



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By: David Greear, P.E. **Phone #:** 854-7650

Division Director/Manager: Donald W. Ward, P.E., Division Director, Road Maintenance and Fleet Services

Carol G. Apple

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

Sponsoring Court Member: Commissioner Gomez, Precinct Four

AGENDA LANGUAGE: Receive comments regarding a request to close McAngus Road approximately one mile south of Elroy Road for culvert improvements beginning April 25, 2012 through May 25, 2012 or until construction is completed in Precinct Four.

BACKGROUND/SUMMARY OF REQUEST:

Road Maintenance started drainage improvements in order to prepare for reconstructing McAngus Road. Engineering identified an opportunity to improve drainage in this area by replacing existing drainage culverts that need repairing. In order to replace the existing drainage structures, the roadway will have to be closed for approximately one month. This will allow for removal and replacement of the existing structures. All local traffic will still have access during construction.

STAFF RECOMMENDATIONS:

Staff recommends that McAngus Road approximately one mile south of Elroy Road be closed to through traffic from April 25, 2012 through May 25, 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 signs.

ATTACHMENTS/EXHIBITS:

Map of detour route

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)		Del Valle ISD, Bussing (386-3150)	

: :

4101 - Road, Bridge, Fleet Svs -



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By: Michael Hettenhausen **Phone #:** 854-7563

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

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

Sponsoring Court Member: Commissioner Huber, Precinct Three

AGENDA LANGUAGE: Receive comments regarding the Chimney Oaks at Lake Travis Section 1 Amended Plat of Lots 38 and 39, Block B (Amended plat - One lot - 6.314 acres - Brasada Lane - No ETJ) in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

The property owner of lots 38 and 39 Block B of Chimney Oaks at Lake Travis Section 1 has submitted an application to combine the two existing single family lots into one single family lot. The resulting one lot will consist of 6.314 acres platted from Brasada Lane. No new public or private streets are proposed with this application. Parkland dedication or fees in lieu of dedication or fiscal surety are not required with this amended plat.

STAFF RECOMMENDATIONS:

As this amended plat application meets all Travis County subdivision standards, staff recommends approval of the motion.

ISSUES AND OPPORTUNITIES:

As part of the requirements for an amended plat, a notice of public hearing sign was posted on the property on March 20, 2012, announcing the date, time, and location of the public hearing (see attached photo and affidavit). As of this date, staff has received several calls from residents of Chimney Oaks who asked for more information but did not object to the plat revision.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

ATTACHMENTS/EXHIBITS:

Precinct map
Location map
Existing plat
Proposed amended plat
Photo of public notice sign

Affidavit of sign posting

REQUIRED AUTHORIZATIONS:

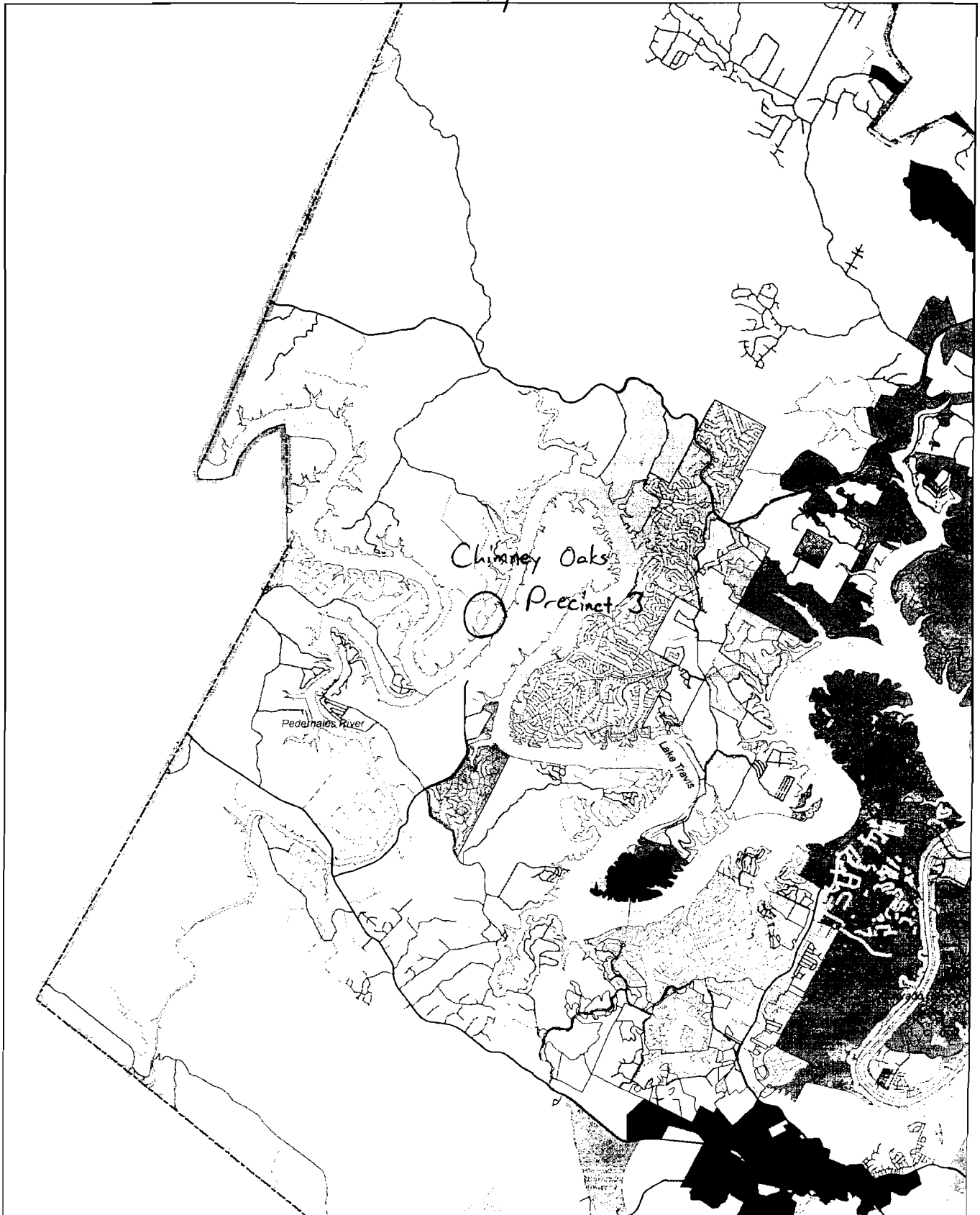
Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

CC:

SM:AB:mh

**1101 - Development Services - Chimney Oaks at Lake Travis Section 1 Amended Plat of
Lots 38 and 39 Block B**

Precinct Map



Disclaimer: Map for general reference only. Data provided "as is" with no warranties of any kind. Contact the Travis County GIS Coordinator at (512) 854-7641 for questions.

Source(s): Property Lines - TCAD 07/2007, Roads - Travis County 04/2007, Jurisdictions - 05/2007, Subdivisions - July 2006, Contours - CAPCO 1997, Creeks - NHD 2005, Flood plain - FEMA Prelim 2005

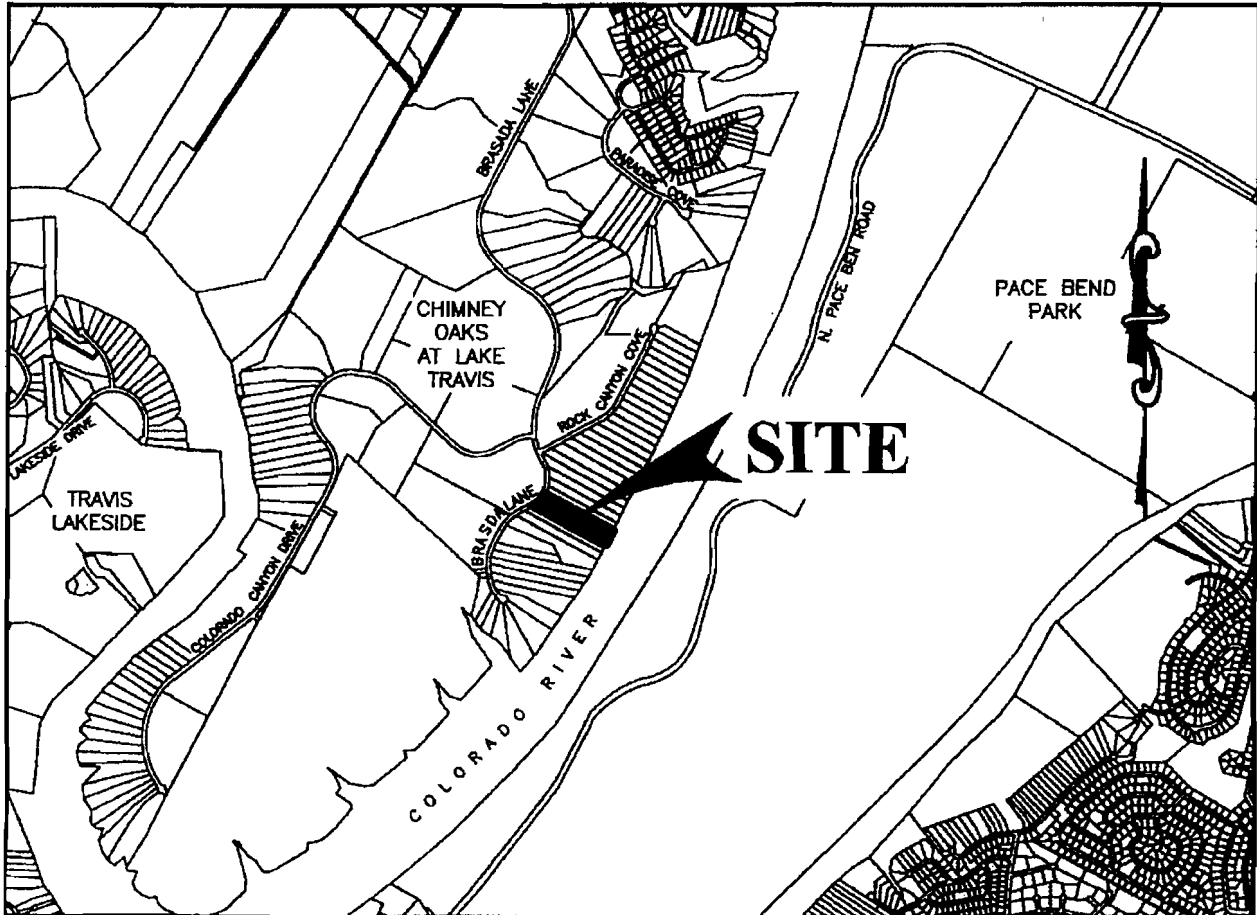


0 14,000
Feet



Map Prepared by: Travis County
Department of Transportation &
Natural Resources
<http://www.co.travis.tx.us/maps>

Location Map



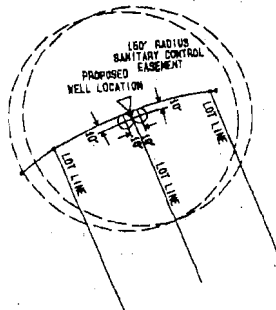
4,000 2,000 0 4,000



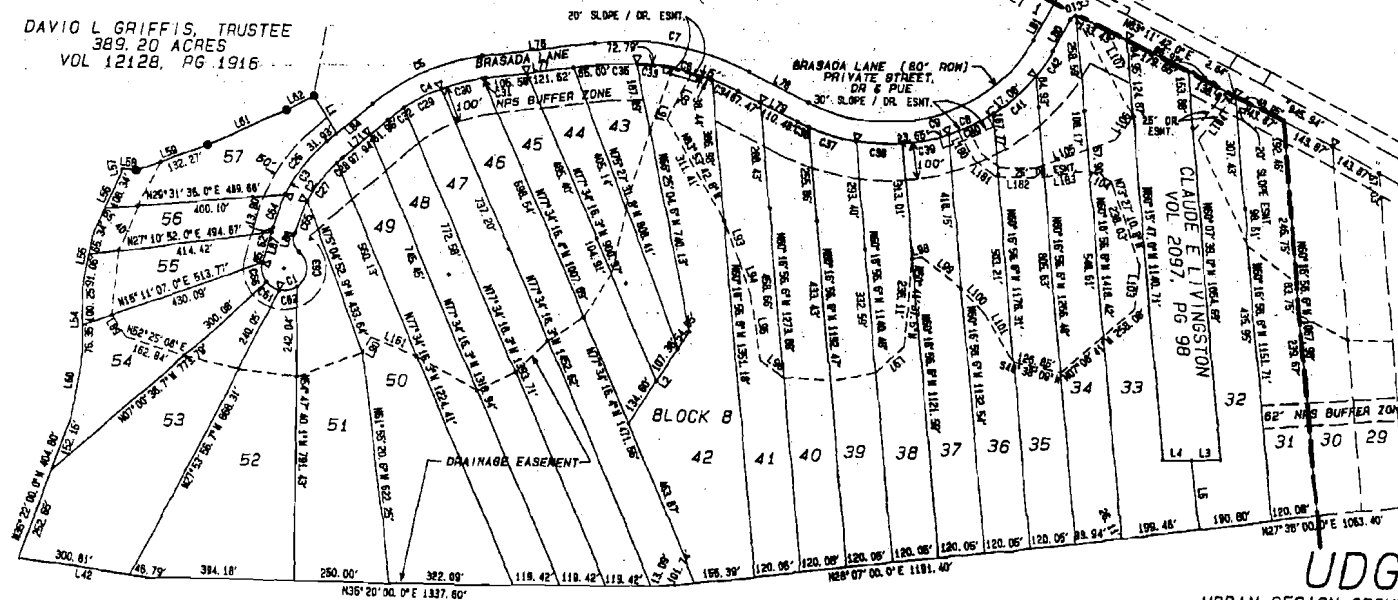
SCALE: 1"=4,000'

#156 B1689

6/24/96 Ru

MISC FILM CODE
00009622494Vol. 97 Page 68
PLAT RECORD, TRAVIS COUNTY, TEXASCHIMNEY OAKS
AT LAKE TRAVIS
SECTION 1

COMMON LOT LINE WELL EASEMENT DETAIL

NJD, LTD
VOL 12396, PG 1084DAVID L. GRIFFIS, TRUSTEE
389.20 ACRES
VOL 12128, PG 1916

LEGEND

- 1/2" IRON ROD SET
- ▲ IRON ROD FOUND
- ▲ NAIL IN TREE FOUND
- NPS NON-POINT SOURCE POLLUTION CONTROL BUFFER ZONE
- DR & PUE DRAINAGE AND PUBLIC UTILITY EASEMENT
- ▽ COMMON LOT LINE WELL EASEMENT LOCATION SEE DETAIL

LAKE TRAVIS

UDG

URBAN DESIGN GROUP
PLAT PREPARED DECEMBER 12, 1995
SHEET 1 OF 6

Original Plat

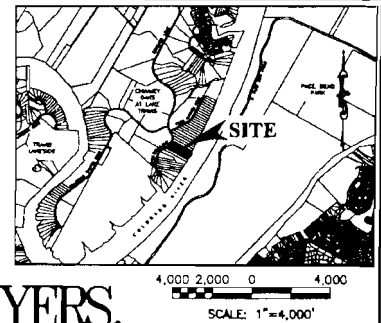
Proposed Plat

CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, AMENDED PLAT OF LOTS 38 AND 39, BLOCK B,

TRAVIS COUNTY, TEXAS

SHEET 1 OF 3

TRAVIS COUNTY CONSUMER PROTECTION NOTICE FOR HOMEBUYERS.



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

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

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

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

Landmark
SURVEYING, LP
1301 S. CAPITAL OF TEXAS HWY.
BUILDING B, SUITE 315
AUSTIN, TEXAS 78746
PH: (512)328-7411 FAX: (512)328-7413

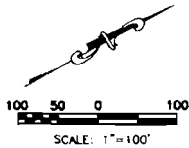
CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, AMENDED PLAT OF LOTS 38 AND 39, BLOCK B,

TRAVIS COUNTY, TEXAS

SHEET 2 OF 3

LEGEND

- △ 800 Nail Set
- 800 Nail Found
- 1/2" Iron Rod Found With No Cap
- 1/2" Iron Rod Set With Plastic Cap stamped "Landmark Surveying"
- △ Calculated Point (Not Established on Ground)
- () Record Information
- (AS PER PLAT) Book 97, Page(s) 68-73
- B.L. Building Line
- D.E. Drainage Easement
- P.U.E. Public Utility Easement
- R.O.W. Right-of-Way
- O.P.R.T.C.T. Official Public Records of Travis County, Texas
- R.P.R.T.C.T. Real Property Records of Travis County, Texas
- P.R.T.C.T. Plat Records of Travis County, Texas

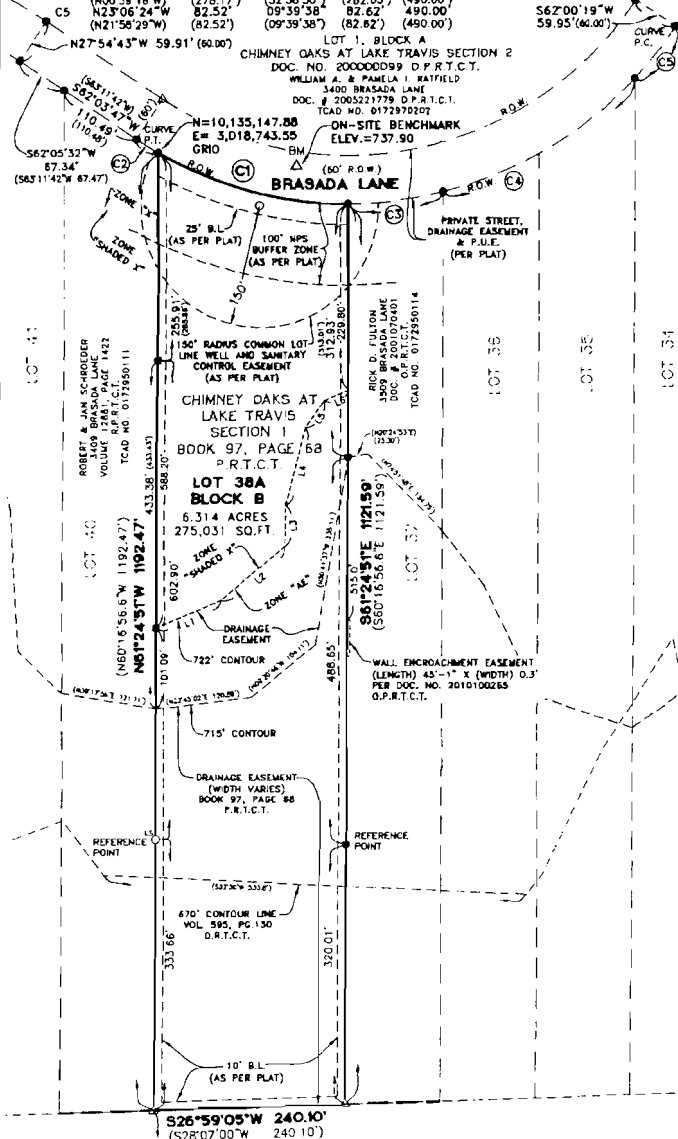


CURVE TABLE

CURVE	CHORD BEARING	CHORD DISTANCE	DELTA	ARC LENGTH	RADIUS
C1	N43°33'23"E	248.43'	29°22'11"	251.17'	490.00'
C2	S60°09'08"W	32.68'	03°49'18"	32.68'	490.00'
	(S61°17'02"W)	(32.68')	(03°49'20")	(32.69')	(490.00')
C3	N21°47'17"E	120.85'	14°10'02"	121.16'	490.00'
	(N22°55'11"E)	(120.85')	(14°10'01")	(121.16')	(490.00')
C4	N01°47'10"W	278.18'	32°58'51"	282.06'	490.00'
	(N02°16'16"W)	(278.17')	(32°58'50")	(282.05')	(490.00')
C5	N23°06'24"W	82.52'	09°39'38"	82.62'	490.00'
	(N21°56'29"W)	(82.52')	(09°39'38")	(82.62')	(490.00')

LINE TABLE

LINE	BEARING	DISTANCE
L1	N06°07'58"E	88.61'
L2	N11°44'53"W	104.23'
L3	N61°39'55"W	49.83'
L4	N47°06'56"W	99.53'
L5	N26°52'38"W	41.17'
L6	N06°12'56"E	33.27'



LAKE TRAVIS

STATE OF TEXAS:
COUNTY OF TRAVIS:

THAT WE, KENNETH W. LANG AND SHEILA J. LANG BEING THE OWNERS OF 6.314 ACRES OF LAND SITUATED IN TRAVIS COUNTY, TEXAS, BEING ALL OF LOTS 38, AND 39, BLOCK B, CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, A SUBDIVISION IN TRAVIS COUNTY, TEXAS WHOSE PLAT IS RECORDED IN VOLUME 87, PAGES 68 - 73 OF THE PLAT RECORDS OF SAID COUNTY, SAID LOTS 38 AND 39 HAVING BEEN CONVEYED TO US BY DEED RECORDED IN DOCUMENT NO. 2009052642 AND DOCUMENT NO. 2011032331, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, DO HEREBY AMEND SAID LOTS 38 AND 39, BLOCK B FOR THE SOLE PURPOSE OF ELIMINATING A LOT LINE PURSUANT TO CHAPTER 232.009 OF THE TEXAS LOCAL GOVERNMENT CODE, IN ACCORDANCE WITH THE ATTACHED PLAT TO BE KNOWN AS "CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, AMENDED PLAT OF LOTS 38 AND 39, BLOCK B", AND DO HEREBY DEDICATE TO THE PUBLIC THE USE OF THE STREETS AND EASEMENTS SHOWN HEREON, SUBJECT TO ANY EASEMENT AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED.

FURTHER THAT THE RESPONSIBILITY FOR MAINTENANCE AND TAXATION OF BRASADA LANE AND ROCK CANYON COVE, PRIVATE STREETS, SHALL BE VESTED IN THE PROPERTY OWNER'S ASSOCIATION OF CHIMNEY OAKS AT LAKE TRAVIS, SECTION 1, AS RECORDED IN VOLUME 12714, PAGE 674, OF THE TRAVIS COUNTY, DEED RECORDS, AND AN EXPRESS EASEMENT IS HEREBY GRANTED ACROSS SAID PRIVATE STREETS AND ANY COMMON AREAS FOR THE USE OF THE SURFACE FOR ALL GOVERNMENT FUNCTIONS, VEHICULAR AND NON-VEHICULAR, INCLUDING FIRE AND POLICE 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 SAID PRIVATE STREET AND ANY COMMON AREA AS A RESULT OF GOVERNMENTAL VEHICLES TRAVERSING OVER SAME.

WITNESS MY HAND, THIS THE _____ DAY OF _____, 2012, A.D.

KENNETH W. LANG
13627 WINTER CREEK COURT
HOUSTON, TEXAS 77077-1550

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED KENNETH W. LANG, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT OF WRITING, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

THIS THE _____ DAY OF _____, 2012, A.D.

NOTARY PUBLIC IN AND FOR TRAVIS COUNTY, TEXAS

WITNESS MY HAND, THIS THE _____ DAY OF _____, 2012, A.D.

SHEILA J. LANG
13627 WINTER CREEK COURT
HOUSTON, TEXAS 77077-1550

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED SHEILA J. LANG, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT OF WRITING, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

THIS THE _____ DAY OF _____, 2012, A.D.

NOTARY PUBLIC IN AND FOR TRAVIS COUNTY, TEXAS

HORIZONTAL DATUM

TEXAS STATE PLANE COORDINATE SYSTEM
NAD 83 (GCS), TEXAS CENTRAL ZONE 4203
GEOID MODEL: G03003
COMBINED SCALE FACTOR: 0.9999896
PROJECT CONTROL POINTS WERE ESTABLISHED USING THE WESTERN DATA SYSTEM COOP NETWORK.

VERTICAL DATUM

THE VERTICAL DATUM WAS ESTABLISHED USING BENCHMARKS #122 AND #123, AS PUBLISHED ON SUBDIVISION PLAT "CHIMNEY OAKS AT LAKE TRAVIS, SECTION 1", RECORDED IN VOLUME 97, PAGES 68-73, PLAT RECORDS OF TRAVIS COUNTY TEXAS.

BENCHMARK #122: 120d NAIL FOUND IN A 10" CEDAR IN LOT 12, BLOCK B AT THE INTERSECTION OF BRASADA LANE AND ROCK CANYON COVE. (ELEV.=734.26')
BENCHMARK #123: 120d NAIL FOUND IN A CEDAR FENCE POST AT THE NORTHWEST CORNER OF LOT 57, BLOCK B. (ELEV.=729.16')

ON-SITE BENCHMARK:

MAG NAIL WITH WASHER SET AT NORTH WEST EDGE OF PAVEMENT ALONG BRASADA LANE. ±620' SOUTH OF ROAD INTERSECTION BETWEEN BRASADA LANE AND ROCK CANYON COVE.
N=10,135,292.85 E=3,018,842.49 ELEV.=737.90
(SEE DRAWING FOR LOCATION)

Landmark
SURVEYING, LP

1301 S. CAPITAL OF TEXAS HWY.
BUILDING B, SUITE 315
AUSTIN, TEXAS 78746
PH: (512)328-7411 FAX: (512)328-7413

CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, AMENDED PLAT OF LOTS 38 AND 39, BLOCK B,

TRAVIS COUNTY, TEXAS

SHEET 3 OF 3

COMMISSIONERS COURT RESOLUTION

IN APPROVING THIS PLAT, THE COMMISSIONERS' COURT OF TRAVIS COUNTY, TEXAS ASSUMES NO OBLIGATION TO BUILD THE STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR ANY BRIDGES OR CULVERTS IN CONNECTION THEREWITH. THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, AND ALL BRIDGES AND CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACES 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 SPECIFICATION PRESCRIBED BY THE COMMISSIONERS' COURT OF TRAVIS COUNTY, TEXAS.

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

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

THIS SUBDIVISION PLAT IS NOT LOCATED WITHIN THE E.T.J. OF THE CITY OF AUSTIN ON THIS

THE _____ DAY OF _____, 2012, A.D.

GREG GUERNSEY,
DIRECTOR PLANNING AND DEVELOPMENT REVIEW DEPARTMENT

STATE OF TEXAS:
COUNTY OF TRAVIS:

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

_____ DAY OF _____, 2012 A.D., THE COMMISSIONER'S COURT OF TRAVIS COUNTY, TEXAS PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT AND THAT SAID ORDER WAS

DULY ENTERED IN THE MINUTES OF SAID COURT ON BOOK _____ PAGES _____,
WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY COURT OF SAID COUNTY.

THE _____ DAY OF _____, 2012 A.D.

DANA DEBEAUVOR, COUNTY CLERK
TRAVIS COUNTY, TEXAS.

DEPUTY

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 _____, 2012, A.D. AT _____ O'CLOCK _____ M.,

AND DULY RECORDED ON THE _____ DAY OF _____, 2012, A.D. AT _____ O'CLOCK

_____ M., PLAT RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NUMBER _____
OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY. WITNESS MY HAND AND SEAL OF OFFICE OF THE

COUNTY CLERK, THE _____ DAY OF _____, 2012, A.D.

DANA DEBEAUVOR, COUNTY CLERK
TRAVIS COUNTY, TEXAS

DEPUTY

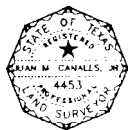
SURVEYOR'S CERTIFICATION:

I, JUAN M. CANALES, JR., AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THAT THIS PLAT COMPLIES WITH CHAPTER 82 OF THE TRAVIS COUNTY CODE, IS TRUE AND CORRECT, AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE BY ME OR UNDER MY SUPERVISION ON THE GROUND, AND ALL NECESSARY MONUMENTS ARE IN PLACE.

FLOOD PLAIN NOTE:

THE 100-YEAR FLOOD PLAIN IS CONTAINED WITHIN THE DRAINAGE EASEMENT SHOWN HEREON AS PER FEMA PANEL 185H, TRAVIS COUNTY, TEXAS DATED SEPTEMBER 26, 2008, A PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY, NATIONAL FLOOD INSURANCE PROGRAM, FIRM #48453C0185H, TRAVIS COUNTY, TEXAS DATED SEPTEMBER 26, 2008.

JUAN M. CANALES, JR., R.P.L.S. NO. 4453
LANDMARK SURVEYING, LP
FIRM REGISTRATION NO. 100727-00



Client: KENNETH W. & SHEILA J. LANG
Date: February 17, 2012
Draw: Eduardo Lora
Check: J. Canales, R. Martinez
P.R. 1280/8 T. 1284/82
Plan: 1. Landmark and Landmark drawings/grd-stuff/rapid of lots 38 & 39, chimney oaks at lake travis
Job No: 933-01-01/32/03/04

LOWER COLORADO RIVER AUTHORITY NOTES

ALL PROPERTY HEREIN IS SUBJECT TO THE LOWER COLORADO RIVER AUTHORITY'S LAKE TRAVIS NONPOINT SOURCE POLLUTION CONTROL ORDINANCE.

NPS BUFFER AREA - THE EASEMENT IS FOR THE PROTECTION OF THE ENVIRONMENT BY IMPROVING THE QUALITY OF STORMWATER RUNOFF FROM DEVELOPED LANDS. NO STRUCTURES, OTHER IMPROVEMENTS, OR DEVELOPMENT ACTIVITY OF ANY KIND, OTHER THAN NATIVE PLANT ENHANCEMENT, MAY BE PLACED, ERECTED, OR IMPLEMENTED WITHIN THE EASEMENT UNLESS SPECIFICALLY AUTHORIZED AND APPROVED IN WRITING IN ADVANCE BY THE LOWER COLORADO RIVER AUTHORITY (LCRA), ITS SUCCESSORS AND ASSIGNS, OR OTHER GOVERNMENTAL ENTITY WITH AUTHORITY TO PERMIT SUCH IMPROVEMENTS FOR THE PROTECTION OF THE ENVIRONMENT. THE DEDICATED EASEMENTS MEET THE PERFORMANCE STANDARDS OF THE NPS ORDINANCE FOR SINGLE FAMILY DEVELOPMENT. SHOULD ANY OTHER LAND USE BE PROPOSED ON ANY LOT HEREIN, A NPS CONSTRUCTION PERMIT FROM LCRA IS REQUIRED. ONE ACCESS DRIVE PER LOT IS ALLOWED FROM R.D.W.

