAP program funding represents the department's largest program source for utility assistance and the only program source for addressing the repair or replacement of some of the household heating and cooling appliances. Funding made available from this program has a dramatic impact on the number of requests that can be met by the department for utility assistance and household appliance issues from Travis County residents.



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

502 E. Highland Mall Blvd.  
P. O. Box 1748  
Austin, Texas 78767

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

**DATE:** October 4, 2011

**TO:** MEMBERS OF THE COMMISSIONERS COURT

**FROM:**

*Sherri E. Fleming*  
Sherri E. Fleming, County Executive

Travis County Health and Human Services and Veterans Service

**SUBJECT:** Acceptance of 2011 Comprehensive Energy Assistance Program (CEAP) Grant Contract Amendment 3

**Proposed Motion:** Consider and take appropriate action to approve the contract amendment 3 with Texas Department of Housing and Community Affairs (TDHCA) for the Comprehensive Energy Assistance Program Grant for 2011.

**Summary and Staff Recommendation:** Staff requests the acceptance of this contract amendment 3 from the Texas Department of Housing and Community Affairs. This amendment increases the grant funding by \$1,201,306 bringing the total award to \$5,519,883. This is the third year in which this grant's award amount is over \$3,000,000. The additional funding from TDHCA allocates funds throughout the state of Texas obligating the remaining 2010 Unused Balance funds. With the additional grant funding the department has received, there should be approximately 1,715 more low-income households assisted within Travis County.

These CEAP grant funds are used to respond to increased requests for utility assistance from County residents who have a household income level at or below 200% of the current Federal Poverty Income Guidelines and who are unable to meet their household energy needs. Program funding is also available for those qualified households in need of repair, replacement and/or retrofit of the heating and cooling appliances in the residence.

**Budgetary and Fiscal Impact:** We are able to use the CEAP funds for direct services, administration, case management, and outreach services. The funds for direct services will be

budgeted in the corresponding indigent utility assistance line items as well as line items for contracted services and supplies. No matching funds are required. The contract period is 01/01/11 through 12/31/11.

**Issues and Opportunities:** We utilize CEAP funds for direct service assistance, administrative costs, case management costs and direct services support or outreach. The Health and Human Services & Veterans Service department has provided the CEAP program and its great value to the community for the past sixteen years. The department coordinates its efforts with other community resources such as Salvation Army, faith-based organizations and other local agencies providing services to low-income residents of Travis County to ensure residents will attain the assistance they are seeking.

Within the present program year, we were able to assist more than 4,655 households within Travis County. The operation of this grant allows our department the ability to provide assistance to clients who are experiencing an energy-related hardship, and provide case management services to clients utilizing the co-payment and in some instances the elderly/disabled components. Program assistance is also provided for the repair or replacement of household heating and cooling appliances. The aim of such services, to assist clients in obtaining self-sufficiency, is consistent with the goal of the Travis County Health and Human Services and Veterans Service department.

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

cc: Leroy Nellis, Acting County Executive, Planning and Budget Office  
Diana Ramirez, Budget Analyst, Planning and Budget Office  
Susan Spataro, CPA, CMA, Travis County Auditor  
Jose Palacios, Chief Assistant County Auditor  
Ellen Heath, Financial Analyst III, County Auditors Office  
Cyd Grimes, CPM, Travis County Purchasing Agent  
Scott Worthington, Travis County Purchasing Office  
Mary Etta Gerhardt, Assistant County Attorney  
Jim Lehrman, Social Services Director, Family Support Services  
Deborah Britton, Division Director, Community Services

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**  
**CONTRACT NO. 58110001100 FOR THE**  
**COMPREHENSIVE ENERGY ASSISTANCE PROGRAM (CEAP)**  
**(CFDA # 93.568)**  
**AMENDMENT NUMBER: 3**

**SECTION 1.**

The Texas Department of Housing and Community Affairs, a public and official agency of the State of Texas (hereinafter the "Department") and Travis County (hereinafter the "Subrecipient"), do hereby contract and agree to amend the contract by and between the parties identified on Department records as contract number 58110001100

**SECTION 2.**

The Contract is amended by to obligate 2010 Unused Balance Funds by deleting Attachment A - Budget in its entirety and replacing it with the amended Attachment A - Budget attached hereto.

**SECTION 3. AGREEMENT**

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

**SECTION 4.**

This amendment shall be effective on the date of execution.

**SECTION 5.**

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

**AGREED TO AND EXECUTED BY:**

Travis County

By:

Samuel T. Biscoe, Travis County Judge  
TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

                      
Date

By:

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**  
**CONTRACT NO. 58110001100 FOR THE**  
**COMPREHENSIVE ENERGY ASSISTANCE PROGRAM (CEAP)**  
**(CFDA # 93.568)**  
**ATTACHMENT A BUDGET**

**DEPARTMENT FINANCIAL OBLIGATIONS**

\$ 5,519,883.00      CEAP FUNDS CURRENTLY AVAILABLE

\$ 1,200.00      TRAINING TRAVEL ALLOWANCE FUNDS CURRENTLY AVAILABLE

**BUDGET FOR AVAILABLE ALLOCATIONS**

BUDGET CATEGORY	FUNDS	%
Administration	\$ 373,302.00	-
Assurance 16	\$ 318,907.00	-
Direct Services	\$ 4,826,474.00	-
<b>TOTAL CEAP BUDGET</b>	<b>\$ 5,518,683.00</b>	<b>-</b>

BUDGET CATEGORY	FUNDS	%
Energy Crisis	\$ 1,146,288.00	23.75
Co-payment	\$ 1,146,288.00	23.75
Elderly and Disabled	\$ 1,146,288.00	23.75
Heating/Cooling	\$ 1,146,286.00	23.75
Direct Service Support	\$ 241,324.00	5.00
<b>TOTAL DIRECT SERVICES</b>	<b>\$ 4,826,474.00</b>	<b>100.00</b>

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

TRAVIS

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

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

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

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

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

Subrecipient is limited to only one budget revision request during the first 6 months of the Contract Period. A second and final budget revision must be received by the Department on or before November 18, 2011.

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

Effective Date of Budget: 07/02/2011

**GRANT SUMMARY SHEET**

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input type="checkbox"/>	Amendment: <input checked="" type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Sheriff - Law Enforcement	
Contact Person/Title:	Tracy Miller, Planner	
Phone Number:	512.854.6923	

Grant Title:	Austin/Travis County Human Trafficking LE Task Force				
Grant Period:	From:	01/01/2011	To:	09/30/2012	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>		
Grantor:	City of Austin				
Will County provide grants funds to a subrecipient?			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through another agency? If yes list originating agency below			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	
Originating Grantor:	US Department of Justice				

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	15,000	0	0	0	\$15,000
Operating:	0	0	0	0	\$0
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$15,000	\$0	\$0	\$0	\$15,000
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
	0	0	\$0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	MN	
County Attorney	<input checked="" type="checkbox"/>	JC	

Performance Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/30/12	9/30/12	
Applicable Depart. Measures						
Measures For Grant						
Outcome Impact Description						
Outcome Impact Description						
Outcome Impact Description						

**PBO Recommendation:**

**PBO Recommendation:**  
The Travis County Sheriff's Office (TCSO) has submitted a request to approve an amendment to the Interlocal with the City of Austin to continue the Austin/Travis County Human Trafficking Law Enforcement Task Force Joint Investigative Project for an additional year. The Interlocal will reimburse the office for program related overtime. TCSO has been a part of this project since 2007.

**PBO recommends approval of the request.**

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

This grant is a collaborative effort between APD and the Office of the United States Attorney for the Western District of Texas in the investigation and prosecution of human trafficking cases.

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

NA

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

NA

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

There are no indirect costs.

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

No, the program will not discontinue.



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

NA

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

Will continue the collaborative efforts.



**GREG HAMILTON**

**TRAVIS COUNTY SHERIFF**

P.O. Box 1748  
Austin, Texas 78767  
(512) 854-9770  
www.tcsheriff.org

**JAMES SYLVESTER**  
Chief Deputy

**PHYLLIS CLAIR**  
Major - Law Enforcement

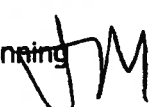
**DARREN LONG**  
Major - Corrections

**MARK SAWA**  
Major - Administration & Support

October 3, 2011

**MEMORANDUM**

**TO:** Honorable Sam Biscoe, County Judge  
Honorable Ron Davis, Commissioner, Precinct 1  
Honorable Sarah Eckhardt, Commissioner, Precinct 2  
Honorable Karen Huber, Commissioner, Precinct 3  
Honorable Margaret Gomez, Commissioner, Precinct 4

**FROM:** Tracy Miller, Research and Planning 

**SUBJECT:** Agreement with Austin/Travis County Human Trafficking Law Enforcement Task Force Joint Investigative Project

The Travis County Sheriff's Office requests approval of an extension to the AUSTIN/TRAVIS COUNTY HUMAN TRAFFICKING LAW ENFORCEMENT TASK FORCE from October 1, 2011 through September 30, 2012.

During this period Travis County will be reimbursed for overtime hours, limited to the unreimbursed amount remaining from the \$15,000 in grant funds that were allocated to the agreement effective February 18, 2011.

This Task Force is a collaboration of efforts between APD and the Office of the United States Attorney for the Western District of Texas in the investigation and prosecution of human trafficking cases.

We appreciate the support the Travis County Commissioners Court has given us in our effort to reduce crimes, which are so costly to our citizens, and support this Task Force as there is an increase of Human Trafficking in Central Texas.

xc: Travis Gatlin, PBO  
James Connolly, County Attorney  
Matt Naper, Auditor



*Safety, Integrity, Tradition of Service*



Amendment No. 1  
of  
Contract No. NI110000018  
for  
Human Trafficking Law Enforcement Task Force Joint Investigative Project  
between  
**Travis County**  
and the  
City of Austin

- 1.0 The City hereby exercises the extension option for the above-referenced contract. Effective October 1, 2011, the term for the extension option will be October 1, 2011 to September 30, 2012 and there is one remaining option.
- 2.0 The total contract amount is increased by \$0.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 1/01/11 – 09/30/11	\$15,000.00	\$15,000.00
Amendment No. 1: Option 1 10/01/11 – 09/30/12	\$0.00	\$15,000.00

- 3.0 MBE/WBE goals were not established for this contract.
- 4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

**Travis County**

CITY OF AUSTIN:

By: \_\_\_\_\_

By: \_\_\_\_\_  
Marc Ott  
City Manager

## GRANT SUMMARY SHEET

Check One:	Application Approval:	<input type="checkbox"/>	Permission to Continue:	<input type="checkbox"/>
	Contract Approval:	<input checked="" type="checkbox"/>	Status Report:	<input type="checkbox"/>
Check One:	Original:	<input type="checkbox"/>	Amendment:	<input checked="" type="checkbox"/>
Check One:	New Grant:	<input type="checkbox"/>	Continuation Grant:	<input checked="" type="checkbox"/>

Grant Title:	Drug Diversion Court			
Grant Period:	From:	9/01/10	To:	8/31/11
Grantor:	Office of the Governor Criminal Justice Division			
Are the grant funds pass-through another agency? If yes list originating agency below			Yes:	<input type="checkbox"/> No: <input checked="" type="checkbox"/>
Originating Grantor:				
Originating Fund Source:	Federal:	<input type="checkbox"/>	State:	<input checked="" type="checkbox"/> Local: <input type="checkbox"/>
Will County provide grants funds to a subrecipient?			Yes:	<input type="checkbox"/> No: <input checked="" type="checkbox"/>

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	\$57,963	\$0	\$0	\$0	\$57,963
Operating:	\$126,764	0	\$19,132	0	\$145,896
Capital Equipment:	0	0	0	0	0
Indirect Costs:	\$3,695	0	0	0	\$3,695
Total:	\$188,422	\$0	\$19,132	\$0	\$207,554
FTEs:	1.00	0.00	0.00	0.00	1.00

Permission to Continue Information				
Funding Source (Account number)	Personnel Cost	Operating Transfer/ Contribution to Grant	Estimated Total	Filled FTE
	\$	\$	\$	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JC	
County Attorney	<input checked="" type="checkbox"/>	JC	

Performance Measures Applicable Depart. Measures	Projected FY 11 Measure	Progress To Date:				Projected FY 12 Measure
		12/31/10	3/31/11	6/30/11	9/30/11	
# of people assessed for eligibility to participate in the program.	332	83	206	312	400 Proj.	400

# of new enrollments in the program.	200	57	119	186	220 Proj.	220
# of participants that have graduated from the program.	80	20	50	81	90 Proj.	90
<b>Measures For Grant</b>						
Provide intensive case management for African American participants.	50	41	50	50	50 Proj.	40
Provide intensive case management for dually diagnosed participants.	25	25	25	25	25 Proj.	20
<b>Outcome Impact Description</b>						
On a monthly basis, at least 50 African American participants will receive treatment and counseling services while prosecution is deferred for their drug charge.	50	41	50	50	50 Proj.	40
On a monthly bases, at least 25 dually diagnosed participants will receive treatment and counseling services while prosecution is deferred for their drug charge.	25	25	25	25	25 Proj.	20

**PBO Recommendation:**

This request for approval of a contract amendment is to adjust the grant budget to include the entire generated program income from the drug court participants in FY 11. This is a technical correction and does not involve any programmatic change. PBO recommends approval of the request.

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

The Criminal Justice Division (CJD) of the Governor's Office announced the availability of ongoing funds for eligible drug court programs. Eligible applicants are counties in Texas that have incorporated the ten essential characteristics as outlined in section 469.001 Health and Safety Code. This grant is available to jurisdictions to improve the delivery of services or to enhance the existing Drug Court Program with additional services that will allow the Travis County Drug Court to more fully meet the goals of the Drug Court Program.

The purpose of the grant is to enhance the resources available to the Travis County Drug Court by upgrading supervision services provided to offenders to increase the likelihood of successful graduation, thereby reducing further criminal activity and reliance on the state correctional system, community supervision or local jails.

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

The County is not obligated to maintain the expenditure level requested in the grant.

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

A County match is not required. However, program income generated by grant participants are required to be allocated to the grant budget.

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

Yes, the grant allows 2% indirect cost reimbursement.

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

No, the Drug Court program will not discontinue upon discontinuance of grant funding. If the grant is not awarded, the department may request to incorporate the grant funded FTE into the County Budget. If, however, funding for enhanced treatment and case management services is unavailable, the department would reduce the static capacity, which could create a waiting list for potential participants and discontinue services for specialized populations (or look for other funding sources).

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

The Travis County Drug Court program is not a new program. We are seeking to enhance services for two specific target populations.

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

This ongoing grant will allow the Drug Court program to continue to serve two specific populations in need of drug treatment services. A specialized population of up to 50 African American offenders will continue to receive intensive case management and treatment coordination services from Clean Investments and the grant funded Chemical Dependency Counselor. Due to the need for specialized mental health services, 25 dually diagnosed individuals will continue to receive intensive case management services from Austin Travis County Integral Care (MHMR).

