



Travis County Commissioners Court Agenda Request Travis County Housing Finance Corporation

Meeting Date: February 28, 2012

Prepared By/Phone Number: Andrea Shields, Manager/854-9116

Elected/Appointed Official/Dept. Head: Leroy Nellis, Acting County Executive, Planning and Budget/854-9066

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE: Consider and take appropriate action on the following:

1. Receive update on the reimbursement process for the Corporation's Neighborhood Stabilization Program, and
2. Approve three invoices totaling \$750.00 from an underwriter on the Corporation's Neighborhood Stabilization Program.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS: See attached backup.

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116; Leroy Nellis, Acting County Executive, Planning and Budget/854-9066

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

Eli Ontiveroz

INVOICE

106 Benchmark Street
Georgetown, TX 78626
512-589-6879 (cell) 512-857-0422 (fax)

DATE: February 21, 2012
INVOICE # 100

BILL TO:
Leroy Nellis
Travis County Housing Finance Corporation
700 Lavaca Street # 1560
Austin, TX 78767
512-854-9116

FOR: Renee Sandlin

DESCRIPTION	HOURS	RATE	AMOUNT
13041Jelly Palm Trail Elgin, TX 78621			\$ -
Compiled documentation per Leroy Nellis letter dated 2/3/12 (letter attached)			100.00
1 hour consultation session to review documentation with Leroy at his location			150.00
SUBTOTAL			\$ 250.00
TAX RATE			
SALES TAX			-
OTHER			
TOTAL			\$ 250.00

Make all checks payable to **Eli Ontiveroz**
Total due in 15 days. Overdue accounts subject to a service charge of 1% per month.

THANK YOU FOR YOUR BUSINESS!

Eli Ontiveroz

INVOICE

106 Benchmark Street
Georgetown, TX 78626
512-589-6879 (cell) 512-857-0422 (fax)

DATE: February 16, 2012
INVOICE # 100

BILL TO:
Leroy Nellis
Travis County Housing Finance Corporation
700 Lavaca Street # 1560
Austin, TX 78767
512-854-9116

FOR: Debra Westbrook

DESCRIPTION	HOURS	RATE	AMOUNT
12633 James Polk Street, Manor, TX 78653			\$ -
Compiled documentation per Leroy Nellis letter dated 2/3/12 (letter attached)			100.00
1 hour consultation session to review documentation with Leroy at his location			150.00
SUBTOTAL			\$ 250.00
TAX RATE			
SALES TAX			-
OTHER			
TOTAL			\$ 250.00

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BILL TO:
Leroy Nellis
Travis County Housing Finance Corporation
700 Lavaca Street # 1560
Austin, tX 78767
512-854-9116

FOR: Jill Thompson

DESCRIPTION	HOURS	RATE	AMOUNT
12829 Dwight Eisenhower Street Manor, TX 78653			\$ -
Compiled documentation per Leroy Nellis letter dated 2/3/12 (letter attached)			100.00
1 hour consultation session to review documentation with Leroy at his location			150.00
SUBTOTAL			\$ 250.00
TAX RATE			
SALES TAX			-
OTHER			
TOTAL			\$ 250.00

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