E. J. H.

LOWER COLORADO RIVER AUTHORITY

2-20-2012

DATE

NPS PERMIT PLAT NOTE:

ALL PROPERTY OF THE HEREIN-DESCRIBED SUBDIVISION IS SUBJECT TO THE LOWER COLORADO RIVER AUTHORITY'S NONPOINT SOURCE (NPS) POLLUTION CONTROL ORDINANCE. ANY DEVELOPMENT OTHER THAN SINGLE-FAMILY RESIDENTIAL MAY REQUIRE AN NPS DEVELOPMENT PERMIT FOR THE LOWER COLORADO RIVER AUTHORITY.

E. J. H.

LOWER COLORADO RIVER AUTHORITY

2-20-2012

DATE

ON-SITE WASTEWATER SYSTEM PLAT NOTE:

EACH AND EVERY ON-SITE SEWAGE FACILITY INSTALLED WITHIN THIS SUBDIVISION MUST BE PERMITTED, INSPECTED AND APPROVED FOR OPERATION UNDER THOSE TERMS, STANDARDS AND REQUIREMENTS OF THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND LOWER COLORADO RIVER AUTHORITY AS ARE IN EFFECT AT THE TIME SUCH APPLICATIONS FOR PERMITS ARE MADE. THESE LOTS MAY REQUIRE PROFESSIONALLY DESIGNED WASTEWATER DISPOSAL SYSTEMS DUE TO TOPOGRAPHICAL, GEOLOGICAL AND WATER WELL CONSIDERATIONS.

E. J. H.

LCRA OSSF REPRESENTATIVE

2-20-2012

DATE

NOTES:

1. NO OBJECTS, INCLUDING BUT NOT LIMITED TO BUILDINGS, FENCES, LANDSCAPES, OR OTHER STRUCTURES SHALL BE ALLOWED IN THE DRAINAGE EASEMENT EXCEPT AS APPROVED BY TRAVIS COUNTY AND LCRA.
2. PROPERTY OWNER SHALL PROVIDE FOR ACCESS TO DRAINAGE EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY GOVERNMENT AUTHORITIES.
3. TRAVIS COUNTY DEVELOPMENT PERMIT IS REQUIRED PRIOR TO ANY SITE DEVELOPMENT.
4. WATER SERVICE WILL BE PROVIDED BY ON SITE WELL AND L.C.R.A. APPROVAL IS REQUIRED FOR ANY ONSITE SEWAGE FACILITY.
5. OCCUPANCY OF THIS LOT IS PROHIBITED UNTIL CONNECTION IS MADE TO AN APPROVED ONSITE SEWAGE DISPOSAL SYSTEM AND A POTABLE WATER SOURCE WITH SUFFICIENT SUPPLY.
6. ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR HIS/HER ASSIGNS.
7. THE FOLLOWING MINIMUM FINISHED FLOOR ELEVATIONS FOR ALL NEW CONSTRUCTION ARE HEREBY SET FOR THE AFFECTED LOTS: LOT 38A, BLOCK B, FINISHED FLOOR ELEVATION 723'.
8. DRIVEWAYS SHALL NOT BE CONSTRUCTED WITHIN 50 FEET OF THE EDGE OF PAVEMENT OF INTERSECTING LOCAL OR COLLECTOR STREETS.
9. WATER SUPPLY PIPELINES FROM LAKE TRAVIS TO SERVE INDIVIDUAL LOTS SHALL BE BURIED OR OTHERWISE SCREENED FROM VIEW.
10. BUILDING SETBACKS ON ALL LOTS FROM PRIVATE STREETS SHALL BE 25'.
11. BUILDING SETBACK FROM ALL OTHER LOT LINES (SIDES AND REAR) SHALL BE 10'.
12. ELECTRIC SERVICE TO INDIVIDUAL LOTS SHALL BE PROVIDED ACCORDING TO THE SERVICE PLAN PREPARED BY PEDERNALES ELECTRIC COOPERATIVE INC. AND APPROVED BY THE DEVELOPER.

LOT 38A IS SUBJECT TO:

1. RESTRICTIVE COVENANTS, CONDITIONS, ENCUMBRANCES AND EASEMENTS AS RECORDED IN VOLUME 97, PAGES 68-73 OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS, AND THOSE RECORDED IN VOLUME 12714, PAGE 674, VOLUME 13200, PAGE 570 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS, AND THOSE RECORDED IN DOCUMENTS NOS. 200808440, 2008089744, 2008083548, 2008134772, 2008094639 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS DO AFFECT THE SUBJECT LOT.
 2. EASEMENT GRANTED TO LOWER COLORADO RIVER AUTHORITY AS RECORDED IN VOLUME 585, PAGE 130 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS. PERPETUAL EASEMENT THE RIGHT TO INUNDATE, SUBMERGE AND OVERFLOW UP TO THE 670' CONTOUR ELEVATION.
 3. EASEMENT GRANTED TO LOWER COLORADO RIVER AUTHORITY AS RECORDED IN VOLUME 655, PAGE 61 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS. PERPETUAL EASEMENT THE RIGHT TO INUNDATE, SUBMERGE AND OVERFLOW UP TO THE 715' CONTOUR ELEVATION.
 4. EASEMENT GRANTED TO PEDERNALES ELECTRIC COOPERATIVE AS RECORDED IN VOLUME 2942, PAGE 609 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS. ELECTRIC BLANKET EASEMENT.
 5. EASEMENT GRANTED TO KENNETH W. AND SHEILA J. LANG AS RECORDED IN DOCUMENT NO. 2010100285 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.
 6. MINERAL RESERVATION AS RECORDED IN VOLUME 8549, PAGE 855, DEED RECORDS OF TRAVIS COUNTY, TEXAS, AND VOLUME 8549, PAGE 897, REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.
 7. MINERAL RESERVATION AS RECORDED IN VOLUME 8550, PAGE 8808, DEED RECORDS OF TRAVIS COUNTY, TEXAS, AND VOLUME 8549, PAGE 897, AND VOLUME 8549, PAGE 904, REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.
 8. RESERVATION BY HJD, LTD. AS RECORDED IN VOLUME 12659 PAGE 41, AND VOLUME 12713, PAGE 217, REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.
 9. MINERAL RESERVATION AS RECORDED IN VOLUME 12971, PAGE 1702, AND VOLUME 12776, PAGE 1230, REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.
- ALL EASEMENTS OF WHICH I HAVE KNOWLEDGE AND THOSE RECORDED EASEMENTS FURNISHED BY WESTCOR LAND TITLE INSURANCE COMPANY ACCORDING TO COMMITMENT NO. 123 TB, EFFECTIVE DECEMBER 1, 2010 ARE SHOWN OR DEPICTED HEREON. OTHER THAN VISIBLE EASEMENTS, NO UNRECORDED OR UNWRITTEN EASEMENTS WHICH MAY EXIST ARE SHOWN HEREON.

Landmark
SURVEYING, LP
1301 S. CAPITAL OF TEXAS HWY.
BUILDING B, SUITE 315
AUSTIN, TEXAS 78746
PH: (512)328-7411 FAX: (512)328-7413



NOTICE OF PUBLIC HEARING

APRIL 17 2012 AT 9 00 AM

CHIMNEY OAKS AT LAKE TRAVIS
SECTION I
AMENDED PLAT OF LOTS 38 & 39
PRECINCT 3

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

FOR MORE INFORMATION CALL 854-7563



TRANSPORTATION AND NATURAL RESOURCES

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

411 West 13th Street

Executive Office Building

P.O. Box 1748

Austin, Texas 78767

tel 512-854-9383

fax 512-854-4649

AFFIDAVIT OF POSTING

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

A public notice of a revised final plat sign was posted on 3/20/12, 2012,
at a point as near as practical to the area being revised, and was also posted at the Travis
County Courthouse.

CERTIFIED THIS THE 20th DAY OF March, 2012.

SIGNATURE: David Greear

NAME (PRINT): David Greear

TITLE: Traffic Program Manager

cc: Garcia (sign shop)

M:\PERMITS\SUBDIVN\Subdivision Review\Soto Subdivision\Work Request for Sign Posting (2).doc



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

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

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

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE:

Receive public comment on the option to use vote centers in future elections beginning with the November 6, 2012 Presidential Election.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Letter to Commissioner Court with program overview for November 2012

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

No fiscal impact anticipated.

REQUIRED AUTHORIZATIONS:

Susan Bell, Chief Deputy Clerk, 854-9587

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

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

Related Departments:

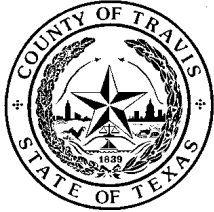
Daniel Bradford, County Attorney's Office, 854-3718

Tina Morton, Travis County Tax Assessor-Collector, 854-9473

Dolores Lopez, Director, Voter Registration Division, 854-9203

Joe Harlow, ITS, 854-9372

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



Dana DeBeauvoir
Travis County Clerk

P.O. Box 149325, Austin TX 78714-9325
(512) 854-9188 www.co.travis.tx.us

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

Misdemeanor, Recording, Civil/Probate,
and Records Management Divisions
1000 Guadalupe, Austin, TX 78701-2328

March 20, 2012

TO: Travis County Commissioners Court
FROM: Dana DeBeauvoir
RE: Request for Public Hearing and Vote on Use of Vote Centers
(also known as Countywide Precinct Elections)

We are requesting that the Commissioners Court set a public hearing date of April 17, 2012 to receive public comment on the option to use vote centers in future elections beginning with the November 6, 2012 Presidential Election. We are also requesting that the Court put forth an agenda item to approve the use of vote centers for the November 6, 2012 election. Vote centers allow election day voters to cast a ballot at any polling location instead of being restricted to only voting at their neighborhood polling place. Travis County implemented a pilot vote center program last year for the November 8, 2011 Constitutional Amendment Election.

For vote centers to be used following a pilot election, the Texas Election Code states that the Commissioners Court must approve the county's continued use of this practice, and that the Texas Secretary of State must then determine whether the county's past participation in the pilot program was "successful." Part of determining whether or not a program was successful is for the county to hold a public hearing.

Travis County's Pilot Program was Popular with Voters

For the pilot, Travis County adopted a unique approach to its vote center program by having all of its regular election day precinct polling places operate as vote centers. Some of the popular early voting locations were also used on election day. This direction was supported by community activists and proved to be an effective way to introduce this program. Evidence of this program's popularity includes:

- **There was heavy use of the program in Travis County.** Of the 29,707 voters who voted on election day, approximately 32% (9,516) of election day voters voted outside of their precinct.
- **Use of vote centers was high across the entire county.** Two interesting situations help demonstrate this point. First, Commissioner Precinct 1 had the highest percentage of persons living within a single commissioner precinct who voted somewhere other than their regular neighborhood precinct on election day. Second, among all voters who cast ballots outside their regular neighborhood precincts, Commissioner Precinct 3 had the highest percentage.

Of the voters who turned out on election day and were registered in	Comm Pct 1	approximately	37%	voted outside their neighborhood precinct.
	Comm Pct 2		31%	
	Comm Pct 3		28%	
	Comm Pct 4		30%	

Of all election day voters who voted outside their neighborhood precinct,	approximately	17%	were registered to vote in	Comm Pct 1
		28%		Comm Pct 2
		37%		Comm Pct 3
		17%		Comm Pct 4

- **Voters reported that they liked vote centers.** Feedback from voters was obtained via phone, email, Facebook, election workers, activists, representatives from local jurisdictions participating in the election, and members of the County Clerk's Election Task Force. During the election, no complaints about vote centers were received by our office or by the Texas Secretary of State.
- **Study suggests Travis County's vote center program increased turnout.** Robert Stein with Rice University and Greg Vonnahme with the University of Missouri-Kansas City examined Travis County's implementation of vote centers using statistical analysis, exit polling, phone calling, and mailers. Their findings state: "Travis County is one of the largest counties to adopt Election Day vote centers and the analyses show that the reform increased turnout in the county. We also find that individuals that were initially the least predisposed to vote were the most likely to utilize the vote centers." Their results suggest that the use of open polling locations increased turnout by 1.41% in Travis County.

Vote Centers will be Especially Beneficial for this November's Presidential Election

The November 6, 2012 Presidential Election is fast approaching, and we could see another record-breaking event. Using the vote center program for this type of large election will provide two important advantages:

- **Vote Centers will better serve voters.** One of the most important challenges on election day is getting voters to the polling location in the precinct where they are registered to vote. "Where do I go vote?" is by far the most common question heard every election. This is especially true in Presidential elections where there are many first time voters and voters who only participate in elections every two to four years - all of whom are less likely to be familiar with the location of their polling place. Add on top of that the confusion associated with newly redistricted boundary lines.

A good deal of time and resources will be devoted to resolving this issue, but even though information will be available online, thousands of calls will be responded to, and the power of the media employed; people will still go to the wrong location. When that happens, voters will be frustrated, they may not have time to go to their correct location, or they may give up and not vote. Still others will complete provisional ballots that will have to ultimately be rejected if they are not registered to vote in the precinct where they appeared. Vote centers will resolve this issue because any registered voter will be able to vote in any polling location in Travis County.

- **Without vote centers, additional funds will be needed to set up polling locations in 29 new precincts created by redistricting.** Using vote centers, the recommendation to Court will be that we not make any adjustments to polling locations because of the new lines. Voters will notice no change and will not be affected adversely because they can go to any location in the county. If we do not go this route, 29 new polling locations will need to be added. The cost of adding equipment, staff, and facility costs for these new precincts will be over \$500,000 and will need to be added to the FY13 budget.

We look forward to providing you with any additional information you may have and appreciate your attention to this request.

Thank you.

**Vote centers are not permitted in primary election, and were not an option for the City of Austin election because of limitations created by the crowded election calendar.)*



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive, Planning and Budget

Commissioners Court Sponsor: Judge Samuel T. 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: Please see attached documentation.

ISSUES AND OPPORTUNITIES: Please see attached documentation.

FISCAL IMPACT AND SOURCE OF FUNDING: Please see attached documentation.

REQUIRED AUTHORIZATIONS:

Leslie Browder – Planning and Budget Office, (512)854-9106

Leroy Nellis – Planning and Budget Office, (512) 854-9106

Jessica Rio – Planning and Budget Office, (512) 854-9106

Cheryl Aker – County Judge's Office, (512) 854-9555

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

BUDGET AMENDMENTS AND TRANSFERS

FY 2012

4/17/2012**AMENDMENTS**

BA#	Project Code	FUND	DEPT/DIV	ACT	ELM/ OBI	Dept.	Line Item	Increase	Decrease	Pg #
A1		066	9800	981	9892	Reserves	Fund 066 Allocated Reserves		\$ 1,826	1
		066	2701	549	5007	JP Pct. 2	Repairs - Other Equipment	\$ 1,826		



PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

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

MEMORANDUM

TO: Commissioners Court

FROM: Alan Miller, Planning and Budget Analyst *Am*

DATE: April 6, 2012

RE: Request to transfer funds from the Justice Courts Building Security Fund's Allocated Reserve, to Justice of the Peace, Precinct #2 for a security card reader.

Justice of the Peace, Precinct #2 is requesting approval to transfer \$1,826 from the Justice Courts Building Security Fund's Allocated Reserve (Fund 066), to purchase a security card reader. The request has been reviewed and approved by Michael Hemby with the Sheriff's Office in his capacity as coordinator of the Security Committee.

This is a one-time expense that is significant enough so that JP #2 would be unable to easily absorb the costs internally. The current reserve in the special revenue fund is \$310,426 and this fund was created to assist with needs such as this.

PBO recommends approval of this request.

cc: Leslie Browder, PBO
Leroy Nellis, PBO
Glenn Bass, Justice of the Peace Precinct 2
Cindy Muller, Justice of the Peace Precinct 2's Office



GLENN BASS

Justice of the Peace

Travis County, Precinct Two
10409 Burnet Road, Suite 180
Austin, Texas 78758-4427
(512) 854-4545

DATE: APRIL 4, 2012

TO: LEROY NELLIS, PBO MANAGER
ALAN MILLER, PBO BUDGET ANALYST

FROM: JUDGE GLENN BASS, JUSTICE OF THE PEACE, PCT. 2
CINDY MULLER, OFFICE MANAGER SR., PCT. 2

SUBJECT: SECURITY CARD READER

Please accept this written communication as our formal request for an Electronic Card Reader outside the Courtroom. This is a security issue and has been discussed and approved by Michael Hemby with TSCO. Commercial Security Integration has prepared a proposal and the total cost is \$1826. Due to this being a security expense, JP2 is requesting money from the Justice Court Building Security Fund to purchase this item. Budget Adjustment #32018 for \$1826 has been completed at our level and awaits your approval.

If any questions, please don't hesitate to call. We appreciate your assistance in the matter.

Budget Adjustment: 32018

Fyr _ Budget Type: 2012-Reg

Author: 27 - MULLER, CINDY

Created: 4/4/2012 10:12:47 AM

PBO Category: Amendment

Court Date: Tuesday, Apr 17 2012

Dept: RESERVES

Just: Other

Purchase of Electronic Card Reader for Courtroom

From Account	Acct Desc	Project	Proj Desc	Amount
066-9800-981-9892	ALLOCATED RESERVES			1,826
				1,826
To Account	Project			Amount
066-2701-549-5007	REPAIRS - OTHER EQUIPMENT			1,826
				1,826

Approvals	Dept	Approved By	Date Approved
Originator	27	CINDY MULLER	4/4/2012 10:12:59 AM
DepOffice	27	CINDY MULLER	4/4/2012 10:13:01 AM
DepOfficeTo	27	CINDY MULLER	4/4/2012 10:53:47 AM

Robert Nellis 4/11/12

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

Amount	Dept Transferred Into	Date	Explanation
\$15,196,426			Beginning Balance
(\$354,050)	County Clerk	10/13/2011	Voting Equip. for other entities elections
(\$3,559)	Comm. Pct. 4	10/18/11	ACC Internship Program
(\$3,559)	Records Mngt.	10/18/11	ACC Internship Program
(\$650)	Comm. Pct. 3	10/18/11	Office Supplies
(\$1,500)	Constable Pct. 1	10/25/2011	Bilingual Pay
\$37,432	Various	10/26/2011	Cancelled Purchase Orders
(\$41,044)	JP Pct. 1	10/26/2011	Special Project Temp. Employee
(\$41,044)	JP Pct. 1	10/26/11	Special Project Temp. Employee
\$24,673	Various	11/7/11	Cancelled Purchase Orders
(\$57,415)	Purchasing	11/8/2011	Temp. Empl-Transition to new accting sys.
(\$5,000)	General Admin.	11/22/2011	Redistricting Services
(\$299,500)	TNR	11/22/11	Purchase 244 Acres-Wilbarger Crk
(\$1,248,996)	ITS	11/22/11	BEFIT Hardware and Software
(\$70,000)	Sheriff's Office	12/6/2011	TCSO Training Funds
\$30,927	Various	12/8/11	Cancelled Purchase Orders
(\$34,620)	TNR	12/16/11	FTE Monitor Nonpotable Water
\$11,865	Various	12/16/11	Cancelled Purchase Orders
(\$25,000)	TNR	12/22/2011	Envision Central Texas
(\$30,000)	County Attorney	12/22/11	Redistricting Outside Counsel
(\$45,640)	Criminal Courts	12/27/2011	Continue Veterans Court Program
(\$10,000)	TNR	12/28/11	Clean Air Force
\$28,827	Auditor	1/13/12	Technical correction for Excess rollover amt.
(\$5,500)	Facilities	1/17/12	Palm Square Appraisal Fee
(\$3,089)	TNR	1/17/12	Lake Travis Economic Study
(\$5,177)	County Judge	1/24/12	ACC Internship Program
(\$5,177)	Records Mngt.	1/24/12	ACC Internship Program
(\$5,177)	JP Pct. 1	1/24/12	ACC Internship Program
(\$14,415)	Tax Office	1/24/12	Temp. Empl-extension for Redistricting
(\$15,000)	Facilities	1/24/12	Renovations to 1101 Nueces for PlanetSafe
\$26,321	Various	1/24/12	Cancelled Purchase Orders
\$6,985	Various	1/30/12	Cancelled Purchase Orders
\$16,150	Various	2/13/2012	Cancelled Purchase Orders
(\$45,000)	CES	2/14/12	SafePlace additional staff position
(\$31,643)	Sheriff's Office	2/14/12	Bailiff Position-390th Dist. Court
\$13,136	Various	2/15/2012	Cancelled Purchase Orders
(\$37,954)	District Attorney	2/28/12	Child Protection Contract
(\$10,500)	TNR	2/28/12	CAPCOG Ozone Monitoring
\$22,585	Various	3/12/12	Cancelled Purchase Orders
(\$2,600,000)	Facilities	3/20/12	Property Purchase from Housing Authority
(\$5,100)	Facilities	3/20/12	Property Purchase from Housing Authority
(\$7,500)	Historical Commission	3/27/12	National Park Service grant match
\$99,176	Various	3/23/12	Cancelled Purchase Orders
\$4,809	Various	3/30/12	Cancelled Purchase Orders
\$134	EMS	4/4/12	Cancelled Purchase Orders
\$10,456,637	Current Balance		

Allocated Reserve Status (001-9800-981-9892)**Possible Future Expenses Against Allocated Reserve Previously Identified:**

Amount	Explanation
(\$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
(\$18,767)	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
(\$137,421)	TNR - Northeast Metro Park - Phase III
(\$294,139)	TCSO - 700 Lavaca Security
(\$5,941,788)	Compensation
(\$8,889,639)	Total Possible Future Expenses (Earmarks)
\$1,566,998	Remaining Allocated Reserve Balance After Possible Future Expenditures

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

Amount	Dept Transferred Into	Date	Explanation
\$1,433,446			Beginning Balance
(\$90,000)	TNR	12/13/11	Guardrail Improvements
(\$365,000)	TNR	2/21/12	International Cemetery
(\$5,628)	Comm. Pct. 1	2/28/12	Intel Reader, CCTV and Magnifier
(\$63,850)	ITS	3/20/12	IT Related Improvements at Granger Bldg.
\$43,138	TNR	3/23/12	Cancelled Purchase Order
(\$19,460)	ITS	4/3/12	Mental Health Public Defenders-Replacement Computers
(\$980)	JP Pct. 2	4/10/12	Replace safe
\$931,666 Current Reserve Balance			

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

Amount	Explanation
(\$330,000)	EMS - EMS Interlocal Base Agreement - Ambulances
(\$48,505)	TCSO - Security
(\$80,000)	RMCR - A/V Equipment for 700 Lavaca Street
(\$38,500)	TNR - Northeast Metro Park - Phase III
(\$497,005) Total Possible Future Expenses (Earmarks)	

\$434,661 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
\$330,703 Current Reserve Balance			

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

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

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

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

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

Amount	Dept Transferred Into	Date	Explanation
\$4,000,000			Beginning Balance
(\$425,000)	CJP	12/27/11	Related to Civil Courthouse Contract
(\$65,000)	CJP	1/19/2012	Legal Services Contract
\$3,510,000 Current Reserve Balance			

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

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

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

Amount	Dept Transferred Into	Date	Explanation
\$596,369			Beginning Balance
\$596,369 Current Reserve Balance			

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

Amount	Dept Transferred Into	Date	Explanation
\$60,250			Beginning Balance
\$60,250 Current Reserve Balance			

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

Amount	Dept Transferred Into	Date	Explanation
\$4,700,000 (\$584,694)	ITS	3/7/12	Beginning Balance JP Case Management System
\$4,115,306 Current Reserve Balance			

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

Amount	Dept Transferred Into	Date	Explanation
\$750,000			Beginning Balance
\$750,000 Current Reserve Balance			

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

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

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

Amount	Dept Transferred Into	Date	Explanation
\$640,000 (\$245,000)	EMS	11/15/11	Beginning Balance Rescue Hoist
\$395,000 Current Reserve Balance			

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

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

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

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

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

Amount	Dept Transferred Into	Date	Explanation
\$51,367,824	TNR Facilities		Beginning Balance
(\$27,695,392)		11/22/11	Park Land, Vehicles and Rd.Impvts.
(\$5,886,705)		11/22/11	700 Lavaca, 1st and 2nd floor Renovations
\$17,785,727 Current Reserve Balance			



Travis County Commissioners Court Agenda Request

Meeting Date: 04/17/2012, 9:00 AM, Voting Session

Prepared By/Phone Number: Alan Miller, Planning and Budget Office, 854-9726

Elected/Appointed Official/Dept. Head: Leslie Browder, 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. Application to the United States Department of Justice, Office of Justice Programs, Bureau of Justice Assistance for a Co-Occurring Re-entry Services grant in Community Supervision and Corrections Department. Grant provides funds for two positions in Community Supervision and Corrections Department and one in the Mental Health Public Defender's Office to expand services for dually diagnosed probationers;
- B. Application to the Capital Area Council of Governments for a Travis County Exposition Center Recycling program in Transportation and Natural Resources to purchase a concrete pad and metal building to house recycling materials; and
- C. Application to the National Endowment for the Humanities to receive preservation assistance funds in the Records Management Department. Grant provides for an assessment of the Travis County Archives and the purchase of archival supplies.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Item A is a new grant program with CSCD and the Mental Health Public Defender's Office to enhance the services offered to adult dually diagnosed probationers.

Item B is a new grant program that builds on previous recycling grants to build a concrete pad and structure at the Travis County Expo Center to house recycling equipment purchased through an earlier grant.

Item C is a new grant program to provide funds for an assessment of the Travis County Archives and purchase archival supplies.

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:

Item A includes a position in the Mental Health Public Defender's Office that may be requested to transition to the General Fund in 2015. No match is required for the current application and there is no requirement to continue the program after the termination of the grant.

Items B and C have no match requirements.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
Cheryl Aker

TRAVIS COUNTY

4/17/2012

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.

			Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
Applications												
A	39	Travis County Adult Probation Co-Occurring Re-entry Services	10/01/2012 9/30/2012	\$565,345	\$0	\$0	\$0	\$565,345	3.00	R	MC	11
B	49	FY 12/13 CAPCOG Travis County Expo Center Recycling Grant	7/1/2012 06/30/2013	\$31,500	\$0	\$0	\$0	\$31,500	-	R	S	103
C	57	NEH Preservation Assistance	2/01/2012 8/1/2013	\$6,000	\$0	\$0	\$0	\$6,000	-	R	S	135

* 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

FY 2012 Grant Summary Report
Grant Applications approved by Commissioners Court

The following is a list of grants for which application has been submitted since October 1, 2011, and the notification of award has not yet been received.