**Print This Page**

**Agency Name:** Travis County

**Grant/App:** 1604310 **Start Date:** 9/1/2010 **End Date:** 8/31/2011

**Project Title:** Drug Diversion Court

**Status:** Pending Grantee Certification

**Budget Details Information**

**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	2% allowable by CJD	\$3,695.00	\$0.00	\$0.00	\$0.00	\$3,695.00	0
Personnel	Counselor and/or Therapist (licensed)	Chemical Dependency Counselor provides intensive case management services to the target population and assessments to potential clients in jail.	\$57,963.00	\$0.00	\$0.00	\$0.00	\$57,963.00	100
Contractual and Professional Services	Drug Analysis or Employee Drug Testing Services	Contract to provide drug testing services at \$35 per test for approximately 935 tests.	\$32,400.00	\$0.00	\$0.00	\$0.00	\$32,400.00	0
Travel and Training	In-State Incidentals and/or Mileage	Mileage to provide assessments and outreach for the target population at the Del Valle Jail (2 trips per week at 20 miles round trip for 52 weeks = 2 x 20 x 52 x \$0.50 per mile)	\$1,040.00	\$0.00	\$0.00	\$0.00	\$1,040.00	0
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	Contract with Austin Travis County Integral Care (MHMR) for dual diagnosis case management to provide intensive case management services for dually diagnosed clients; \$166.66 per client x 25 clients x 12 months.	\$49,998.00	\$0.00	\$0.00	\$19,132.00	\$69,130.00	0
	Substance Abuse-Related	Contract with Clean Investments Inc. to provide						

Contractual and Professional Services	Case Management, Counseling, Outpatient, and/or Treatment Services	intensive case management services to the target population; \$144.42 per client x 25 clients x 12 months.	\$43,326.00	\$0.00	\$0.00	\$0.00	\$43,326.00	0
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You are logged in as **User Name:** debrahale





## Travis County Commissioners Court Agenda Request

**Meeting Date:** October 18, 2011

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

**Elected/Appointed Official/Dept. Head:** Leroy Nellis, Acting 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 \$633,677.95, for the period of September 30 to October 6, 2011.

### 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 \$633,677.95.

### ISSUES AND OPPORTUNITIES:

See attached.

### FISCAL IMPACT AND SOURCE OF FUNDING:

Employee Health Benefit Fund (526) – \$633,377.95

### REQUIRED AUTHORIZATIONS:

Dan Mansour, 854-9499

Diane Blankenship, 854-9170

Leroy Nellis, 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](mailto: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:** October 18, 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:** September 30, 2011 to October 6, 2011

**REIMBURSEMENT REQUESTED  
FOR THIS PERIOD:** \$633,677.95

**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 \$633,677.95.*

Please see the attached reports for supporting detail information.

**TRAVIS COUNTY  
HOSPITAL AND INSURANCE FUND  
SUPPORTING DETAIL FOR THE  
WEEKLY REIMBURSEMENT REQUEST TO  
COMMISSIONERS COURT  
FOR THE PAYMENT PERIOD  
SEPTEMBER 30, 2011 TO OCTOBER 6, 2011**

- Page 1. Detailed Recommendation to Travis County Auditor for transfer of funds.**
- Page 2. Chart of Weekly Reimbursements Compared to Budget.**
- Page 3. Paid Claims Compared to Budgeted Claims.**
- Page 4. 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.**

TRAVIS COUNTY  
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE: October 18, 2011  
 TO: Susan Spataro, County Auditor  
 FROM: Dan Mansour, Risk Manager  
 COUNTY DEPT. Human Resources Management Department (HRMD)

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

PERIOD OF PAYMENTS PAID:  
 FROM: September 30, 2011  
 TO: October 6, 2011

**REIMBURSEMENT REQUESTED:** **\$ 633,677.95**

**SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:**

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$ 1,665,210.12
bank withdrawal correction	\$ (2,850.00)
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: October 11, 2011	\$ (1,028,817.44)
October 5, 2010 adj	\$ -
Adjust to balance per UHC	\$ 135.10
	\$ 0.17
<b>TOTAL CLAIMS REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:</b>	<b>\$ 633,677.95</b>
 PAYMENTS DEEMED NOT REIMBURSABLE	 \$ -
<b>TRANSFER OF FUNDS REQUESTED:</b>	<b>\$ 633,677.95</b>

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

All claims over \$25,000 (2 this week totaling \$84,383.56) have been audited for data entry accuracy and the following information is correct for each claim audited: date of service, eligibility, nature of service, name of and amount billed by provider, amount billed by date and amount paid by UHC.


Fifteen percent (15%) of all claims under \$25,000 (\$87,728.53) have been audited for data entry accuracy and the following information is correct for each claim identified for this random review: date of service, eligibility, nature of service, name of and amount billed by provider, date and amount paid by UHC. Claims in this random audit met the above requirements but may qualify for more detailed analysis through other resources.

All claims have been reviewed to determine if they have exceeded the \$200,000 stop loss limit. For claims that have exceeded the limit, it has been verified that UHC has complied with the contract. This week credits for stop loss and other reimbursements totaled (\$7,378.37).

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

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

 10/10/11  
 Diane Blankenship, Director, HRMD Date

 10/10/11  
 Dan Mansour, Risk Manager Date

 10/10/11  
 Cindy Purnett, Benefits Contract Administrator Date

 10/10/11  
 Norman McRee, Financial Analyst Date

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

**Travis County Employee Benefit Plan  
FY12 Paid Claims vs Weekly Claims Budget of \$856,615.23**



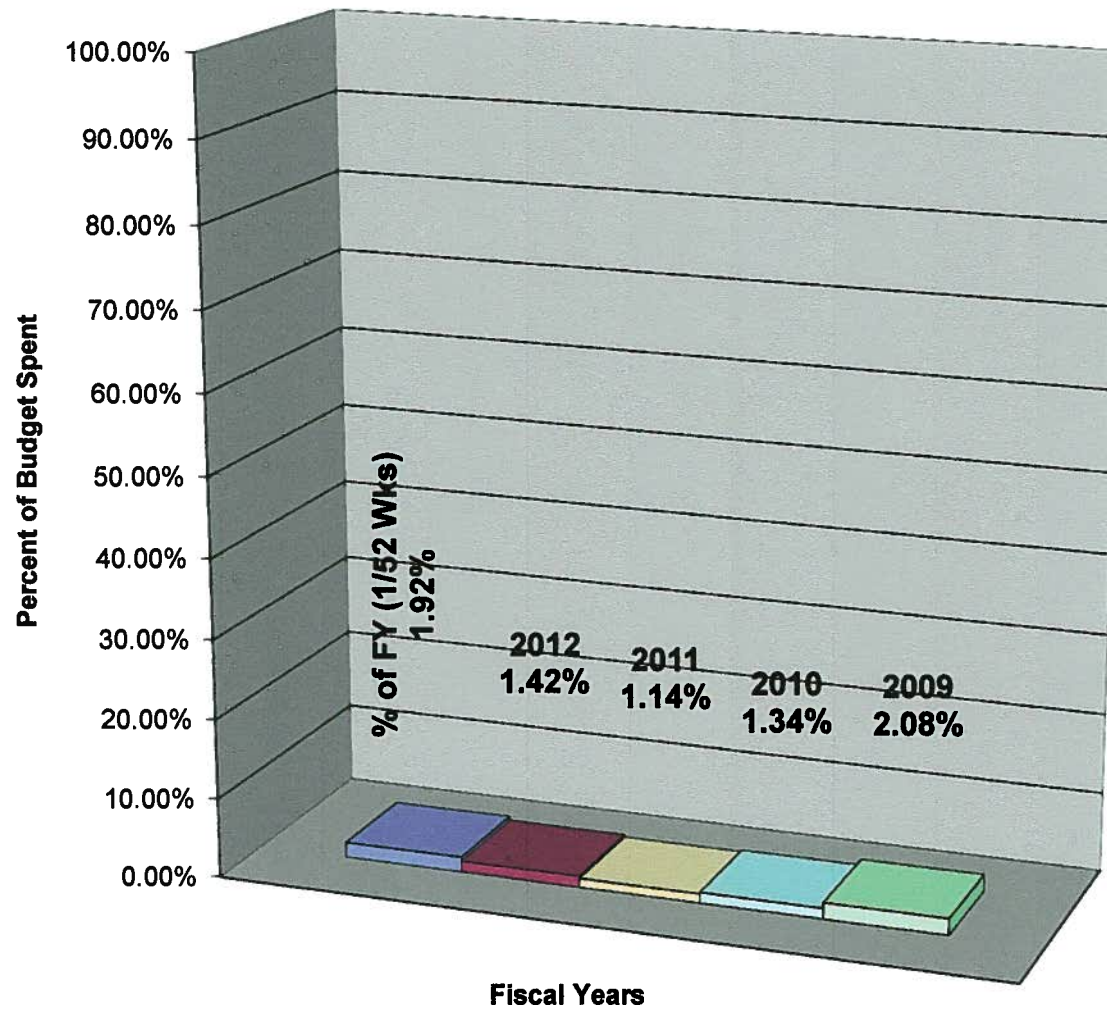
**Travis County Employee Benefit Plan  
FY11 Weekly Paid Claims VS Weekly Budgeted Amount**

W k	Period from	Period To	Voting Session Date	Pd Claims Request Amount	Budgeted Weekly Claims	# of Large Claims	Total of Large Claims	FY 2012 % of Budget Spent	FY 2011 % of Budget Spent
1	9/30/2011	10/6/2011	10/18/2011	\$ 633,677.95	\$ 856,615.23	2	\$ 84,383.56	1.42%	1.14%
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Paid & Budgeted Claims to Date	\$ 633,677.95	\$ 856,615.23
Paid Claims less Total Weekly Budget	\$ (222,937.28)	

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

### Comparison of Claims to FY Budgets Week 1



**Norman McRee**

---

**From:** SIFS FAX@UHC.COM  
**Sent:** Friday, October 07, 2011 12:45 AM  
**To:** Norman McRee  
**Subject:** UHC BANKING REPTS/C

TO: NORMAN MCREE                      FROM: UNITEDHEALTH GROUP  
 FAX NUMBER: (512) 854-3128              AB5  
 PHONE: (512) 854-3828

## NOTIFICATION OF AMOUNT OF REQUEST FOR: TRAVIS COUNTY

DATE: 2011-10-07                      REQUEST AMOUNT: \$1,665,210.12

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

---

## CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2011-10-06              \$1,029,630.08  
 - REQUIRED BALANCE TO BE MAINTAINED:              \$2,668,041.00  
 + PRIOR DAY REQUEST:              \$00.00

= UNDER DEPOSIT:                      \$1,638,410.92

+ CURRENT DAY NET CHARGE:              \$26,799.20  
 + FUNDING ADJUSTMENTS:              \$00.00

REQUEST AMOUNT:              \$1,665,210.12

---

## ACTIVITY FOR WORK DAY: 2011-09-30

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$65,111.34	\$00.00	\$65,111.34
TOTAL:	\$65,111.34	\$00.00	\$65,111.34



## UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2011\_10\_06

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	0.01	QG	60497330	AH		9 10/3/2011	100	10/3/2011	10/6/2011
701254	632	0.01	QG	60497330	AH		6 10/3/2011	100	10/3/2011	10/6/2011
701254	632	0.01	QG	60497330	AH		7 10/3/2011	100	10/3/2011	10/6/2011
701254	632	0.01	QG	60497330	AH		5 10/3/2011	100	10/3/2011	10/6/2011
701254	632	0.01	QG	60497330	AE		5 10/3/2011	100	10/3/2011	10/6/2011
701254	632	0.01	QG	60497330	AE		9 10/3/2011	100	10/3/2011	10/6/2011
701254	632	(24.01)	QG	60299000	AH		1 6/6/2011	50	6/6/2011	10/6/2011
701254	632	(24.90)	UW	29356110	A		11 9/29/2011	50	9/29/2011	10/6/2011
701254	632	(31.78)	QG	60299000	AH		1 6/6/2011	50	6/6/2011	10/6/2011
701254	632	(34.45)	NN	SSN00000	AL		0 9/27/2011	600	9/27/2011	10/6/2011
701254	632	(38.85)	NN	SSN00000	AL		0 9/28/2011	600	9/28/2011	10/6/2011
701254	632	(41.29)	QG	10261550	AH		5 9/27/2011	50	9/27/2011	10/6/2011
701254	632	(60.48)	PH	81393762	AH		1 6/2/2011	50	6/2/2011	10/6/2011
701254	632	(60.48)	PH	81393762	AH		6 6/2/2011	50	6/2/2011	10/6/2011
701254	632	(180.00)	QG	70288707	AH		9 5/26/2011	50	5/26/2011	10/6/2011
701254	632	(443.84)	NN	SSN00000	AL		0 9/27/2011	600	9/27/2011	10/6/2011
701254	632	(1,404.29)	NN	SSN00000	AL		0 10/3/2011	600	10/3/2011	10/6/2011
701254	632	(2,102.00)	UW	53053070	AA		8 2/6/2009	50	2/6/2009	10/6/2011
701254	632	(2,932.00)	NN	SSN00000	AL		0 9/27/2011	600	9/27/2011	10/6/2011

633,677.95

# ***Travis County Hospital and Insurance Fund - County Employees***

## ***UHC Payments Deemed Not Reimbursable***

For the payment week ending: 10/06/2011

<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

# Travis County - Hospital and Self Insurance Fund (526)

## Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 10/6/2011

TYPE	MEMBER TYPE	TRANS_AMT
<b>CEPO</b>		
	EE	
	<b>526-1145-522.45-28</b>	<b>72,948.71</b>
	RR	
	<b>526-1145-522.45-29</b>	<b>3,791.80</b>
Total CEPO		\$76,740.51
<b>EPO</b>		
	EE	
	<b>526-1145-522.45-20</b>	<b>115,037.76</b>
	RR	
	<b>526-1145-522.45-21</b>	<b>9,403.98</b>
Total EPO		\$124,441.74
<b>PPO</b>		
	EE	
	<b>526-1145-522.45-25</b>	<b>372,669.28</b>
	RR	
	<b>526-1145-522.45-26</b>	<b>59,826.42</b>
Total PPO		\$432,495.70
Grand Total		\$633,677.95



## Travis County Commissioners Court Agenda Request

**Meeting Date:** 10/18/2011

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

**Elected/Appointed Official/Dept. Head:** Leroy Nellis, 854-9106

**Commissioners Court Sponsor:** Judge Biscoe

A handwritten signature in black ink, appearing to read "Leroy Nellis", is written over the text of the "Elected/Appointed Official/Dept. Head" and "Commissioners Court Sponsor" lines.

### **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 – 3.

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

Leroy Nellis, 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](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.



## Human Resources Management Department

1010 Lavaca Street, 2<sup>nd</sup> Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-4203

**October 18, 2011**

**ITEM # :**

**DATE:** October 7, 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

**VIA:** Leroy Nellis, Acting County Executive, Planning and Budget

**FROM:** Diane Blankenship, Director, HRMD

**SUBJECT:** Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

**Routine Personnel Actions – Pages 2 – 3.**

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

LN/DB/TLO

### Attachments

cc: Planning and Budget Department  
County Auditor  
County Auditor-Payroll (Certified copy)  
County Clerk (Certified copy)

<b>WEEKLY PERSONNEL AMENDMENTS --- ROUTINE</b>
--

<b>NEW HIRES</b>				
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Dept.	Slot	Position Title	Dept. Requests Level/Salary	HRMD Recommends Level/Salary
TNR	54	Executive Asst*	16 / Midpoint / \$46,280.00	16 / Midpoint / \$46,280.00
* Temporary to Regular			** Actual vs Authorized	

<b>TEMPORARY APPOINTMENTS</b>					
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Dept.	Slot	Position Title	Dept Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
TCCES	50013	Counselor	15 / \$16.64	15 / \$16.64	05
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

<b>CAREER LADDERS – NON POPS</b>						
----------------------------------	--	--	--	--	--	--

Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
PBO	2	Budget Analyst III* / Grd 20	Budget Analyst Sr / Grd 22	\$57,336.21	\$63,069.83	Career Ladder. Pay is between min and midpoint of pay grade.
* Actual vs Authorized						

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<b>PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS</b>				
<b>Dept. (From)</b>	<b>Slot – Position Title – Grade – Salary</b>	<b>Dept. (To)</b>	<b>Slot – Position Title – Grade – Salary</b>	<b>Comments</b>
<b>County Clerk</b>	Slot 19 / Recording Spec II / Grd 14 / \$43,356.58	<b>County Clerk</b>	Slot 24 / Recording Spec Sr / Grd 15 / \$43,356.58	Promotion. Pay is between midpoint and max of pay grade, retains current pay.
<b>Pretrial Services</b>	Slot 7 / Pretrial Ofcr I / Grd 15 / \$37,429.39	<b>Pretrial Services</b>	Slot 64 / Pretrial Ofcr II / Grd 16 / \$39,300.97	Promotion. Pay is between min and midpoint of pay grade.
<b>* Actual vs Authorized</b>				

**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:** October 18, 2011

**Prepared By/Phone Number:**

Dan Mansour, Manager, HRMD Risk & Benefits/854-9499

**Elected/Appointed Official/Dept. Head:**

Diane Blankenship, Director, HRMD/854-9170

Leroy Nellis, Acting County Executive, PBO/854-9106

**Commissioners Court Sponsor:** Judge Sam Biscoe

**AGENDA LANGUAGE:**

Discuss and Take Appropriate Action to Approve Orthotic Services and Devices Being Offered as Part of an Employee Discount Program.

**BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

The Court directed HRMD to explore adding Orthotics as a benefit to the county's healthcare plan. Currently, only diabetic patients are covered under the plan. Research conducted to determine the coverage offered by other public entities in Texas did not reveal any Orthotics Programs except those offered through their insurance carrier. Investigation revealed providing the benefit through an insurance carrier greatly diminishes its quality and inflates the cost.

Research with numerous Orthotic Providers in Travis County and with Dr Adam A. Richardson, Director of Physician Services for Forte' and a practicing Podiatrist in the Austin area revealed that the average cost to patients for Orthotic devices and related services (evaluation, casting, molding and training) is \$505. Consequently, a search for a partner to provide discounted pricing and services was conducted. Orthotic Devices fall into one of two categories: prescription hardware or over-the-counter inserts.

An evaluation by a trained professional is conducted to determine the need for a device. Currently, most patients currently proceed directly to a Podiatrist for such evaluations. About 20% of patients requiring evaluation for a foot problem require a prescription orthotic device. Generally, the Podiatrist will forward the prescription to a provider for casting, molding and manufacture of the device. The patient then returns to the Podiatrist for training on use of the device. Current average cost for a patient that is initially evaluated by a Podiatrist and obtains a prescription device is \$505.

**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](mailto:Cheryl.Aker@co.travis.tx.us) by **Tuesdays at 5:00 p.m.** for the next week's meeting.



A search for providers that offer all the services needed to offer a Pedorthic Orthotic Discount Program revealed only one company in Central Texas meeting all parameters for such a program at a single location.

The Foot Pain Relief Store (FPRS), a local Austin manufacturer and provider of orthotic devices, has made a proposal to Travis County to perform evaluations by a Certified Pedorthist at no cost to Travis County employees, retirees and dependents. Following the Pedorthic evaluation, the individual will either be directed to a Podiatrist for further evaluation or recommendations for over-the-counter (OTC) remedies will be made. FPRS will offer a 10% discount on OTCs but they may be purchased through any vendor of the patient's choosing.

If the Podiatrist orders prescription orthotics, FPRS will fulfill the prescription including casting, molding, fitting and training at a total cost of \$250.00, representing a 53% cost savings for covered patients. The costs of utilizing FPRS' services would be posted to a County Benefits Discount Page linked to the Travis Central web site.\*

\*Diabetics covered under the United Healthcare Health Plan should explore treatment options and costs covered under the Plan.

### **STAFF RECOMMENDATIONS:**

Based on research, staff recommends working with the Foot Pain Relief Store, who has offered to partner with Travis County to provide no-cost evaluations and a discount on Pedorthic Orthotic Devices and related services.

### **ISSUES AND OPPORTUNITIES:**

An opportunity exists to provide employees with no-cost evaluation of foot problems and discounted pricing for needed orthotics. Also, the Travis County Health Plan will likely experience a decrease in utilization of Podiatrist visits and the associated costs.

### **FISCAL IMPACT AND SOURCE OF FUNDING:**

Fiscal impact of this program is restricted to the Health Plan's cost of visits to a Podiatrist for initial evaluation (\$129.00) and a follow up visit to assess the effectiveness of the prescribed orthotic (\$75.00). It is estimated that 20% of patients are referred to a Podiatrist following FPRS' initial evaluation.

Savings utilizing FPRS' free evaluation, discounted orthotics with free casting, molding and training offer a savings of \$290 to each covered member.

### **REQUIRED AUTHORIZATIONS:**

Diane Blankenship, Director, HRMD/854-9170

Dan Mansour, Manager, HRMD Risk & Benefits/854-9499

**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](mailto: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, 2<sup>nd</sup> Floor • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-4203

## Backup Memorandum

Date: October 11, 2011

To: Members of the Commissioners Court

VIA: Leroy Nellis, Acting County Executive, Planning and Budget Office  
Employee Benefits Committee  
Diane Blankenship, Director, and HRMD

FROM: Dan Mansour, Risk Manager, HRMD

Subject: Approve a Program for All County Employees, Retiree and Dependents to Obtain Orthotic Devices and Services at Discounted Rates

### **Proposed Motion:**

Discuss and take appropriate action to approve Orthotic Services and Devices being offered as part of an Employee Discount Program

### **Summary:**

The Court directed HRMD to explore adding Orthotics as a benefit to the county's healthcare plan. Research conducted to determine the coverage offered by other public entities in Texas found that Orthotics, when offered, are through their insurance carrier. Investigation revealed providing the benefit through an insurance carrier greatly diminishes its quality and inflates the cost.

Research with numerous Orthotic Providers in Travis County providers and with Dr Adam A. Richardson, Director of Physician Services for Forte' and a practicing Podiatrist in the Austin area revealed that the average cost of Orthotic devices and related services (evaluation, casting, molding and training) is \$639.

A search for a partner to provide discounted pricing and services was conducted.

### **Staff Recommendation:**

Based on the research, staff recommends working with the Foot Pain Relief Store, whose offer to partner with Travis County includes Pedorthic evaluations at no cost and a discount on Orthotic Devices and services.

### **Background:**

Orthotic Devices fall into one of two categories: prescription hardware or over-the-counter inserts. An evaluation by a trained professional (Pedorthist) is conducted to determine the need for a device (most patients proceed directly to a Podiatrist for evaluation); should a prescription device be required the patient is referred to a Podiatrist for further evaluation. Generally, the Podiatrist will forward the prescription to a provider for casting, molding and manufacture of the device. The patient then returns to the Podiatrist for training on use of the device. Current average cost for a patient that is initially evaluated by a Podiatrist and obtains a prescription device is \$505. Cost to the United Healthcare plan is \$279.00.

Foot Pain Relief Store (FPRS), a local Austin manufacturer of orthotic devices, has made a proposal to Travis County to perform evaluations by a Certified Pedorthist at no cost (See Attachment II).

Employees will either be directed to a Podiatrist for further evaluation or recommendations for over-the-counter remedies will be offered. FPRS offers a 10% discount on such items but they may be purchased through any vendor of the patient's choosing.

If the Podiatrists orders prescription orthotics, FPRS will fulfill the prescription including casting, molding, fitting and training at a total cost of \$250.00, representing a 53% cost savings for patients. The costs of utilizing FPRS' services would be posted to a County Benefits Discount Page linked to the Travis Central web site.

### **Budgetary and Fiscal Impact:**

Fiscal impact of this program is restricted to the cost of visits to a Podiatrist for initial evaluation (\$129.00) and a follow up visit following utilization of the prescribed orthotic (\$75.00). It is estimated that 20% of patients are referred to a Podiatrist following FPRS' initial evaluation.

# **ATTACHMENT I** **COST COMPARISON OF SERVICES**

	<u><b>National Average Patient Cost</b></u>	<u><b>FPRS</b></u>	<u><b>Health Plan</b></u>
New Patient Fee (Co-Pay)	\$ 40.00 (level 3 New Patient)	\$ 40.00	\$129.00
Orthotic Casting Fee	\$ 75.00	\$ 0.00	
Custom Molded Orthotic	\$275.00	\$250.00	
Return Patient (Co-Pay)	\$ 40.00 (level 3)	\$ 0.00	\$ 75.00
<u>Orthotice Training</u>	<u>\$ 75.00</u>	<u>\$ 0.00</u>	<u>\$ 75.00</u>
Total	\$505.00	\$290.00	\$279.00

Per 100 employees	\$50,500.00	\$29,000.00	\$27,900.00
-------------------	-------------	-------------	-------------

Net Savings for 100 employees: \$21,500 (\$215.00 per employee)

Net Savings for Health Plan: \$27,900 (\$279.00 per employee)

Net Discount for Orthotics and Services: 53%

## **ATTACHMENT II**

### **FOOT PAIN RELIEF STORE PROPOSAL**

#### **FOOT PAIN RELIEF STORE LLC SERVICE PROPOSAL**

This is a proposal for Foot Pain Relief Store (FPRS) to hold Pedorthic Evaluations at no cost & provide foot care services and discounted prescription orthotics to Travis County employees.

#### Who We Are & What We Do:

Foot Pain Relief Store is a locally owned Nationally Accredited ABC Pedorthic facility that specializes in reducing foot pain and fatigue. Our company provides products and services which include custom foot orthotics (requires prescription), shoe modifications (lifts, buildups, elevations, shoe wedges), therapeutic footwear for persons with diabetes and a full line of over-the-counter products. Austin based, FPRS has offices in both Austin and San Antonio. The FPRS has working relationships with many Orthopedic Surgeons, Podiatrists and other medical providers and facilities in both cities that refer patients.

Two Certified Pedorthist on the FPRS staff have over 45 years combined experience and provide in-depth evaluations and necessary referrals. A gait analysis lab and an Fscan pressure mat analyze foot pressure, abnormalities and foot functionality. This use of computer-aided technology sets FPRS apart from most in the Pedorthic Orthotics field.

Additionally, FPRS also has a central fabrication lab and device manufacturing license which allows the fabrication of products on site; other facilities providing custom foot products generally contract out such fabrication. The expected turnaround time for a custom fabricated product is one week.

#### Pedorthic Evaluations

A Certified Pedorthist will conduct an initial evaluation of the employee's foot identifying the possible source of any foot pain or identifying a specific foot shape. The Pedorthist will then recommend an appropriate plan of action for the employee's specific foot complaint (i.e. suggest they make an appointment with their physician to discuss their individual foot issue or suggest an over-the-counter product or comfort shoe that may assist in reducing or even eliminating the foot problem).

### Pricing/Cost/Fees

There will be no charge for Pedorthic evaluations of Travis County employees.

Travis County employees requiring Custom Foot Orthotics prescribed by their physician will receive such orthotics at a cost of \$250.00/pair. This cost represents a 40% discount over generally accepted industry pricing. Services provided include an evaluation at FPRS, the casting and filling of the foot orthotics prescription and up to 3 follow-up adjustments of the orthotic device.

FPRS maintains a varied stock of most common over-the-counter foot care items which allows for the immediate initiation of care in most cases. If a Travis County employee requires a shoe or other item not immediately available, it will be ordered and generally made available to the employee in 10 business days or less. Over-the Counter items will be discounted 10% for Travis County Employees.

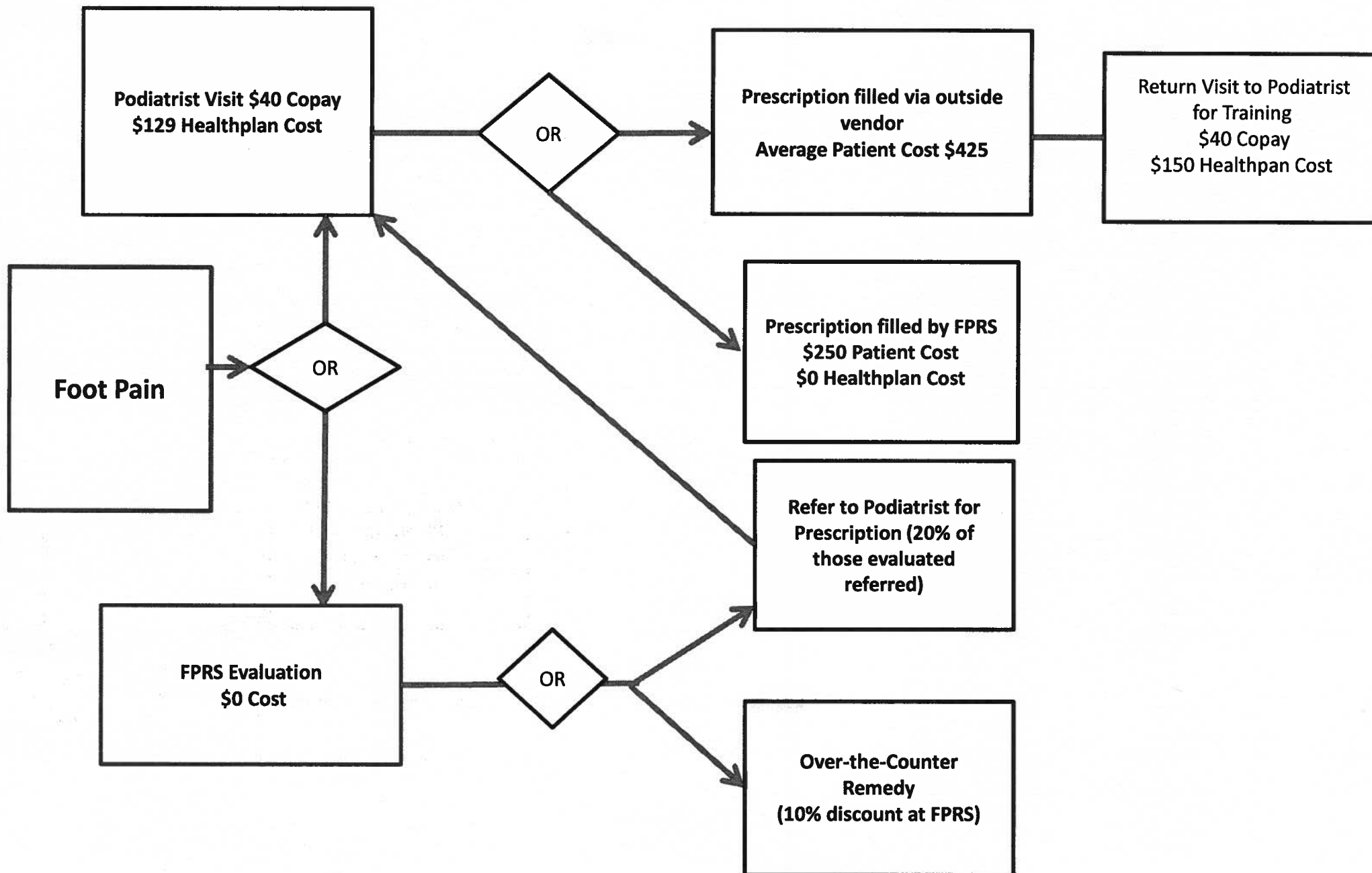
### Contact Information

Trish Holloway 512-374-0818  
trish@ footpain reliefstore.com

Thank you for this opportunity to introduce you to our company and let you know how we may be able to provide service to your employees. Please let me know if you have any other questions or concerns that may not have been addressed in this proposal.

Patricia (Trish) Holloway  
Manager

## ATTACHMENT III





## Travis County Commissioners Court Agenda Request

**Meeting Date:** October 18, 2011

**Prepared By/Phone Number:**

Dan Mansour, Manager, HRMD Risk & Benefits/854-9499  
John Brady, Risk and Safety Specialist, Sr./854-9586

**Elected/Appointed Official/Dept. Head:**

Diane Blankenship, Director, HRMD/854-9170  
Leroy Hollis, Acting County Executive, PBO/854-9106

**Commissioners Court Sponsor:**

County Judge Sam Biscoe

**AGENDA LANGUAGE:**

Discuss and Take Appropriate Action to Approve a Program for All County Employees, Retirees and Dependents to Purchase Digital Hearing Aids and Services at Discount Prices.

**BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

Research on contracting directly through a manufacturer for a bundled service package has yielded an estimated savings of at least 40% off of current pricing models. However, the Employee Benefits Committee feels that the net-cost would place a financial burden on the health plan as it allows for up to \$2,500 per ear for hardware and related services such as testing and fitting. A "bundled" package, consisting of initial testing of a hearing aid, fitting and three follow-up visits involving re-testing hearing and adjusting the hearing aid accordingly was proposed to the major hearing aid manufacturers and distributors in the Central Texas area. Competitive pricing for the package was sought and the results reviewed. The bundled package by GN Resound, based upon the average cost of three tiers of hearing aid, is \$1,497, reflecting a 40% discount. Negotiations with Siemens Corp., Unitron, Oticon and Capital Otolaryngology resulted in savings of no more than 23% for similar bundled packages.



The Committee believes that the best way to implement a meaningful benefit is to contract directly with a manufacturer to offer a bundled package that provides participants with a quality hearing aid at a cost-effective price. The end results of the negotiated agreement would be posted to a County Benefits Discount Page linked to the Travis Central web site.

The Court directed HRMD to explore adding hearing aids as a benefit to the county's healthcare plan. Research conducted to determine the coverage offered by other public entities in Texas found that hearing aids, when offered, are provided only through their insurance carrier. Investigation revealed providing the benefit through an insurance carrier greatly diminishes its quality and inflates the cost.

Dr. Sonia Cuero, Audiologist in the Travis County Provider Network, has been performing hearing tests on county employees, retirees and dependents for 4 years. She has collaborated with HRMD to determine the need assessment for hearing aids among the 5,300 retiree and active employee, retirees and dependents, retirees and dependents. Of the employees, retirees and dependents examined, she extrapolated that 1,060 employee, retirees and dependents have some degree of hearing loss, and 350 of those individuals will require hearing aids. Of the 350, it is anticipated that 315 individuals will require a hearing aid for both ears while 35 will require only one hearing aid.

## **STAFF RECOMMENDATIONS:**

Based on the research and contact with Unitron, GN Resound, Oticon, Capital Otolaryngology and Siemens, staff recommends accepting GN Resound's offer to partner with Travis County in offering the bundled package. GN Resound has marketed the package to area audiologists with great success, to date there are 7 providers with coverage throughout Travis County that are willing to offer the package to Travis County employees, retirees and dependents. GN Resound has obtained written agreements with these providers to provide the discount package.

## **ISSUES AND OPPORTUNITIES:**

An opportunity exists for Travis County to be a leader amongst Texas' governmental agencies in providing a discount hearing aid program for its covered members. Additionally, the utilization of this program will improve wellness, quality of life and likely improve workplace productivity for those that are hearing impaired.

## **FISCAL IMPACT AND SOURCE OF FUNDING:**

Fiscal impact of this program is restricted to the existing cost of hearing tests with an estimated cost over a three-year period (average lifespan of a hearing aid) of \$35,000 (350 initial hearing tests at \$100/per test.)

## **Procedure:**

Employee, retirees and dependents will visit one of the seven Audiologists in Central Texas that are participating in the program. The employee, retirees and dependents will advise the provider of their association with Travis County and they are eligible for the negotiated special pricing structure. The provider will then abide by the special pricing structure available under the agreement with GN Resound and the provider.

## **REQUIRED AUTHORIZATIONS:**

Diane Blankenship, Director, HRMD/854-9170

Dan Mansour, Manager, HRMD Risk & Benefits/854-9499

Leroy Nellis, Acting County Executive, PBO/854-9106



# HRMD

*Human Resources Management Department*

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

## Backup Memorandum

Date: October 11, 2011

To: Members of the Commissioners Court

VIA: Leroy Nellis, Acting County Executive, Planning and Budget Office  
Employee Benefits Committee  
Diane Blankenship, Director, HRMD

FROM: Dan Mansour, Risk Manager, HRMD

Subject: Approve a Program for all County Employees, Retirees and Dependents to Purchase Digital Hearing Aids at Manufacturer's Discount Prices

### **Proposed Motion:**

Discuss and take appropriate action to approve hearing aids as a benefit in the Travis County Employee Health Plan.

### **Benefit Discount**

### **Summary:**

The Court directed HRMD to explore adding hearing aids as a benefit to the county's healthcare plan. Research conducted to determine the coverage offered by other public entities in Texas found that hearing aids, when offered, are through their insurance carrier. Investigation revealed providing the benefit through an insurance carrier greatly diminishes its quality and inflates the cost.

Dr. Sonia Cuero, Audiologist in the Travis County Provider Network, has been performing hearing tests on county employees for 4 years. She has collaborated with HRMD to determine the need assessment for hearing aids among the 5,300 retiree and active employees. Of the employees and retirees examined, she extrapolated that 1,060 employees have some degree of hearing loss, and 350 of those individuals will require hearing aids. Of the 350, it is anticipated that 315 individuals will require a hearing aid for both ears, while 35 will require only one hearing aid.

### **Staff Recommendation:**

Based on the research and contact with Unitron, GN Resound and Siemens Hearing Instrument Manufacturers, staff recommends negotiating with GN Resound, whose offer to partner with Travis County includes a 40% discount on the cost of hearing aids and services (See Attachment I.) Other manufacturers offered maximum discounts of 23%.

### **Background:**

Research on contracting directly through GN Resound manufacturing has yielded an estimated savings of 40% off wholesale prices as well as related services. However, the Employee Benefits Committee feels that the net-cost would place a financial burden on the health plan and decided that the best way to implement a meaningful benefit is to contract directly with a manufacturer to offer a quality hearing aid at a cost-effective price. GN Resound has provided a three-tiered quality line of products with associated services and warranties as well as forging agreements with 8 Audiologists throughout Austin and surrounding areas to participate in the discount program (See Attachment III). The end results of the negotiated agreement would be posted to a County Benefits Discount Page linked to the Travis Central web site.

### **Budgetary and Fiscal Impact:**

Fiscal impact of this program is restricted to cost of hearing aid fittings with an estimated cost for the first year of the program of \$43,750 (175 fittings with two hearing aids @ \$150; 175 hearing aids with one fitting @\$100)

## **Attachment I**

### **GN Resound Digital Hearing Aids**

Level I: \$1037 per ear \$1900	(Cost of Aid: \$537 + \$500 fitting fee*)	Average Retail Cost:
Level II: \$1427 per ear \$2500	(Cost of Aid: \$777 + \$650 fitting fee*)	Average Retail Cost:
Level III: \$2027 per ear \$2900	(Cost of Aid: \$2027 + \$800 fitting fee*)	Average Retail Cost:

\*"Fitting Fee" encompasses initial hearing test, the hearing aid and three follow-up visits to test hearing and adjust the hearing aid accordingly

Each Level is the total cost per ear for the following:

1 Hearing Aid at the respective technology levels  
Initial and any follow-up hearing testing for 2 years  
Unlimited free visits for hearing aid adjustments and cleanings for 2 years

\*We will waive the loss charge of \$250 if an aid if it is lost 1 time during the warranty period

\*All hearing aids will have our industry leading isolate nanotechnology for superior moisture protection

\*ReSound is a worldwide company and will continue to offer the benefits listed above if the Travis County Employee, retirees and dependents moves out of the area by putting them in contact with a local audiologist

\*The Technical and Doctoral staff at ReSound will be available to offer in-house trainings for CEU's at any time

Hearing Aids and Features Can Be Viewed at: <http://www.gnresound.com/hearing-aids>

## **Attachment II**

### **Employee Utilization of Discount Program Procedure**

- 1) Employee, retiree or dependent may receive initial hearing screening from an in-network Audiologist (covered under the Travis County Employee Health Plan for enrolled employees.)
- 2) Employee, retiree or dependent, if it is determined there is a need, is provided a prescription for necessary hearing aid(s) by the Audiologist.
- 3) Employee, retiree or dependent must choose an Audiologist that has agreed to pass on the discounted pricing of a GN Resound Hearing Instrument, Inc. product, the employee will notify the Audiologist that they are a Travis County employee, retiree or dependent.
- 4) The Audiologist will obtain the prescribed hearing aid(s) at the discounted rate from GN Resound and will bill the employee for the product with the discounted cost included in the agreed pricing structure.
- 5) Employee is responsible for all costs with the exception of covered costs (limited to initial hearing evaluation and fittings of prescribed hearing aids) under the Employee Health Plan

## **Attachment III**

### **Audiology Provider Network**

Cook Hearing & Balance  
601 E Whitestone Blvd, Ste 712  
Cedar Park, TX 78613  
512-260-2665

Cook Hearing & Balance  
3202 W Anderson Lane, Ste 103  
Austin, TX 78757  
512-591-7818

\*Cook is opening a 3<sup>rd</sup> office in the San Marcos area within the next 60-90 days.

Northwest Austin Ear, Nose, & Throat  
11623 Angus Rd, Ste 20  
Austin, TX 78769  
512-346-5562

Austin Ear, Nose, & Throat  
3705 Medical Parkway, Ste 320  
Austin, TX 78705  
512-454-0392

Austin Ear, Nose, & Throat  
4207 James Casey, Ste 302  
Austin, TX 78745  
512-444-7944



## Travis County Commissioners Court Agenda Request

**Meeting Date:** October 18, 2011

**Prepared By/Phone Number:** Jorge Talavera, CPPO, CPPB/854-9762;  
Marvin Brice, CPPB/854-9765

**Elected/Appointed Official/Dept. Head:** Cyd V. Grimes, C.P.M.

**Commissioners Court Sponsor:** Judge Biscoe

**Agenda Language:** Approve Modification No. 1 to Job Order No. 11, Contract No. 10K00268RV, Fore Construction, for Minor Construction Services-Fire Door Upgrades Project.

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.

Job Order No. 11 was issued through the contract referenced above to Fore Construction, Inc. to complete several fire code upgrades required by the Fire Marshall at the Gardner Betts Juvenile Justice Center.

Change Order No. 1 is being requested for additional required work to include bringing an additional door into fire code compliance which was overlooked during the initial fire inspection, modifying one of the door alarm systems from an audio to visual alarm and integration of the alarms into the existing fire control system.

Juvenile Probation department has determined that this change order amount is fair and reasonable. Because the requested change order exceeds 25 percent of the initial job order amount, it is presented to the Court for approval.

Ø **Contract Expenditures:** Within the last 12 months \$15,580.00 has been spent against this requirement.

Ø **Contract Modification Information:**

Modification Amount: \$8,517.01

Modification Type: Construction

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](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.



Ø **Funding Information:**

- ☒ Purchase Requisition in H.T.E.: 539429
- ☒ Funding Account(s): 001-4513-5938-102
- ☐ 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](mailto:Cheryl.Aker@co.travis.tx.us) by **Tuesdays at 5:00 p.m.** for the next week's meeting.



# TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

**ESTELA P. MEDINA**  
Chief Juvenile Probation Officer

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

## MEMORANDUM

**TO:** Marvin Brice, CPPB, Assistant Purchasing Agent

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

**VIA:** Britt Canary, Deputy Chief *EC*  
Administrative Services

**SUBJECT:** Fire Door Upgrades Project – Job Order #11  
Gardner-Betts Facility  
Change Order Request

**DATE:** August 31, 2011

The Travis County Juvenile Probation Department's Facilities Division is requesting a change order to Job Order #11, Fire Code Upgrade Mandates Project in the amount of \$8,612.25 to FORE Construction Inc.

~~\$8,517.01~~

An exit door located in the main courtroom of the Gardner-Betts facility was overlooked during the initial fire inspection. An upgraded door panic device and visual alarm are being requested in order to bring this door into fire code compliance. In addition, a modification is being requested on the upgrade of the secured hallway exit door. The modification consists of installing a visual alarm in place of an audio alarm for the secured hallway door upgrade. The secured hallway is used for juvenile access into each of the four courtrooms at Gardner-Betts. The visual alarm will minimize court interruptions in the event the alarm is inadvertently activated. The cost of integrating these alarms into the existing fire control system is included.

The costs breakdown is as follows:

Upgrade of door panic device for Courtroom A:	\$3,288.00
Additions of visual alarm; exterior pull to the panic:	\$ 688.00
Integration into existing fire control system/fees/ins.:	<del>\$4,636.25</del> \$4,541.01
	<del>\$8,612.25</del>
	\$8,517.01

A requisition has been entered into the system for the requested amount. Please call Mary Nieves at extension 47091 should you have any questions or require additional information.

**ATTACHMENTS:**  
Supporting documents

xc: Marvin Brice, CPPB, Assistant Purchasing Agent, TCPO  
Jorge Talavera, Purchasing Agent Assistance IV, TCPO  
Sylvia Mendoza, Financial Manager, TCJPD, Finance Division  
Mary Nieves, Juvenile Facilities Manager, TCJPD

## REQUEST FOR CHANGE ORDER

To: Travis County Facilities  
Management Department  
1010 Lavaca Street, Suite 400  
Austin, TX 78701

Project: TC Fire Door Upgrades  
2515 South Congress Avenue  
Austin, TX 78704

---

RFC No: 1  
Date: REVISED 10/3/2011  
Description: Supervision \$465.00  
Insurance \$62.13  
Fee \$688.88  
Electric \$275.00 (power for new electric panic device)  
Simple Grinnell \$3,050.00 (provide wire to tie in electric panic devices)  
  
Option #1 (Back hallway/exterior door) \$688.00  
Add and exterior pull to the panic, Install a visual alarm, Tie into existing keyed release, remove mag lock.  
  
Option #2 (Court Room) \$3,288.00  
Replace existing panic device with new panic, 30 sec delay feature, visual alarm.

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.

Upon approval the sum of \$8,517.01 will be added to the contract price.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Travis County Facilities



Fore Construction, Inc.  
150 Texas Avenue  
Suite 100  
Round Rock, TX 78664  
Phone: (512) 904-0790  
Fax: (512) 904-0791



Requisition number: 0000539429 Buyer Processing

13:43:49

## Type information, press Enter.

Type (F4) . . . . . 1 PURCHASE REQUISITION  
Reason . . . . . JOB ORDER NO. 11, CHANGE ORDER NO. 1 10K00268RV  
Requested By . . . . . ROLAND BOYER 854-5531 Entered By: BOYERR  
Date . . . . . 090211  
Vendor#/name (F4) . . . . . 78145 FORE CONSTRUCTION INC  
Search type . . . . . - B=Begins with, C=Contains  
Buyer (F4) . . . . . JT JORGE TALAVERA  
Contract nbr (F4) . . . . . \_\_\_\_\_  
Ship to (F4) . . . . . GB GARDNER-BETTS JUVEN JUSTI  
Deliver by date . . . . . 090211  
Fiscal year code . . . . . C C=Current year, P=Previous year, F=Future year

## Type options, press Enter.

1=Select for P.O. 2=Change 4=Delete 8=Extended description 9=Quotes

Opt Line# Quantity UOM Description

-	1	688.00	DOL ALL EXTERIOR PULL TO DOOR, INSTALL VISUAL ALARM, TIE INTO EXISTING KEYED RELEASE, REMOVING MAG LOCK
-	2	3288.00	DOL REPLACE EXISTING PANIC DEVICE W/NEW, 30SEC

COMMENTS EXIST

Total: 8517.01

+

F3=Exit

F4=Prompt

F7=Alternate view

F8=Req quotes

F9=Generate P.O.

F12=Cancel

F24=More keys



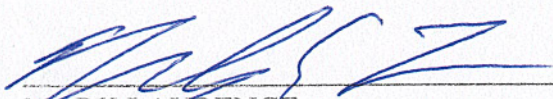
Contract No. 10K00268RV

Job Order No. 11  
Change Order No. 1  
Dated October 4, 2011

Fore Construction, Inc.  
Attn.: Mark Laurence  
150 Texas Avenue, Suite 100  
Round Rock, Texas 78664

- A. TOTAL JOB ORDER AMOUNT IS HEREBY CHANGED FROM \$20,500.00 TO \$29,017.01, A TOTAL INCREASE OF \$8,517.01.
- B. INCREASE IS INCORPORATED FOR ADDITIONAL REQUIRED WORK AT THE **GARDNER BETTS JUVENILE JUSTICE CENTER-FIRE DOOR UPGRADES PROJECT**, PER PROPOSAL.
- C. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.
- D. NOTICE TO PROCEED SHALL BE VERBALLY ISSUED.

FORE CONSTRUCTION, INC.

  
MARK LAURENCE  
10-4-11  
DATE

\_\_\_\_\_  
CYD V. GRIMES, C.P.M. DATE  
TRAVIS COUNTY PURCHASING AGENT

\_\_\_\_\_  
SAMUEL T. BISCOE DATE  
TRAVIS COUNTY JUDGE





## Travis County Commissioners Court Agenda Request

**Meeting Date:** 10-18-11

**Prepared By:** Dan Chapman **Phone #:** 263-9114

**Division Director/Manager:** Charles Bergh, Division Director-Parks

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

**Sponsoring Court Member:** Commissioner Eckhardt, Precinct Two

**AGENDA LANGUAGE:** Consider and take appropriate action regarding the donation of body-worn video cameras to the Park Ranger program.

### **BACKGROUND/SUMMARY OF REQUEST:**

Travis County Park Rangers, as commissioned peace officers, routinely interact with the public during law enforcement situations both inside and outside the county parks. The use of recording-capable video cameras during such situations has proven invaluable in countless legal proceedings nationwide. Many law enforcement departments have supplemented their in-car video systems with body cameras worn on officers' uniforms. Currently, Park Rangers have no recording-capable video cameras at their disposal. Protect America, a national home and business security company, recently donated 30 Veho MUVI body cameras (see attachments) to the Austin Police Department, and have offered to donate 15 of these cameras to the Park Ranger program. These cameras, which are intended to be supplements to in-car video systems, are worn on the outside of the officer's uniform and are capable of video and audio recordings of interactions.

### **STAFF RECOMMENDATIONS:**

Staff recommends accepting Protect America's donation of the 15 cameras.

### **ISSUES AND OPPORTUNITIES:**

The use of recording-capable video cameras during law enforcement situations has proven invaluable in countless legal proceedings nationwide. The cameras provide valuable evidence that protects officers and the public alike. In the County parks, a significant percentage of law enforcement incidents involving ranger/public interaction occur away from a ranger's vehicle. Some departments are equipping officers with body cameras that work in conjunction with an in-car video system, maximizing evidentiary possibilities; however, ranger vehicles are not currently equipped with in-car cameras. Therefore, the deployment of the donated body cameras will be able to capture some interactions. Body cameras have proven to be reliable instruments for the recording of such interactions, and camera recordings are routinely requested by attorneys involved in legal proceedings. The Travis

County Sheriff's Office, the commissioning agency for park rangers, has indicated that they will support the use of these cameras, and will maintain a database of submitted recordings intended to be used as evidence.

**FISCAL IMPACT AND SOURCE OF FUNDING:**

No fiscal impact; the cameras are being donated by Protect America.

**ATTACHMENTS/EXHIBITS:**

Two images of the device

**REQUIRED AUTHORIZATIONS:**

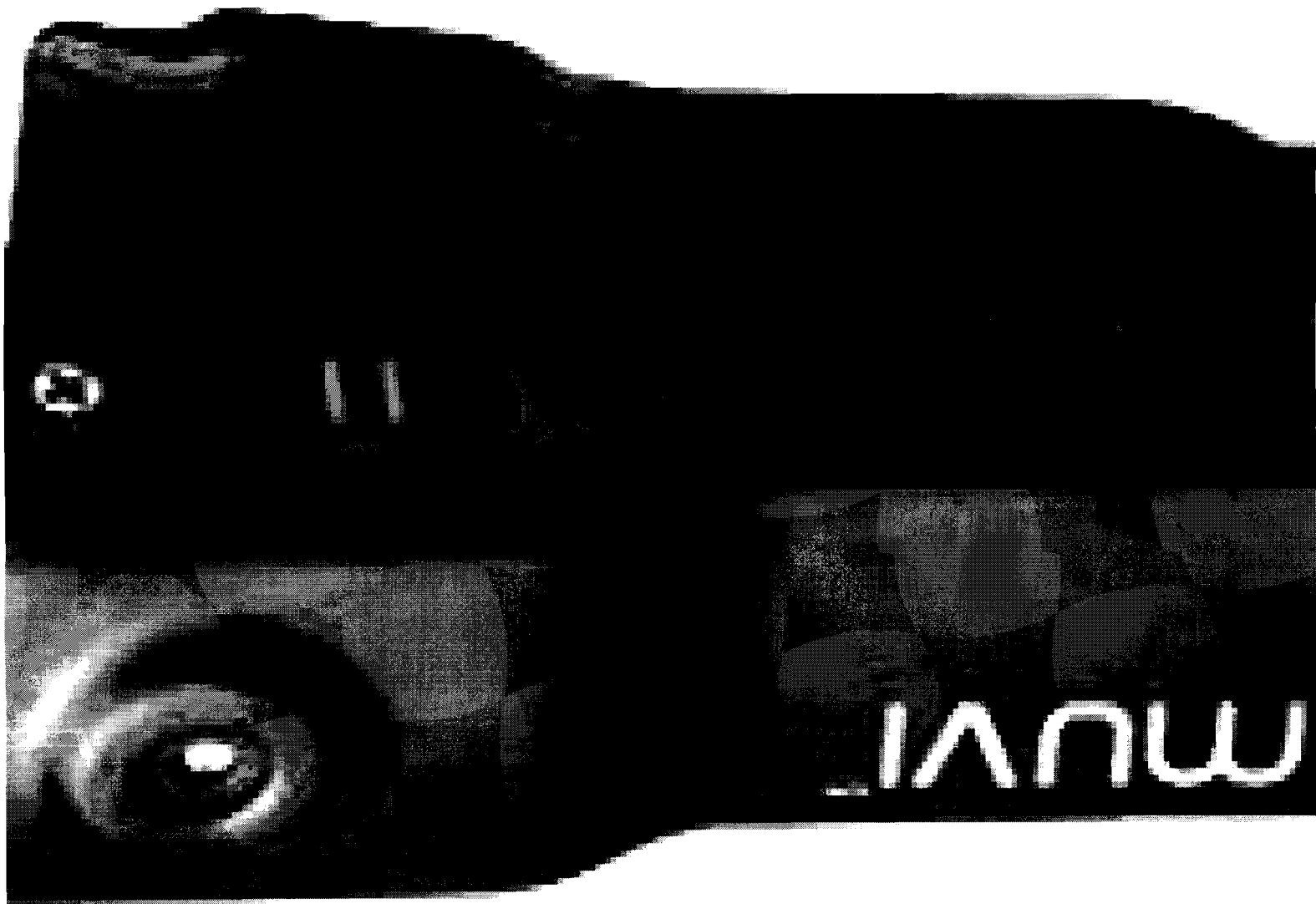
Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Charles Bergh	Parks Division Director	TNR	854-9408
Cyd Grimes	Director	Purchasing	854-9700

**CC:**

Robert Armistead	Parks Division Mgr.	TNR	854-9831
Donna Holt	HR Division Director	TNR	854-9417

: :

**0701 - Parks Planning -**









# Travis County Commissioners Court Agenda Request

**Meeting Date:** October 18, 2011

**Prepared By:** Sarah Sumner      **Phone #:** 854-7687

**Division Director/Manager:** Anna Bowlin, Division Director Development Services

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

**Sponsoring Court Member:** Commissioner Huber, Precinct Three

## **AGENDA LANGUAGE:**

Consider and take appropriate action on the following requests in Precinct Three:

- A) Rescind action taken September 28, 2010 for the Angelwylde Section Three Block A Lot 9 Preliminary Plan;
- B) Rescind action taken September 28, 2010 for the Resubdivision of Angelwylde Section Three Block A Lot 9 ;
- C) Partial vacation of Angelwylde Section Three Block A Lot 9; and
- D) Resubdivision of Angelwylde Section Three Block A Lot 9 ( 8-Single Family Lots - 40.333 acres - Angelwylde Drive - Appropriate Fiscal has been posted - Sewage service to be on site waste water - Water to be provided by Lower Colorado River Authority (L.C.R.A.) - land status granted by the City of Austin).

## **BACKGROUND/SUMMARY OF REQUEST:**

Angelwylde Section Three, approved in 2000, has a plat note restriction that any resubdivision creating more than six lots would require the extension of the Private Street Angelwylde Drive. The applications in 2009, to resubdivide Lot 9, therefore required a preliminary plan for the extension of the street and a resubdivision of Lot 9 into eight residential lots and a private street lot. The applications were processed and approved by both the City Zoning and Platting Commission on May 18, 2010 and by Commissioners Court on September 28, 2010.

The applicant then decided not to extend the street which would require a partial plat vacation to remove the restriction and reconfigured the lots to be larger than five acres which would exempt the lots from City subdivision review by granting them land status. The resubdivision of Lot 9 presented for approval does not extend the street and has eight, 5 acre lots using a joint use driveway to maintain the character of the land.

## **STAFF RECOMMENDATIONS:**

Staff recommends rescinding both the previously approved preliminary plan and resubdivision. In addition, staff recommends the partial vacation and resubdivision of Lot 9 as it meets all code requirements and should be approved by the City of Austin Zoning and Platting Commission meeting tonight (October 18<sup>th</sup>).

**ISSUES AND OPPORTUNITIES:**

Staff has not received any objections to this application.

**FISCAL IMPACT AND SOURCE OF FUNDING:**

NA

**EXHIBITS/ATTACHMENTS:**

Withdrawal letters, vacation request, plat, location map, precinct map

**REQUIRED AUTHORIZATIONS:**

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Anna Bowlin	Division Director	TNR	854-7561

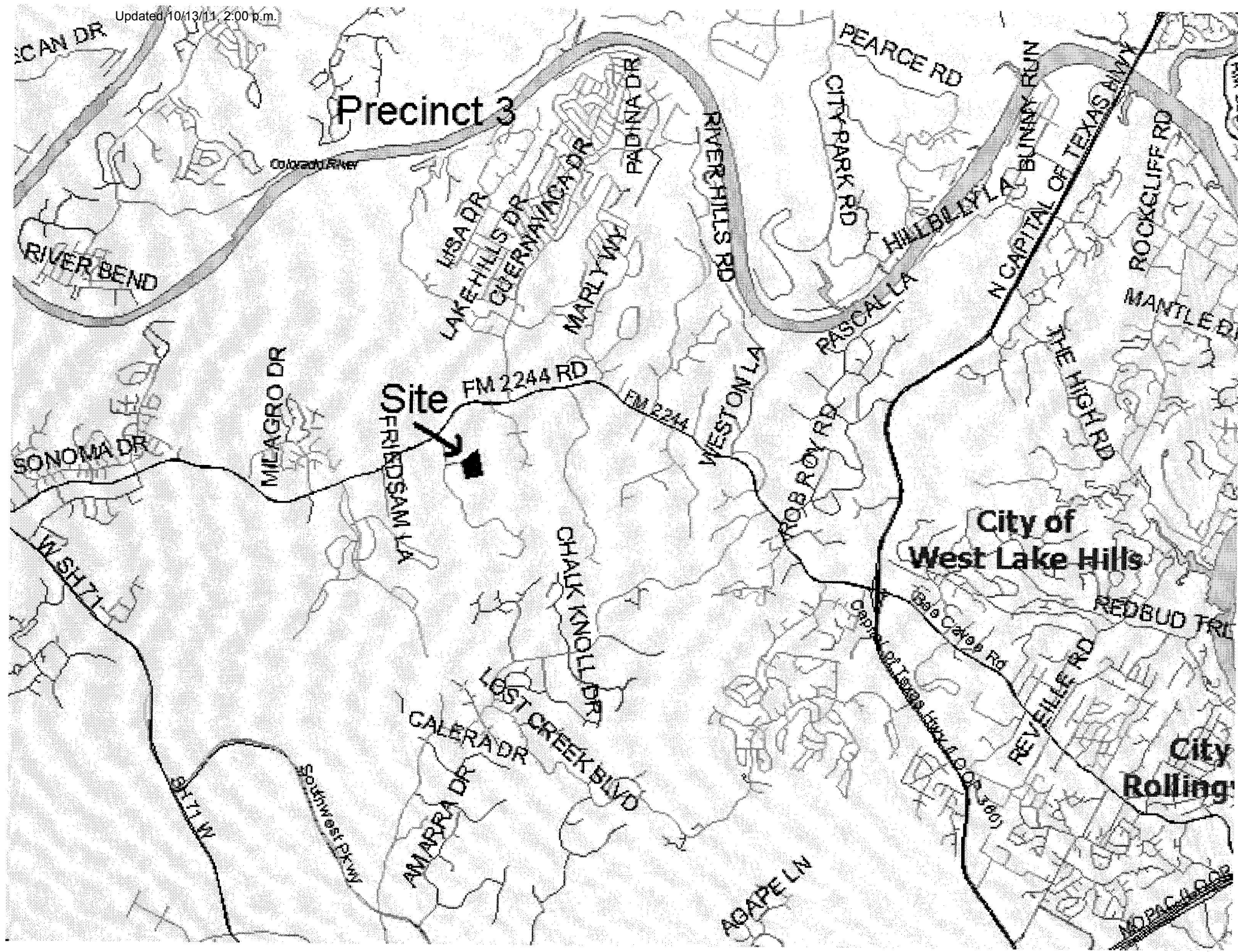
**CC:**

Sarah Sumner		TNR	854-7687

: :

1101 - Development Svs-





# RESUBDIVISION OF LOT 9, BLOCK A, ANGELWYLDE SECTION THREE

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

ANGELWYLDE EIGHT JOINT VENTURE, OWNERS OF LOT 9, BLOCK A, ANGELWYLDE SECTION THREE, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN DOCUMENT NO. 200000303, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, AS CONVEYED TO IT BY DEED RECORDED IN DOCUMENT NO. 2007191728, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS; SAID SUBDIVISION HAVING BEEN APPROVED FOR RESUBDIVISION PURSUANT TO THE PUBLIC NOTIFICATION AND HEARING PROVISION OF CHAPTER 212.014, OF THE LOCAL GOVERNMENT CODE, DO HEREBY RESUBDIVIDE SAID 40.2816 ACRES OF LAND IN ACCORDANCE WITH THE PLAT AS SHOWN HEREON, TO BE KNOWN AS RESUBDIVISION OF LOT 9, BLOCK A, ANGELWYLDE SECTION THREE, SUBJECT TO THE COVENANTS AND RESTRICTIONS SHOWN HEREON, AND WE DO HEREBY DEDICATE TO THE PUBLIC THE USE OF ALL EASEMENTS SHOWN HEREON, EXCEPT AS OTHERWISE INDICATED, SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED. WE FURTHER STATE THAT THE RESPONSIBILITY FOR MAINTENANCE AND TAXATION OF ANGELWYLDE DRIVE, A PRIVATE STREET SHALL BE VESTED IN THE HOMEOWNERS ASSOCIATION, OF ANGELWYLDE HOA, INC., AS RECORDED IN DOCUMENT NO. 2000154414, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS. AN EXPRESS EASEMENT IS HEREBY GRANTED ACROSS SAID PRIVATE STREETS AND ANY COMMON AREAS FOR THE USE OF THE SURFACE FOR ALL GOVERNMENTAL FUNCTIONS, VEHICULAR AND NON-VEHICULAR, INCLUDING POLICE AND FIRE PROTECTION, SOLID AND OTHER WASTE MATERIAL PICK-UP AND ANY OTHER PURPOSE ANY GOVERNMENTAL AUTHORITY DEEMS NECESSARY, AND WE DO FURTHER AGREE THAT ALL GOVERNMENTAL ENTITIES, THEIR AGENTS OR EMPLOYEES SHALL NOT BE RESPONSIBLE OR LIABLE FOR ANY DAMAGE OCCURRING TO THE SURFACE OF THE SAID PRIVATE STREET AND ANY COMMON AREA AS A RESULT OF GOVERNMENTAL VEHICLES TRAVERSING OVER SAME.

WITNESS MY HAND, THIS 13th DAY OF September, 2011 A.D.