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
49	Little Webberville Park Boat Ramp Renovation Grant	6/01/2012-05/31/2015	\$77,502	\$0	\$25,834	\$0	\$103,336	-	10/25/2011
49	Webberville Park Boat Renovation Grant	6/01/2012-5/31/2015	\$129,793	\$0	\$43,624	\$0	\$173,417	-	10/25/2011
49	Dink Pearson Park Boat Ramp Grant	6/01/2013-5/31/2016	\$500,000	\$0	\$166,667	\$0	\$666,667	-	10/25/2011
58	AmeriCorps	8/1/2012-7/31/2013	\$298,671	\$0	\$437,941	\$73,677	\$810,289	28.00	11/1/2011
47	State Homeland Security Grant program (through CAPCOG)- SCBA equipment	10/01/2012-11/30/2014	\$40,000	\$0	\$0	\$0	\$40,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- equipment licenses	10/01/2012-11/30/2014	\$8,000	\$0	\$0	\$0	\$8,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- maintenance contract	10/01/2012-11/30/2014	\$30,000	\$0	\$0	\$0	\$30,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- replacement equipment	10/01/2012-11/30/2014	\$30,000	\$0	\$0	\$0	\$30,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- chemical protective clothing	10/01/2012-11/30/2014	\$40,000	\$0	\$0	\$0	\$40,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- radiological isotope identifier	10/01/2012-11/30/2014	\$33,500	\$0	\$0	\$0	\$33,500	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- dosimeters	10/01/2012-11/30/2014	\$8,000	\$0	\$0	\$0	\$8,000	-	1/10/2012
49	FY 12 Habitat Conservation Plan Land Acquisition Assistance Grant	5/1/2012-8/30/2014	\$4,834,800	\$0	\$3,223,200	\$0	\$8,058,000	-	1/17/2012
49	Emergency Management Performance Grant	10/1/2011-9/30/2012	\$138,465	\$138,464	\$0	\$0	\$276,929	3.00	1/24/2012
24	Travis County Veterans Court	7/01/2012-6/30/2013	\$53,414	\$0	\$0	\$0	\$53,414	-	1/31/2012
45	Drug Court & In-Home Family Services	9/01/2012-8/31/2013	\$181,000	\$20,011	\$0	\$0	\$201,011	0.24	1/31/2012

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
45	Juvenile Accountability Block Grant (JABG) Local Assessment Center	9/01/2012-8/31/2012	\$101,525	\$11,280	\$0	\$0	\$112,805	1.34	1/31/2012
19	Underage Drinking Prevention Program	10/1/2012-9/30/2013	\$161,205	\$230,502	\$35,951	\$53,875	\$481,533	3.50	2/7/2012
24	Veterans Court Grant	9/1/2012-8/31/2013	\$226,516	\$0	\$0	\$0	\$226,516	2.00	2/7/2012
39	Travis County Adult Probation DWI Court	9/30/2012-9/29/2013	\$206,515	\$0	\$0	\$0	\$206,515	3.05	2/7/2012
24	Family Drug Treatment Court	9/1/2012-8/31/2013	\$137,388	\$0	\$0	\$0	\$137,388	1.00	2/14/2012
37	TCSO Child Abuse Victim Services Personnel	9/1/2012-8/31/2013	\$24,997	\$0	\$24,997	\$0	\$49,994	1.00	2/14/2012
39	Travis County Adult Probation DWI Court	9/1/2012-8/31/2013	\$229,112	\$0	\$0	\$0	\$229,112	4.00	2/14/2012
42	Drug Diversion Court	9/1/2012-8/31/2013	\$132,585	\$0	\$0	\$0	\$132,585	1.00	2/14/2012
45	Travis County Juvenile Treatment Drug Court-SAMSHA/CSAT	9/1/2012-8/31/2013	\$199,766	\$0	\$0	\$0	\$199,766	-	2/14/2012
19	Family Violence Accelerated Prosecution Program	09/01/12-08/31/13	\$121,905	\$31,534	\$16,365	\$17,742	\$187,546	2.28	2/21/2012
45	Travis County Eagle Resource Project	09/01/12-08/31/13	\$31,926	\$0	\$0	\$0	\$31,926	-	2/21/2012
45	Trama Informed Assessment and Response Program	09/01/12-08/31/13	\$192,666	\$0	\$0	\$0	\$192,666	0.50	2/21/2012
47	Fire Mitigation Assistance Grant Hodde Lane #2957	09/04/11-09/19/11	\$38,605	\$12,868	\$0	\$0	\$51,473	-	3/13/2012
47	Fire Mitigation Assistance Grant Pedernales #2959	09/04/11-09/19/11	\$333,005	\$111,002	\$0	\$0	\$444,007	-	3/13/2012
47	Fire Mitigation Assistance Grant Steiner #2960	09/04/11-09/19/11	\$385,016	\$128,339	\$0	\$0	\$513,355	-	3/13/2012
21	Electronic Disposition Reporting	04/15/12-08/31/12	\$35,637	\$0	\$0	\$0	\$35,637	-	3/20/2012
49	Travis County Fuels Reduction Project (aka Wildfire Mitigation Grant)	09/01/12-08/31/14	\$200,775	\$66,925	\$0	\$0	\$267,700	-	3/20/2012
58	Parenting In Recovery*	09/30/11-09/29/12	\$583,843	\$62,818	\$80,000	\$52,212	\$778,873	1.00	3/20/2012
45	Residential Substance Abuse Treatment (RSAT) Program	10/01/12-09/30/13	\$143,743	\$47,914	\$0	\$0	\$191,657	1.75	3/20/2012

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	1.00	10/4/2011
24	Travis County Veteran's Court	9/01/2011-8/31/2012	\$155,000	\$0	\$0	\$0	\$155,000	2.00	10/4/2011
22	Family Drug Treatment Court	9/01/2011-8/31/2012	\$119,185	\$0	\$0	\$0	\$119,185	1.00	10/4/2011
39	DWI Court	9/01/2011-8/31/2012	\$231,620	\$0	\$0	\$0	\$231,620	4.00	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	-	10/4/2011
45	Travis County Psychology Internship Program	9/01/2011-8/31/2016	\$464,733	\$99,779	\$0	\$0	\$564,512	-	10/11/2011
58	Comprehensive Energy Assistance Program*	1/01/2011-12/31/2011	\$5,519,883	\$0	\$0	\$0	\$5,519,883	-	10/18/2011
37	Austin/Travis County Human Trafficking LE Task Force*	1/01/2011-9/30/2012	\$15,000	\$0	\$0	\$0	\$15,000	-	10/18/2011
24	Drug Diversion Court*	9/01/2010-8/31/2011	\$188,422	\$0	\$19,132	\$0	\$207,554	1.00	10/18/2011
37	2012 Target & Blue Law Enforcement Grant	10/1/2011-9/30/2012	\$500	\$0	\$0	\$0	\$500	-	10/25/2011
45	Juvenile Services Solicitation for the Front End Therapeutic Services Program	9/1/2011-8/31/2012	\$21,000	\$0	\$0	\$0	\$21,000	-	10/25/2011
45	Travis County Eagle Resource Project	9/1/2011-8/31/2012	\$39,907	\$0	\$0	\$0	\$39,907	-	10/25/2011
58	Travis County Family Drug Treatment Court - Children's Continuum	10/1/2011 - 9/30/2014	\$550,000	\$0	\$28,012	\$155,321	\$733,333	4.00	11/1/2011
47	Emergency Management Performance Grant	10/1/2010-3/31/2012	\$78,753	\$78,753	\$0	\$0	\$157,506	3.00	11/8/2011
37	State Criminal Alien Assistance Program (SCAAP)	7/1/2009-6/30/2010	\$683,501	\$0	\$0	\$0	\$683,501	-	11/22/2011
58	Comprehensive Energy Assistance Program*	1/1/2011-12/31/2011	\$5,519,883	\$0	\$0	\$0	\$5,519,883	-	11/22/2011

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
47	Urban Area Security Initiative*	8/1/2010-13/31/2012	\$250,000	\$0	\$0	\$0	\$250,000	1.00	11/22/2011
45	Leadership Academy Dual Diagnosis Unit-Residential Substance Abuse Treatment Program	10/1/2011-9/30/2012	\$142,535	\$47,512	\$0	\$0	\$190,047	1.82	11/29/2011
58	Seniors and Volunteers for Childhood Immunization (SVCI)	9/1/2011-8/31/2012	\$8,846	\$0	\$0	\$0	\$8,846	0.20	11/29/2011
58	Coming of Age (DADS)	9/1/2011-8/31/2012	\$24,484	\$24,484	\$0	\$0	\$48,968	-	11/29/2011
58	Coming of Age (CNCS)*	10/1/2010-3/31/2012	\$75,743	\$22,723			\$98,466	0.59	11/29/2011
58	Emergency Food and Shelter Program, Phase 30	1/1/2012-12/31/2012	\$100,000	\$0	\$0	\$0	\$100,000	-	12/6/2011
34	Bulletproof Vest Partnership - CN4	4/1/2011-9/30/2012	\$493	\$493	\$0	\$0	\$986	-	12/13/2011
42	Drug Diversion Court*	09/01/2011-08/31/2012	\$132,702	\$0	\$4,605	\$2,602	\$139,909	1.00	1/3/2012
58	DOE Weatherization Assistance Program	04/01/2011-03/31/2012	\$212,612	\$0	\$0	\$0	\$212,612	-	1/10/2012
49	Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP)	1/24/2012-8/31/2013	\$175,000	\$0	\$0	\$0	\$175,000	-	1/17/2012
37	Travis County Sheriff's Office Response Equipment	12/01/2011-5/31/2012	\$100,000	\$0	\$0	\$0	\$100,000	-	1/31/2012
24	Formula Grant - Indigent Defense Grants Program	10/01/2011-9/30/2012	\$441,998	\$0	\$0	\$0	\$441,998	-	1/31/2012
23	Texas Commission on Environmental Quality Intergovernmental Cooperative Reimbursement Agreement with Travis County*	11/19/2012-8/31/2012	\$590,797	\$0	\$0	\$0	\$590,797	2.00	1/31/2012
59	Capital Area Trauma Advisory Council	5/1/2011-8/31/2012	\$5,888	\$0	\$0	\$0	\$5,888	-	2/7/2012
58	ARRA WAP Weatherization Assistance Program*	09/01/2009-02/28/2012	\$7,622,699	\$0	\$0	\$0	\$7,622,699	3.00	2/21/2012
40	OVW FY2010 Safe Havens: Supervised Visitation and Safe Exchange Grant Program*	10/01/2010-09/30/2013	\$400,000	\$0	\$0	\$0	\$400,000	-	2/28/2012

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
37	TxDOT Impaired Driving Mobilization Grant	03/07/12 09/30/12	\$18,102	\$6,100	\$0	\$0	\$24,202		3/13/2012
37	2009 COPS LE Technology Grant*	03/11/12 09/10/12	\$300,000	\$0	\$0	\$0	\$300,000		3/13/2012
49	LIRAP Local Initiative Projects (LIP)*	05/06/08 08/31/13	\$1,688,163	\$0	\$0	\$0	\$1,688,163	-	3/20/2012
17	Ransom and Sarah Williams Farmstead Educational Outreach Project	10/1/2011- 9/30/2013	\$7,500	\$0	\$7,500	\$0	\$15,000	-	3/27/2012
58	Coming of Age (CNCS)	4/1/2012- 3/31/2013	\$50,495	\$321,591	\$0	\$0	\$372,086	6.80	3/27/2012
42	Drug Diversion Court*	09/01/2011- 08/31/2012	\$132,702	\$0	\$7,930	\$0	\$140,632	1.00	4/3/2012

*Amended from original agreement.

\$27,850,988 \$601,435 \$67,179 \$313,024 \$28,832,626 33.41

FY 2012 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Grant Term per Application	Amount requested for PTC			Filled FTEs	PTC Expiration Date	Cm. Ct. PTC	Cm. Ct. Contract	Has the
			Personnel Cost	Operating Transfer	Total Request			Approval Date	Approval Date	General Fund been Reimbursed?
58	Comprehensive Energy Assistance Program	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	4.00	3/31/2012	12/27/2011	N/A	No
58	Comprehensive Energy Assistance Program*	1/1/2012-12/31/2012	\$0	\$0	\$175,000	0.00	3/31/2012	12/27/2011	N/A	No
58	Casey Family Programs Community and Family Reintegration Project	1/1/2012-12/31/2012	\$15,196	\$15,196	\$30,392	1.00	3/31/2012	12/27/2011	N/A	No
58	Casey Family Programs Community and Family Reintegration Project	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	1.00	6/30/2012	3/20/2012	N/A	No
58	Comprehensive Energy Assistance Program	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	4.00	5/31/2012	3/27/2012	N/A	No
Totals			\$102,784	\$102,784	\$380,568	10.00				

*This portion of the request is not a typical permission to continue and will temporarily use General Fund resources for grant program operating expenses. Expenses will be made in the General Fund and reclassified against the grant once funds are available.

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.

Grant Contracts approved by Commissioners Court		FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
Dept	Grant Title	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact
Criminal Justice Planning	Travis County Mental Public Defenders Office. To establish the nation's first stand alone Mental Health Public Defenders Office. Full impact in FY 12 when grant is no longer available.	\$ 375,000	\$ 250,000	\$ 250,000	\$ 375,000	\$ 125,000	\$ 500,000	\$ -	\$ 625,000	\$ -	\$ 625,000		\$ 625,000
Criminal Justice Planning	Office of Parental Representation. County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. Full impact in FY 12 when grant is no longer available. Impact amounts will be updated to take into account internal reallocations and any potential costs/savings to indigent attorneys fees that are centrally budgeted.	\$ 300,000	\$ 307,743	\$ 100,000	\$ 102,360	\$ 50,000	\$ 152,360	\$ -	\$ 152,360	\$ -	\$ 152,360	\$ -	\$ 152,360
Criminal Justice Planning	Office of Child Representation. County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. FY 11 is last year of grant. Impact amounts will be updated to take into account internal reallocations and any potential costs/savings to indigent attorneys fees that are centrally budgeted.	\$ 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). 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).	\$ -	\$ -	\$ 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). One-time grant for one-time capital purchases. Does not require a County match or program to continue after grant term ends on 9/30/12.	\$ -	\$ -	\$ 123,750	\$ -	\$ 165,000	\$ -	\$ 165,000	\$ -	\$ -	\$ -		\$ -
Travis County Sheriff's Office	Travis County Sheriff's Office Response Equipment (ARRA) - One-time funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -
Travis County Sheriff's Office/County Attorney's Office	Recovery Act - STOP Violence Against Women Act. TC Expedited Victims Restoration Grant (ARRA). 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.	\$ -	\$ -	\$ 64,599	\$ -		\$ -		\$ -		\$ -		\$ -

Updated 4/12/12 - 3:00 PM

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	\$ 5,311,349	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 employees to quit tobacco use. Ends Feb 2012.	\$ -		\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 3,070,731	\$ 1,161,189	\$ 8,619,525	\$ 2,175,626	\$ 7,952,569	\$ 1,135,059	\$ 2,272,470	\$ 1,260,059	\$ 1,607,470	\$ 1,760,059	\$ 1,490,480	\$ 1,760,059

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 checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	39/10 Travis County Adult Probation	
Contact Person/Title:	Lila Oshatz, Division Director Programs and Services	
Phone Number:	512-854-7602	

Grant Title:	Travis County Adult Probation Co-Occurring Re-entry Services		
Grant Period:	From:	10/1/2012	To: 9/30/2014
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	US Department of Justice, Office of Justice Programs', Bureau of Justice Assistance (BJA)		
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:	380,260	0	0	0	\$380,260
Operating:	174,000	0	0	0	\$174,000
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	11,085	0	0	0	\$11,085
Total:	\$565,345	\$0	\$0	\$0	\$565,345
FTEs:	3.00	0.00	0.00	0.00	3.00

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"/>	MG	
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						
Maintain a completion rate of 60% or higher	NA	NA	NA	NA	NA	60%
Measures For Grant						
Number of new enrollments	NA	NA	NA	NA	NA	50
Outcome Impact Description	Recidivism Reduction, Grant start date is 10/1/2012					
Number of successful completions	NA	NA	NA	NA	NA	0
Outcome Impact Description	Zero for FY 2013 due to grant start up time and length of program.					
Outcome Impact Description						

PBO Recommendation:

PBO notes that one of the three new positions, beginning in FY 2015 at a current estimated annual cost of \$57,200, proposed for this grant program after the two years of this possible grant contract could become an added General Fund cost in the Office of the Mental Public Health Defender (MHPD). PBO further notes that Criminal Justice Planning has indicated that there is sufficient space to accommodate the addition of the new MHPD position proposed in this grant application. There is no County obligation to continue this position or this program at the conclusion of the possible grant contract.

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 Travis County Adult Probation Co-Occurring Re-Entry Services program (TCAP-CRS) is a collaborative service delivery approach which will expand the limited treatment service continuum for probationers with co-occurring disorders. This grant application seeks to address this identified community need by expanding the service continuum to include an integrated, comprehensive and evidence based treatment service delivery model for dually diagnosed probationers. TCAP-CRS will target high-risk felony probationers with severe and persistent mental health and substance use dependence disorders. Goals of TCAP-CRS are to increase public safety and reduce recidivism for this target population. The program will provide a robust coordinated service delivery strategy for the target population through the provision of both pre-release and post-release services. Pre-release services will consist of orientation and treatment readiness services and post-release services will continue through the delivery of co-occurring treatment in an outpatient or residential setting, intensive specialized supervision services, and case management services to meet identified recovery-support needs such as housing. TCAP-CRS is a new program that will enhance existing Department initiatives through the expansion of the current service continuum available to dually diagnosed probationers. Three full-time positions are being requested for the TCAP-CRS program; two positions will be housed within Adult Probation and one position will be housed within the Mental Health Public Defender's Office.

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

BJA funding is for two years, 10/1/2012 to 9/30/2014. The Department will continue to apply for grant funding to support the Co-occurring Re-Entry Services program needs for future fiscal years.

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.

No match requirement

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

Yes

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. It is the intent of the Department to identify funding sources to maintain self-sufficiency for the Co-occurring Re-Entry Services program through a combination of funding sources.

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

This is a new program that will expand the limited continuum of re-entry and treatment services currently available to dually diagnosed probationers. Dually Diagnosed offenders will receive more targeted and responsive services by initiating pre-release treatment readiness in the jail which will transition to community-based treatment. As this expansion will provide more resources for probationers with co-occurring disorders, public safety will be enhanced.

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

The Travis County Adult Probation Co-Occurring Re-Entry Services program (TCAP-CRS) provides an additional resource for dually diagnosed probationers. It provides for a more coordinated strategy for engaging dually diagnosed offenders to impact recidivism and provide continued reduction in community corrections costs. TCAP-CRS is consistent with the Department's Travis Community Impact Supervision (TCIS) initiative as it provides for strategic rehabilitative responses to meet the identified individualized risk and needs levels of dually diagnosed offender through a structured system of sanctions and incentives.

Application for Federal Assistance SF-424		Version 02																
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8. APPLICANT INFORMATION:																		
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d. Address:																		
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f. Name and contact information of person to be contacted on matters involving this application:																		
<table border="0" style="width: 100%;"><tr><td style="width: 30%; vertical-align: top; padding: 2px;">Prefix: <div style="border: 1px solid black; width: 100px; height: 15px;"></div></td><td style="width: 70%; vertical-align: top; padding: 2px;">* First Name: <div style="border: 1px solid black; padding: 2px;">Lila</div></td></tr><tr><td style="vertical-align: top; padding: 2px;">Middle Name: <div style="border: 1px solid black; width: 150px; height: 15px;"></div></td><td></td></tr><tr><td style="vertical-align: top; padding: 2px;">* Last Name: <div style="border: 1px solid black; padding: 2px;">Oshatz</div></td><td></td></tr><tr><td style="vertical-align: top; padding: 2px;">Suffix: <div style="border: 1px solid black; width: 100px; height: 15px;"></div></td><td></td></tr><tr><td colspan="2" style="vertical-align: top; padding: 2px;">Title: <div style="border: 1px solid black; width: 400px; height: 15px;"></div></td></tr><tr><td colspan="2" style="vertical-align: top; padding: 2px;">Organizational Affiliation: <div style="border: 1px solid black; height: 15px; width: 100%;"></div></td></tr><tr><td style="width: 50%; vertical-align: top; padding: 2px;">* Telephone Number: <div style="border: 1px solid black; padding: 2px;">512-854-7602</div></td><td style="width: 50%; vertical-align: top; padding: 2px;">Fax Number: <div style="border: 1px solid black; height: 15px; width: 100%;"></div></td></tr><tr><td colspan="2" style="vertical-align: top; padding: 2px;">* Email: <div style="border: 1px solid black; padding: 2px;">Lila.Oshatz@co.travis.tx.us</div></td></tr></table>			Prefix: <div style="border: 1px solid black; width: 100px; height: 15px;"></div>	* First Name: <div style="border: 1px solid black; padding: 2px;">Lila</div>	Middle Name: <div style="border: 1px solid black; width: 150px; height: 15px;"></div>		* Last Name: <div style="border: 1px solid black; padding: 2px;">Oshatz</div>		Suffix: <div style="border: 1px solid black; width: 100px; height: 15px;"></div>		Title: <div style="border: 1px solid black; width: 400px; height: 15px;"></div>		Organizational Affiliation: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>		* Telephone Number: <div style="border: 1px solid black; padding: 2px;">512-854-7602</div>	Fax Number: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	* Email: <div style="border: 1px solid black; padding: 2px;">Lila.Oshatz@co.travis.tx.us</div>	
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Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Bureau of Justice Assistance

11. Catalog of Federal Domestic Assistance Number:

16.812

CFDA Title:

Second Chance Act Prisoner Reentry Initiative

* 12. Funding Opportunity Number:

BJA-2012-3153

* Title:

BJA FY 12 Second Chance Act Reentry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Travis County

* 15. Descriptive Title of Applicant's Project:

Travis County Adult Probation Co-Occurring Re-entry Services

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant TX-021

* b. Program/Project TX-025

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: 10/01/2012

* b. End Date: 09/30/2014

18. Estimated Funding (\$):

* a. Federal	565,345.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	565,345.00

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes ☒ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Dr. * First Name: Geraldine

Middle Name:

* Last Name: Nagy

Suffix:

* Title: Director

* Telephone Number: 512-854-7694 Fax Number:

* Email: Geraldine.Nagy@co.travis.tx.us

* Signature of Authorized Representative: Completed by Grants.gov upon submission. * Date Signed: Completed by Grants.gov upon submission.

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB

0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name <input style="width: 300px;" type="text" value="NA"/> * Street 1 <input style="width: 150px;" type="text" value="NA"/> Street 2 <input style="width: 150px;" type="text"/> * City <input style="width: 100px;" type="text" value="NA"/> State <input style="width: 100px;" type="text"/> Zip <input style="width: 50px;" type="text"/> Congressional District, if known: <input style="width: 100px;" type="text"/>		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: <div style="height: 50px;"></div>		
6. * Federal Department/Agency: <input style="width: 150px;" type="text" value="NA"/>	7. * Federal Program Name/Description: <input style="width: 250px;" type="text" value="Second Chance Act Prisoner Reentry Initiative"/> CFDA Number, if applicable: <input style="width: 50px;" type="text" value="16.812"/>	
8. Federal Action Number, if known: <input style="width: 150px;" type="text"/>	9. Award Amount, if known: \$ <input style="width: 100px;" type="text"/>	
10. a. Name and Address of Lobbying Registrant: Prefix <input style="width: 50px;" type="text"/> * First Name <input style="width: 100px;" type="text" value="NA"/> Middle Name <input style="width: 100px;" type="text"/> * Last Name <input style="width: 150px;" type="text" value="NA"/> Suffix <input style="width: 50px;" type="text"/> * Street 1 <input style="width: 150px;" type="text"/> Street 2 <input style="width: 150px;" type="text"/> * City <input style="width: 100px;" type="text"/> State <input style="width: 100px;" type="text"/> Zip <input style="width: 50px;" type="text"/>		
b. Individual Performing Services (including address if different from No. 10a) Prefix <input style="width: 50px;" type="text"/> * First Name <input style="width: 100px;" type="text" value="NA"/> Middle Name <input style="width: 100px;" type="text"/> * Last Name <input style="width: 150px;" type="text" value="NA"/> Suffix <input style="width: 50px;" type="text"/> * Street 1 <input style="width: 150px;" type="text"/> Street 2 <input style="width: 150px;" type="text"/> * City <input style="width: 100px;" type="text"/> State <input style="width: 100px;" type="text"/> Zip <input style="width: 50px;" type="text"/>		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
* Signature: <input style="width: 150px;" type="text" value="Completed on submission to Grants.gov"/>		
* Name: Prefix <input style="width: 50px;" type="text" value="Dr."/> * First Name <input style="width: 100px;" type="text" value="Geraldine"/> Middle Name <input style="width: 100px;" type="text"/> * Last Name <input style="width: 150px;" type="text" value="Nagy"/> Suffix <input style="width: 50px;" type="text"/>		
Title: <input style="width: 150px;" type="text"/> Telephone No.: <input style="width: 100px;" type="text"/> Date: <input style="width: 150px;" type="text" value="Completed on submission to Grants.gov"/>		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

Abstract

Travis County Adult Probation Department (TCAP), a local governmental agency located in Travis County, Texas is requesting \$565,345 for the 24 month project period to implement the Co-Occurring Re-Entry Services (CRS). Each year of the project will target service delivery to 50 high-risk felony probationers with severe and persistent mental health and substance use dependence disorders, age 18 and older placed on community supervision, with female probationers as a priority. Collaborative partners include the Travis County Sheriff's Department (TCSO), Austin Travis County Integral Care ATCIC, the local mental health authority, Travis County Criminal Justice Planning (TCCJP), Travis County Mental Health Public Defender's Office (MHPD), Corporation for Supportive Housing (CSH), and the Re-entry Roundtable (RRT).

Utilizing the Center for Mental Health Services (CMHS) National GAINS Center Sequential Intercept Model, Travis County (TC), Texas is currently engaged in a re-entry analysis to identify gaps in re-entry services. The community corrections intercept has a limited treatment service continuum for probationers with co-occurring disorders. This grant will link multiple intercept points, exit from jail, and exit from pre-trial status to entry onto probation, to coordinate the development of a probationer Re-Entry Service Plan. This will occur by expanding the re-entry service continuum by providing an integrated, comprehensive and evidence based treatment/supervision delivery model for dually diagnosed probationers. The purpose of the TCAP-CRS will be to increase public safety and reduce recidivism. The following priority considerations will be addressed: 1. Programming will target high-risk dually diagnosed felony probationers with serious mental health and drug dependence; 2. Implementation will be in a jurisdiction with high rates of returning offenders from prisons/jails; 3. Programming will include the use of specialized probation as identified by the Consensus Project and the TCAP Travis Community Impact Supervision; 4. Project will provide a baseline recidivism rate for the proposed target population; 5. Programming will target female probationers with co-occurring disorders; and 6. Research will be conducted via a partnership between TCCJP and TCAP. 7. Pay for Success component will be address in year 2 of the grant.

Every program participant will receive both pre and post release services. Program design will consist of the following: **1. Use of validated actuarial-based screening and assessment instruments** during incarceration, including the Texas Recommended Assessment Guidelines (TRAG), Texas Department of Criminal Justice-Substance Abuse Evaluation (SAE) and Wisconsin Risk/Needs Assessment. The TRAG is used to determine the level of care required for individuals receiving mental health services; the SAE is utilized to determine dosage of substance abuse treatment required, and the Wisconsin Risk Assessment is used to determine probationer's risk level for re-arrest and revocation. **2. Targeting Criminogenic needs**, factors that affect recidivism and delineate a service delivery continuum **3. Use of Evidenced based curricula** which focus on treatment strategies that incorporate Cognitive Behavioral Therapy, Motivational Interviewing, contingency management interventions and a system of incentives and sanctions to address criminogenic risk and need areas. Pre-release Treatment engagement services in jail will include orientation and treatment readiness strategies such as, Stage of Change assessment. Post-release services will include primary treatment services in either a 90 day residential program followed by Aftercare services or 60-75 hour out-patient program

followed by Aftercare services depending on the client's needs. Post-release case management will address need areas such as housing, medication support and recovery stabilization 4.) **Use of Pharmacological Drug services** will be provided as needed, during pre-release and post-release. 5.) **Provision of Transitional Planning** will be implemented by expanding existing community based collaborations with the TCAP Integrated Mental Health Unit (IMHU) via the Mental Health Public Defenders Office (MHPD). 6.) **Provision of Recovery Support Services** will use a service delivery continuum which will include a comprehensive range of recovery support services. 7.) **Provision of Sustained Case Planning/Management** will be managed, developed and monitored via an individualized Recovery Service Plan by the TCAP Treatment Team (Probation Officer, MHPD Case Manager, ATCIC continuity of care staff, treatment counselor and probationer). 8.) **Provision of evidence based supervision services** based upon the Consensus Project and Travis Community Impact Supervision (TCIS) developed in 2005 and coordinated with the State Council of Governments. The TCAP Random Drug Testing protocol will be used during all phases of supervision. Evidenced Based Supervision Services will ensure that public safety goals and changing offender behavior is accomplished in a timely fashion.

TCAP and TC are well positioned to take the next step to implement TCAP-CRS. Historically, Travis County has worked collaboratively to address identified community needs through numerous Mental Health, Substance Use, and Re-Entry Initiatives, including the implementation in 2007, of a Mental Health Public Defender Office (MHPD), Mental Health Specialty Dockets, Mental Health Jail Diversion Collaborative Effort, and designation as a Mental Health site by Council of State Governments. Substance Use/Recovery efforts include implementation of a local Recovery Oriented Systems of Care (ROSC), Community Resource Coordination Group (CRCG), the Re-Entry Roundtable, Offender Workforce Development programming, training probation officers as Offender Employment Specialists (OES) under National Institute of Corrections, permanent supportive housing strategies for the co-occurring population and plans for a Re-entry Conference in 2013.

TCAP gives BJA permission to share the abstract and contact information for the Point of Contact with interested private funders.

Program Narrative

1. Statement of the Problem: Utilizing the Center for Mental Health Services National GAINS Center Sequential Intercept Model, Travis County (TC) Texas is currently engaged in a re-entry analysis to identify gaps in re-entry services. The community corrections intercept has a limited treatment service continuum for probationers with co-occurring disorders. This grant will link multiple intercept points, exit from jail, and exit from pre-trial status to entry onto probation, to coordinate the development of a probationer Re-Entry Service Plan. This will occur by expanding the service continuum by providing an integrated, comprehensive and evidence based treatment/supervision service delivery model for dually diagnosed probationers. TC is the jurisdiction in which service delivery will occur; Travis County Adult Probation (TCAP) as the applicant agency will take the lead in service delivery coordination. The target population will consist of high-risk felony probationers with co-occurring mental health disorder and drug dependence. Female probationers will be prioritized. Medium-risk probationers with co-occurring disorders may be served on a limited basis. Current service delivery strategies for this population are fragmented, loosely coordinated and are not consistent with continuity of care principles and wrap-around re-entry service planning. The existing continuum does not emphasize pre-release services, responsiveness and early development of an individualized re-entry plan. Currently, defendants with mental illness who do not bond out remain in jail for court sentencing and are not engaged in rehabilitative services beyond medication stabilization and accompanying psychiatric support. During the pre-release period, treatment readiness and treatment/service planning for the target population is not addressed. Upon bond release from jail or release after time-served, the offender may or may not immediately access court ordered treatment and may not have an individualized re-entry plan addressing supervision, treatment,

housing and other criminogenic needs. The linkage between pre-release services and post-release services needs to be strengthened. While jail-based assessments are completed by TCAP, the recommendations which are used for unit placement are not currently standardized for probationers with co-occurring disorders. Current probation caseload assignment may be the TCAP Substance Abuse Unit, integrated service delivery model is not used or the TCAP Integrated Mental Health Unit (IMHU) integrated service delivery model is used. Coordinated service delivery, including housing, is only available once the probationer is firmly established in the IMHU. As this is a high-needs/high-risk population requiring intensive levels of engagement, it is anticipated that 50 probationers will be served each year of the grant. As of March 1, 2012, 41% (189 out of 456) of TCAP's dually diagnosed probationers, Axis I diagnosis, would meet the target population definition for this grant. Their description follows: 84% felony, 16% misdemeanor; 86% maximum risk score, 81% maximum need score, 45% unemployed, and 43% 22 – 30 years old, 46% 31-50 years old. Additionally, jurisdiction data on high utilizers of the jail (defined as 2+ bookings over a three period), showed 39% were probationers and all were homeless. The March 1, 2012 TCAP dual diagnosis target population indicates that 77% were assigned to the Mental Health (MH) specialized caseloads, 10% were assigned to the Substance Abuse Specialized caseloads while 13% were assigned to other caseloads. Available dual-diagnosis treatment slots do not meet current needs. A snapshot of the 53 clients on the TCAP residential treatment waiting list data for October 2011 shows 55% was dually diagnosed and 21% of those probationers were females. Of the 97 clients on the TCAP outpatient substance abuse treatment waiting list, 13% were dually diagnosed and 7% were females. In July 2008, TCAP moved to an Integrated Services service delivery model for probationers with severe mental illness, which included the co-location of TCAP's Mental Health Unit (IMHU) with

Austin Travis County Integral Care (ATCIC), the local mental health authority, and Legal Aid. The IMHU provides post-release integrated supervision, continuity of care and medication stabilization for mentally ill probationers to 1) Reduce re-arrest, 2) Increase stability, housing and employment, and 3) Reduce absconders and revocations. In 2010, TCAP's Evaluator completed a study of two cohorts of 6 month placement probationers, pre-Integrated Services (Pre-Cohort) and post-Integrated Services (Post-Cohort). Pre-Cohort was under supervision from Sept 2006 – Feb. 2008 and Post-Cohort under supervision Sept. 2008 – Feb. 2009. The most recent snapshot recidivism rate for the IMHU for FY 2010 placements is 20%, a 13% reduction from the FY 2006 snapshot recidivism rate of 33%. Moreover, IMHU has reduced revocations for both new arrests (20% in FY 2010 vs. 33% in FY 2006) and technical violations (13% in FY 2010 vs. 6% in FY 2006) by approximately 6%. These reductions are consistent across gender and ethnicity, as well as for maximum and medium risk groups. While TCAP has successfully reduced the IMHU recidivism (revocation rate), this rate remains higher than the Department's overall recidivism (revocation) rate of 8% during the same time period. Underlined areas throughout the narrative identify the seven priority considerations. TCAP collects recidivism data for IMHU and has recently begun to collect data for tracking co-occurring disorders in newly placed probationers. The recidivism rate, which follows first-time placements in the IMHU, tracks how many people return to prison or jail due to revocation within a year (# of revocations within a year / # of annual placements). TC is a jurisdiction with high rates of returning offenders from prisons/jails. According to *Prisoners in 2010* Bulletin published by Bureau of Justice Statistics, December 2011 (revised 2/9/12), of the 656,190 sentenced prisoners released from state and federal jurisdiction nationwide, 11% releases are in the state of Texas, ranking second to California. According to the Texas Department of Criminal Justice (TDCJ)

FY 2012 Statistical Report, Travis County ranked 5th in the state of Texas for total TDCJ releases by county of conviction. Additionally, Travis County receives prison releases from neighboring jurisdictions who limit the number of prison releases returning to their communities through the use of local ordinances, such as Bexar County (San Antonio, Texas) which does not permit halfway houses in their jurisdiction. According to the Travis County Correctional Complex (TCCC), local jail, in 2011 there were 52,130 jail releases to the community and 7,966 released to facilities. The average length of stay per inmate was 17.4 days versus 54 days for those with mental illness (however, this includes days at the hospital for competency restoration). Additionally, the jurisdiction needs to address the development of a comprehensive data base for the co-occurring criminal justice population which includes inter-agency agreements to ensure client confidentiality to enable monitoring trends as well as track service delivery.