ANGELWYLDE JOINT VENTURE

BY: Michael Craig

BY: Kend Schornfest

STATE OF TEXAS:

COUNTY OF TRAVIS:

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED, Michael Craig, KNOWN TO BE THE PERSON OR AGENT WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY HEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 13th DAY OF September

2011, A.D., NOTARY PUBLIC IN AND FOR TRAVIS COUNTY, TEXAS

NOTARY: Boethanna 4-1-15  
PRINT OR STAMP NAME HERE MY COMMISSION EXPIRES



STATE OF TEXAS:

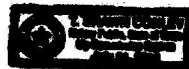
COUNTY OF TRAVIS:

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED, Kend Schornfest, KNOWN TO BE THE PERSON OR AGENT WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY HEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 13th DAY OF September

2011, A.D., NOTARY PUBLIC IN AND FOR TRAVIS COUNTY, TEXAS

NOTARY: T. Simon Parvey 7/1/2014  
PRINT OR STAMP NAME HERE MY COMMISSION EXPIRES



SURVEYOR'S CERTIFICATION:

I, THOMAS P. DIXON, AM AUTHORIZED UNDER THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH OF THE AUSTIN CITY CODE OF 2002 AS AMENDED, IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE BY ME OR UNDER MY MY DIRECT SUPERVISION ON THE GROUND ON JULY, 7, 2009.

Tom  
THOMAS P. DIXON R.P.L.S. #4324  
WATERLOO SURVEYORS, INC.  
P.O. BOX 160176  
AUSTIN, TEXAS 78716  
PHONE: 512-481-9603  
FAX: 512-330-1621  
thomas@waterloosurveyors.com



FLOODPLAIN NOTES

THE 100-YEAR FLOODPLAIN IS CONTAINED WITHIN THE DRAINAGE EASEMENTS SHOWN HEREON. A PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAPS #48453C0420H AND #48453C0440H, DATED SEPTEMBER 26, 2008 FOR TRAVIS COUNTY, TEXAS.

Sergio N. Lozano-Sanchez, P.E.  
LOC CONSULTANTS, LLP  
1000 E. CESAR CHAVEZ ST. SUITE 100  
AUSTIN, TEXAS 78702  
PH. 512-499-0908

9/19/2011  
DATE

ENGINEER'S CERTIFICATION:

I, SERGIO N. LOZANO-SANCHEZ, A REGISTERED PROFESSIONAL ENGINEER, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF ENGINEERING, HEREBY CERTIFY THAT THIS PLAT IS FEASIBLE FROM AN ENGINEERING STANDPOINT AND COMPLIES WITH THE ENGINEERING RELATED PORTIONS OF TITLE 30 OF THE AUSTIN CITY CODE OF 2002 AS AMENDED AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

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PH. 512-499-0908

9/19/2011  
DATE

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

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

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

STATE OF TEXAS:  
COUNTY OF TRAVIS:

I, DANA DEBEAUVOR, CLERK OF THE COUNTY COURT OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY

THAT ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D. THE COMMISSIONERS COURT OF TRAVIS COUNTY PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT AND SAID ORDER WAS DULY ENTERED IN THE MINUTES OF SAID COURT.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

DANA DEBEAUVOR, COUNTY CLERK, TRAVIS COUNTY, TEXAS.

DEPUTY \_\_\_\_\_

JURISDICTION:

ALL THE LAND IN THIS RESUBDIVISION IS IN THE EXTRA TERRITORIAL JURISDICTION OF THE CITY OF AUSTIN AND THE PROPOSED DIVISION QUALIFIES FOR EXCEPTION FROM SUBDIVISION PURSUANT TO SECTION 212.004(a), LOCAL GOVERNMENT CODE.

SIGNED:

CITY OF AUSTIN

BY: DIRECTOR OF PLANNING AND DEVELOPMENT  
REVIEW DEPARTMENT

DATE: \_\_\_\_\_

STATE OF TEXAS:  
COUNTY OF TRAVIS:

I, DANA DEBEAUVOR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING

INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D. AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M., AND DULY

RECORDED ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D. AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M.,

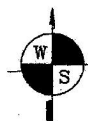
OFFICIAL PUBLIC RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NUMBER \_\_\_\_\_

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

DANA DEBEAUVOR, COUNTY CLERK  
TRAVIS COUNTY, TEXAS

DEPUTY \_\_\_\_\_

## PROJECT DATA



WATERLOO SURVEYORS INC.  
PO BOX 160176  
AUSTIN, TEXAS 78716-0716  
Phone: 512-481-9602  
www.waterloosurveyors.com  
J12336PA

OWNERS:  
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PROJECT ENGINEER:  
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LOC CONSULTANTS, LLP  
1000 E. CESAR CHAVEZ ST. SUITE 100  
AUSTIN, TEXAS 78702  
PH. 512-499-0908  
LAND USE SUMMARY:  
SINGLE FAMILY LOTS 8 LOTS- 40.2816 ACRES

# RESUBDIVISION OF LOT 9, BLOCK A, ANGELWYLDE SECTION THREE

## DRAINAGE NOTES:

1. NO OBJECTS, INCLUDING BUT NOT LIMITED TO, BUILDINGS, FENCES, OR LANDSCAPING SHALL BE ALLOWED IN A DRAINAGE EASEMENT EXCEPT AS APPROVED BY TRAVIS COUNTY.
2. PROPERTY OWNER SHALL PROVIDE ACCESS TO DRAINAGE EASEMENTS AS MAY BE NECESSARY, AND SHALL NOT PROHIBIT ACCESS BY GOVERNMENTAL AUTHORITIES.
3. ALL DRAINAGE AND WATER QUALITY EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNERS, OR HIS/HER ASSIGNS.
4. DULY AUTHORIZED AGENTS OF TRAVIS COUNTY SHALL HAVE THE RIGHT ON ENTRY ON THE LAND OR PREMISES WHERE DRAINAGE FACILITIES ARE LOCATED ON PRIVATE PROPERTY, AT REASONABLE TIMES FOR THE PURPOSE OF INSPECTION AND, IF REQUIRED MAINTENANCE, IN THE EVENT THE PROPERTY OWNER FAILS TO MAINTAIN SUCH AREAS, THE COUNTY SHALL REQUEST IN WRITING THAT THE PROPERTY OWNER COMPLY.

## TRAVIS COUNTY ON-SITE WASTEWATER PROGRAM NOTES:

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

STACEY SCHEFFEL, D.R., MANAGER  
ON-SITE WASTEWATER PROGRAM  
TRAVIS COUNTY TNR

DATE

## GENERAL NOTES:

1. NO WATER WELL MAY BE INSTALLED WITHIN 100 FEET OF AN ON-SITE SEWAGE DISPOSAL SYSTEM NOR MAY AN ON-SITE WASTEWATER DISPOSAL SYSTEM BE INSTALLED WITHIN 100 FEET OF A WATER WELL.
2. THE ON-SITE SEWAGE FACILITIES SERVING THE LOTS IN THIS SUBDIVISION MUST BE PROFESSIONALLY DESIGNED.
3. THESE RESTRICTIONS ARE ENFORCEABLE BY TRAVIS COUNTY ON-SITE SEWAGE FACILITY PROGRAM AND/OR THE LOT OWNERS.
4. WATERSHED STATUS: THIS SUBDIVISION IS LOCATED WITHIN THE BARTON CREEK WATERSHED WHICH IS CLASSIFIED AS BARTON SPRINGS ZONE AND IS LOCATED WITHIN THE BARTON SPRINGS CONTRIBUTING ZONE.
5. EROSION/SEDIMENTATION CONTROLS ARE REQUIRED FOR ALL CONSTRUCTION ON EACH LOT, INCLUDING SINGLE FAMILY AND DUPLEX CONSTRUCTION, PURSUANT TO LAND DEVELOPMENT CODE SECTION 13-7-14, AND THE ENVIRONMENTAL CRITERIA MANUAL IF APPLICABLE.
6. A TRAVIS COUNTY DEVELOPMENT PERMIT IS REQUIRED PRIOR TO ANY SITE DEVELOPMENT.
7. THE OWNER OF THIS SUBDIVISION AND HIS OR HER SUCCESSORS AND ASSIGNS, ASSUMES RESPONSIBILITY FOR PLANS FOR CONSTRUCTION OF SUBDIVISION IMPROVEMENTS WHICH COMPLY WITH APPLICABLE CODES AND REQUIREMENTS OF TRAVIS COUNTY. THE OWNER UNDERSTANDS AND ACKNOWLEDGES THAT PLAT VACATION OR REPLATING MAY BE REQUIRED, AT THE OWNER'S SOLE EXPENSE IF PLANS TO CONSTRUCT THIS SUBDIVISION DO NOT COMPLY WITH SUCH CODES AND REQUIREMENTS.
8. MINIMUM FINISHED FLOOR ELEVATION SHALL BE ONE FOOT ABOVE THE ELEVATION OF THE DRAINAGE EASEMENT CLOSEST TO THE STRUCTURE.
9. A WAIVER FROM STORMWATER DETENTION REQUIREMENTS WAS GRANTED FOR THIS SUBDIVISION ON MAY 16, 1997 BY THE CITY OF AUSTIN DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION, STORMWATER MANAGEMENT DIVISION.
10. THIS SUBDIVISION WAS APPROVED BEFORE THE CONSTRUCTION AND ACCEPTANCE OF STREETS AND OTHER SUBDIVISION IMPROVEMENTS. PURSUANT TO THE TERMS OF A SUBDIVISION CONSTRUCTION AGREEMENT BETWEEN THE SUBDIVIDER AND TRAVIS COUNTY, DATED \_\_\_\_\_, 20\_\_\_\_, THE SUBDIVIDER IS RESPONSIBLE FOR THE CONSTRUCTION OF ALL STREETS NEEDED TO SERVE THE LOTS WITHIN THE SUBDIVISION. THIS RESPONSIBILITY MAY BE ASSIGNED IN ACCORDANCE WITH THE TERMS OF THAT AGREEMENT.
11. FOR THE CONSTRUCTION AGREEMENT PERTAINING TO THIS SUBDIVISION, SEE SEPARATE INSTRUMENT RECORDED IN DOCUMENT NO. \_\_\_\_\_ OFFICIAL PUBLIC RECORDS, OF TRAVIS COUNTY TEXAS.

## GENERAL NOTES (CONT'D):

12. A VARIANCE TO SECTION 30-2-159 (PREVIOUSLY 13-2-424A) OF THE CITY OF AUSTIN LAND DEVELOPMENT CODE WAS GRANTED BY THE ZONING AND PLATTING COMMISSION ON NOVEMBER 1996.
13. ALL ACTIVITIES WITHIN THE CEF BUFFER MUST COMPLY WITH SECTION 25-8-281(C)(2). THIS SECTION STATES THAT THE NATURAL VEGETATIVE COVER MUST BE RETAINED TO THE MAXIMUM EXTENT PRACTICABLE; CONSTRUCTION IS PROHIBITED; AND WASTEWATER DISPOSAL OR IRRIGATION IS PROHIBITED.
14. WATER PROVIDED BY LOWER COLORADO RIVER AUTHORITY.
15. WASTEWATER PROVIDER: ON-SITE;
16. IMPROVEMENTS SUBJECT TO THE RESTRICTIONS REFERENCED IN DOCUMENT NO. 2000154414, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS.
17. ACCESS TO F.W. 2244 IS PROHIBITED FROM ALL LOTS WITHIN THIS SUBDIVISION. ACCESS TO PATTERSON ROAD IS PROHIBITED FROM ALL LOTS IN THIS SUBDIVISION EXCEPT FROM ANGELWYLDE DRIVE. DRIVEWAY ACCESS TO ANGELWYLDE DRIVE FROM LOT 10 IS RESTRICTED TO THE 30 FOOT WIDE JOINT USE EASEMENT AS RECORDED IN DOCUMENT NO. 2000154417 OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS. DRIVEWAY ACCESS TO LOT 8 IS RESTRICTED TO THE 60 FOOT WIDE JOINT ACCESS EASEMENT SHARED BY SECTION TWO, BLOCK A, AS RECORDED IN DOCUMENT NO. 2000154416, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, TO ANGELWYLDE DRIVE.
18. TOTAL IMPERVIOUS COVER ON EACH LOT SHALL BE LIMITED TO THE FOLLOWING MAXIMUM AMOUNT: LOT 9, 100,000 SQUARE FEET.
19. PROPERTY OWNER SHALL MAINTAIN SHEET FLOW TO THE MAXIMUM EXTENT FEASIBLE.
20. A RESTRICTIVE COVENANT FOR THE MAINTENANCE AND OPERATION OF ANGELWYLDE DRIVE HAS BEEN RECORDED UNDER DOCUMENT NO. 2000154414, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS. THE PROPERTY OWNERS ASSOCIATION ESTABLISHED UNDER SUCH DOCUMENT HAS PRIMARY RESPONSIBILITY FOR SUCH MAINTENANCE AND OPERATION. IF SUCH PROPERTY OWNER'S ASSOCIATION FAILS TO PERFORM, THE MAINTENANCE AND OPERATION RESPONSIBILITIES WILL BECOME THE JOINT AND SEVERAL RESPONSIBILITY OF ALL OWNERS IN THIS SUBDIVISION.
21. THE RESTRICTIVE COVENANT FOR JOINT USE ACCESS EASEMENT IS RECORDED IN: DOCUMENT NO. \_\_\_\_\_, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS.
22. ALL PRIVATE STREETS SHOWN ON THIS PLAT, ANGELWYLDE DRIVE, AND ANY SECURITY GATES OR DEVICES CONTROLLING ACCESS TO THE STREETS WILL BE OWNED AND MAINTAINED BY THE PROPERTY OWNERS ASSOCIATION OF THIS SUBDIVISION.

## ELECTRIC UTILITY NOTES:

1. THE ELECTRIC UTILITY HAS THE RIGHT TO PRUNE AND/OR REMOVE TREES, SHRUBBERY AND OTHER OBSTRUCTIONS TO THE EXTENT NECESSARY TO KEEP THE EASEMENTS CLEAR. THE ELECTRIC UTILITY WILL PERFORM ALL TREE WORK IN COMPLIANCE WITH TITLE 30, OF THE CITY OF AUSTIN LDC.
2. THE OWNER/DEVELOPER OF THIS SUBDIVISION/LOT SHALL PROVIDE THE ELECTRIC UTILITY WITH ANY EASEMENT AND/OR ACCESS REQUIRED, IN ADDITION TO THOSE INDICATED, FOR THE INSTALLATION AND ONGOING MAINTENANCE OF OVERHEAD AND UNDERGROUND ELECTRICAL FACILITIES. THESE EASEMENTS AND/OR ACCESS ARE REQUIRED, TO PROVIDE ELECTRIC SERVICE TO THE BUILDING, AND WILL NOT BE LOCATED SO AS TO CAUSE THE SITE TO BE OUT OF COMPLIANCE WITH TITLE 30 OF THE CITY OF AUSTIN LAND DEVELOPMENT CODE.
3. THE OWNER SHALL BE RESPONSIBLE FOR INSTALLATION OF TEMPORARY EROSION CONTROL, REVEGETATION AND TREE PROTECTION. IN ADDITION, THE OWNER SHALL BE RESPONSIBLE FOR ANY INITIAL TREE PRUNING AND TREE REMOVAL THAT IS WITHIN TEN FEET OF THE CENTER LINE OF THE PROPOSED OVERHEAD ELECTRICAL FACILITIES DESIGNED TO PROVIDE ELECTRIC SERVICE TO THIS PROJECT. THE OWNER SHALL INCLUDE THE ELECTRIC UTILITY'S WORK WITHIN THE LIMITS OF CONSTRUCTION FOR THIS PROJECT.
4. ANY ELECTRIC UTILITY RELATED TO SERVING THIS SUBDIVISION SHALL BE INCLUDED UNDER THE DEVELOPMENT PERMIT.