2. Program Design and Implementation: *The goal of the TCAP-Co-occurring Re-entry Services (CRS)* will be the expansion of the service delivery continuum at strategic intercept points for dually diagnosed high risk felony probationers. 1.) Participation in CRS will range from 6-9 months based on individual needs. 2.) Access to CRS may be at any point during the term of supervision but there must be a minimum of six months supervision remaining from the time of release from the TCCC. Phase I of the CRS will be pre-release assessment, treatment readiness and initial re-entry plan. Phase II of CRS will be primary/aftercare treatment, recovery services, and community re-integration and stabilization. The following **Objectives** delineate services: **A. To provide Treatment and Re-entry planning:** This will be initiated with the use of actuarial-based screening and assessment instruments in jail. The Texas Recommended Assessment Guidelines (TRAG) screening will be completed to identify inmates with mental health, AXIS I, priority population and PTSD disorders. The TRAG is a Texas Department of

State Health Services tool used to determine the level of care for those receiving mental health services. It is comprised of nine dimensions on a 1-5 scale with five being the most severe: Risk of Harm, Support Needs, Psychiatric Hospitalizations, Level of Functioning, Employment, Housing, Substance Use, Criminal Justice Involvement and Depression Symptoms. Travis County Sheriff's Office (TCSO) uses the first seven dimensions. Mental Health Defenders Office (MHPD) staff will review screening results for CRS population. For pre-release offenders, as part of the Pre-Sentence Investigation (PSI) and for post-release probationers, TCAP will complete a Substance Abuse Evaluation (SAE), a Texas Department of Criminal Justice tool like the Addiction Severity Index (ASI) which identifies dependency as well as mental health history. The SAE includes 34 mental health questions. Additionally, the Wisconsin Risk/Needs Assessment will be used to determine the offender's risk level. The resulting recommendations will be shared with the Court and will become the basis of an integrated re-entry plan.

B. To target criminogenic needs: Factors that affect recidivism will be the foundation of the continuum of care model and re-entry service plan. According to research by Dr. Ed Latessa ("What Works") and Dr. Jennifer Skeem (Probation, Mental Health and Mandated Treatment, 2006), in order to reduce recidivism for high-risk offenders, programming should target criminogenic factors highly correlated with criminal conduct such as anti-social attitudes, anti-social peer associations, substance abuse, lack of problem solving and self-control skills.

C. To Provide Evidence Based Substance Use and Mental Health Treatment: Pre-release treatment will focus on providing treatment engagement for offenders moving them from one stage of change, often pre-contemplation or contemplation, to a more action oriented stage of change, before entering Treatment (CSAT, Treatment Improvement Protocol, Series 35, reprinted 2005). Pre-treatment in jail will include: a.) Orientation to treatment, b.) Stage of Change assessment,

c.) Increase client motivation and engagement, d.) Client commitment to acknowledge their dual-diagnosis. Length of Pre-treatment will be a minimum of 2-4 weeks depending on offender needs and length of incarceration. Post-release treatment will include primary treatment services in either a 90 day residential or 60-75 hour out-patient setting dictated by assessment recommendations and court orders. Residential treatment will occur via an existing contract with ATCIC and/or the Department's 116 bed SMART substance abuse treatment facility where a designated track will be provided for this target population. Substance abuse outpatient services will occur via an existing contract with ATCIC and/or the Department's Counseling Center facility where a designated group will be provided for this target population. Clients will transition to designated Aftercare services upon completion of primary treatment. Aftercare services are an effective way to prevent relapses and enhance gains made during primary treatment (Drake, et. al., 2001, reprinted 2004). Aftercare services are also a cost-effective way to decrease costs related to drug use, health care and crime, including re-incarceration (NIDA, January 2007). The use of *Cognitive Behavioral Therapy (CBT)* co-occurring treatment services through individualized and group sessions will address psychosocial issues and skill deficiencies. Integrated, collaborative efforts that provide clinical interventions aimed at addressing substance abuse and mental illness at the same time have become the standard of care for Dual Diagnosis treatment that is supported by evidenced based research (Drake, et. al, 2001, reprinted 2004; Osher, 2006, SAMHSA, 2003, Essock, et. al., 2006). CBT has been shown to be effective in reducing relapse from substance use problems. Walsh (2006) writes that one of the advantages of CBT is that it is not only effective with addiction and criminal conduct, but its effectiveness has been demonstrated through fourteen meta-analyses to be effective in treating mental illness. *Motivational Interviewing (MI)* is considered the "gold standard" in addiction treatment with a

focus on resolving the ambivalence that is at the core of most substance users' resistance. MI techniques help to minimize power struggles and defensiveness and to mobilize the parts of the client geared toward positive, pro-social change (Miller & Rollnick, 2002). MI has been shown to be effective in decreasing and/or maintaining prolonged sobriety (Burke et al, in Miller & Rollnick, 2002; CSAT, Treatment Improvement Protocol, Series 35, reprinted 2005). All TCAP probation officers and counselors have been trained in MI and actively employ MI techniques in one-on-one sessions to engage probationers in treatment and to support the treatment process. CRS will integrate MI in all aspects of service delivery and treatment modalities. Curricula which incorporate CBT, MI, contingency management interventions and role plays to enhance skill development and the use of a system of incentives and sanctions (positive reinforcement/corrective feedback) will establish a milieu for behavioral change. For males, a *research based cognitive curriculum, such as New Freedom*, will be used. For females, *Seeking Safety*, a female gender specific curriculum will be used to treat both addiction and trauma issues (Najavits, 2002; Najavits et. al., 2009). Family sessions will be incorporated into service delivery via the IMHU. Staff development for counselors will focus on enhancing dual diagnosis treatment options. **D.) To Use Pharmacological Drug services:** As needed, drug services will be available during the pre-release phase of the TCAP-CRS, where the Travis County jail will stabilize offenders on medication to address mental health and detox issues per jail procedures. Medication support will continue via ATCIC Continuity of Care in the IMHU. **E.) To Provide Transitional Planning:** Transition procedures will be implemented by expanding MHPD collaboration with the IMHU. Enhanced information sharing and data collection will occur via the use of standardized protocols for all CRS clients. The probationer will be assigned an IMHU probation officer who will coordinate with the assigned MHPD case manager. The Case

Manager will have initiated the client's service plan in jail which will include identification of initial post-release needs, such as housing, medication support and benefits applications. On-going transitional planning and implementation will occur via Treatment Team Meeting (TTMs) which will include the probation officer, MHPD Case Manager, treatment provider, ATCIC Continuity of Care staff and client F.) **To Provide Recovery Support Services:** The service delivery continuum will include a comprehensive range of recovery support services to meet criminogenic needs. Available services will include dual diagnosis treatment, aftercare services, support court (see Capabilities section), peer coaches, community re-integration, etc. Access to community resources will also be available via the local Community Resource Coordination Groups (CRCG) currently in development. CRCG is a local interagency group that develops strengths-based service plans for individuals whose needs can be met only through interagency coordination and cooperation. CRCG is a useful resource for clients who cross multiple systems, such as mental health and criminal justice. TC has also begun implementation of a local Recovery Oriented System of Care (ROSC) initiative which will transform the current acute care service delivery model to a chronic care service delivery model. **G. To Provide Sustained Case Planning/Management:** As the Re-entry team, the IMHU Probation Officer, MHPD Case Manager and ATCIC Continuity of Care staff will provide sustained Re-Entry Service Plan development and monitoring. Target dates will be used to monitor goal completion and Service Plan reviews will occur every 60 days. The team approach is essential to effectively address criminogenic need areas, risk management and stabilization. Non-treatment community recovery support services will be a function of team case planning and will be a shared responsibility of the Probation Officer, to ensure supervision compliance, the MHPD Case Manager, to ensure resource access and the ATCIC Continuity of Care staff to ensure medication stabilization and

community re-integration. **H.) To Provide Evidenced Based Supervision Services:**

Supervision services will follow Evidenced Based Practices and caseloads will be structured to reflect risk and needs of probationers via placement in the IMHU. Travis Community Impact Supervision (TCIS) is a model for changing offender behavior. Its development began in 2005 and was coordinated with the Council of State Governments (CSG). Over a period of four years, TCIS produced detailed monographs describing how probation departments can better serve the offenders under their supervision and meet community public safety goals. In August 2, 2011, CSG Justice Center published "A Ten-Step Guide to Transforming Probation Departments to Reduce Recidivism" based largely on the multi-year transformational effort of CSG working with TCAP to implement evidence based practices within TCAP. TCIS includes a well-defined sanctions and incentives model. Post-release supervision will include use of the TCAP *Random Drug Testing* protocol during all phases of treatment engagement and periodic drug testing during term of supervision. TCAP will also ensure that the Ten (10) Essential Elements of Specialized Probation Initiative will be the foundation of enhanced service delivery and risk management. Staff development training will focus on enhancing effective offender management techniques for the co-occurring probationer. *Local research organization:* The Travis County Criminal Justice Planning Dept. (TCCJP) evaluator(s) will design evaluation protocols to evaluate this BJA-funded initiative via a rigorous and coordinated process. TCAP Evaluator will be available to assist. Current TC BJA initiatives will compliment and support evaluation efforts. The Pay for Success Model will be addressed in year two of the grant due to a short time line for year one implementation. There have been preliminary discussions with a several potential investors related to the Recovery Oriented System of Care initiative. The TC goal will be, through the use of Social Impact Bonds, to develop a funded social service consortium to

support recovery and re-entry services. While there is energy around these discussions, the process is in its infancy. Design and implementation of a consortium would not occur until year two of this grant. **Operational Guidelines: Eligibility Requirements:** 1.) Axis I diagnosis and/or PTSD and Drug Dependent 2.) Probated felon 3.) High or medium risk level (medium risk may be served on a limited basis) 4.) 18 years or older 5.) Prioritize female probationers. **Intake Process:** After initial TCCC jail screening (TRAG) and diagnosis verification by the psych provider, program participants will be identified via the MHPD in coordination with a Mental Health Defense Attorney. A TCAP assessor will complete an SAE/Risk Assessment to confirm substance use dependence/risk level and forward the assessment results to the MHPD case manager. The MHPD case manager in coordination with TCAP Probation Officer, defense attorney and prosecutor will review the case and will provide a recommendation for CRS participation to the Court. **Pre and Post-release services** will be provided to all participants with a staffing pattern that combines requested grant-funded positions: 2 full-time Licensed Counselors, 1 full-time MHPD Re-Entry Case Manager and in-kind positions: Project Director/Grant Coordinator, Assessor, Evaluator(s) and Probation Officer. Additionally, funds for contract housing services, psychiatric medication support and staff training will be requested. See attached Position Descriptions. **Pre-release services:** a.) Assessment of co-occurring disorders by jail and TCAP staff b.) MHPD case manager, probation officer and client develop initial Re-entry Service Plan focusing on needs/risk level and treatment recommendation as well as housing, employment and other criminogenic need areas by c.) Stages of Change assessment by licensed counselor. d.) Treatment readiness sessions delivered in jail or community by licensed counselor to prepare for primary treatment in the community, e.) Pharmacological services, f.) Treatment Team meetings (TTMs). **Post-release services:** a.) Assignment to IMHU

for specialized supervision and Continuity of Care b.) Participation in primary residential or out-patient dual diagnosis treatment transitioning to Aftercare services c.) Refinement of Re-Entry Service Plan with special emphasis on permanent supportive housing, supported employment and other identified criminogenic needs d.) Participation at MH Support Court for status checks and judicial support e.) Family sessions via IMHU f.) Medication and psychiatric support during treatment g.) Participation in Health Realization sessions to promote life skills via IMHU h.) Engagement in structured community-based recovery services such as Communities for Recovery and self-help groups and i.) TTMs. **Participants will be linked to treatment** as a result of their SAE assessment and placement in the CRS. The treatment provider (residential or out-patient) will complete an intake and orientation for the probationer as well as establish the basis for TTMs and reporting process to the probation officer. The National Institute of Drug Abuse's "Principles of Effective Treatment" (Principle 8) states, "Addicted or drug abusing individuals with co-existing mental disorders should have both disorders treated in an integrated way". Provision of services is based on the following research: CSAT Treatment Improvement Protocol (TIP) Series 27 entitled *Comprehensive Case Management for Substance Abuse Treatment*. According to TIP 27 "case management lends itself to the treatment of substance abuse, particularly for client with other disorders and conditions who require multiple services over extended periods of time and who face difficulty in gaining access to those services". Functions of case management services include (1) assessment, (2) planning, (3) linkage, (4) monitoring, and (5) advocacy. Skill-building strategies which focus on planning daily activities, problem solving, and improving relationships through assertiveness, negotiation, asking for help, active listening, and use of positive self-statements will also be employed during the course of treatment. **Accountability** of the service delivery system will occur on two levels. On the direct

service level, TTMs, re-entry plan reviews and MH Support Court Docket will ensure that probationers' needs are addressed in a timely manner. On the systemic service level, the Justice Mental Health Collaboration Program (JMHCP) Advisory Board will monitor cross system intercept points to meet target population needs.

3. Capabilities, Competencies, and Coordination: TCAP will be the organization responsible for oversight, implementation, coordination required for this specialized probation initiative. TCAP is unique as it serves as the umbrella entity for both Probation and Pre-Trial Services. All staff are trained in EBP and operationally provide a coordinated continuum of services. TCAP's Social Services Division Director will serve as the Project Director/Grant Coordinator for the initiative. The Division Director has 20+ years of experience overseeing grant initiatives on local, state, and federal levels. The Project Director will administer and monitor all grant requirements, provide program development oversight, and will serve as the primary contact to BJA for any questions pertaining to the project. TCAP and TC are well positioned to take the next step to implement this specialized probation supervision initiative. TC has a rich history of collaboration with county, community-based and other entities to address identified community needs through numerous Mental Health, Substance Use, and Re-Entry Initiatives. Highlights of Mental Health efforts include the implementation in 2007 of the MHPD, the first county in the nation to implement such an office, MH Specialty Court Dockets, MH Jail Diversion Collaborative Effort, and designation as a MH site by the Council of State Governments. Substance Use/Recovery efforts include recent implementation of a local ROSC and a Community Resource Coordination Group. Re-entry Initiatives include the Re-Entry Roundtable, Offender Workforce Development programming, training probation officers as Offender Employment Specialists (OES) under National Institute of Corrections, permanent

supportive housing strategies for co-occurring population and plans for a Re-entry Conference in 2013. Grant partners include the following TC entities TCAP, TCSO, TCCJP, MHPD, ATCIC, Corporation for Supportive Housing, (CSH) and the Re-entry Roundtable (RRT). In 2006, the CSG designated Travis County as a MH Learning Site. As an additional effort to address the needs of MH high-risk population, TC has developed a MH docket for the District Court Magistrate to address administrative violations and monitor offenders through “status” checks. The Magistrate Court hears MH cases that are identified for review by the prosecutor’s office. These cases are staffed by a Court team (district attorney, defense attorney, ATCIC staff, TCSO staff, and TCAP staff) to discuss offender service options and to ensure public safety. TCAP is capable to implement TCAP-CRS as a result of TCIS implementation, co-located IMHU, specialty MH dockets and participation with multiple community-based groups such as Goodwill, ECHO Coalition (Ending Chronic Homelessness), and Behavioral Health Planning Partnership, the Community Action Network, Austin Community College Adult Education Consortium and employment initiatives. Treatment will be provided by the grant-funded licensed counselor positions at TCAP Counseling Center in operation since 2008 and the SMART residential treatment facility in operation since 1991 and evaluated by Dr. Latessa’s Correctional Program Assessment Inventory (CPAI) with a score in the highly effective category. Via two current BJA grants, TC is aggressively working to develop coordinated strategies targeting dual-diagnosed criminal justice system involved individuals. In mid-2011, TCCJP submitted an application to become a Phase II Justice Reinvestment Initiative (JRI) site. The grant includes technical assistance and a funding option focusing on up to 50 chronically homeless, mentally ill, frequent users of the jail who are targeted for permanent supportive housing. In late 2011, TCCJP received a planning grant under the BJA and Mental

Health Collaboration Program (JMHCP) to create a long-term, comprehensive plan addressing locally incarcerated defendants with mental illness and substance abuse disorders. TCAP is a member of the JMHCP Advisory Board which is composed of representatives from all local community corrections entities and related community-based services providers who work with the offender population. It is important to note that different intercept points and identified gaps will be addressed by these BJA grants. The purpose of the JRI grant is early system diversion by addressing housing. The purpose of the JMHCP grant is identification of intercept gaps. The purpose of this grant is jail-based service provision linked to re-entry services. This is an intercept point. This grant will begin re-entry planning in the jail, to establish offender stability, plan probation placement and treatment dosage to ensure supervision will support probationer success. The current BJA initiatives do not specifically target the felony co-occurring probationer. This grant opportunity will complement existing BJA funding. TCAP will continue to work collaboratively with TCCJP to ensure there is no service duplication between BJA grants. These BJA funding opportunities will allow TC to develop a robust and collaborative service delivery strategy for dual-diagnosed individuals.

4. Impact/Outcomes, Evaluations: TCCJP and TCAP will collect grant performance data in coordination with the following departments/agencies: TCAP (Central Assessment, TAIP Assessment, and specialized units; SMART; Counseling Center), Department of Public Safety (DPS), TCSO (County Jail), and MHPD. Specifically, we will: 1) capture enrollments and completions, 2) measure key outcomes including rates of absconding, technical revocation rates, new offense revocations rates, and 3) measure recidivism via arrest rates. Specifically, this evaluation will track those participants who enter pre- and post- treatment, and will follow them for one year. TCAP contracts with a private vendor, Correctional Software Solutions (CSS), to

maintain a case management data base which allows us to match TCAP data with DPS statewide arrest records. Because these participants were arrested in the past, they have an SID number that makes it easy to merge different agency data together with arrest data from DPS. The evaluation methodology will also determine the number of days between initial probation date, program entry date, and successful program completion or revocation. Intermediate measures will also be tracked, such as, 1) drug-testing results, 2) risk/needs re-assessment scores, and 3) changes in "stage of change" assessments. Services to facilitate re-entry will be tracked, including the number receiving housing and employment assistance. The treatment team will enter data into designated data systems as required to ensure a robust data base. Finally, data from TCSO and MHPD will allow tracking pre-probation placement. To determine if program participation is responsible for obtained outcomes, we will compare outcome measures for program participants to those for probationers who have similar issues (i.e. risk level, substance use and MH issues), in a one-year follow-up. The TCAP fidelity process described in the CSG 10-Step Guide will be used annually to assure that supervision practices for this population comply with key components of TCIS. The JMHCP Advisory Board will ensure local policies, practices and regulations are established, as needed, to support and sustain re-entry service delivery. **Sustainability:** It is the intent of TCAP to identify funding sources to maintain self-sufficiency for CRS. Since this grant application relies in great part on existing positions and coordination enhancement, the only positions requiring sustainable funding support are the treatment and case manager positions. The collaboration entities via the JMHCP Advisory Board will attempt to develop strategies to cost share post grant funding for the identified positions as well as funding for housing assistance. Sustainable funding beyond these resources can include a combination of foundation, local or state funding.

BJA Budget Request - Year 1**A. Personnel**

Name/Position	Computation	Cost
Chemical Dependency Counselor (LCDC)	12 mos @ \$4,128/mo	\$ 49,536.00
Chemical Dependency Counselor (LCDC)	12 mos @ \$4,128/mo	\$ 49,536.00
Re-Entry Case Manager	12 mos @ \$3,858/mo	\$ 46,296.00
Project Director/Grant Coordinator	In-Kind cost	\$ -
Evaluator	In-Kind cost	\$ -
Probation Officer(s)	In-Kind cost	\$ -
Assessor(s)	In-Kind cost	\$ -
Sub-Total		\$ 145,368.00

B. Fringe Benefits

Benefit	Computation	Cost
Retirement	12.27%	\$ 17,837.00
FICA-OASDI	1.45%	\$ 2,108.00
FICA-Medicare	6.20%	\$ 9,013.00
Health Insurance	(\$439 * 12) * 3	\$ 15,804.00
Sub-Total		\$ 44,762.00
Total Personnel & Fringe Benefits		\$ 190,130.00

C. Travel

Purpose of Travel	Location	Item	Computation	Cost
Required Meeting	Washington DC	Airfare for 3 people to attend 3 day meeting	\$625 airfare * 3 people	\$ 1,875.00
Required Meeting	Washington DC	Lodging for 3 people to attend 3 day meeting	\$225/day * 3 days lodging * 3 people	\$ 2,025.00
Required Meeting	Washington DC	Meals for 3 people for 3 days	\$71/day * 3 days * 3 people	\$ 639.00
		Total		\$ 4,539.00

D. EquipmentTotal 0**E. Supply Items**

Supply Items	Computation	Cost
Office Supplies	3 x \$150	\$ 450.00
Incentives and bus passes	1 lot	\$ 1,000.00
Laptop Workstation	3 @ \$2,058	\$ 6,174.00
Total		\$ 7,624.00

F. ConstructionTotal 0

G. Consultants/Contracts**Consultant Fees**

Name of Consultant	Service Provided	Computation	Cost
To be determined*	Co-Occurring Training	\$750 day x 1.5 days x 2 trainers	\$ 2,250.00
	Sub-Total		\$ 2,250.00

* Requesting Dr. Fred Osher, Dr. Jennifer Skeem or the equivalent

Consultant Expenses

Purpose of Travel	Location	Item	Computation	Cost
Co-Occurring Treatment Training/Technical Assistance	Austin, TX	Airfare for 2 trainers providing 1.5 day training	\$625 airfare * 2 people	\$ 1,250.00
Co-Occurring Treatment Training/Technical Assistance	Austin, TX	Lodging for 2 trainers	\$175/day * 2 day lodging * 2 people	\$ 700.00
Co-Occurring Treatment Training/Technical Assistance	Austin, TX	Meals for 2 trainers for 2 days	\$71/day * 2 days * 2 people	\$ 284.00
	Sub-Total			\$ 2,234.00

Contracts

Item	Cost
Psychiatric Medication Support (8 hrs/mo @ \$140/hr * 12 mo)	\$ 13,440.00
Housing (see budget narrative for computation)	\$ 60,000.00
Sub-Total	\$ 73,440.00
Total	\$ 77,924.00

H. Other CostsTotal 0**I. Indirect Costs**

Description	Computation	Cost
Indirect Cost	2%	\$ 5,604.00
Total		\$ 5,604.00

Budget Summary - Year 1

Budget Category	Amount
A. Personnel	\$ 145,368.00
B. Fringe Benefits	\$ 44,762.00
C. Travel	\$ 4,539.00
D. Equipment	\$ -
E. Supplies	\$ 7,624.00
F. Construction	\$ -
G. Consultants/Contracts	\$ 77,924.00
H. Other Costs	\$ -
Total Direct Costs	\$ 280,217.00
I. Indirect Costs	\$ 5,604.00
TOTAL PROJECT COSTS	\$ 285,821.00
Federal Request	\$ 285,821.00
Non-Federal Amount	\$ -

BJA Budget Request - Year 2**A. Personnel**

Name/Position	Computation	Cost
Chemical Dependency Counselor (LCDC)	12 mos @ \$4,128/mo	\$ 49,536.00
Chemical Dependency Counselor (LCDC)	12 mos @ \$4,128/mo	\$ 49,536.00
Re-Entry Case Manager	12 mos @ \$3,858/mo	\$ 46,296.00
Project Director/Grant Coordinator	In-Kind cost	\$ -
Evaluator	In-Kind cost	\$ -
Probation Officer(s)	In-Kind cost	\$ -
Assessor(s)	In-Kind cost	\$ -
Sub-Total		\$ 145,368.00

B. Fringe Benefits

Benefit	Computation	Cost
Retirement	12.27%	\$ 17,837.00
FICA-OASDI	1.45%	\$ 2,108.00
FICA-Medicare	6.20%	\$ 9,013.00
Health Insurance	(\$439 * 12) * 3	\$ 15,804.00
Sub-Total		\$ 44,762.00
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C. Travel

Purpose of Travel	Location	Item	Computation	Cost
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		Total		\$ 4,539.00

D. EquipmentTotal 0**E. Supply Items**

Supply Items	Computation	Cost
Office Supplies	3 x \$150	\$ 450.00
Incentives and bus passes	1 lot	\$ 1,000.00
Total		\$ 1,450.00

F. ConstructionTotal 0

G. Consultants/Contracts**Consultant Fees**

Name of Consultant	Service Provided	Computation	Cost
To be determined*	Co-Occurring Training	\$750 day x 1.5 days x 2 trainers	\$ 2,250.00
	Sub-Total		\$ 2,250.00

* Requesting Dr. Fred Osher, Dr. Jennifer Skeem or the equivalent

Consultant Expenses

Purpose of Travel	Location	Item	Computation	Cost
Co-Occurring Treatment Training/Technical Assistance	Austin, TX	Airfare for 2 trainers providing 1.5 day training	\$625 airfare * 2 people	\$ 1,250.00
Co-Occurring Treatment Training/Technical Assistance	Austin, TX	Lodging for 2 trainers	\$175/day * 2 day lodging * 2 people	\$ 700.00
Co-Occurring Treatment Training/Technical Assistance	Austin, TX	Meals for 2 trainers for 2 days	\$71/day * 2 days * 2 people	\$ 284.00
	Sub-Total			\$ 2,234.00

Contracts

Item	Cost
Psychiatric Medication Support (8 hrs/mo @ \$140/hr * 12 mo)	\$ 13,440.00
Housing (see budget narrative for computation)	\$ 60,000.00
Sub-Total	\$ 73,440.00
Total	\$ 77,924.00

H. Other CostsTotal 0**I. Indirect Costs**

Description	Computation	Cost
Indirect Cost	2%	\$ 5,481.00
	Total	\$ 5,481.00

Budget Summary - Year 2

Budget Category	Amount
A. Personnel	\$ 145,368.00
B. Fringe Benefits	\$ 44,762.00
C. Travel	\$ 4,539.00
D. Equipment	\$ -
E. Supplies	\$ 1,450.00
F. Construction	\$ -
G. Consultants/Contracts	\$ 77,924.00
H. Other Costs	\$ -
Total Direct Costs	\$ 274,043.00
I. Indirect Costs	\$ 5,481.00
TOTAL PROJECT COSTS	\$ 279,524.00
Federal Request	\$ 279,524.00
Non-Federal Amount	\$ -

BUDGET SUMMARY FOR 2 YEAR GRANT PERIOD

Budget Category	Amount
A. Personnel	\$ 290,736.00
B. Fringe Benefits	\$ 89,524.00
C. Travel	\$ 9,078.00
D. Equipment	\$ -
E. Supplies	\$ 9,074.00
F. Construction	\$ -
G. Consultants/Contracts	\$ 155,848.00
H. Other Costs	\$ -
Total Direct Costs	\$ 554,260.00
I. Indirect Costs	\$ 11,085.00
TOTAL PROJECT COSTS	\$ 565,345.00
Federal Request	\$ 565,345.00
Non-Federal Amount	\$ -

Budget Narrative

PERSONNEL:

Requested Grant-Funded Positions

Licensed Counselor (Housed with Travis County Adult Probation (TCAP): The Licensed Counselor positions will be full-time licensed chemical dependency counselors or a Qualified Credentialed Counselor. The Licensed Counselor will provide pre-treatment/treatment readiness services and/or intensive outpatient/aftercare services post-release to dually diagnosed adult offenders. Services may be provided in a jail setting and in the TCAP outpatient Counseling Center setting. For years 1 and 2 of the grant, a 12 month salary (\$49,536 annually) is being requested.

Licensed Residential Counselor (Housed with TCAP): The Licensed Residential Counselor position will be full-time Licensed Chemical Dependency Counselor or a Qualified Credentialed Counselor. The Licensed Residential Counselor will provide post-release residential treatment and/or aftercare services to dually diagnosed adult offenders. Services will be provided in TCAP's community-based community corrections residential facility. For years 1 and 2 of the grant, a 12 month salary (\$49,536 annually) is being requested.