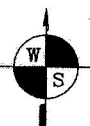
## WATER QUALITY AND ENVIRONMENTAL NOTES:

1. THIS PROJECT IS NOT LOCATED OVER THE EDWARDS AQUIFER RECHARGE ZONE BUT IS LOCATED IN THE EDWARDS AQUIFER CONTRIBUTING ZONE.
2. NO LOT SHALL BE OCCUPIED UNTIL THE STRUCTURE IS CONNECTED TO THE LORA WATER UTILITY SYSTEM AND AN ON-SITE SEWAGE FACILITY APPROVED BY TRAVIS COUNTY.

## BENCHMARK:

LOCATED AT THE SOUTHWEST CORNER OF THE INTERSECTION OF ANGELWYLDE DRIVE AND PATTERSON LANE-2 60d NAILS IN POWER POLE-ELEVATION 881.05'

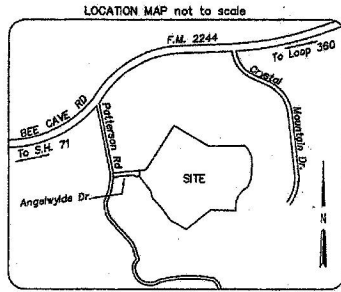
## PROJECT DATA



WATERLOO SURVEYORS INC.  
PO BOX 160176  
AUSTIN, TEXAS 78716-0716  
Phone: 512-481-9602  
www.waterloosurveyors.com  
J12336PA

OWNERS:  
ANGELWYLDE 8 JOINT VENTURE  
11701 BEE CAVES ROAD, SUITE 230  
AUSTIN, TEXAS 78738  
PROJECT ENGINEER:  
SERGIO N. LOZANO-SANCHEZ, P.E.  
LOC CONSULTANTS, LLP  
1000 E. CESAR CHAVEZ ST. SUITE 100  
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PH: 512-489-0908  
LAND USE SUMMARY:  
SINGLE, FAMILY LOTS 8 LOTS- 40.2816 ACRES

# RESUBDIVISION OF LOT 9, BLOCK A, ANGELWYLDE SECTION THREE



## BALCONES CANYON CONSERVATION PLAN (BCCP) NOTE:

PRIOR TO ANY CONSTRUCTION ACTIVITY AND/OR VEGETATION CLEARING, COORDINATION WITH U.S. FISH AND WILDLIFE OR PARTICIPATION IN THE BCCP IS REQUIRED TO ADDRESS THREATENED AND ENDANGERED SPECIES MITIGATION. CLEARING CAN NOT BE CONDUCTED MARCH 1 THROUGH AUGUST 31ST. PLEASE CONTACT TRAVIS COUNTY'S ENVIRONMENTAL SPECIALIST AT 512.219.6190. EXTENSION 5.

## ROOFTOP DRAINAGE:

ROOF DOWNSPOUTS FOR RESIDENTIAL STRUCTURES ON LOTS 9A-9H ARE TO BE CONNECTED TO RAINWATER COLLECTION SYSTEMS.

## FIRE SPRINKLER SYSTEM NOTE:

AN APPROVED AUTOMATIC FIRE SPRINKLER SYSTEM COMPLIANT WITH NFPA-13D (STANDARD FOR THE INSTALLATION OF SPRINKLER SYSTEMS IN ONE AND TWO FAMILY DWELLINGS AND MANUFACTURED HOMES) SHALL BE INSTALLED THROUGHOUT ALL RESIDENCES, GROUP R-3 (ONE-AND TWO FAMILY DWELLINGS AND TOWNHOUSES). THE AUTOMATIC SPRINKLER SYSTEM SHALL BE INSTALLED BY A FIRM REGISTERED BY THE STATE FIRE MARSHAL'S OFFICE, AND A RESPONSIBLE MANAGING EMPLOYEE (RME) LICENSED BY THE STATE FIRE MARSHAL'S OFFICE IN COMPLIANCE WITH TEXAS INSURANCE CODE CHAPTER 6003 (FIRE PROTECTION SPRINKLER SYSTEM SERVICE AND INSTALLATION & TAC 34.700 THE FIRE SPRINKLER RULES).

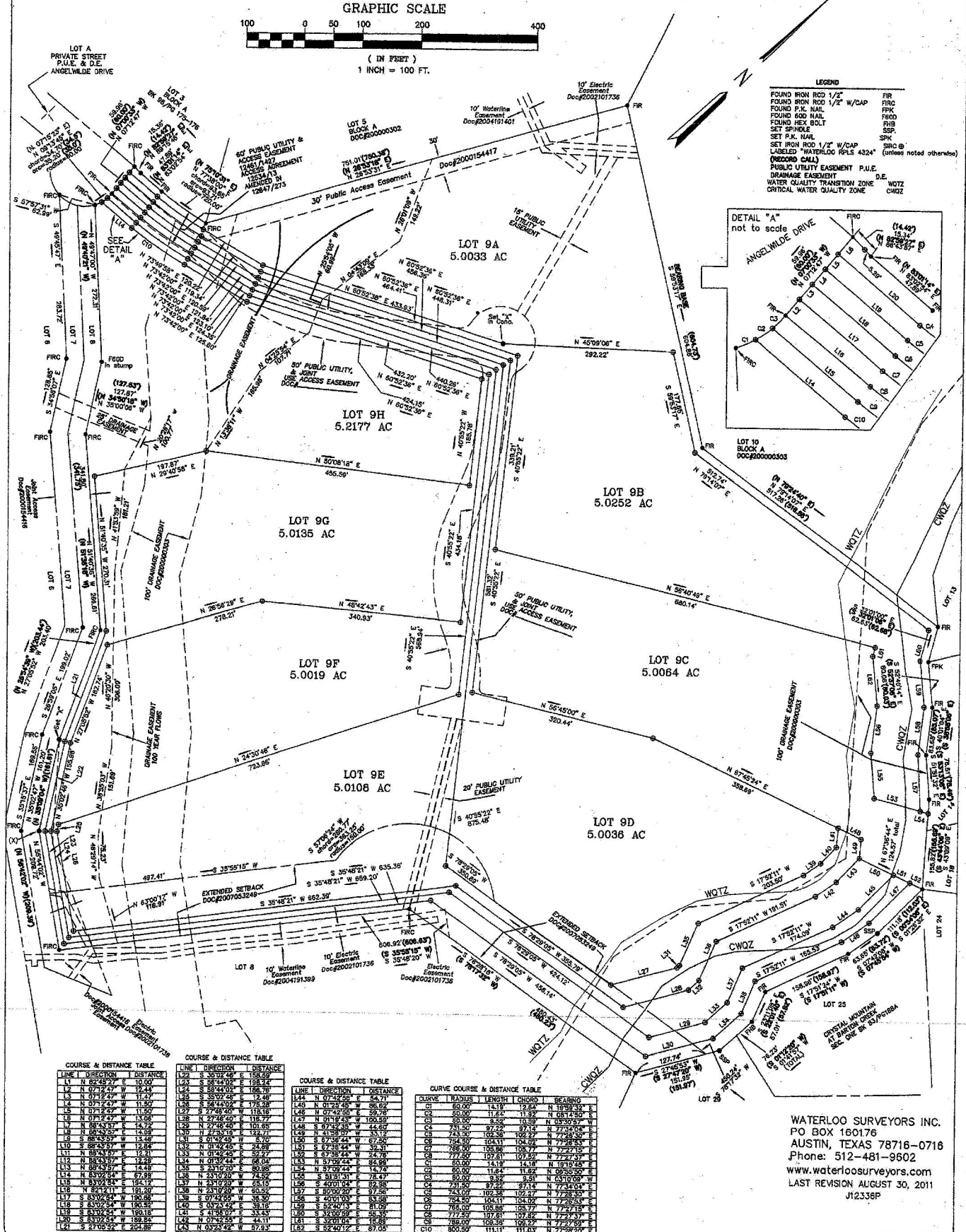
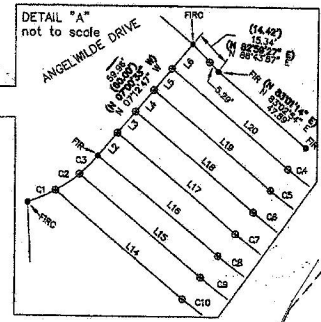
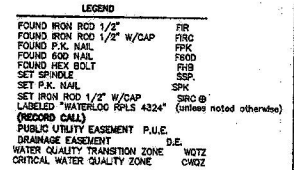
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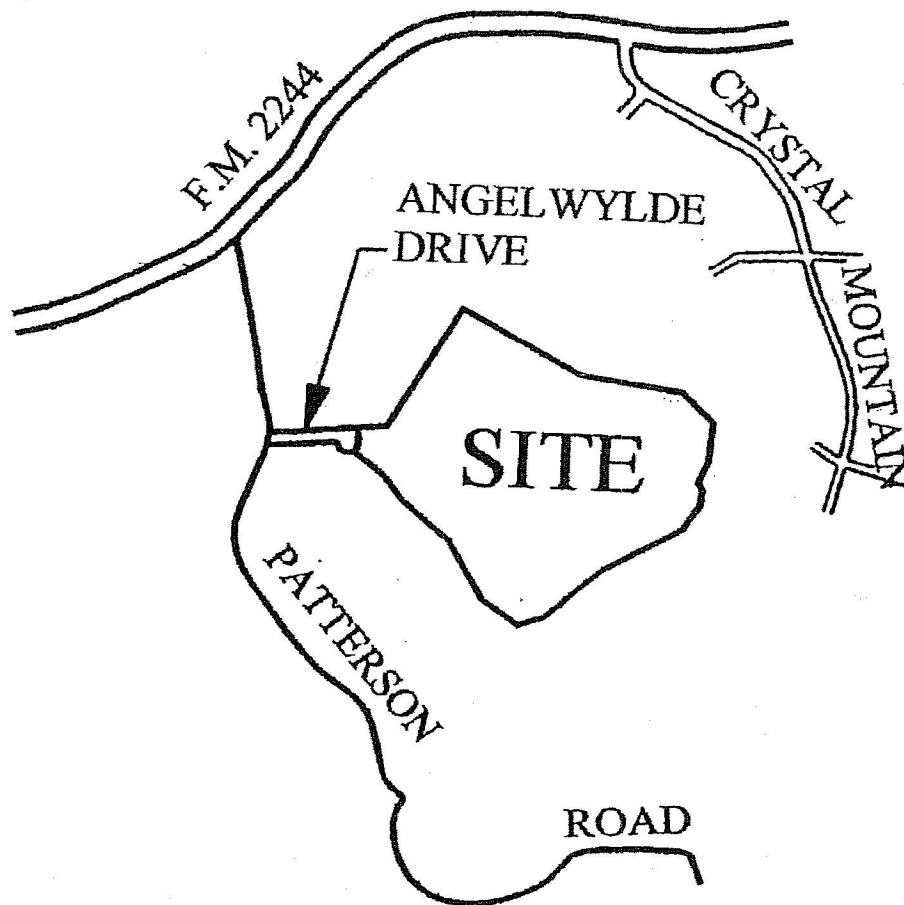




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LAST REVISION AUGUST 30, 2011  
J12338P



## Angelwylde Location Map



LOCATION MAP - N.T.S.



## Travis County Commissioners Court Agenda Request

**Meeting Date:** October 18, 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 September 20, 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](mailto: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, September 20, 2011 Voting Session

Minutes Prepared by the Travis County Clerk  
512-854-4722 • [www.co.travis.tx.us](http://www.co.travis.tx.us) • PO Box 149325, Austin, TX 78714-9325

## Call to Order

Meeting called to order on September 20, 2011, in the 700 Lavaca, 700 Lavaca Street, 2nd Floor, Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputy Kimberlie Slade.

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 the annual written plans for the 028 Records Management Preservation Fund and 057 County Clerk's Records Archival Fund. (Action Item #31)

**MOTION:** Open the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Margaret J. Gómez, Commissioner  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

**MOTION:** Close the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Margaret J. Gómez, Commissioner  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

2. Receive comments on a proposed street name change for a portion of Thaxton Road to be known as "Solis Place" at the south end of McKinney Falls Parkway in Precinct Four. (Commissioner Gómez) (Action Item #15)

**MOTION:** Open the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Margaret J. Gómez, Commissioner  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

Members of the Court heard from:  
Steve Manilla, County Executive, Transportation and Natural Resources (TNR)

**MOTION:** Close the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Margaret J. Gómez, Commissioner  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

3. Consider and take appropriate action on proposed amendments to Chapter 82, Travis County Code, establishing water availability rules for subdivisions.

**MOTION:** Open the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Karen L. Huber, Commissioner  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

Members of the Court heard from:

Anna Bowlin, Engineering Services Division Director, TNR  
Tom Weber, Environmental Program Manager, TNR  
Paul Workman, Texas State Representative, District 47  
John Dupnik, Member, Barton Springs/Edwards Aquifer Conservation District  
Hank Smith, Texas Engineering Solutions  
Tom Nuckols, Assistant County Attorney  
Ted Stuart, Travis County Resident  
Morris Priest, Travis County Resident  
Ronnie Gjemre, Travis County Resident  
Robert Ahr, Travis County Resident  
Blake Hall, Geologist  
Carl Conley, Conley Engineering

**MOTION:** Close the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Samuel T. Biscoe, Judge  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

4. Receive comments regarding a request to authorize the filing of an instrument to vacate a five foot wide public utility easement located along the northerly lot line of Lot 1 of the Fulkerson Subdivision in Precinct Three. (Commissioner Huber) (Action Item #16)

**MOTION:** Open the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Samuel T. Biscoe, Judge  
**SECONDER:** Margaret J. Gómez, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

Members of the Court heard from:

Anna Bowlin, Engineering Services Division Director, TNR

**MOTION:** Close the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Karen L. Huber, Commissioner  
**SECONDER:** Samuel T. Biscoe, Judge  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

5. Receive comments regarding the Travis County tax rate for the Fiscal Year 2012 County Budget.

**MOTION:** Open the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Samuel T. Biscoe, Judge  
**SECONDER:** Margaret J. Gómez, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

Members of the Court heard from:

Leroy Nellis, Interim County Executive, Planning and Budget Office (PBO)  
Jessica Rio, Assistant Budget Manager, PBO  
Stewart Snider, President, Austin League of Women Voters  
Ronnie Gjemre, Travis County Resident

**MOTION:** Close the Public Hearing.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Samuel T. Biscoe, Judge  
**SECONDER:** Margaret J. Gómez, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

### Citizens Communication

Members of the Court heard from:

Ronnie Gjemre, Travis County Resident  
Morris Priest, Travis County Resident

### Special Items

6. Consider and take appropriate action on the following:

a. An order regarding outdoor burning in the unincorporated areas of Travis County;

Members of the Court heard from:

Hershel Lee, Travis County Fire Marshall

**MOTION:** Extend the current burn ban to October 19, 2011.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Samuel T. Biscoe, Judge  
**SECONDER:** Karen L. Huber, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

b. Additional action to address remaining fire issues or clean up in Travis County; and

c. Other emergency measures to respond to exceptional drought conditions.

Members of the Court heard from:

Pete Baldwin, Emergency Management Coordinator, Emergency Services  
Dan Chapman, Chief Park Ranger, TNR

**RESULT:** **DISCUSSED**

7. Consider and take appropriate action regarding Travis County policy, Section 10.045 (Leave with Pay), as it relates to employees who suffered a loss due to the recent wildfires of September 2011. (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:

Diane Blankenship, Director, Human Resources Management Division (HRMD)  
Susan Spataro, Travis County Auditor  
Beth Blankenship, Chief Assistant County Auditor II, County Auditor's Office

**MOTION:** Section 10.045(a)(1) of the Travis County Code be interpreted by the Commissioner's Court as reaching employees who have been affected by the recent fires of September, 2011, and authorize County Executives to function as the Court as to implementation of this provision.

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Sarah Eckhardt, Commissioner

**SECONDER:** Ron Davis, Commissioner

**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

8. Consider and take appropriate action on authorizing the Travis Central Appraisal District to reappraise property with fire damage located in "areas declared to be a natural disaster area by the Governor" that occurred in Travis County due to wildfires on the following dates:

- a. September 2011; and
- b. Pinnacle Fire, April 17, 2011.

Members of the Court heard from:

Leroy Nellis, Interim County Executive, PBO  
Elliott Beck, Assistant County Attorney  
Renea Deckard, Tax Office  
Pete Baldwin, Travis County Emergency Management Coordinator, Emergency Services  
John Hille, Assistant County Attorney

**MOTION:** Approve Items 8.a–b.

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Samuel T. Biscoe, Judge

**SECONDER:** Ron Davis, Commissioner

**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

### Proclamations and Resolutions

9. Consider and take appropriate action on a Proclamation for the 28th annual National Night Out event on October 4, 2011.

Members of the Court heard from:

James Kitchens, Deputy Sheriff, Travis County Sheriff's Office (TCSO)

**MOTION:** Approve Item 9.

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Margaret J. Gómez, Commissioner

**SECONDER:** Karen L. Huber, Commissioner

**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

### Purchasing Office Items

10. Approve award of Contract No. PS110261ML, Family Eldercare, for guardianship services.

**RESULT:** **ADDED TO CONSENT**

11. Approve Contract No. 11K00268JW, Pavement Restoration, Inc. for Asphalt Rejuvenation Program.

**RESULT:** **ADDED TO CONSENT**

12. Approve renewal of Interlocal Cooperation Agreement No. IL990109OJ, City of Austin/Downtown Austin Alliance, to provide services and improvements for the Austin Downtown Public Improvement District.

**RESULT:           ADDED TO CONSENT**

13. Approve contract award for road recycling, IFB No. B110218-CW, to the low bidder, Aaron Concrete Contractors, LP.

**RESULT:           ADDED TO CONSENT**

14. Accept certain items as a donation from Texas Agrilife Extension, Texas A & M.

**RESULT:           ADDED TO CONSENT**

#### **Transportation and Natural Resources Dept. Items**

15. Consider and take appropriate action on a proposed street name change for a portion of Thaxton Road to be known as "Solis Place" at the south end of McKinney Falls Parkway in Precinct Four. (Commissioner Gómez)

**RESULT:           ADDED TO CONSENT**

16. Consider and take appropriate action on a request to authorize the filing of an instrument to vacate a five foot wide public utility easement located along the northerly lot line of Lot 1 of the Fulkerson Subdivision in Precinct Three. (Commissioner Huber)

**RESULT:           ADDED TO CONSENT**

17. Consider and take appropriate action on a request to approve an Advance Funding Agreement with the Texas Department of Transportation for a traffic signal and safety lighting at Dessau Road and Crystal Bend. (Commissioner Eckhardt)

**RESULT:           ADDED TO CONSENT**

18. Consider and take appropriate action regarding informational materials outlining details of the proposed 2011 Bond Referendum, Propositions One and Two, to present to voters.

Members of the Court heard from:  
Steve Manilla, County Executive, TNR

**MOTION:**           Approve Item 18.  
**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Samuel T. Biscoe, Judge  
**SECONDER:**       Margaret J. Gómez, Commissioner  
**AYES:**           Biscoe, Davis, Eckhardt, Huber, Gómez

19. Consider and take appropriate action to approve the Balcones Canyonlands Conservation Plan public participation fee structure for Fiscal Year 2012. (Commissioner Huber)

**RESULT:           ADDED TO CONSENT**

20. Consider and take appropriate action on Lease Termination Agreement with the Travis County District Attorney's Office regarding premises located in the 700 Lavaca building and mutual termination of the lease as of June 30, 2010.

**RESULT:           ADDED TO CONSENT**

**Health and Human Services Dept. Items**

21. Consider and take appropriate action on the Travis County Healthcare District d/b/a Central Health Fiscal Year 2012 Budget.

Members of the Court heard from:

Trish Young-Brown, President and Chief Executive Officer, Travis County Healthcare District DBA Central Health

John Stevens, Chief Financial Officer, Travis County Healthcare District DBA Central Health

**MOTION:**           Approve Item 21.  
**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Samuel T. Biscoe, Judge  
**SECONDER:**       Ron Davis, Commissioner  
**AYES:**            Biscoe, Davis, Eckhardt, Huber, Gómez

22. Consider and take appropriate action on the Travis County Healthcare District d/b/a Central Health 2011 Tax Rate:

- a. Total maintenance and operations Tax Rate;
- b. Total debt service Tax Rate; and
- c. Total ad valorem Tax Rate.

Members of the Court heard from:

Trish Young-Brown, President and Chief Executive Officer, Travis County Healthcare District DBA Central Health

John Stevens, Chief Financial Officer, Travis County Healthcare District DBA Central Health

**MOTION:**           Approve Item 22.a–c.  
**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Samuel T. Biscoe, Judge  
**SECONDER:**       Margaret J. Gómez, Commissioner  
**AYES:**            Biscoe, Davis, Eckhardt, Huber, Gómez

**Planning and Budget Dept. Items**

23. Consider and take appropriate action on budget amendments, transfers and discussion items.

**RESULT:           ADDED TO CONSENT**

24. Review and approve requests regarding grant programs, applications, contracts and permissions to continue:

- a. Annual contract with the Office of the Governor, Criminal Justice Division, to continue the Child Abuse Victim Services Personnel Grant in the Travis County Sheriff's Office;
- b. Amendment to agreement with National and Community Service for the Coming of Age (formerly known as RSVP) Grant in the Travis County Health and Human Services



Department that will extend the current term by three months with no increase in funds and an additional three month extension with additional funds; and

- c. Permission to continue the Residential Substance Abuse Treatment Program in Juvenile Probation until the Fiscal Year 2012 agreement is fully executed.

**RESULT:           ADDED TO CONSENT**

- 25. Consider and take appropriate action on Fiscal Year 2012 budget issues and requests for funding, including:

- a. Market Salary Survey results conducted by HRMD during Fiscal Year 2011;

Members of the Court heard from:

Leroy Nellis, Interim County Executive, PBO  
Todd Osburn, Compensation Manager, HRMD  
Diane Blankenship, Director, HRMD

**RESULT:           DISCUSSED**

- b. Justice of the Peace Precinct One follow-up; and

Members of the Court heard from:

Diana Ramirez, Budget Analyst Senior, PBO  
David Jungerman, Financial Auditing Manager, County Auditor's Office  
Mike Wichern, Chief Assistant County Auditor II, County Auditor's Office  
Leroy Nellis, Interim County Executive, PBO  
Honorable Yvonne Williams, Justice of the Peace, Precinct #1

**MOTION:**           Fund two (2) temporary positions for the amount of \$89,548.00.

**MOVER:**           Ron Davis, Commissioner

*Clerk's Note: The Standing Motion was withdrawn.*

**MOTION:**           Authorize the funding of the two (2) temporary positions to be extended through October 31, 2011.

**RESULT:**           **APPROVED [UNANIMOUS]**

**MOVER:**           Samuel T. Biscoe, Judge

**SECONDER:**       Margaret J. Gómez, Commissioner

**AYES:**           Biscoe, Davis, Eckhardt, Huber, Gómez

- c. Request for salary increase for certain employees from the American Federation of State, County and Municipal Employees.

Members of the Court heard from:

Greg Powell, Representative, American Federation of State, County and Municipal Employees (AFSCME)  
Leroy Nellis, Interim County Executive, PBO  
John Hille, Assistant County Attorney  
Susan Spataro, Travis County Auditor  
Jessica Rio, Assistant Budget Manager, PBO

**MOTION:**           Approve the recommended corrections to the Fiscal Year 12 Budget – after Markup.

**RESULT:**           **APPROVED [UNANIMOUS]**

**MOVER:**           Margaret J. Gómez, Commissioner

**SECONDER:** Ron Davis, Commissioner  
**AYES:** Samuel T. Biscoe, Ron Davis, Karen L. Huber, Margaret J. Gómez  
**ABSENT:** Sarah Eckhardt

**MOTION:** Set aside any earmarked Compensation Reserve against the Allocated Reserve pending receipt of further information to become fully informed, and funding will be available when specific action is taken.

**RESULT:** **APPROVED [3 TO 0]**  
**MOVER:** Samuel T. Biscoe, Judge  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Samuel T. Biscoe, Ron Davis, Margaret J. Gómez  
**ABSTAIN:** Karen L. Huber  
**ABSENT:** Sarah Eckhardt

26. Consider and take appropriate action on Fiscal Year 2012 Budget Rules.

Members of the Court heard from:  
Jessica Rio, Assistant Budget Manager, PBO

**MOTION:** Approve Item 26.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Margaret J. Gómez, Commissioner  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

27. Consider and take appropriate action on security recommendations for Fiscal Year 2012 Budget and requests for funding. (This item may be taken into Executive Session pursuant to Gov't. Code Ann 551.076, Security)

*Judge Biscoe announced that Item 27 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.076, Security.*

**MOTION:** Place \$294,139.00 of the \$596,603.00 into Allocated Reserve and distribute the difference in the amount of \$302,464.00 to the appropriate departments.  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Samuel T. Biscoe, Judge  
**SECONDER:** Ron Davis, Commissioner  
**AYES:** Samuel T. Biscoe, Ron Davis, Karen L. Huber, Margaret J. Gómez  
**ABSENT:** Sarah Eckhardt

#### **Administrative Operations Items**

28. 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 \$505,917.88 for the period of September 2 to September 8, 2011.

**RESULT:** **ADDED TO CONSENT**

29. Consider and take appropriate action on proposed routine personnel amendments.

**RESULT:** **ADDED TO CONSENT**

30. Consider and take appropriate action on the following:

- a. Review and approve tuition reimbursements for employees who have completed classes in accordance with the Tuition Refund Program §10.021; and

- b. Approve request and authorize the County Auditor and Treasurer's Office to reimburse employees as listed.

**RESULT:           ADDED TO CONSENT**

#### **Other Items**

- 31. Consider and take appropriate action on the annual written plans for the 028 Records Management Preservation Fund and 057 County Clerk's Records Archival Fund.

**RESULT:           ADDED TO CONSENT**

- 32. Consider and take appropriate action on constitutional amendments to be considered by voters during the general election on November 8, 2011.

Members of the Court heard from:

Deece Eckstein, Intergovernmental Relations Officer, Intergovernmental Relations (IGR)

**MOTION:**           Approve Item 32.  
**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Samuel T. Biscoe, Judge  
**SECONDER:**       Margaret J. Gómez, Commissioner  
**AYES:**            Biscoe, Davis, Eckhardt, Huber, Gómez

- 33. Consider and take appropriate action on request to authorize the print shop to process approximately 325,000 inserts for the 2011 – 2012 taxpayer newsletters.

**RESULT:           ADDED TO CONSENT**

- 34. Consider and take appropriate action on the following regarding the 2011 Travis County Combined Charities Campaign:

- a. Authorization to print booklet and donor form;
- b. Agreement with Austin Community Foundation to serve as the 2011 Fiscal Agent;
- c. List of recipient federations and charities for use in this year's campaign; and
- d. Campaign solicitation strategy and appointment of lead departments and/or persons.

Members of the Court heard from:

John Hille, Assistant County Attorney

**MOTION:**           Approve Items 34.a–d, and authorize the County Judge to sign the Agreement once it is received from the Austin Community Foundation.  
**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Samuel T. Biscoe, Judge  
**SECONDER:**       Margaret J. Gómez, Commissioner  
**AYES:**            Biscoe, Davis, Eckhardt, Huber, 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*

35. Consider and take appropriate action regarding the purchase of open space land in the Gilleland Creek Watershed in Precinct One. <sup>1 and 2</sup>

*Judge Biscoe announced that Item 44 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 Joe Gieselman, former Travis County employee, and other appropriate County staff to meet with residents after Thursday, September 22, 2011, and that either the County Judge and/or Commissioner Ron Davis meet with some of those residents to discuss the proposal in advance of a larger meeting with residents.

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Samuel T. Biscoe, Judge

**SECONDER:** Ron Davis, Commissioner

**AYES:** Samuel T. Biscoe, Ron Davis, Karen L. Huber, Margaret J. Gómez

**ABSENT:** Sarah Eckhardt

36. Receive briefing from County Attorney and take appropriate action to file an amicus curiae brief in Harper Park Two, LP v. City of Austin, No. 03-10-00506-CV, Third District Court of Appeals, Austin, Texas. <sup>1</sup>

*Judge Biscoe announced that Item 42 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.*

Members of the Court heard from:  
Tom Nuckols, Assistant County Attorney

**MOTION:** Authorize the filing of an appropriate *Amicus Curiae* brief by the County Attorney's Office.

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Samuel T. Biscoe, Judge

**SECONDER:** Karen L. Huber, Commissioner

**AYES:** Samuel T. Biscoe, Ron Davis, Karen L. Huber, Margaret J. Gómez

**ABSENT:** Sarah Eckhardt

## Consent Items

Members of the Court heard from:  
Ronnie Gjemre, Travis County Resident

**MOTION:** Approve the following Consent Items: C1–C3 and Agenda Items 10, 11, 12, 13, 14, 15, 16, 17, 19, 20, 23, 24.a–c, 28, 29, 30.a–b, 31, 33, A1 and A2.

**RESULT:** **ADOPTED [UNANIMOUS]**

**MOVER:** Margaret J. Gómez, Commissioner

**SECONDER:** Ron Davis, Commissioner

**AYES:** Biscoe, Davis, Eckhardt, Huber, Gómez

1. Receive bids from County Purchasing Agent.
2. Approve payment of claims and authorize County Treasurer to invest County funds.
3. Approve the Commissioners Court Minutes for the Voting Sessions of August 30 and September 6, 2011.

#### **Added Items**

1. Consider and take appropriate action on request to approve donation of a law enforcement K9 from the 100 Club of Central Texas to the Travis County Sheriffs Office.

**RESULT:           ADDED TO CONSENT**

2. Approve contract award for Fiscal Year 2011 HMA Overlay Program, IFB No. B110222-JE, to the following low bidder's:

- a. Apac of Texas-Wheeler Companies, Groups A, B and C (Precinct 1, 2 & 3);
- b. Asphalt Paving Company of Austin, LLC., Group D (Precinct 4); and
- c. J. D. Ramming Paving Company, LTD., Groups E and F.

**RESULT:           ADDED TO CONSENT**

3. Consider and take appropriate action regarding security measures at 700 Lavaca. (Executive Session pursuant to Gov't. Code Ann 551.076, Security)

*Judge Biscoe announced that Item 19 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.076, Security.*

**MOTION:**           Approve consultant's recommendations in Item A3.

**RESULT:**           **APPROVED [UNANIMOUS]**

**MOVER:**           Samuel T. Biscoe, Judge

**SECONDER:**       Margaret J. Gómez, Commissioner

**AYES:**           Samuel T. Biscoe, Ron Davis, Karen L. Huber, Margaret J. Gómez

**ABSENT:**          Sarah Eckhardt

#### **Minutes approved by the Commissioners Court**

\_\_\_\_\_  
Date of Approval

\_\_\_\_\_



## Travis County Commissioners Court Agenda Request

**Meeting Date:** 10/18/11

**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

**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 November 1, 2011 to receive comments regarding a request to temporarily close Old Lockhart Highway between Bradshaw Road and Capitol View Drive from November 14, 2011 through January 13, 2012 or until construction is complete in Precinct Four.

### **BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

There are two existing drainage structures under Old Lockhart Highway approximately 0.75 miles and 0.90 miles southeast of Bradshaw Road that have deteriorated and need replacement. In order to replace the existing drainage structures, the roadway will have to be closed for approximately 8 weeks. This will allow each location approximately 4 weeks for removal of the existing structure and construction of the replacement. All local traffic will still have access during construction.

### **STAFF RECOMMENDATIONS:**

Staff recommends that Old Lockhart Highway between Bradshaw Road and Capital View Drive be closed to through traffic from November 14, 2011 through January 13, 2012 or until construction is completed.

### **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
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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)		Austin ISD, Bussing (414-0238)	

: :

**4101 - Road, Bridge, Fleet Svs -**

## Public Notice Pictures for the Old Lockhart Road Closure