Re-Entry Case Manager (Housed with Travis County Mental Health Public Defender's Office):

The Re-Entry Case Manager will be a full-time position that will determine client eligibility for a variety of social services and provides other re-entry services related to crisis intervention and case management; interviews clients, collects and completes required eligibility documentation, determines eligibility for social services assistance and monitors client progress and usage of assistance. This position will also refer clients to clinical and social service provider resources and coordinates with Adult Probation Officer. For years 1 and 2 of the grant, a 12 month salary (\$46,296 annually) is being requested.

In-Kind Positions

Project Director/Grant Coordinator (Housed with TCAP): Lila Oshatz, LMSW-AP, M.Ed., will serve as the Project Director for the TCAP-REC. She has 20+ years of experience overseeing grant initiatives on local, state, and federal levels. The Project Director will administer and monitor all grant requirements and provide program development oversight. This position will also serve as the primary contact to BJA for any questions pertaining to the Co-Occurring Re-entry Services grant. This is an in-kind position.

Evaluator (Housed with TCAP): Dr. Carsten Andresen will serve as the TCAP program evaluator. He has served as the Senior Planner, Management, and Research Specialist for Travis County Adult Probation for over five years. The Evaluator will be responsible for developing and managing the TCAPs internal evaluation of the Co-Occurring Re-entry Services program. This is an in-kind position.

Probation Officer(s) (Housed with TCAP): The probation officer(s) located in the Integrated Mental Health Unit will provide specialized supervision and monitoring of program participants to ensure participant compliance with conditions of community supervision. This position will also conduct urinalysis of participants as required. It is to be determined which individual(s) will serve in this in-kind position.

Assessor(s) (Housed with TCAP): This position(s) will complete an SAE/Risk Assessment to confirm substance use dependence/risk level and forward the assessment to the court staffing team. It is to be determined which individual(s) will serve in this in-kind position.

FRINGE BENEFITS

The following fringe benefits are being requested for the three grant-funded positions at the current rates for the applicant agency. For years 1 and 2, fringe benefits for the full 12 months is being requested for grant-funded positions.

- FICA-OASDI at the rate of 1.45% of total wages:
 - Year 1- \$2,108
 - Year 2- \$2,108
- FICA-Medicare at the rate of 6.2% of total wages:
 - Year 1- \$9,013
 - Year 2- \$9,013
- Retirement at the rate of 12.27% of total wages:
 - Year 1- \$17,837
 - Year 2- \$17,837
- Health Insurance at the applicant agency's current average of \$439 per month per person:
 - Year 1- \$15,804
 - Year 2- \$15,804

TRAVEL:

As required by grant, budget includes cost for 3 staff to attend a 3 day grantee meeting in Washington D.C. Airfare, lodging and meals are included for a total of \$4,539 for year 1 and \$4,539 for year 2.

SUPPLIES:

For the three grant-funded positions, office supplies at \$150 per person are requested for each year. For year 1 only, laptop workstations are requested for the three grant-funded positions at \$2,058 each. Additionally, incentives and bus passes are being requested for clients at a cost of \$1,000 per year. Supplies for year 1 total \$7,624, and for year 2 total \$1,450.

CONSULTANTS/CONTRACTS:

Consultant fees:

For each year of the grant, TCAP plans to bring in consultants to provide 1.5 days of training/staff development to program staff regarding services to co-occurring populations. The consultation fee for such training is estimated at \$750 per day per consultant. Two trainers, to be determined, will provide this training each year. TCAP will be requesting Dr. Fred Osher, Dr. Jennifer Skeem or the equivalent to provide the training. Dr. Osher has previously consulted with TCAP during the design phase of the Integrated Mental Health Unit. Consultation fees for year 1 total \$2,250 and for year 2 total \$2,250.

Consultant expenses:

Consultant expenses include cost of airfare, lodging, and meals for 2 trainers to provide 1.5 days of training/staff development to program staff regarding services to co-occurring populations each year. Consultant expenses for year 1 total \$2,234 for year 2 total \$2,234.

Contracts:

The budget for each year includes a contract for Psychiatric Medication Support services (not medication) with Austin Travis County Integral Care, the local mental health authority, for 8 hours per month at a rate of \$140 per hour, for a total of \$13,440 year 1 and \$13,440 year 2. Additionally, funding for temporary rents and/or short-term transitional or permanent supportive

housing is being requested for participants on an as needed basis. Access to housing is critical for program participants who would otherwise be homeless. A competitive bid process in accordance with applicant agency's procurement policies will be initiated to identify housing providers if access to existing housing contracts is not possible to support needed housing opportunities. It is anticipated that not all program participants will require housing assistance and participants will require various levels of housing. Based on Corporation for Supportive Housing estimates identified in the chart below, \$60,000 is being requested for both years 1 and year 2.

Chronically Homeless Clients: PSH Deposits and Move-in

Assumes access to PSH rental subsidies funded other sources: PHAs or HUD Continuum of Care

Clients	Average	Total Funds
30	1200	36000

Episodically Homeless (non-chronic): Rapid Rehousing model for clients w/income source (may be disability or other)

(First months rent, deposit, move-in kits, utility arrears, etc, may bridge to housing choice voucher or self-pay)

Clients	Move-In	Rent+Util Cost/Month*	Avg Months	Total
10	360	680	3	24000

*HUD Fair Market Rent for Studio+Utilities

Total PSH Move-in + Rapid Rehousing= 60000

INDIRECT COSTS

In accordance with standard indirect cost rate for other federal funding opportunities for local units of government, applicant agency is requesting an indirect rate of 2%. The indirect costs requested for each year are as follows:

- Year 1- \$5,604
- Year 2- \$5,481

The applicant agency is requesting \$285,821 for year 1 and \$279,524 for year 2 for a total of \$565,345 in federal funding over the two year grant period.

Project Timeline				
Project Goal	Objective	Activity	Expected Completion Date	Responsible Person/ Organization
Expansion of service delivery continuum at strategic intercept points for dually diagnosed probationers.	Increase public safety and reduce recidivism through activities targeted to address criminal behavior impacted by co-occurring substance abuse and mental health disorders	<u>Grant Implementation</u> <ul style="list-style-type: none"> • Development of programming policies/procedures • Programmatic report preparation 	November 2012	Project Director
		<u>Jail-Based Services</u> <ul style="list-style-type: none"> • Initial Assessments, Risk, Mental Health, Substance Abuse • Diagnosis • Pharmacological Drug Treatment Services 		TCAP Assessor TCSO Counselor Medical Provider
		<u>Specialized Probation</u> <ul style="list-style-type: none"> • Probation compliance • Drug/alcohol testing • Re-Assessments: (Risk/Need) 	Ongoing	Probation Officer
		<ul style="list-style-type: none"> • Resource/Services Coordination • Initial Re-entry Plan • Housing • Employment • Benefits Application 	Ongoing	Re-entry Case Manager
		<u>Dual-Diagnosis Treatment</u> <ul style="list-style-type: none"> • Pre-release treatment readiness/Treatment Plan & Treatment Team Meeting (TTM) • Post-release outpatient or inpatient treatment/Treatment Plan & TTM • Aftercare 	Ongoing	Licensed Counselors
		<u>Data</u> <ul style="list-style-type: none"> • Data collection design • Data collection • Data reporting 	Ongoing	TCAP Evaluator TCCJP Evaluator

		Community Collaboration • Monitor Intercept points	Ongoing	Project Director JMHP Advisory Board
		Pay for Success • Recovery Investment Consortium	Ongoing	Community Investors/ Stakeholders
		Staff Development/Training	Ongoing	Project Director

**POSITION DESCRIPTION: LICENSED COUNSELOR
(GRANT-FUNDED POSITION)**

LEVEL OF EFFORT: 100%

ROLES:

Provides pre-treatment/treatment readiness services and/or intensive outpatient/aftercare services post release to dually diagnosed adult offenders. Services may be provided in a jail setting and in an out-patient community setting. Assists in developing counseling programs and intervention techniques, coordinates and monitors referral of clients to clinical and other resources and services.

DUTIES AND RESPONSIBILITIES:

- Provides pre-treatment/treatment readiness counseling to participants pre-release, including stages of change assessment and/or primary intensive outpatient treatment, 60-75 hours/week and/or aftercare services.
- Conducts individual and group counseling and/or psycho-educational classes using a cognitive curriculum, motivational interviewing techniques regarding substance abuse rehabilitation for dually diagnosed clients, role plays to address skill development, and relapse prevention techniques. Provides crisis and substance abuse intervention services for clients. Identifies clients in at-risk situations and seeks treatment solutions and alternative environmental surroundings.
- Develops treatment plans and intervention programs and recommends resources and services for clients. Coordinates with case manager, probation officer and continuity of care staff. Coordinates referral of clients to clinical resources and other services and monitors client progress. Resolves obstacles to service delivery.
- Prepares progress reports of client treatment, documents interviews, observations and evaluations for case file. Conducts and maintains analysis of treatment and service provider usage. Develops discharge plans, including referrals to support recovery to counseling and social service programs in the community.
- Attends training as needed to address population served.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in Social or Behavioral Sciences or a directly related field AND two (2) years experience in group facilitation, dual diagnosis substance abuse counseling and criminal justice work;

OR,

Any combination of education and experience that has been achieved and is equivalent to the stated education and experience and required knowledge, skills, and abilities sufficient to successfully perform the duties and responsibilities of this job.

- Licensed Chemical Dependency Counselor (LCDC); OR, Qualified Credentialed Counselor.
- Valid Texas Driver's License.

**POSITION DESCRIPTION: LICENSED RESIDENTIAL COUNSELOR
(GRANT-FUNDED POSITION)**

LEVEL OF EFFORT: 100%

ROLES:

Provides post release residential treatment and/or aftercare services to dually diagnosed adult offenders. Services will be provided in a community-based community corrections residential facility. Assists in developing counseling programs and intervention techniques, coordinates and monitors referral of clients to clinical and other resources and services.

DUTIES AND RESPONSIBILITIES:

- Provides 90 days of residential and/or aftercare services.
- Conducts individual and group counseling and/or psycho-educational classes using a cognitive curriculum, motivational interviewing techniques regarding substance abuse rehabilitation for dually diagnosed clients, role plays to address skill development, and relapse prevention techniques. Provides crisis and substance abuse intervention services for clients. Identifies clients in at-risk situations and seeks treatment solutions and alternative environmental surroundings.
- Develops treatment plans and intervention programs and recommends resources and services for clients. Coordinates with case manager, probation officer and continuity of care staff. Coordinates referral of clients to clinical resources and other services and monitors client progress. Resolves obstacles to service delivery.
- Prepares progress reports of client treatment, documents interviews, observations and evaluations for case file. Conducts and maintains analysis of treatment and service provider usage. Develops discharge plans, including referrals to support recovery to counseling and social service programs in the community.
- Attends training as needed to address population served.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in Social or Behavioral Sciences or a directly related field AND two (2) years experience in group facilitation, dual diagnosis substance abuse counseling and criminal justice work;

OR,

Any combination of education and experience that has been achieved and is equivalent to the stated education and experience and required knowledge, skills, and abilities sufficient to successfully perform the duties and responsibilities of this job.

- Licensed Chemical Dependency Counselor (LCDC); OR, Qualified Credentialed Counselor.
- Valid Texas Driver's License.

**POSITION DESCRIPTION: RE-ENTRY CASE MANAGER
(GRANT-FUNDED POSITION)**

LEVEL OF EFFORT: 100%

ROLES:

Determines client eligibility for a variety of social services or provides other social services related to crisis intervention and case management. Interviews clients, collects and completes required eligibility documentation, determines eligibility for social services assistance and monitors client progress and usage of assistance. Refers clients to clinical and social service provider resources and coordinates with Adult Probation Officer.

DUTIES AND RESPONSIBILITIES:

- Interviews clients, collects and completes required documentation and determines eligibility for assistance based upon a variety of service regulations and procedures.
- Develops initial re-entry plan after staffing case with CRS (Co-occurring Re-entry Services) Team
- Provides basic needs counseling and problem-solving assistance or case management services for clients. Provides social services related to crisis intervention.
- Coordinates with other service agencies, organizations, and vendors to provide appropriate services and information for clients as well as referrals. Serves as an advocate on behalf of client. Makes appropriate referrals to other social service, education, and/or health agencies as needed. Interprets eligibility requirements, policy and procedures to clients, other agencies, vendors and governmental entities.
- May assist clients in obtaining vocational and employment services.
- Attends training as needed to address population served.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in one of the Social or Behavioral Sciences AND two (2) years experience in social services related work and two years experience working with the criminal justice population;
- Valid Texas Driver's License

**POSITION DESCRIPTION: PROJECT DIRECTOR/GRANT COORDINATOR
(IN-KIND POSITION)**

ROLES:

Provides leadership, management and coordination in planning, organizing, implementing grant programming/operations in accordance with State, Federal and Local laws, policies, procedures and guidelines. Develops strategic plans to accomplish goals and objectives and improve effectiveness and efficiency of services.

DUTIES AND RESPONSIBILITIES:

- Directs, plans, organizes, implements, monitors overall grant operations.
- Oversees and participates in the planning and development of policies, procedures, goals and objectives.
- Develops strategic plans to accomplish goals and objectives, improve effectiveness and efficiency of service delivery and grant operations and resolves service gaps.
- Directs management and staff and ensures activities are consistent with goals and objectives and ensures compliance with grant requirements.
- Represents the organization and facilitates ongoing collaboration with partnering organizations regarding grant activities.
- Monitors and approves budget expenditures.
- Prepares any programmatic reports required by grant.
- Directs the development of, and participation in, training and education opportunities for staff and collaborating partners.
- Serves as point of contact with grantor regarding grant activities.
- Attends trainings as needed to address population served.

MINIMUM QUALIFICATIONS:

- Master's degree in Social or Behavioral Services AND eight (8) years increasingly responsible experience in program design development and implementation and five (5) years mid- to senior level supervisory or management experience.
- Valid Texas Driver's License.

POSITION DESCRIPTION: EVALUATOR (IN-KIND POSITION)

ROLES:

Develops and manages department evaluation and research initiatives.

DUTIES AND RESPONSIBILITIES:

- Evaluates and coordinates projects and programs. Monitors project and program issues, and reviews plans and strategies for future project and program planning requirements.
- Manages highly advanced and complex projects and programs with broad scope.
- Performs complex project and program research and effectiveness evaluation, including statistical analysis, performance measures, goals accomplished, timetables, outcomes, and outputs to include selecting appropriate research design methods, techniques and procedures, setting up data for compiling and managing data, and data manipulation and analysis.
- Prepares and produces written summaries, documents, and statistical and other reports.
- Attends training as needed.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in Public Policy/Administration, Government, Criminal Justice, Sociology, Business Administration or a directly related field AND five (5) years increasingly responsible experience with research, database management, statistical analysis, policy and procedure, administrative, management, and budgetary analysis or systems analysis;

OR,

Master's degree in Public Policy/Administration, Government, Criminal Justice, Sociology, Business Administration or a directly related field AND three (3) years increasingly responsible experience with research, database management, statistical analysis, policy and procedure, administrative or management, and budgetary analysis or systems analysis;

OR,

Any combination of education and experience that has been achieved and is equivalent to the stated education and experience and required knowledge, skills, and abilities sufficient to successfully perform the duties and responsibilities of this job.

**POSITION DESCRIPTION: PROBATION OFFICER(S)
(IN-KIND POSITION)**

ROLES: Provides specialized supervision to clients who have been placed on community supervision by the courts, enforces conditions of community supervision and monitors all aspects of casework related to the conditions of community supervision. Conducts initial and subsequent interviews with clients to assist in sentencing, explains conditions of community supervision, and assists clients in meeting terms of community supervision.

DUTIES AND RESPONSIBILITIES:

- Conducts interviews with clients, investigates and examines information related to client's case, and prepares a report to facilitate the sentencing process.
- Conducts initial and subsequent interviews with clients, explaining conditions of community supervision as set forth by the courts. Develops supervision plans for clients and completes all required documents on newly probated clients.
- Interprets conditions of community supervision, monitors for compliance with conditions, and takes appropriate action for non-compliance.
- Maintains ongoing accurate level of supervision on all offenders.
- Monitors client's progress through regular interviews with client. Conducts field visits to client's home and other locations pertinent to client's case.
- Uses motivational interviewing techniques to assist in addressing criminogenic needs and to facilitate change in behavior to reduce recidivism.
- Documents all contacts with clients and all pertinent facts and events occurring in client's life, including issues of compliance and noncompliance.
- Prepares legal documents and other reports for judges, attorneys and the court system, as required.
- Conducts urinalysis on clients as required for purposes of substance abuse monitoring. May administer other substance abuse screening and assessment tools.
- Provides testimony in court, as required.
- Attends training as needed to address population served.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in Criminal Justice or a directly related field. If Bachelor's degree is in unrelated field, must have one (1) year of graduate work in related field or one (1) year of experience in full-time casework, counseling or community group work.
- Valid Texas Driver's License.



Judge Julie Kocurek
390TH District Court
Travis County, Texas

Blackwell-Thurman Criminal Justice Center
P.O. Box 1748
Austin, TX 78767

(512)854-4885
Fax (512)854-4680

April 2, 2012

Bureau of Justice Assistance-
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

Nation-wide there is over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have repetitive arrest due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. The Travis County District Criminal Court Judges working in partnership with TCAP will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders. Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

The Travis County District Criminal Court Judges are committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,



Judge Julie H. Kocurek
390th District Court
Travis County, Texas



SAMUEL T. BISCOE
COUNTY JUDGE

TRAVIS COUNTY ADMINISTRATION BUILDING
P.O. BOX 1748 ROOM 520
AUSTIN, TEXAS 78767
(512) 854-9555

March 28, 2012

Bureau of Justice Assistance
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

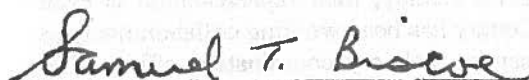
Nationwide offenders with mental illness and substance use disorders are over-represented in the criminal justice system. These offenders tend to have repetitive arrests due to the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than at national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. Travis County, working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders. Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County that focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population; and (2) a planning initiative

based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population, which is one of the populations identified in the planning grant.

Travis County is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre- and post-release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,



Samuel T. Biscoe
Travis County Judge



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON
TRAVIS COUNTY SHERIFF

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

PHYLLIS CLAIR
Major – Law Enforcement

DARREN LONG
Major – Corrections

MARK SAWA
Major - Administration & Support

March 27, 2012

Bureau of Justice Assistance
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

Nation-wide there is over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have repetitive arrest due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. The Travis County Sheriff's Office working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders. The Sheriff's Office will collaborate for pre-release treatment services and will also provide the Texas Recommended Assessment Guideline (TRAG) to potential program participants.

Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two Bureau of Justice Assistance grants in Travis County which focus on: (1) justice re-investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Complex and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

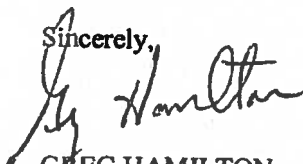
March 27, 2012

Page Two

BJA Letter

Travis County Sheriff's Office is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,



GREG HAMILTON
Sheriff, Travis County

**TRAVIS COUNTY
MENTAL HEALTH PUBLIC DEFENDER**



March 27, 2012

**Bureau of Justice Assistance-
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531**

To Whom It May Concern:

Nation-wide there is over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have repetitive arrest due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. Travis County Mental Health Public Defender Office working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders. The case manager position requested in the grant will be housed within the Travis County Mental Health Public Defender's Office and will provide case management services to program participants.

Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-

OFFICE ADDRESS:
2201 POST ROAD, SUITE 200
AUSTIN, TEXAS 78704
(512) 854-3030 PHONE
(512) 854-3037 FAX

MAILING ADDRESS:
P.O. BOX 1748
AUSTIN, TEXAS 78767

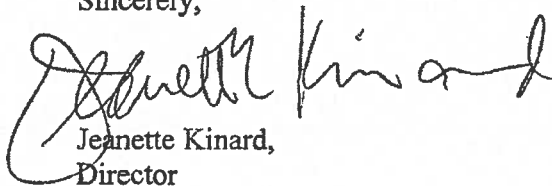
TRAVIS COUNTY MENTAL HEALTH PUBLIC DEFENDER



Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

Travis County Mental Health Public Defender Office is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,


Jeanette Kinard,
Director

OFFICE ADDRESS:
2201 POST ROAD, SUITE 200
AUSTIN, TEXAS 78704
(512) 854-3030 PHONE
(512) 854-3037 FAX

MAILING ADDRESS:
P.O. BOX 1748
AUSTIN, TEXAS 78767



JUSTICE & PUBLIC SAFETY DIVISION

Roger Jefferies, County Executive

P.O. Box 1748 Austin, Texas 78767 Phone (512) 854-4415 Fax (512) 854-4417

Criminal Justice Planning
Roger Jefferies
(512) 854-4415

Counseling & Education Services
Caryl Colburn
(512) 854-9540

Juvenile Public Defender
Kameron D. Johnson
(512) 854-4128

March 26, 2012

**Bureau of Justice Assistance –
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531**

To Whom It May Concern:

Nation-wide there is over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have repetitive arrest due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. Travis County Justice and Public Safety, working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders.

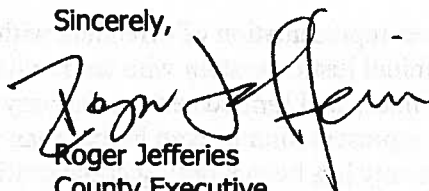
Working collaboratively with TCAP, Criminal Justice Planning will conduct an evaluation of the services provided under this grant.

Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1)

Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

Travis County Justice and Public Safety is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,



Roger Jefferies
County Executive
Justice and Public Safety
Travis County, Texas



March 29, 2012

Bureau of Justice Assistance-
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

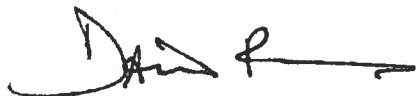
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Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. Austin Travis County Integral Care working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders.

Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a.k.a. Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

Austin Travis County Integral Care is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,



David Evans
Chief Executive Officer





Rosemary Lehmberg ★ Travis County District Attorney

P.O. Box 1748 Austin, Texas 78767 • Telephone: 512-854-9400 • Fax: 512-854-9534

e-mail: district.attorney@co.travis.tx.us • www.traviscountyda.org

April 2, 2012

Bureau of Justice Assistance
Office of Justice Programs
810 Seventh Street NW, Fourth Floor
Washington, DC 20531

To Whom It May Concern:

I support Travis County Adult Probation Department's (TCAP) grant application under the Second Chance Act Re-entry Program for Adult Offenders with Co-occurring Substance Abuse and Mental Health Disorders.

The Travis County District Attorney's Office recognizes that there is an over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have multiple arrests due the chronic nature of their illness and limited service delivery modalities in the community. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

The partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice-Travis Unit (Travis State Jail). The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

The Travis County District Attorney's Office is committed to supporting the efforts of TCAP in this collaborative effort to ensure its success. I urge your support of the TCAP grant application.

Sincerely,

Rosemary Lehmberg

**TRAVIS COUNTY
DISTRICT AND COUNTY
CRIMINAL COURTS**



**BLACKWELL-THURMAN
CRIMINAL JUSTICE CENTER
P. O. BOX 1748
AUSTIN, TX. 78767
(512) 854-9244
FAX: (512) 854-4464**

March 28th, 2012

Bureau of Justice Assistance-
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

Nation-wide there is over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have repetitive arrests due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. Travis County Court Administration working in partnership with TCAP will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders. Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

Travis County Court Administration is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,



Debra Hale
Criminal Courts Management Director



Travis State Jail ADVISORY COMMITTEE

Alonzo Bradley, Chair

Bureau of Justice Assistance-
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

March 27, 2012

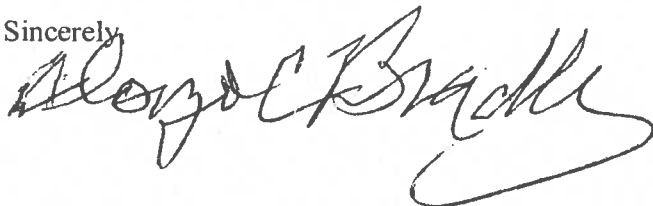
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Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. The Travis County State Jail Advisory Committee working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders. Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

Travis County State Jail Advisory Committee is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,





March 26, 2012

Bureau of Justice Assistance
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

Nation-wide there is an over-representation of offenders with mental illness and substance use disorders in the criminal justice system that tend to have repetitive arrests due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. Communities for Recovery, working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders.

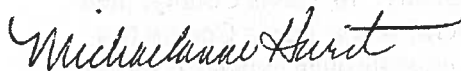
Communities for Recovery provides open programming, specifically for people who identify as having a substance use and co-occurring mental health condition, at no cost to the participant. These programs are all facilitated at our 7,000 square foot Peer Recovery Support Center located at 4110 Guadalupe, Bldg. 635, Austin, Texas 78751:

Mondays	7 – 8:30pm – Dual Recovery Anonymous
Wednesdays	12 Noon – Dual Recovery Anonymous
Thursdays	7 – 8:30pm – Dual Disorders Recovery Achievers
Fridays	7 – 8pm – Dual Recovery Anonymous

Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

Communities for Recovery supports the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,



Michaelanne Hurst
Executive Director
Communities for Recovery



March 26, 2012

Bureau of Justice Assistance-
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

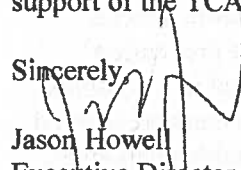
Nation-wide there is over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have repetitive arrest due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. SoberHood working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders.

Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

SoberHood is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,


Jason Howell
Executive Director
SoberHood

Recovery Law Institute

Pat Malone

Managing Director

8300 Puerta Vista
Austin, TX 78759
O - (512) 231-1951 C - (512) 826-0530

pmalone@malonelawaustin.com
www.texasrecovers.org

April 2, 2012

Bureau of Justice Assistance-
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

Nation-wide there is over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have repetitive arrest due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. Recovery Law Institute, working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders. Recovery Law Institute has been in consultations with both Social Finance and Third Sector Capital Partners of Boston regarding the launch of a Pay for Success Program in Texas, initially centered in Austin as the state capital. Texas social service investors have also been engaged statewide in preliminary discussions as a supplement to the ROSC initiative. This development of a funded social service consortium underwritten by social impact bonds to support recovery and re-entry services is in its infancy. Design and implementation of our consortium would not occur until year two of this grant.

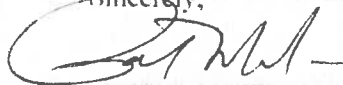
A Pay for Success Program is deemed imperative since government is suffering from severe structural and long-term budget gaps while costly safety-net spending crowds out prevention funding. Yet social sector funding and industry structure remain highly fragmented in a complex multitude of survival silos. Post recession, even the most effective nonprofit providers are starved for growth capital. Philanthropy and government alone cannot solve these intractable challenges.

April 2, 2012

Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

Recovery Law Institute is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. I urge your support of the TCAP grant application.

Sincerely,



Pat Malone





April 2, 2012

Bureau of Justice Assistance-
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

To Whom It May Concern:

For several years, Travis County has been working collaboratively to develop strategies to address the issue of offenders with co-occurring disorders through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders.

Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

The Texas office of **Corporation for Supportive Housing (CSH)** will work in partnership with TCAP, to enable our jurisdiction to develop and implement responsive and timely housing strategies, including but not limited to permanent supportive housing for those that need it, to meet the needs of probationers with co-occurring disorders. Specifically, the Director of the Texas program commits at least 20 hours of technical assistance time to the project should it be funded, to help create partnerships with housing providers, appropriately structure housing interventions, and otherwise provide guidance to the housing component of the initiative.

The partnership between CSH and Travis County will be enhanced by the fact that they, along with other partners in this application, currently participate in the implementation of two existing Bureau of Justice Assistance grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

I urge your support of the TCAP grant application. Please do not hesitate to contact me should you have any questions. I may be reached via email at dianna.grev@csh.org or by phone at (512) 228-8785.

Sincerely,

A handwritten signature in black ink, appearing to read "Dianna Grey", is written over a printed name and title.

Dianna Grey
Director, Texas



Austin/Travis County Reentry Roundtable

Austin/Travis County Reentry Roundtable

Building Successful Strategies for Offender Reentry and Reintegration in Austin/Travis County, Texas

PLANNING COUNCIL

Thomas Cruz

Chairperson – On leave
Office of the Attorney General

Sandra Eames, Ed.D.

Interim Council Chair,
Council Vice Chair
EBP Co-Chair

Daryl Beatty

Travis Co. Juvenile Probation

Herman Buhrig

Community Representative

Marvin Dunbar

TDCJ – Rehabilitation Programs

Darla Gay

Travis County
District Attorney's Office

Greg Gibson

Policy Reform Chair

Roger Jefferies

Travis Co. Justice/Public Safety

Karen Maxwell

Travis County Sheriff's Office

Geraldine Nagy, Ph.D.

Travis County Adult Probation
EBP Co-Chair

Mike McDonald

Austin Assistant City Manager

Abraham Minjarez

A/TCIC

Marcus Ramirez

TDCJ Parole Division

Frank Ringer

Business Representative

Paul Sloan

Warden, TDCJ – Travis Unit

Janice Taylor

Federal Bureau of Prisons

Kenneth Thompson

Support Systems Co-Chair

Pete Valdez

City of Austin Community Court

A/TCRRT Staff

Jeri Houchins
Emily Rogers

<http://reentryroundtable.net>

March 27, 2012

Bureau of Justice Assistance - Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

I am writing on behalf of the Austin/Travis County Reentry Roundtable (A/TCRRT) in support of the Travis County Adult Probation's application to the Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders. Since its formation in mid-2003, the A/TCRRT has been a robust, community-wide collaborative and catalyst for systemic change that educates, facilitates and advocates in order to promote public safety through effective reentry and reintegration.

Nation-wide there is over-representation of offenders with mental illness and substance use disorders in the criminal justice system who tend to have repetitive arrest due the chronic nature of their illness and limited service delivery modalities in the community. In Travis County, their representation is even higher than national or state levels. For several years, Travis County has been working collaboratively to develop strategies to address this issue through expanded service delivery coordination efforts. The Second Chance Act Re-Entry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders provides an excellent opportunity for the Travis County Adult Probation Department (TCAP) to enhance effective service delivery for high risk felony probationers with co-occurring disorders. Focusing on female felony probationers with co-occurring disorders, TCAP and community partners will direct staffing and community-based resources to establish systemic access points to ensure that adequate housing options, medication stabilization, treatment and health realization services are available.

Using the Essential Elements of Specialized Probation Initiatives Model, TCAP will expand the service delivery continuum for the target population. This will ensure continuity of care and the use of evidenced based practices. The A/TCRRT, working in partnership with TCAP, will enable our jurisdiction to develop and implement responsive and timely strategies to meet the needs of probationers with co-occurring disorders. Augmenting the service delivery continuum is elevated since the partners of this application currently participate in the implementation of two BJA grants in Travis County which focus on: (1) Justice Re-Investment for the chronically homeless, justice involved population and (2) a planning initiative based on the Sequential Intercept Model to create a strategic, collaborative, comprehensive and long-term plan to address defendants with behavioral health and co-occurring disorders who are incarcerated in the Travis County Correctional Center and Texas Department of Criminal Justice – Travis Unit a/k/a Travis State Jail. The Second Chance Act Re-Entry Grant would provide an immediate service delivery focus point for the adult probation population which is one of the populations identified in the planning grant.

The A/TCRRT is committed to supporting the efforts of TCAP to enhance service delivery for the target population. TCAP's provision of pre and post release services to the target population will promote public safety, strive to reduce recidivism and meet quality of life goals of the jurisdiction. We urge your support of the TCAP grant application.

Respectfully submitted,

Sandra Eames, Chair

Appendix 2
Statement of Assurance Form:
Mandatory Certification Requirements and Coordination Requirement
(Submit with the Application as an Attachment)

As the Authorized Representative of insert name of applicant organization
Travis County Adult Probation, I assure BJA the following:

Mandatory Certification Requirement: Service Provider Licensing/ Accreditation/

Certification Documentation: In addition, as the Authorized Representative I also assure BJA that all collaborating service provider organizations listed in this application meet applicable licensing, accreditation, and certification requirements.

As the authorized representative, I also understand that the following information is required to receive funding, and these materials have been included within the application materials:

- A letter of commitment that specifies the nature of the participation and what service(s) will be provided from every service provider organization listed in the application that has agreed to participate in the project.
- Official documentation that all service provider organizations collaborating in the project have been providing relevant services for a minimum of 2 years prior to the date of the application in the area(s) in which services are to be provided. Official documents must definitively establish that the organization has provided relevant services for the last 2 years.
- Official documentation that all collaborating service provider organizations are in compliance with all local (city, county) and state/tribal requirements for licensing, accreditation, and certification or official documentation from the appropriate agency of the applicable state/tribal, county, or other governmental unit that licensing, accreditation, and certification requirements do not exist.

Note: Official documentation is a copy of each service provider organization's license, accreditation, and certification.

- Documentation of accreditation will not be accepted in lieu of an organization's license. A statement by, or letter from, the applicant organization or from a provider organization attesting to compliance with licensing, accreditation and certification or that no licensing, accreditation, certification requirements exist, does not constitute adequate documentation.

Mandatory Coordination Requirement: I assure BJA that if my organization is not the Single State Agency (SSA) for Substance Abuse Services, and I assure and have demonstrated that the proposal has been developed in coordination with SAA support, except in the case of federally-recognized tribal government applicants.


Signature of Authorized Representative

4-2-12
Date

BJA-2012-3153



TEXAS DEPARTMENT OF STATE HEALTH SERVICES

DAVID L. LAKEY, M.D.
COMMISSIONER

P.O. Box 149347
Austin, Texas 78714-9347
1-888-963-7111
TTY: 1-800-735-2989
www.dshs.state.tx.us

April 1, 2012

Bureau of Justice Assistance
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

Re: Solicitation- CFDA #16.812

To Whom It May Concern:

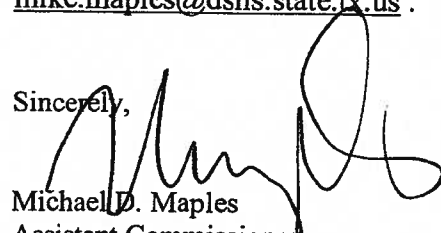
I received notification regarding the Travis County Adult Probation's application to SAMHSA for the **Second Chance Act Reentry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders**. As the designated Single State Substance Abuse Authority for Texas, I believe that the Travis County Adult Probation Office has the capacity to carry out the plans that were submitted to our office.

Based on their written submission and consultation with my staff, we believe that their plan follows our overall framework. We are particularly interested in the population that that the probation office plans to target, the high-risk felony probationer with mental and substance use disorders with females being a priority. Additionally, we are encouraged to see that they plan to use several evidence based strategies such as the National *GAINS* Center Sequential Intercept Model, Cognitive Behavioral Therapy and Motivational Interviewing.

We are familiar with probation office's collaborative efforts in the Travis County area including one of our initiatives, the Recovery Oriented System of Care (ROSC). We also want to validate the need to ensure coordination between criminal justice entities and the Texas Department of State Health Services' funded and licensed community based substance abuse treatment systems. This will be demonstrated through the probation office's relationship with the Austin Travis County Integral Care who provides mental health, substance abuse and co-occurring services.

If you have any questions or need further information, please contact me at (512)-206-5968 or mike.maples@dshs.state.tx.us.

Sincerely,


Michael D. Maples
Assistant Commissioner
Mental Health and Substance Abuse

Service Provider

Licensure Information:

- Travis County Adult Probation
- Travis County Sheriff's Office-Travis County Jail
- Austin/Travis County Integral Care

GOVERNMENT CODE CHAPTER 509. COMMUNITY JUSTICE ASSISTANCE DIVI..

GOVERNMENT CODE

TITLE 4. EXECUTIVE BRANCH

SUBTITLE G. CORRECTIONS

CHAPTER 509. COMMUNITY JUSTICE ASSISTANCE DIVISION

Sec. 509.001. DEFINITIONS. In this chapter:

(1) "Community corrections facility" means a physical structure, established by the judges described by Section 76.002 after authorization of the establishment of the structure has been included in the local community justice plan, that is operated by a department or operated for a department by an entity under contract with the department, for the purpose of treating persons who have been placed on community supervision or who are participating in a drug court program established under Chapter 469, Health and Safety Code, and providing services and programs to modify criminal behavior, deter criminal activity, protect the public, and restore victims of crime. The term includes:

- (A) a restitution center;
- (B) a court residential treatment facility;
- (C) a substance abuse treatment facility;
- (D) a custody facility or boot camp;
- (E) a facility for an offender with a mental impairment, as defined by Section 614.001, Health and Safety Code; and
- (F) an intermediate sanction facility.

(2) "Department" means a community supervision and corrections department established under Chapter 76.

(3) "Division" means the community justice assistance division.

(4) "State aid" means funds appropriated by the legislature to the division to provide financial assistance to:

- (A) the judges described by Section 76.002 for:
 - (i) a department established by the judges;
 - (ii) the development and improvement of community supervision services and community-based correctional programs;

GOVERNMENT CODE CHAPTER 509. COMMUNITY JUSTICE ASSISTANCE DIVI...

(iii) the establishment and operation of community corrections facilities; and

(iv) assistance in conforming with standards and policies of the division and the board; and

(B) state agencies, counties, municipalities, and nonprofit organizations for the implementation and administration of community-based sanctions and programs.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 7.01, eff. Sept. 1, 1995.

Amended by Acts 1997, 75th Leg., ch. 165, Sec. 12.23(a), eff. Sept. 1, 1997.

Amended by:

Acts 2005, 79th Leg., Ch. 255, Sec. 9, eff. May 30, 2005.

Acts 2005, 79th Leg., Ch. 1139, Sec. 3, eff. June 18, 2005.

Sec. 509.002. PURPOSE. The purpose of this chapter is to:

(1) allow localities to increase their involvement and responsibility in developing sentencing programs that provide effective sanctions for criminal defendants;

(2) provide increased opportunities for criminal defendants to make restitution to victims of crime through financial reimbursement or community service;

(3) provide increased use of community penalties designed specifically to meet local needs; and

(4) promote efficiency and economy in the delivery of community-based correctional programs consistent with the objectives defined by Section 1.02, Penal Code.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 7.01, eff. Sept. 1, 1995.

Sec. 509.003. STANDARDS AND PROCEDURES. (a) The division shall propose and the board shall adopt reasonable rules establishing:

(1) minimum standards for programs, community corrections facilities and other facilities, equipment, and other aspects of the operation of departments;

(2) a list and description of core services that should be provided by each department;

(3) methods for measuring the success of community

GOVERNMENT CODE CHAPTER 509. COMMUNITY JUSTICE ASSISTANCE DIVI..

supervision and corrections programs, including methods for measuring rates of diversion, program completion, and recidivism;

(4) a format for community justice plans; and

(5) minimum standards for the operation of substance abuse facilities and programs funded through the division.

(b) In establishing standards relating to the operation of departments, the division shall consider guidelines developed and presented by the advisory committee on community supervision and corrections department management to the judicial advisory council established under Section 493.003(b).

(c) A substance abuse facility or program operating under the standards is not required to be licensed or otherwise approved by any other state or local agency.

(d) The division shall develop a screening and evaluation procedure for use in accordance with Section 76.017. The division shall determine if a single screening and evaluation procedure may be used in each program. If the division determines that a single procedure is not feasible, the division shall identify and approve procedures that may be used.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 7.01, eff. Sept. 1, 1995.

Amended by Acts 1997, 75th Leg., ch. 165, Sec. 12.24(a), eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 1269, Sec. 5, eff. Sept. 1, 1997.

Sec. 509.004. RECORDS, REPORTS, AND INFORMATION SYSTEMS. (a) The division shall require each department to:

(1) keep financial and statistical records determined necessary by the division;

(2) submit a community justice plan and all supporting information requested by the division;

(3) present data requested by the division as necessary to determine the amount of state aid for which the department is eligible;

(4) submit periodic financial audits and statistical reports to the division; and

(5) submit to the Department of Public Safety the full name, address, date of birth, social security number, and driver's license number of each person restricted to the operation of a motor vehicle equipped with a device that uses a deep-lung breath analysis

TEXAS COMMISSION ON JAIL STANDARDS

EXECUTIVE DIRECTOR
Adan Muñoz, Jr



P.O. Box 12985
Austin, Texas 78711
Voice: (512) 463-5505
Fax: (512) 463-3185
Agency Website: <http://www.tcjs.state.tx.us>
E-mail Address: adan.munoz@tcjs.state.tx.us

March 19, 2012

Sheriff Greg Hamilton
Travis County Sheriff's Office
P.O. Box 1748
Austin, TX 78767

MAR 22 2012

Dear Sheriff Hamilton,

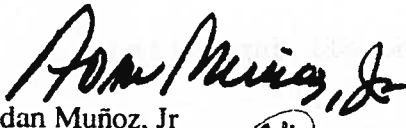
The Texas Commission on Jail Standards wishes to acknowledge the excellent work of the Travis County Sheriff's Office with a Certificate of Compliance for the Travis County Jail. The most recent inspection of your facility on March 12-16, 2012 by Texas Commission on Jail Standards Inspector Fred St. Amant, Inspector Jacqueline Semmler, and Inspector Anthony Mikesch has demonstrated that your facility is in compliance with Texas Minimum Jail Standards.

The Certificate of Compliance demonstrates your outstanding leadership and the diligent work of your staff in complying with minimum jail standards. In addition, this achievement is a direct result of your office's commitment to excellence and is an example of dedication and professionalism in maintaining a safe, secure, and sanitary facility.

Providing the essential budgetary support for jail operations is also imperative to achieving compliance, so let me also congratulate the Travis County Commissioners' Court for their vital support of jail operations.

The citizens of Travis County should be proud of your combined efforts, as is the Texas Commission on Jail Standards.

Best regards,


Adan Muñoz, Jr
Executive Director

AM/mw

cc: Judge Samuel T. Biscoe, Travis County

Judge Donna S. Klaeger, Burnet, Chair
Stanley D. Egger, Abilene, Vice Chair
Irene A. Armendariz, El Paso

Allan D. Cain, Carthage
Jerry W. Lowry, New Caney
Larry S. May, Sweetwater

Sheriff Gary Painter, Midland
Dr. Michael M. Seale, M.D., Houston
Sheriff Tam Terry, Panhandle

"The Commission on Jail Standards welcomes all suggestions and will promptly respond to all complaints directed against the agency or any facilities under its purview"



Texas Commission on Jail Standards

Travis County Jail

Austin, Texas

March 12-16, 2012

Date(s) of Inspection

SUBJECT: INSPECTION REPORT

State Law requires periodic inspections of county jail facilities (VTCA, Local Government Code, Chapter 351, VTCA, Government Code, Chapter 511; Chapter 297.8, Texas Commission on Jail Standards).

- ☐ The facility was inspected on the date(s) indicated above, and it was determined that deficiencies exist. You are urged: (1) to give these areas of noncompliance your serious and immediate consideration; and (2) to promptly initiate and complete appropriate corrective measures. The Commission is available to discuss or assist you with the appropriate corrective measures required.

Failure to initiate and complete corrective measures following receipt of the Notice of Noncompliance may result in the issuance of a Remedial Order (Chapter 297.8, et seq.).

- ☒ This facility was inspected on the date(s) indicated above. There were no deficiencies noted and upon review of this report by the Executive Director of the Texas Commission on Jail Standards, a certificate of Compliance may be issued per the requirements of VTCA, Chapter 511 and Texas Minimum Jail Standards.

Authenticated:

Inter-Office Use Only

Fred St. Amant
Fred St. Amant, TCJS Inspector

Jackie Semmler
Jackie Semmler, TCJS Inspector

Anthony Mireksh
Anthony Mireksh, TCJS Inspector

Received by: _____

_____ Date

Reviewed by: _____

_____ Date

cc: Judge
Sheriff

Individuals and/or entities regulated by the Texas Commission on Jail Standards shall direct all complaints regarding the commission procedures and functions to the Executive Director at: P.O. Box 12985 Austin, Texas 78711 (512) 463-5505 Fax (512) 463-3185 or at our agency website at www.tcjs.state.tx.us.



**TEXAS DEPARTMENT OF STATE HEALTH SERVICES
REGULATORY LICENSING UNIT**

Substance Abuse Treatment Facility

This is to certify that

AUSTIN TRAVIS COUNTY MENTAL HEALTH RETARDATION CENTER

DBA AUSTIN TRAVIS COUNTY INTEGRAL CARE

3000 Oak Springs Road
AUSTIN, TX 78702

is licensed as a substance abuse treatment facility under the provision of the Health and Safety Code, Chapter 464,
and the 25 Texas Administrative Code, Chapter 448 Substance Abuse Standards of Care Rules.

License Number: 166 - 166A

Expiration Date: 08/31/2013

Total Beds: 0

Slots: 150

Please refer to the accompanying approval letter for specific information regarding this license.

Non-Transferable

4721



**TEXAS DEPARTMENT OF STATE HEALTH SERVICES
REGULATORY LICENSING UNIT**

Substance Abuse Treatment Facility

This is to certify that

**AUSTIN TRAVIS COUNTY MENTAL HEALTH MENTAL RETARDATION CENTER
DBA AUSTIN TRAVIS COUNTY INTEGRAL CARE**

403 East 15th Street
AUSTIN, TX 78701

is licensed as a substance abuse treatment facility under the provision of the Health and Safety Code, Chapter 464, and the 25 Texas Administrative Code, Chapter 448 Substance Abuse Standards of Care Rules.

License Number: 166 - 3381

Expiration Date: 08/31/2013

Total Beds: 31

Slots: 0

Please refer to the accompanying approval letter for specific information regarding this license.

Non-Transferable

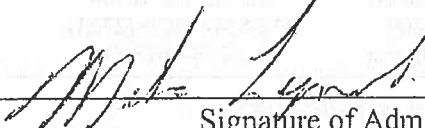
4729

Documentation of 2 year provision of Services:

- Travis County Adult Probation
- Austin/Travis County Integral Care (ATCIC): ATCIC provided treatment services for individuals court-ordered to residential treatment at ATCIC-Oak Springs until 2011. At that time, treatment for individuals court-ordered to residential treatment services moved to ATCIC-Herron House location, and outpatient services continued to be provided at ATCIC-Oak Springs location.

JUDICIAL ENDORSEMENT(S)

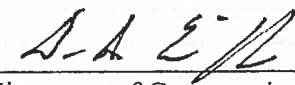
Judge Mike Lynch
Name (type or print)

 3-27-09
Signature of Administrative Judge/Date
(Designated to represent District and County Court-at-Law Judges in Judicial District)

COMMITMENT TO PLAN

The Travis County Community Justice Council and Community Supervision and Corrections Department are committed to our Community Justice Plan and the use of alternative and intermediate sanctions as set forth in the plan. We are dedicated to the protection of the community and the (re)habilitation of the offender, and we support the full use of a continuum of sanctions which will assist us in achieving those results.

Community Justice Council

 3/23/09
Signature of Community Justice Council Chairperson/Date

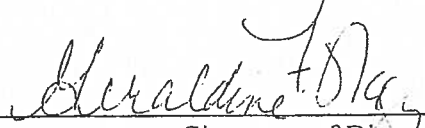
Travis County Attorney
Title (if elected/appointed state/county/city/school district official)

P.O. Box 1748
Mailing Address

Austin, TX 78767
City/ Zip Code

(512) 854-9415
(Area Code) Daytime Telephone

Community Supervision and Corrections Department

 3/27/2009
Signature of Director/Date

ADULT PROBATION DEPARTMENT

of Travis County

Central Unit
411 W. 13th Street,
Suite 400
Austin, TX 78701
512-854-4600
512-854-4606 Fax

North Unit
10409 Burnet Rd
Austin, TX 78758
512-854-9775
512-854-4533 Fax

Mental Health Unit
4920 IH 35 North
Suite 110
Austin, TX 78751
512-854-1800
512-854-5285 Fax

South Unit
4011 McKinney Falls Pkwy
Suite 1300
Austin, TX 78744
512-854-CSCD (2723)
512-854-4612 Fax

SMART
3404 S FM 973
Del Valle, TX
78617
512-854-3150
512-247-5567 Fax



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

www.co.travis.tx.us/AdultProbation

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

Dr. Geraldine Nagy, Director
Rosie Ramón-Durán, Assistant Director

Travis County Adult Probation FY 2010-2011 Community Justice Plan Table of Contents

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Texas Department of State Health Services

REGULATORY LICENSING UNIT

Substance Abuse Treatment Facility

*Austin Travis County MHMR
Oak Springs Treatment Center
3000 Oak Springs Road,
Austin*

having complied with the provisions of Health and Safety Code, Chapter 464, and the standards established by the Texas Department of State Health Services is granted this

Certificate of Licensure

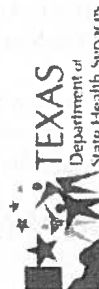
Residential Beds: 0

Outpatient Slots: 150

<i>Outpatient</i>	<i>Service Setting</i>	<i>Gender</i>	<i>Age Group</i>
		<i>Male & Female</i>	<i>Adult</i>

166-A

License Number



August 31, 2009

Expiration Date



This certificate is non-transferable.



OMB APPROVAL NO. 1121-0140
EXPIRES 06/30/2009

STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity--
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature Date

Date

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT,
SUSPENSION AND OTHER RESPONSIBILITY MATTERS
AND
DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

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

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

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS
(DIRECT RECIPIENT)**

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

A. The applicant certifies that it and its principals.

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

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

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default, and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620

A. The applicant certifies that it will or will continue to provide a drug-free workplace by

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice
Office of Justice Programs
ATTN: Control Desk
810 Seventh Street, N W.,
Washington, D.C. 20531

Notice shall include the identification number(s) of each affected grant;

- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Travis Co. Adult Probation Administration: 411 W 13th St. Suite 600, Austin, TX 78701; Travis Co. Correctional Complex: 3614 Bill Price Rd., Del Valle, TX 78617; Mental Health Public Defender's Office: 2201 Post Road, Ste. 200, Austin, TX 78704; Integrated Services: 4920 N. Interstate 35, Suite 110, Austin, TX 78751; TCAP Residential Facility: 3404 S.FM 973, Del Valle, TX 78617; TCAP Outpatient Services: 4011 McKinney Falls Parkway, Suite 1300, Austin, TX 78744; ATCIC outpatient: 3000 Oak Springs Road Austin, TX 78702; ATCIC residential: 403 East 15th Street, Austin, TX 78701

Check ☐ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to:

Department of Justice
Office of Justice Programs
ATTN: Control Desk
810 Seventh Street, N.W.,
Washington, D.C. 20531

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Travis County Adult Probation

411 W. 13th St., Suite 600, Austin, TX 78701

2. Application Number and/or Project Name:

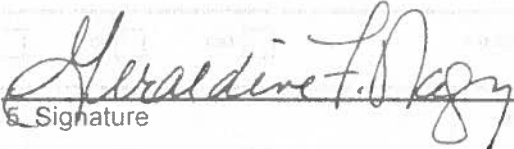
Travis County Adult Probation Co-Occurring Re-entry Services

3. Grantee IRS/Vendor Number

45-0588607

4. Type/Print Name and Title of Authorized Representative

Dr. Geraldine Nagy, Director


5. Signature

6. Date

4-2-12

Per BJA Justice Information Center, governmental entities do not need to complete this form.

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

ACCOUNTING SYSTEM AND FINANCIAL CAPABILITY QUESTIONNAIRE

SECTION A: PURPOSE

The financial responsibility of grantees must be such that the grantee can properly discharge the public trust which accompanies the authority to expend public funds. Adequate accounting systems should meet the following criteria as outlined in the OJP Financial Guide.

- (1) Accounting records should provide information needed to adequately identify the receipt of funds under each grant awarded and the expenditure of funds for each grant.
- (2) Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located.
- (3) The accounting system should provide accurate and current financial reporting information.
- (4) The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency, and encourage adherence to prescribed management policies.

SECTION B: GENERAL

1. If your firm publishes a general information pamphlet setting forth the history, purpose and organizational structure of your business, please provide this office with a copy; otherwise, complete the following items:

a. When was the organization founded/incorporated (<i>month, day, year</i>)	b. Principle officers	Titles
	_____	_____
c. Employer Identification Number:	_____	_____
d. Number of Employees Full Time: Part Time:	_____	_____

2. Is the firm affiliated with any other firm: ☐ Yes ☐ No
If "yes", provide details: this is the first line
this is the second line

3. Total Sales/Revenues in most recent accounting period. (12 months)
\$ _____

SECTION C: ACCOUNTING SYSTEM

1. Has any Government Agency rendered an official written opinion concerning the adequacy of the accounting system for the collection, identification and allocation of costs under Federal contracts/grants? ☐ Yes ☐ No

a. If yes, provide name, and address of Agency performing review:

b. Attach a copy of the latest review and any subsequent correspondence, clearance documents, etc.

Note: If review occurred within the past three years, omit questions 2-8 of this Section and Section D.

2. Which of the following best describes the accounting system: ☐ Manual ☐ Automated ☐ Combination

3. Does the accounting system identify the receipt and expenditure of program funds separately for each contract/grant? ☐ Yes ☐ No ☐ Not Sure

4. Does the accounting system provide for the recording of expenditures for each grant/contract by the component project and budget cost categories shown in the approved budget? ☐ Yes ☐ No ☐ Not Sure

5. Are time distribution records maintained for an employee when his/her effort can be specifically identified to a particular cost objective? ☐ Yes ☐ No ☐ Not Sure

6. If the organization proposes an overhead rate, does the accounting system provide for the segregation of direct and indirect expenses? ☐ Yes ☐ No ☐ Not Sure

7. Does the accounting/financial system include budgetary controls to preclude incurring obligations in excess of:

- | | | | |
|--|------------------------------|-----------------------------|-----------------------------------|
| a. Total funds available for a grant? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Not Sure |
| b. Total funds available for a budget cost category (e.g. Personnel, Travel, etc)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Not Sure |

8. Is the firm generally familiar with the existing regulation and guidelines containing the cost principles and procedures for the determination and allowance of costs in connection with Federal contracts/grants? ☐ Yes ☐ No ☐ Not Sure

SECTION D: FUNDS CONTROL	
1. If Federal grant/contract funds are commingled with organization funds, can the Federal grant funds and related costs and expenses be readily identified? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure	
SECTION E: FINANCIAL STATEMENTS	
1. Did an independent certified public accountant (CPA) ever examine the financial statements? <input type="checkbox"/> Yes <input type="checkbox"/> No	
2. If an independent CPA review was performed please provide this office with a copy of their latest report and any management letters issued. <input type="checkbox"/> Enclosed <input type="checkbox"/> N / A	
3. If an independent CPA was engaged to perform a review and no report was issued, please provide details and an explanation below: 	
SECTION F: ADDITIONAL INFORMATION	
1. Use this space for any additional information <i>(indicate section and item numbers if a continuation)</i> Per BJA Justice Information Center, governmental entities do not need to complete this form. 	
SECTION G: APPLICANT CERTIFICATION	
I certify that the above information is complete and correct to the best of my knowledge.	
1. Signature	b. Firm Name, Address, and Telephone Number
a. Title	
SECTION H: CPA CERTIFICATION	
The purpose of the CPA certification is to assure the Federal agency that the recipient can establish fiscal controls and accounting procedures which assure that Federal and State/local funds available for the conduct of the grant programs and projects are disbursed and accounted for properly. If the audit report requested in Section E 2 above is not enclosed, then completion of this section is required.	
1. Signature	b. Firm Name, Address, and Telephone Number
a. Title	

PUBLIC REPORTING BURDEN FOR THIS COLLECTION OF INFORMATION IS ESTIMATED TO AVERAGE 4 HOURS (OR MINUTES) PER RESPONSE, INCLUDING THE TIME FOR REVIEWING INSTRUCTIONS, SEARCHING EXISTING DATA SOURCES, GATHERING AND MAINTAINING THE DATA NEEDED, AND COMPLETING AND REVIEWING THE COLLECTION OF INFORMATION. SEND COMMENTS REGARDING THIS BURDEN ESTIMATE OR ANY OTHER ASPECTS OF THIS COLLECTION OF INFORMATION, INCLUDING SUGGESTIONS FOR REDUCING THIS BURDEN, TO OFFICE OF JUSTICE PROGRAMS, OFFICE OF THE COMPTROLLER, 810 - 7TH STREET, NW, WASHINGTON, DC 20531; AND TO THE PUBLIC USE REPORTS PROJECT, 1121-7120, OFFICE OF INFORMATION AND REGULATORY AFFAIRS, OFFICE OF MANAGEMENT AND BUDGET, WASHINGTON, DC 20503.

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 checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	TNR/Natural Resources and Environmental Quality	
Contact Person/Title:	Mickey Roberts/Environmental Specialist Senior	
Phone Number:	512-854-6613	

Grant Title:	FY12/13 CAPCOG Travis County Expo Center Recycling Grant				
Grant Period:	From:	7/1/2012	To:	6/30/2013	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>		
Grantor:	Capital Area Council of Governments				
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:	Texas Commission on Environmental Quality (TCEQ)				

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	0	0	0	0	\$0
Operating:	31,500	0	0	0	\$31,500
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$31,500	\$0	\$0	\$0	\$31,500
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"/>	CG	

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						
Acquire grants for environmental projects	1					
Measures For Grant						
Construct concrete pad and metal building to house existing baler to enhance recycling for events at the Travis County Exposition Center	1					
Outcome Impact Description						
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

This new grant application will allow the county to purchase/have built a concrete pad and metal building to improve the existing event recycling initiative at the TC Expo Center. This project is undertaken in cooperation with staff in the Facilities Management Department (FMD).

PBO recommends that TNR staff work on identifying appropriate outcome measures for this grant project, such as, "pounds of recyclable materials collected/removed from the waste stream per a specified timeframe."

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 goal of the grant is to enhance the existing event recycling initiative at the Travis County Exposition Center (EC). Grant funds will be used to purchase a concrete pad and metal building to house recycling bins and a compactor purchased in 2011. Existing Facilities Management Department employees will perform recycling collection during events in which no other arrangements for recycling exist. TNR staff will coordinate with Facilities Management Department to track diversion of recyclable material and support County goals of responsible waste management.

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

Dollars collected from the sale of recyclable material will be used to purchase equipment and supplies necessary to sustain long-term needs for event recycling at the EC. No additional funding requirements are expected.

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.

No cash match is required. Personnel and indirect costs are used informally as an in-kind match.

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

Indirect costs are considered an in-kind contribution to the project.

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

The program for recycling at county facilities will continue after the grant ends. Additional funding will not be required, however, revenue generated by the sale of recycled materials will be used to support the needs of the recycling program.

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

Travis County is actively pursuing initiatives to divert waste streams for recycling through a full-time Conservation Coordinator position, as well as the establishment of the Green Committee. In October 2008, a Green Committee was established to establish an action plan to increase recycling rates and reduce energy consumption. An event recycling program at the EC will support these efforts by increasing the recycling rate of facilities at Travis County.

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 grant will support TNR's role in developing a strong and sustainable recycling program countywide. It addresses TNR's goal to "Manage and protect our natural resources for future generations".

**CAPITAL AREA COUNCIL OF GOVERNMENTS
FY 2012/2013 REGIONAL SOLID WASTE GRANTS PROGRAM**

FORM 1. APPLICATION INFORMATION AND SIGNATURE PAGE

Applicant: Travis County	Funding Amount Proposed: \$ 31,500.00
Address: Transportation and Natural Resources Department PO Box 1748 Austin, TX 78767	Phone/Fax: Ph: 512-854-6613 Fx: 512-854-6474
Contact Person: Mickey Roberts	Email: <u>Mickey.Roberts@co.travis.tx.us</u>

Project Category (Choose One Only)

<input type="checkbox"/> Local Enforcement
<input type="checkbox"/> Litter and Illegal Dumping Cleanup and Community Collection Events
<input checked="" type="checkbox"/> Source Reduction and Recycling
<input type="checkbox"/> Citizens' Collection Stations
<input type="checkbox"/> Household Hazardous Waste (HHW) Management
<input type="checkbox"/> Other (<i>requires CAPCOG and TCEQ authorization</i>)

Signature

By the following signature, the Applicant certifies that it has reviewed the certifications, assurances, and deliverables included in this application, that all certifications are true and correct, that assurances have been reviewed and understood, and that all required deliverables are included with this application.	
Signature:	Title: County Judge
Typed/Printed Name: Samuel T. Biscoe	Date Signed: April 19, 2012

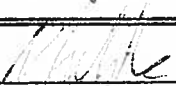
FOR USE BY CAPCOG

Date application was received: _____

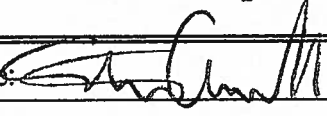
FORM 2. Authorized Representatives

The Applicant hereby designates the individual(s) named below as the person or persons authorized to receive direction from CAPCOG, to manage the work being performed, and to act on behalf of the Applicant for the purposes shown:

- 1. Authorized Project Representative.** The following person is authorized to receive direction, manage work performed, sign required reports, and otherwise act on behalf of the Applicant.

Signature: 
Typed/Printed Name: Mickey Roberts
Title: Environmental Specialist, Sr.
Date: April 19, 2012
Phone: 512-854-6613
Email: Mickey.Roberts@co.travis.tx.us

- 2. Authorized Financial Representative.** In addition to the authorized project representative, the following person is authorized to act on behalf of the Applicant in all financial and fiscal matters, including signing financial reports and requests for reimbursement.

Signature: 
Typed/Printed Name: Steven M. Manilla / Christina Jensen
Title: County Executive / Grants Accountant
Date: April 3, 2012
Phone: 512-854-7670
Email: Christina.Jensen@co.travis.tx.us

FORM 3. Certifications and Assurances

Certifications

In order to receive grant funds under this program, the proposed project must conform to the provisions set forth in the Request for Applications (RFA). The following certifications are intended to help CAPCOG to ensure that these provisions are met. By signing this Application, the person acting on behalf of the Applicant makes the certifications listed below.

1. Authority to Sign Application

The person signing this Application hereby certifies that he/she is the official contact regarding this Application and has authority from the Applicant to sign the Application and that such authority will bind the Applicant in subsequent agreements.

2. Application Contains No False Statements

Applicant certifies that this Application has no false statements and that the Applicant understands that signing this Application with a false statement is a material breach of contract and shall void the submitted Application and any resulting contracts. The Applicant understands that CAPCOG will not accept any amendment, revision, addition or alteration to this Application after the final date and time for submission.

4. Governmental Status

Applicant certifies that it is located in the State of Texas and fits within one of the governmental classifications listed below, as determined under state law:

- a. City
- b. County
- c. Public school or school district (not including Universities or post secondary educational institutions)
- d. Other general and special law district with the authority and responsibility for water quality protection or municipal solid waste management, including river authorities
- e. Council of Governments

5. Solid Waste Fee Payments

Applicant certifies that it is not delinquent in payment of solid waste disposal fees owed the State of Texas.

6. Debarment from State Contracts

Applicant certifies that it is not barred from participating in state contracts by the Texas General Services Commission (GSC), under the provisions of §2155.077, Government Code, and 1 TAC §113.02, GSC Regulations.

7. Conformance to Standards

The Applicant certifies to the best of their knowledge and ability that the proposed project, including all activities in the proposed Scope of Work and the proposed expenditures, conforms to the eligible category standards and allowable expense and funding standards as set forth in the Request for Applications.

8. Consideration of Private Industry

The following certification only applies if the project is under one of the following grant categories:

- a. Source Reduction and Recycling
- b. Citizens' Collection Stations

- c. A demonstration project under the Educational and Training Projects category
- d. Other *{If CAPCOG receives authorization to fund additional types of projects, that authorization may include requirements for notification of private industry. When applicable, those additional project categories will be listed here.}*

Applicant certifies that it has notified private service providers in accordance with the requirements set forth in the Request for Applications and the instructions provided with this application form. Applicant further certifies to the best of their knowledge and ability (after completing Form 5) that the proposed project will promote cooperation between public and private entities, is not otherwise readily available, and will not create a competitive advantage over a private industry that provides recycling or solid waste services.

9. Consistency with Regional Solid Waste Management Plan or Fiscal Year Funding Plan

Applicant certifies to the best of their knowledge and ability that the proposed project is consistent with applicable goals, objectives, and recommendations of the adopted regional solid waste management plan or fiscal year funding plan of CAPCOG.

10. Technical Feasibility

Applicant certifies that it has carefully reviewed its Scope of Work and that to the best of their knowledge and ability all activities are technically feasible and can be satisfactorily completed within the grant period as set forth in the Request for Applications.

11. Costs Reasonable and Necessary

Applicant certifies to the best of their knowledge and ability that the proposed project activities in the Scope of Work and the expenses outline in the Budget are reasonable and necessary to accomplish the project objectives, and that the proposed expenses are consistent with the costs of comparable goods and services.

12. Certification by Law Enforcement Programs

If the Applicant is a law enforcement entity regulated by Chapter 415 of the Government Code, the Applicant certifies that the authorized agent or agents involved in enforcement activities under the grant are in compliance with all rules developed by the Commission on Law Enforcement Officer Standards and Education (TCLEOSE) pursuant to Chapter 415, Government Code; or that it is in the process of achieving compliance with such rules and any other applicable certifications or requirements. If compliance is pending, a certification from TCLEOSE must be attached to indicate that the Applicant is in the process of achieving compliance with the rules.

Assurances

If the application is approved for funding, the grant funds will be awarded through a contract between the Applicant and CAPCOG. The grant contract will contain a number of standards, requirements, and processes that must be complied with as a condition of receiving the grant funds. In order to ensure an understanding by the Applicant of some of the main conditions that will be included in the contract, the Applicant is asked to review the following assurances. By signing this Application, the person acting on behalf of the Applicant indicates their understanding of these conditions and provides assurances that these and other conditions set forth in the grant contract will be adhered to if funding is awarded.

1. Compliance with Standard Pertaining to Real Property and Equipment

Applicant provides assurances that, if funded, the Applicant will comply with the contract provisions pertaining to title to and management of real property and equipment. The contract will contain obligations and conditions regarding the use of the equipment and/or facilities (the "property") acquired under the agreement. Included in the provisions are obligations to provide adequate

maintenance and conduct physical property inventories; restrictions and conditions on the use, replacement, sale, or transfer of the property; and obligations to continue to adhere to the provisions that grant funds not be used to create a competitive advantage over private industry, in the use or transfer of the property.

2. Participation in TCEQ Recycling Surveys and Reporting

Applicant provides assurances that, if funded, the Applicant will respond to annual recycling program surveys and/or other requests from CAPCOG or the Texas Commission on Environmental Quality for information on municipal solid waste management activities.

3. Compliance with Progress and Results Reporting Requirements

Applicant provides assurances that, if funded, the Applicant will comply with requirements for: reporting on the progress of the project tasks and deliverables; documenting the results of the project and providing those results to CAPCOG on a schedule established by CAPCOG, and additionally, to continue to document the results of the project activities for the life of the project; and to provide CAPCOG with a follow-up results report approximately one year after the end of the grant term.

4. Financial Management

Applicant provides assurances that, if funded, the Applicant will comply with contract provisions and requirements necessary to ensure that expenses are reasonable and necessary, and to adhere to financial administration and reimbursement procedures and provide financial reports on a schedule established by CAPCOG.

5. Compliance with Americans with Disabilities Act

Applicant provides assurances that, if funded, the Applicant will comply with all the applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (Pamph.1995).

6. Compliance with the Single Audit Act

Applicant provides assurances that, if funded, the Applicant will comply with the Single Audit Provisions of the Uniform Grant Management Standards (UGMS), prepared by the Governor's Office under §§783.001 et. seq, Texas Government Code, and 1 TAC §§5.141 et. seq, Governor's Office Regulations. Provisions of the Single Audit Circular in Part IV of the UGMS apply to all recipients of funding under this grant.

7. Compliance with Program and Fiscal Monitoring

Applicant provides assurances that, if funded, the Applicant will comply with program and fiscal monitoring provisions of the contract, including: providing additional reports or information as may be requested to adequately track the progress of the project; and allowing site visits to evaluate the progress of the project and to view any grant-funded equipment or facility.

RESOLUTION



A RESOLUTION OF TRAVIS COUNTY, TEXAS AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE CAPITAL AREA COUNCIL OF GOVERNMENTS FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING SAMUEL T. BISCOE, COUNTY JUDGE TO ACT ON BEHALF OF TRAVIS COUNTY IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED, TRAVIS COUNTY WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE CAPITAL AREA COUNCIL OF GOVERNMENTS, THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

WHEREAS, the Capital Area Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation of the CAPCOG's adopted regional solid waste management plan; and

WHEREAS, Travis County in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS' COURT OF TRAVIS COUNTY, TEXAS:

1. That Samuel T. Biscoe, County Judge is authorized to request grant funding under the Capital Area Council of Governments Request for Applications of the Regional Solid Waste Grants Program and act on behalf of Travis County in all matters related to the grant application and any subsequent grant contract and grant project that may result.
- 2: That if the project is funded, Travis County will comply with the grant requirements of the Capital Area Council of Governments, Texas Commission on Environmental Quality and the State of Texas.
- 3: The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
- 4: That activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

Introduced, read and passed on this 17th day of April, 2012.

FORM 5: Explanation Regarding Private Industry Notification

Applicable to Applicants under the following grant categories:

- Source Reduction and Recycling
- Citizens' Collection Stations
- A demonstration project under the Educational and Training Projects category
- Other *(If CAPCOG receives authorization to fund additional types of projects, that authorization may include requirements for notification of private industry. When applicable, those additional project categories should be listed here.)*

Form 5a. List of Private Service Providers Notified

Private Service Providers Contacted	Name and Position of Representative	Telephone Number and/or Email	Date Notified
Republic Services	Lee Kuhn	lkuhn@republicservices.com	3-28-12
Balcones Resources	Bob Fernandez	BFernandez@balconesresources.com	3-28-12
Ecology Action	Karly Jo Dixon	Karly@ecology-action.org	3-28-12
Texas Disposal Systems	Adam Gregory	agregory@texasdisposal.com	3-28-12
Tri-Recycle	Gerry Acuna	triecycle@aol.com	3-28-12
Waste Management	Steve Jacobs	sjacobs1@wm.com	3-28-12
IESI	Adam Mathews	amathews@iesi.com	3-28-12

Form 5b. Summaries of Discussions with Private Industry

(Refer to Request for Applications and instructions concerning information to include on this form. Attach any written correspondence, comments or input provided.)

Please see attached, all input received regarding private industry contact for this project.

From: trirecycle@aol.com
Sent: Tuesday, March 27, 2012 5:15 PM
To: Mickey Roberts
Subject: Re: TCEQ Solid Waste Grant Private Industry Notification

Mickey

Good luck to you and Travis County with your grant submittal. We have no objections and support your effort.

Respectfully,

Gerry Acuna
TRI Recycling, Inc.
512-694-0667 m

-----Original Message-----

From: Mickey Roberts <Mickey.Roberts@co.travis.tx.us>
To: trirecycle <trirecycle@aol.com>
Sent: Tue, Mar 27, 2012 4:18 pm
Subject: TCEQ Solid Waste Grant Private Industry Notification
Mr. Acuna,

Travis County is in the application process for a CAPCOG FY 12-13 Regional Solid Waste Grant under the source reduction and recycling category. The proposed project would enhance recycling efforts at the Travis County Exposition Center (Expo Center) through the construction of a concrete pad and 3-sided shed to house an existing compactor and recycling bins. The project target is landfill diversion of recyclable material generated during events hosted at the Expo Center.

Although no conflicts with private industry are expected, grant applicants are required to notify private industry under Section 361.014 (b) of the Texas Health and Safety Code. Please do not hesitate to call or email if you have any further questions or concerns about the proposed project.

Thank you,

Mickey Roberts
Environmental Specialist Senior
Travis County
Mickey.Roberts@co.travis.tx.us
512-854-6613

From: Kuhn, Lee <LKuhn@republicservices.com>
Sent: Tuesday, March 27, 2012 6:55 PM
To: Mickey Roberts
Subject: RE: TCEQ Solid Waste Grant Private Industry Notification

Mickey,

Thank you for the notice. Best wishes on your recycling efforts.

Kind regards,

Lee Kuhn | General Manager | Allied Waste Services of Austin
3424 FM 973, Austin, TX, 78617 | Cell 512-848-2306 | LKuhn@RepublicServices.com
From: Mickey Roberts [mailto:Mickey.Roberts@co.travis.tx.us]
Sent: Tuesday, March 27, 2012 4:15 PM
To: Kuhn, Lee
Subject: TCEQ Solid Waste Grant Private Industry Notification

Mr. Kuhn,

Travis County is in the application process for a CAPCOG FY 12-13 Regional Solid Waste Grant under the source reduction and recycling category. The proposed project would enhance recycling efforts at the Travis County Exposition Center (Expo Center) through the construction of a concrete pad and 3-sided shed to house an existing compactor and recycling bins. The project target is landfill diversion of recyclable material generated during events hosted at the Expo Center.

Although no conflicts with private industry are expected, grant applicants are required to notify private industry under Section 361.014 (b) of the Texas Health and Safety Code. Please do not hesitate to call or email if you have any further questions or concerns about the proposed project.

Thank you,

Mickey Roberts
Environmental Specialist Senior
Travis County
Mickey.Roberts@co.travis.tx.us
512-854-6613

FORM 6: Project Summary

Please provide a complete project summary. Refer to the Request for Applications, application instructions and scoring criteria when completing these forms. If necessary, attach additional pages for each form.

Form 6a. Project Description (*Limit Response to 2 Pages, 12 pt font*)

Travis County requests grant funds to enhance a start-up recycling program at the Travis County Exposition Center (Expo Center) by constructing a concrete pad and metal building for an existing baler. Construction of a concrete pad and cover structure will create a site for source separation and centralize processing of waste material at the Expo Center.

Events held at the Expo Center generate a wide range of discarded material including corrugated cardboard, aluminum cans, assorted plastics and food waste. The proposed project aims to divert plastic bottles, aluminum cans and corrugated cardboard, using the revenue generated to support long-term waste diversion at the Expo Center.

Travis County Facilities Department is committed to providing man-hours, on-site facilities, design, and site preparation work necessary for construction and implementation. The Conservation Coordinator position will be responsible for coordination of each event, educating staff and event personnel on best practices, as well as tracking diversion rates of material sold. In addition, the Conservation Coordinator may organize volunteer groups for assistance with larger events as needed. Local CSR (Community Service Restitution) organizations are often tapped for similar labor needs within the county.

Diversion rates are an important measure of the effectiveness of a recycling program. During events, bins will be placed next to trash cans, along walking paths and near vending areas to maximize use.

Over 100 events are held annually at the Expo Center. The two most popular, the Star of Texas Fair and Rodeo and the Republic of Texas biker rally attract some of the largest crowds in the region. With an estimated 250,000 attendees to the Rodeo alone, a continued waste diversion program at the Expo Center is a prime setting for communicating a regional message about recycling. The proposed project is a vital component to establishing a permanent system for sustainable solid waste management at the Travis County Expo Center.

Form 6b. Project Cost Evaluation *(Limit Response to 1 Page, 12 pt font)*

Provide an evaluation of the costs associated with the proposed project. Refer to the Request for Applications, application instructions and scoring criteria when completing these forms.

Costs will primarily be for construction of a concrete slab and metal building. Travis County has committed all design, site preparation, utility, and other staffing costs on an in-kind basis.

Form 6c. Local Commitment (*Limit Response to 2 Pages, 12 pt font*)

Refer to the Request for Applications, application instructions and scoring criteria when completing these forms. Include information on past projects awarded funding through this program, and the results of those projects.

Travis County is committed to implementing recycling initiatives, waste diversion programs, and enforcement of crimes relating to solid waste. Among facilities and staff, materials diverted from landfill disposal include paper, aluminum cans, corrugated cardboard, plastic bottles, batteries, toner cartridges, brass bullet casings, copper, stainless steel and scrap metal. At the Travis County Correctional Complex in Del Valle, a pre-food waste composting program to divert food waste is ongoing thanks to TCEQ Regional Solid Waste Grant funding. Previous projects have also included regional local enforcement initiatives and cleanup projects including Imperial Valley.

The proposed project will integrate recycling into existing waste management activities during events at the Expo Center. Travis County staff is committed to training and educating all involved stakeholders including Expo Center employees, contractors, event staff and other personnel regarding the implementation of the waste diversion program. With an office recycling program and education campaign successfully in-place countywide, it is expected that Expo Center will be the next focus for improvements to the existing solid waste management system.

Form 6d. Scope of Work (*Limit Response to 2 Pages, 12 pt font*)

Provide a work program with a schedule of deliverables for the proposed project or program. The work program with the schedule of deliverables will be considered the Scope of Work to be performed under the contract agreement, if funded. Once the details of the work program have been negotiated with the Applicant and approved by CAPCOG, the work program will be entered into the grant contract.

As concisely as possible, for each task of the proposed project, describe the major steps or activities involved, identify the responsible entities and establish a specific timeframe to accomplish each task. The scope of work for the project or program must include:

- Specific task statements with responsible entity identified
- List of deliverables/products/activities under each task
- Schedule of deliverables

Task 1: Construct concrete pad and metal building to house existing compactor and supplies

Personnel: Expected to be filled May 1, 2012, Conservation Coordinator
Facilities Department Architect for design work
TNR Road and Bridge for site preparation work
Contractor for pad and metal building

Deliverables: Concrete pad and metal building

Deadline: November 2012

Task 2: Educate county staff, vendors, and other identified stakeholders about integration of waste diversion into solid waste management activities at the Expo Center

Personnel: Vacant, Expo Center Director
Expected to be filled May 1, 2012, Conservation Coordinator
Mickey Roberts, TNR Grants

Deliverables: Permanent waste diversion efforts

Deadline: January 2013

Task 3: Implement recycling at events. Work with Expo Center personnel to locate bin placement, establish methods for collecting materials during events to maximize diversion rates, compact material to generate best market value to support a sustained recycling program.

Personnel: Vacant, Expo Center Director
Expected to be filled May 1, 2012, Conservation Coordinator
Mickey Roberts, TNR Grants

Deliverables: Operative recycling collection at Expo Center events

Deadline: January 2013

Task 4: Track and report volume of materials recycled.

Personnel: Expected to be filled May 1, 2012, Conservation Coordinator

Deliverables: Reports from contractors, receipts from material sold

Summary Report from Conservation Coordinator

Deadline: Ongoing after implementation

Task 5: Analyze data on recycling volume and develop sustainable, long-term plan for recycling at Expo Center Events.

Personnel: *Expected to be filled May 1, 2012, Conservation Coordinator*
Vacant, Expo Center Director

Mickey Roberts, TNR Grants

Deliverables: Expo Center Recycling Plan

Deadline: Ongoing after implementation

Task 6: Provide reports on project status to CAPCOG as required by contract.

Personnel: Mickey Roberts, TNR

Christina Jensen, TNR Financial Services

Expected to be filled May 1, 2012, Conservation Coordinator

Vacant, Expo Center Director

Deliverables: Progress reports, financial reports

Deadline: As required by contract.

Form 6e. Consistency with the Regional Solid Waste Management Plan or Fiscal Year Funding Plan

Reference the goals, objectives, and/or recommendations from the Regional Solid Waste Management Plan Volume I or Fiscal Year Funding Plan that apply to the project, and how the project will assist in implementing the plan. Please refer to the Request for Applications and application instructions.

If funded, the project will serve Goal #13 of the Capital Area Council of Governments (CAPCOG) Regional Solid Waste Management Plan to increase the regional recycling rate. As the Expo Center serves as a venue to events regionally and statewide, recycling services will benefit the entire CAPCOG 10-County region. In addition, this project embraces a regional culture shift toward identifying and reducing waste streams at large events. Recent ordinances and incentive programs being implemented by the City of Austin, and event recycling support programs through Ecology Action and Keep Austin Beautiful are all more effective when major event venues share similar values regarding solid waste.

FORM 6f: Local Commitment of Funds/In-Kind Services

This form should be completed if the Applicant is contributing any level of funds or in-kind services directly related to the proposed project.

Cash Contributions, Donations or In-Kind Services:

In the space below, please explain in detail the contributions to be provided by the Applicant, as directly related to the proposed project:

If funded, Travis County will provide for the design and site preparation for the concrete pad and metal building, and perform necessary electrical work to provide the required 3 phase, 220 volt power. The estimated cost savings for the in-kind services, assessed by a Cost Estimator in the Facilities Management Department, is \$5,500.00.

FORM 7. GRANT BUDGET SUMMARY

Please provide the following breakdown of the total amount of grant funding being requested.
DO NOT include local commitments in the table below:

Budget Category	Funding Amount
1. Travel	\$
2. Supplies	\$
3. Equipment	\$
4. Construction	\$ 31,500
5. Contractual	\$
6. Other	\$
7. Total Direct Charges (sum of 1-6)	\$ 31,500
8. Indirect Charges *	\$
9. Total (sum of 7-8)	\$ 31,500

10. Indirect Cost Rate:	%	
<p>*Identify, in detail, each budget category to which your indirect cost rate applies and explain any special conditions under which the rate will be applied. Please request guidance from CAPCOG staff regarding appropriate calculation of the indirect rate, if applicable.</p>		
<p><i>Please complete any of the following detailed budget forms that are applicable.</i></p>		

FORM 7a: Detailed Travel Expenses

This budget form provides a more detailed breakdown of the total expenses for travel requested on Line 1 of the Overall Budget Summary. Do not include local contributions in the tables below.

Please describe the types of routine in-region travel expenses expected and purpose for the travel.

Routine In-Region Travel	Purpose of Travel	Estimated Cost
		\$
		\$
		\$
		\$
		\$

All out-of-state travel expenses and other non-routine travel, such as out-of-region travel to special training or events must be pre-approved by CAPCOG. Complete the following information for all requested non-routine travel, including any out-of-state travel. If those details are not presently known, CAPCOG will need to approve those travel costs before the travel occurs.

Non-Routine Travel Expenses

Date(s)	Purpose & Destination	Person(s)	Estimated Cost
			\$
			\$
			\$

TOTAL TRAVEL EXPENSES

(Must equal Line 1 of the Overall Budget Summary)

\$

FORM 7b: Detailed Supply Expenses

This budget form provides a more detailed breakdown of the total expenses for supplies requested on Line 2 of the Overall Budget Summary. Do not include local contributions in the table below.

Please list the general types of supplies you expect to purchase with grant funding.

General Types of Supplies	Estimated Cost
General office/desk supplies	\$
Other supplies (<i>explain below</i>):	\$
TOTAL (<i>Must equal Line 2 of the Overall Budget Summary</i>)	\$

FORM 7c: Detailed Equipment Expenses

All equipment purchases must be pre-approved by CAPCOG. If the specific details of an equipment purchase are known, show that equipment on the list below. If the specific details of the equipment costs are not known at this time, list the general details on this form. The specific details of the equipment will then need to be provided to and approved by CAPCOG before the costs are incurred. Do not include local contributions in the table below.

Equipment (\$5,000 or more per unit) <i>(Show description, type, model, etc.)</i>	Unit Cost	No. of Units	Total Cost
	\$		\$
	\$		\$
	\$		\$
	\$		\$
TOTAL <i>(Must equal Line 3 of the Overall Budget Summary)</i>		\$	

FORM 7d: Detailed Construction Expenses

All construction projects must be pre-approved by CAPCOG. If the specific details of the construction costs are not known at this time, list the general details on this form. The specific details of the construction will then need to be provided to and approved by CAPCOG before the costs are incurred. For any subcontracted activities, the request for approval will need to include evidence that the contract price is reasonable and necessary (see instructions). Do not include local contributions in the table below.

Types of Construction	Subcontracted Yes/No	Estimated Cost
20'x20' concrete pad	Yes	\$ 6,000
20'x20' metal building	Yes	\$ 25,500
		\$
		\$
		\$
TOTAL (Must equal Line 4 of the Overall Budget Summary)		\$ 31,500

FORM 7e: Detailed Contractual Expenses

All contractual expenses must be pre-approved by CAPCOG. If the specific details of the contractual costs are not known at this time, list the general details on this form. The more specific details of the contractual costs will then need to be provided to and approved by CAPCOG before the costs are incurred. The request for approval will need to include evidence that the contract price is reasonable and necessary (see instructions). In addition, the subcontract scope of work must be approved by CAPCOG before work begins. Do not include local contributions in the table below.

Purpose	Contractor(s)	Contract Amount
		\$
		\$
		\$
		\$
TOTAL <i>(Must equal Line 5 of the Overall Budget Summary)</i>		\$

FORM 7f: Detailed Other Expenses

This budget form provides a more detailed breakdown of the total other expenses indicated on Line 6 of the Overall Budget Summary. *Please note that the final totals are at the bottom of the next page.* Do not include local contributions in the table below.

Basic Other Expenses

Please identify the basic "Other" category expenses you expect to incur appropriate to the project.

Basic Other Expenses	Estimated Cost
Books and reference materials	\$
Postage	\$
Printing/reproduction	\$
Advertising/public notices	\$
Registration fees for training (if approved)	\$
Recycling or waste containers	\$
Safety/personal protective equipment (durable)	\$
Small equipment (under \$5,000)	\$
Signage	\$

Additional Other Expenses

The specific details of additional Other category expenses, not included on the list of basic Other expenses, must be pre-approved by CAPCOG. If the specific details of the additional Other expenses are not known at this time, list the general details on this form. The more specific details will then need to be provided to and approved by CAPCOG before the costs are incurred. Do not include local contributions in the table below.

Additional Other Expenses	Unit Cost	No. of Units	Total Cost
Computer hardware not listed under the Equipment category (<i>itemize each expense below including description, type, model, etc.</i>):	\$		\$
Computer software (<i>itemize each expense below including description, type, model, etc.</i>):	\$		\$
Additional Other expenses (<i>itemize each expense below including description, type, model, etc.</i>):	\$		\$

TOTAL OTHER EXPENSES

(Must equal Line 6 of the Overall Budget Summary)

\$

REQUIRED ATTACHMENTS TO THE APPLICATION

1. If indirect costs are included in the project budget, attach the Applicant's latest **indirect cost allocation plan**, including documentation of approval of the plan and the indirect cost rate by the Applicant's Federal Cognizant Agency or State Coordinating Agency.
2. If applicable, attach any written comments submitted by private industry (*see instructions for Form 5*).
3. If the Applicant is a law enforcement entity, and if compliance with TCLEOSE rules is still pending, attach a certification from TCLEOSE to indicate that the Applicant is in the process of achieving compliance with the rules (*see Form 3, Certification No. 11*).

APPENDIX A - ATTACHMENT 1 TO THE RFP

1. The bidder shall include in its proposal a detailed description of the work to be performed, including a list of all personnel to be assigned to the project and a list of all equipment to be used.
2. It is the bidder's responsibility to ensure that all personnel assigned to the project are properly trained and qualified to perform the work.
3. The bidder shall provide a detailed description of the work to be performed, including a list of all personnel to be assigned to the project and a list of all equipment to be used.

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 checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	RMCR 57/70	
Contact Person/Title:	Shawn Malone, Records Services Manager	
Phone Number:	854-7627	

Grant Title:	NEH Preservation Assistance				
Grant Period:	From:	2/1/2013	To:	8/1/2013	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>		
Grantor:	National Endowment for the Humanities				
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:	6000	0	0	0	6000
Capital Equipment:	0	0	0	0	0
Indirect Costs:	0	0	0	0	0
Total:	6000	0	0	0	6000
FTEs:	0.00	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"/>	RP	
County Attorney	<input checked="" type="checkbox"/>	JH	

Performance Measures	Projected FY 12	Progress To Date:				Projected FY 13
	Measure	12/31/11	3/31/12	6/30/12	9/30/12	Measure
Applicable Depart. Measures						
Researchers/Patrons Served	100	29	41			100
Archival Docs. Preserved	100 cu.ft.	27 cu.ft.	54			100 cu.ft.
Measures For Grant						
Archival Documents Prsrv'd.						
Outcome Impact Description						
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

Records Management is requesting Commissioners Court approval of a \$6,000 grant to the National Endowment for the Humanities to assist in the development of an assessment of the Travis County Archives. It is hoped that such an assessment will be the first step in allowing the County to apply for other grants.
The grant does not require any matching funds and does not obligate the County to any long term commitment.

PBO recommends approval.

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 Travis County Archives seeks \$3,500 in grant funding for an outside expert to assess its collections and facilities, and to make recommendations regarding environmental, physical and operational factors. A request for \$2,500 to purchase archival supplies is also included in this application.

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

Only to continue the Archives program generally.

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.

No match required.

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

Because the total amount requested is less than \$50,000.

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.

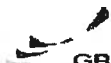
No, this grant will be spent on an assessment and supplies that support and supplement the existing Travis County Archives program, using RMCR department resources.

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

This is not a new program; it's a request for a grant to support and supplement the existing Archives program.

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

The grant will support an overall assessment of collections housed in the Travis County Archives, to prepare recommendations and strategies for optimal usage of the space and the proper storage of the County's historical records. This assessment will offer guidance to improve operational processes pertaining to the accession, categorization, classification, and preservation of these records. The assessment will also make future grant awards more likely. Grant funding will also purchase acid free document storage boxes, folders, interleaving paper and other supplies. The assessment and supplies will provide the Archives with additional resources to preserve more documents and serve more patrons.



GRANTS.GOV™

Grant Application Package

Opportunity Title:	Preservation Assistance Grants
Offering Agency:	National Endowment for the Humanities
CFDA Number:	45.149
CFDA Description:	Promotion of the Humanities Division of Preservation and Access
Opportunity Number:	20120501-PG
Competition ID:	
Opportunity Open Date:	01/09/2012
Opportunity Close Date:	05/01/2012
Agency Contact:	Division of Preservation and Access Room 411 National Endowment for the Humanities 1100 Pennsylvania Avenue, NW Washington, DC 20506 202-606-8570

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name: Travis Co. Archives

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

NEH Institutional Profile
Application for Federal Domestic Assistance-Sho
Supplementary Cover Sheet for NEH Grant Program
Attachments

Optional Documents

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Instructions

1

Enter a name for the application in the Application Filing Name field.

- This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
- You can save your application at any time by clicking the "Save" button at the top of your screen.
- The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.

2

Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

- It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
- The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
- To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
- All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.

3

Click the "Save & Submit" button to submit your application to Grants.gov.

- Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
- Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
- The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
- You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

APPLICATION FOR FEDERAL DOMESTIC ASSISTANCE - Short Organizational*** 1. NAME OF FEDERAL AGENCY:**

National Endowment for the Humanities

2. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:

45.149

CFDA TITLE:

Promotion of the Humanities Division of Preservation and Access

*** 3. DATE RECEIVED:** Completed Upon Submission to Grants.gov **SYSTEM USE ONLY***** 4. FUNDING OPPORTUNITY NUMBER:**

20120501-PG

*** TITLE:**

Preservation Assistance Grants

5. APPLICANT INFORMATION*** a. Legal Name:**

Travis County

b. Address:*** Street1:**

700 Lavaca St.

Street2:*** City:**

Austin

County/Parish:

Travis

*** State:**

TX: Texas

Province:*** Country:**

USA: UNITED STATES

*** Zip/Postal Code:**

78701-3101

c. Web Address:

http:// http://www.co.travis.tx.us/

*** d. Type of Applicant: Select Applicant Type Code(s):**

B: County Government

Type of Applicant:**Type of Applicant:***** Other (specify):***** e. Employer/Taxpayer Identification Number (EIN/TIN):**

746000192

*** f. Organizational DUNS:**

0309088420000

*** g. Congressional District of Applicant:**

TX-21

6. PROJECT INFORMATION*** a. Project Title:**

County Archives Preservation Assessment and Supplies

*** b. Project Description:**

The hiring of a consultant to complete a preservation assessment of collections housed in the Travis County Archives and of the physical space itself, and the purchase of archival preservation and storage supplies. The Archives is seeking \$6,000 for the funding of this project. The records preserved by the Archives, dating from the establishment of Travis County in 1840 to the present, document the political, economic, cultural, and social history of the county and provide unique insight into the history and development of the government, community, and the lives of citizens.

c. Proposed Project: * Start Date: 02/01/2013 * End Date: 08/01/2013

APPLICATION FOR FEDERAL DOMESTIC ASSISTANCE - Short Organizational**7. PROJECT DIRECTOR**

Prefix: Ms.	* First Name: Christy	Middle Name:
* Last Name: Moilanen	Suffix:	
* Title: Archivist	* Email: christy.moilanen@co.travis.tx.us	
* Telephone Number: 512-854-4675	Fax Number:	
* Street1: 5501 Airport Boulevard	Street2:	
* City: Austin	County/Parish:	
* State: TX: Texas	Province:	
* Country: USA: UNITED STATES	* Zip/Postal Code: 78751-1410	

8. PRIMARY CONTACT/GRANTS ADMINISTRATOR

<input type="checkbox"/> Same as Project Director (skip to item 9):		
Prefix:	* First Name:	Middle Name:
	Shawn	
* Last Name:	Suffix:	
Malone		
* Title:	* Email:	
Records Services Manager	shawn.malone@co.travis.tx.us	
* Telephone Number:	Fax Number:	
(512) 854-7627		
* Street1:	Street2:	
700 Lavaca Steet		
* City:	County/Parish:	
Austin		
* State:	Province:	
TX: Texas		
* Country:	* Zip/Postal Code:	
USA: UNITED STATES	78701-3101	

APPLICATION FOR FEDERAL DOMESTIC ASSISTANCE - Short Organizational

9. * By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties (U.S. Code, Title 218, Section 1001)

** I Agree ☒

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

AUTHORIZED REPRESENTATIVE

Prefix: <input type="text"/>	* First Name: <input type="text" value="Shawn"/>	Middle Name: <input type="text"/>
* Last Name: <input type="text" value="Malone"/>		Suffix: <input type="text"/>
* Title: <input type="text" value="Records Services Manager"/>		* Email: <input type="text" value="shawn.malone@co.travis.tx.us"/>
* Telephone Number: <input type="text" value="(512) 854-7627"/>		Fax Number: <input type="text"/>
* Signature of Authorized Representative: <input type="text" value="Completed by Grants.gov upon submission."/>		* Date Signed: <input type="text" value="Completed by Grants.gov upon submission."/>

Supplementary Cover Sheet for NEH Grant Programs

1. Project Director

* Major Field of Study

I1:Archival Management/Conservation

2. Institution Information

* Type

1341: Archives

3. Project Funding

Programs other than Challenge Grants (\$)

Outright Funds	6,000.00
Federal Match	
Total from NEH	6,000.00
Cost Sharing	
Total Project Costs	6,000.00

Challenge Grants Applicants Only (\$)

Fiscal Year #1	
Fiscal Year #2	
Fiscal Year #3	
Fiscal Year #4	
Total from NEH	
Non-Federal Match	
Total	
Matching Ratio	

to 1

4. Application Information

* Will this proposal be submitted to another NEH division, government agency, or private entity for funding?

☐ Yes☒ No

If yes, please explain where and when:

* Type of Application

☒ New☐ Supplement

If supplement, list current grant number(s).

* Project Field Code

I1:Archival Management/Conservation

NEH Institutional Profile

The National Endowment for the Humanities collects basic descriptive information about all applicants and their projects. The information below will help the agency comply with the Government Performance and Results Act (GPRA) and will be used to develop statistical profiles of the projects that it funds to report to Congress and the public.

The institutional profile you provide references the grant applicant. If you are a parent organization, your responses should relate to your organization, not the group on whose behalf you are applying. If you are part of a larger organization, provide information for your institutional unit.

1. Operating Budget: Indicate the size of the operating budget in the most recently completed fiscal year.

☒ below \$250,000 ☐ \$250,000 - \$749,999 ☐ \$750,000 - \$2,000,000 ☐ above \$2,000,000

2. Full-Time Staff: Indicate the number of full-time paid staff members.

☒ 2 or less ☐ 3 - 10 ☐ 11 - 20 ☐ above 20

3. Part-Time Staff: Indicate the number of part-time paid staff members.

☒ 2 or less ☐ 3 - 10 ☐ 11 - 20 ☐ above 20

4. Volunteers: Indicate the number of volunteers.

☒ 2 or less ☐ 3 - 10 ☐ 11 - 20 ☐ above 20

5. Days Open per Year

☐ Less than 119 ☒ 120 or more

6. Previous Applications: Indicate whether you have applied for NEH grants in the past. (Check all that apply)

- ☒ This application is the first submitted by the organization to NEH.
☒ This application is the first submitted by the organization to this NEH program.

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	abstract.pdf	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	narrative.pdf	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	budget.pdf	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	documentation.pdf	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	staffresumes.pdf	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	consultantresumes.pdf	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7		Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8		Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9		Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10		Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11		Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12		Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment

Travis County Archives NEH Preservation Assistance Grant Application

Project Abstract

The hiring of a consultant to complete a preservation assessment of collections housed in the Travis County Archives and of the physical space itself, and the purchase of archival preservation and storage supplies. The Archives is seeking \$6,000 for the funding of this project. The records preserved by the Archives, dating from the establishment of Travis County in 1840 to the present, document the political, economic, cultural, and social history of the county and provide unique insight into the history and development of the government, community, and the lives of citizens.

**Travis County Archives
NEH Preservation Assistance Grant Application**

Project Narrative

A. What activity (or activities) would the grant support?

The Travis County Archives, located in Austin, Texas, is seeking a Preservation Assistance Grant from the NEH in the amount of \$6,000. The grant will support an overall assessment of collections housed in the Travis County Archives and of the physical space itself, and provide for the purchase of archival preservation and storage supplies.

The Travis County Archives collects and preserves county records with enduring and historical value and makes them available for reference and use. A preservation assessment of the Archives will be conducted by Rebecca Elder of Amigos Library Services at a cost of \$3,500. It will evaluate the storage of the county's humanities collections as well as the environmental and physical conditions of the space in which the collections are housed. The assessment will be used to prepare recommendations and strategies for optimal usage of the available space and for the proper storage of the county's historical records.

An amount of \$2,500 will be used for the purchase of supplies in support of archival records storage and preservation based on the recommendations of the assessment. Specific needs include acid free document storage boxes, folders, and interleaving paper.

B. What are the content and size of the humanities collections that are the focus of the project?

This project will address the needs of the Archives' entire collection. Travis County was formally established in 1840, and the records produced by the government date back to this time. Currently the Archives has over 1,200 cubic feet of records available for research. Collections include bound volumes, loose papers, original silver microfilm, digital and print photographs, oral history recordings, audio and video materials, artwork, artifacts, and vertical files. Records originate from many county departments and offices, including the following:

- County Auditor , 1942-1977 - revenue journals, payroll registers, employee earning records, claim and warrant registers, and appropriations journals
- County Clerk, 1839-1963 - bids, claims and bonds, County Court civil and criminal case papers, contracts, property records, tax records, Board of Equalization records, official bonds and oaths of office, deputation records, election records, marriage records, school and teaching records, livestock records, and personnel records
- County Commissioners, 1888-1985 - reports, road overseer records, and administrative and subject files.
- County Judge, 1890-1980 - convict labor records and administrative and subject files
- County Surveyor, 1838-1999 - surveyors books, indexes, and field notes
- County Treasurer, 1865-1903 - jury registers and scrips

- County Superintendent of Public Instruction, 1962-1978 - scrapbooks of clippings, photographs, correspondence, and certificates
- District Clerk, 1840-1977 - early District Court criminal case papers, bar dockets, grand jury books, and Gas Utilities Docket 500
- Historical Commission, 1986-2011 - records of proceedings, administrative records, financial records, historical marker files, printed materials, and publications
- Justices of the Peace Precincts 1-8, 1854-1980 - civil, criminal and inquest dockets and case papers, birth and death records, and reports
- Sheriff, 1841-2010 - law enforcement records and publications
- Tax Assessor-Collector, 1881-1974 - property appraisal and property tax collection records including abstracts, delinquent taxes, redemption records, tax receipts, tax rolls, and reports

The Archives also include records from the County Health Department (1932-1956), County Attorney (1974-1985), District Attorney (1980-1985), Facilities Management (1929-2000), General Services (1981-1991), Purchasing Office (2001-2010), and Records Management and Communication Resources (1984-2005).

Approximately 7,500 cubic feet of records with historical value are currently located in offsite storage. These records include those of the Constables, Transportation and Natural Resources, and additional records of the Auditor, Facilities Management Department, Justices of the Peace, Tax Assessor-Collector and Sheriff. As shelving is added to the Archives records storage facility, these records will be transitioned from offsite storage into the Archives. This number does not include the offsite records of the District Clerk and County Clerk, although both departments have expressed interest in transferring additional records to the Archives.

C. How are these humanities collections used?

As the seat of local and state government, Travis County has a vibrant history that is well documented in the records produced and maintained by its government. The records preserved by the Travis County Archives are important not only to government officials, agencies and employees, but also business people, researchers, genealogists, and members of the general public with an interest in history. Due to the significance of Austin and Travis County in the history and development of the State of Texas, records have importance not only to local citizens, but also to individuals statewide and those nationwide with roots in the State of Texas.

The records of Travis County establish the authority of the government, facilitate and record its activities, hold accountable its actions, and enable recovery after a disaster. They help maintain law and order, and protect the identity and rights of individuals by documenting their births, deaths, marriages, properties and businesses. Some records have legal value and are necessary for litigation, and others provide information about taxation and the management of public funds. Finally, the records of Travis County document the political, economic, cultural, and social history of the county and provide unique insight into the history and development of the government, community, and the lives of Central Texas citizens.

A wide variety of researchers are assisted by the Travis County Archives. Genealogists request access to naturalization, birth, death, inquest and property records in researching their familial histories. County agencies and departments request information about county owned lands and structures, including the historic Heman Marion Sweatt Travis County Courthouse, county funded programs, departmental histories, and executive decision making. Court records are accessed by individuals researching specific civil and criminal cases, and by researchers who are looking to develop insight into crime patterns throughout various time periods. Reporters contact the Archives to verify statistics on incumbents and for information regarding prior elections. Researchers request information about former elected officials and the offices in which they served, to verify employment, for property and land ownership and taxation records, and about Travis County schools.

Collections are used in the creation of displays and exhibits in various county buildings and at public events, including the annual Travis County History Day. Materials are also used in educational brochures produced by the Travis County Historical Commission and made available to the public throughout various locations in Austin.

D. What is the nature and mission of your institution?

In January of 2009, Travis County formally established its first county archives program. As a subdivision of Travis County's Records Management and Communication Resources department, the Archives was established to collect, preserve and make available county records of enduring and historical value. The Archives supports all county departments and elected officials by offering services to care for records of all types and formats.

The mission of the Travis County Archives is to serve the government and the community of Travis County by documenting, preserving, and making available its records and history. Records maintained in the Archives are those that have been determined to be permanent by the Texas State Library and Archives records retention schedules or appraised to have administrative, legal, fiscal, evidential, informational, or historical value. Records with historical value are considered to be those that contain useful or significant informational content that reflect, exemplify or provide insight into the history and development of Travis County and its government. The Archives also collects records that relate to the Travis County government from private donors, including individuals who have served as either elected or appointed county officials or employees.

Services offered by Travis County Archives include:

- Appraisal of county records to identify materials with historical and enduring value;
- Collection of archival materials relating to the history and the function of the Travis County government;
- Arrangement and description of materials according to archival principles to facilitate access and use;
- Provision of appropriate conditions for the ongoing storage, protection, and preservation of archival materials;
- Making accessible archival materials to the county officials, employees, and the public;

- Provision of access and regular reference services to the government, individuals, organizations and other groups interested in the holdings of the archives; and,
- Provision of educational and outreach programming to increase public awareness and appreciation of Travis County history.

Although the Travis County government is a large organization and nearly 175 years old, the Archives program is new and relatively small. The annual budget for the Archives is just \$64,000. Additional funding is necessary to assist the Archives in providing its services to the many county departments and offices and to the public. Currently the Archives has one full-time staff member and one part-time volunteer.

County government offices are open from 8:00 am – 5:00 pm, Monday through Friday. The Archives is open from these hours, although appointments are recommended for in-person visits.

E. Has your institution ever had a preservation or conservation assessment or consultation?

No, the Archives has not previously had a preservation or conservation assessment completed.

F. What is the importance of this project to your institution?

With the recent establishment of the Archives program, an assessment will help provide a solid foundation on which to develop the storage and preservation of archival collections. This project is vital to the care of humanities collections and in the ability of the Archives to provide its services both now and in the future.

In 2010, the Travis County Commissioners Court voted unanimously to allocate nearly 5,000 square feet of space to the Archives program for the storage of archival materials. As the only large-scale onsite records storage facility for Travis County records, this facility allows the Archives to effectively accession materials so that they may be properly organized, preserved, stored, and made accessible to county employees, researchers, and the general public.

The proper utilization of this space is imperative for the preservation of county records. The lack of dedicated space over the years for archival records has resulted in important records being thrust haphazardly onto shelves and into closets and warehouses, and often subsequently lost or forgotten. Such careless storage has resulted in a great loss of valuable records. With a properly equipped archives records storage space, county records are removed from the dangers inherent in poor storage conditions, including the risks of damage and deterioration, theft, misplacement, loss, and a compromise of informational authenticity and integrity.

The assessment of the Archives facility will help ensure that decisions and improvements are made to best care for important records, and the purchase of supplies will support their proper storage and preservation.

G. What are the names and qualifications of the consultant(s) and staff involved in the project?

Project Director: Christy Moilanen, Travis County Archivist. Ms. Moilanen has served as the Travis County Archivist since 2009. Prior to that time, she worked as a Records Analyst and Archivist for the Travis County District Clerk and as the Archivist for the Program of Aegean Scripts and Prehistory, Department of Classics, University of Texas at Austin, Texas. Ms. Moilanen has a B.A. in Art History from Indiana University, and an M.S.I.S. with a concentration in Archives from the School of Information, University of Texas at Austin, Texas. She is a member of the Society of American Archivists, the Society of Southwest Archivists, and the Archivists of Central Texas.

Project Consultant: Rebecca Elder, Adjunct Preservation Field Services Officer. Ms. Elder has served as the Adjunct Preservation Field Services Officer for Amigos Library Services Imaging & Preservation Service since 2004. She received her M.S.I.S and a Certificate of Advanced Studies for Conservation of Library and Archival Materials from the University of Texas at Austin, and has a significant amount of experience in preservation and conservation through her previous work at Harvard, the Center for American History in Austin, and the Smithsonian Institution. Currently she teaches both face-to-face and live online workshops in book repair, preservation, and emergency preparedness, and frequently conducts site surveys in a variety of cultural heritage institutions in her role with Amigos. She is a member of the American Institute for Conservation of Historic and Artistic Works and the Society of American Archivists.

H. What is the plan of work for the project?

In early 2013, Rebecca Elder will conduct a one-day onsite assessment of the Travis County Archives and write a report based on her assessment. In her report, she will make recommendations for improvements on storage and environmental conditions as well for best utilizing the existing physical space. With these recommendations in mind, an order for records storage and preservation supplies will be placed within six months from the time the assessment is completed.

NEH Preservation Assistance Grant Budget

Applicant Organization: Travis County Archives

Consultant Fees:

Name of consultant: Rebecca Elder

No. of days on project: 2

Daily rate of compensation:

\$1,750

Total:

\$3,500

Travel Costs: None

Supplies, Materials, and Equipment:

100 acrylic coated record storage boxes from Hollinger Metal Edge, \$130 each **\$1,300**

40 acid free document storage cases from Hollinger Metal Edge, \$6 each **\$240**

21 acid free archival flat storage boxes from Hollinger Metal Edge, \$10 each **\$210**

20 boxes acid free legal archival file folders, from Hollinger Metal Edge, \$36 each **\$720**

5 packages buffered interleaving paper, from Hollinger Metal Edge, \$6 each **\$30**

Total:

\$2,500

Total Project Cost: \$6,000

Total Requested from the NEH: \$6,000



14400 Midway Road ♦ Dallas, TX 75244-3509 ♦ 972/851-8000 ♦ 800/843-8482 ♦ 972/991-6061 (fax) ♦ www.amigos.org

March 26, 2012

Ms. Christy Moilanen
Travis County Archivist
Travis County Archives
5501 Airport Boulevard, Room D154
Austin, Texas 78751

Dear Christy:

This letter is to confirm that Amigos' Imaging and Preservation Services staff would be pleased to provide a Site Survey/Preservation Management Consultation for the Travis County Archives should your request for funding to the Division of Preservation and Access, National Endowment for the Humanities, be successful.

A preservation site survey addresses building, environmental, and disaster planning concerns; reviews the overall condition of collections; evaluates procedures and policies as they apply to preservation; and provides recommendations for improving storage and handling practices. The survey report identifies short- and long-term priorities for preservation in your institution. We can also assist you in identifying potential sources of funding for future preservation activities.

Site Surveys and Preservation Management Consultations from Amigos' Preservation Service include a review of a pre-survey questionnaire that we will ask you to prepare in advance of the site visit; a visit by the surveyor in consultation with the staff members responsible for preservation efforts; and interviews with staff responsible for related functions. The product of the visit is a detailed report of our observations and recommendations.

The site survey will require two days of consulting time (one day on site and one day report writing) at \$1,750 per day or \$3,500 (total). Because our consultant lives in Austin, there are no travel expenses included in this fee. This fee represents our standard non-member pricing.

We know the Site Survey/Preservation Management Consultation, the workshop, and the survey report, must be completed during the period of performance permitted by the National Endowment for the Humanities, and we will be able to comply with this requirement. I have included information about Amigos' Imaging and Preservation Services and our field services staff, for your use in preparing your grant request. If you have additional questions, please do not hesitate to contact me. We are looking forward to working with you on this project.

Best regards,

A handwritten signature in dark ink, appearing to read "Gina L. B. Minks", is written over a faint, larger signature that is partially visible in the background.

Gina L. B. Minks
Imaging and Preservation Service Manager



14400 Midway Road ♦ Dallas, TX 75244-3509 ♦ 972/851-8000 ♦ 800/843-8482 ♦ 972/991-6061(fax) ♦ www.amigos.org

March 26, 2012

Ms. Christy Moilanen
Travis County Archivist
Travis County Archives
5501 Airport Boulevard, Room D154
Austin, Texas 78751

Dear Christy:

As Adjunct Field Preservation Services Officer for Amigos' Imaging and Preservation Services I would be pleased to provide a Site Survey/ Preservation Management Consultation for the Travis County Archives, should your request for funding to the Division of Preservation and Access, National Endowment for the Humanities be successful.

I understand that you would like to use some of the funds from the grant to purchase preservation supplies for your oversized items. A basic list might include:

Acid free folders	\$ 200.00
Acid free storage boxes	\$ 300.00
Supplies for paper mending and book repair	\$ 200.00
Shelving	\$ 1,800.00
Total	\$ 2,500.00

Other acceptable supplies may be chosen from the following:

- Additional acid free file folders and boxes
- Environmental monitoring equipment
- Emergency response supplies
- Phase box board
- Preservation supplies deemed necessary by the consultant to preserve the collection

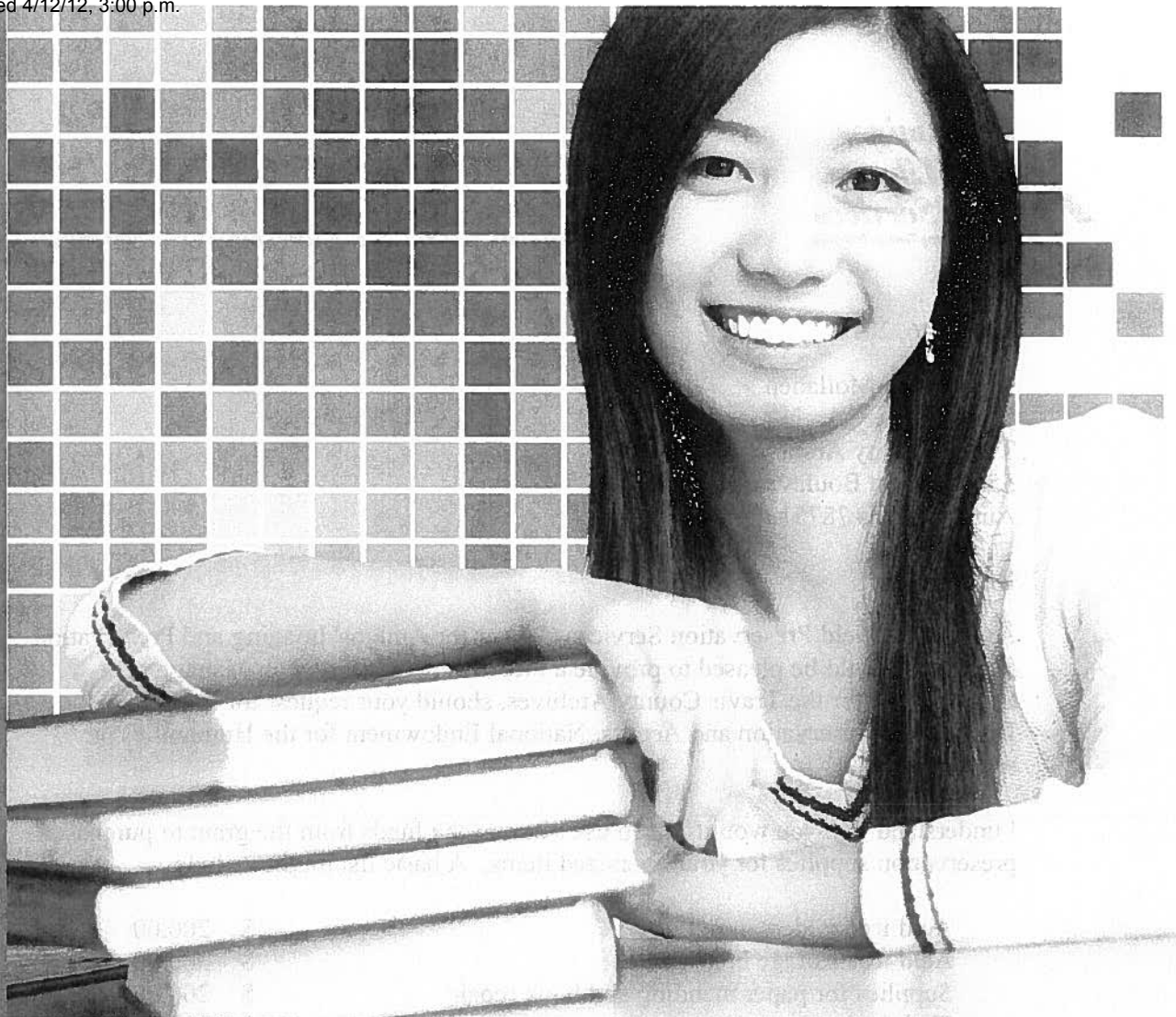
All supplies will be purchased at fair market value. These lists and budgets will be refined and prioritized during the course of the site survey, once we determine which items are most necessary.

If you have any questions, please do not hesitate to contact me.

Best regards,

Rebecca Elder
Adjunct Preservation Field Services Officer
Amigos Library Services

Imaging and Preservation



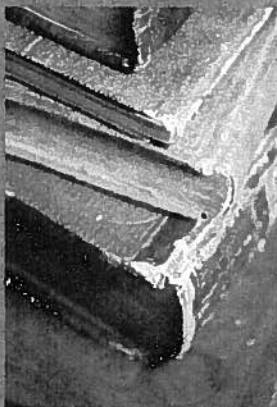
Amigos has always been at the forefront in providing experienced consultants to assist libraries in preserving our nation's treasures."

EVA POOLE
DENTON (TX) PUBLIC LIBRARIES

Imaging and Preservation Service

Amigos' Imaging and Preservation Service (IPS) helps libraries and archives meet their preservation and digitization needs. IPS began in 1991 by documenting the preservation needs of libraries and archives in the region. Today, IPS provides support, networking, and consulting, along with a comprehensive array of learning opportunities, from beginning preservation and hands-on repair to project planning and XML.





Preserve your community's history

Amigos helps libraries, museums, archives, and records centers throughout the Southwest manage their print and digital collections in a way that ensures long-term preservation and conformity with industry best practices. Your community's cultural heritage is important, and Amigos Imaging and Preservation Service is your partner in preservation success.

IPS at a glance

- Quality training, online and face-to-face
- Expert site surveys
- Emergency preparedness
- Customized consulting
- Review of grant proposals
- Extensive imaging and preservation resources

Improve Collections Care

Site surveys. Participating in a site survey with IPS staff can help identify your institution's needs regarding appropriate care and storage of collections and management of preservation activity. A site survey gives you and your staff a clear understanding of the state of your institution's preservation program, noting areas where it excels and where it needs improvement, serving as a basis for preservation planning and resource allocation.

Quality Training. Leverage Amigos' high-quality training into your imaging and preservation work. IPS provides quality preservation and imaging training in face-to-face, live online, and self-paced formats in subjects ranging from basic book repair to advanced metadata and digital project planning. Online courses allow you to maximize the benefits of continuing education by minimizing travel and time away from your desk. Face-to-face training throughout the region gives hands-on experience in book repair and archival best practices. Self-paced online courses are ready-reference for staff at Amigos member libraries wherever, whenever.

Disaster preparation and recovery.

Emergencies can take many forms. Amigos IPS, one of 14 institutions in the Regional Alliance for Preservation, provides quick response before, during, and after emergencies ranging from storms and floods to fire, pest infestations, accidents, and vandalism.

Customized Consulting. If you need assistance with special digitization projects, preservation work, or strategic planning that falls outside our standard offerings, contact us. We work with organizations throughout the United States to provide special consulting and training services.

Get More Funding

Grant Proposal Review. Amigos' experienced grant writing staff is happy to review your grant proposals, write letters of support, and give tips for the best chance of success.

Site surveys legitimize funding need.

In addition to helping you improve collections care with your current resources, a site survey can strengthen the case for increased grant funding. Surveys often lead to successful grant proposals.

For more information about IPS and a list of training courses, visit www.amigos.org.

Funded in part by a grant from the National Endowment for the Humanities (NEH), IPS has been providing quality services since 1991.

Your Library. Your Passion. Your Amigos.

"IPS workshops have been excellent and a real bargain for our professional development dollars."

ANITA SEMTNER
St. Gregory's University
Shawnee, OK

"I believe that if the Amigos Imaging and Preservation Service did not exist, the future of Texas history would be bleak indeed."

DANIELLE CUNNIFF PLUMER
Texas State Library
and Archives Commission



14400 Midway Road
Dallas, Texas 75244
972.851.8000
1.800.843.8482
www.amigos.org

CHRISTY MOILANEN

Travis County Archives
5501 Airport Boulevard
Austin, Texas 78751

Phone: (512) 854-4675

Fax: (512) 854-4560

Email: christy.moilanen@co.travis.tx.us

EDUCATION

Master of Science in Information Studies, University of Texas at Austin, Texas. Concentration in Archives and Records Management. December, 2007.

Bachelor of Arts, Indiana University, Bloomington, Indiana. Major in Art History with Minor in Studio Art. December, 2002.

EXPERIENCE

2009-present **Archivist, Travis County Archives, Austin, Texas.** Manage the creation and development of the county archives program. Collect and acquire records and materials through transfers and donations from county departments, elected officials and outside sources. Survey and appraise county records, arrange and describe collections, and place finding aids online. Manage archival storage facilities and provide reference services. Develop and administer public outreach programming.

2008 **Records Analyst, Travis County District Clerk, Austin, Texas.** Developed criteria for the identification of Travis County District Court records with archival value. Appraised District Court records dating from the 1800s to the present and designated specific case files to be permanently retained and preserved for future use and reference.

2007 **Archivist, Program in Aegean Scripts and Prehistory, Department of Classics, University of Texas at Austin, Texas.** Independently arranged and described a research collection of personal papers and material. Performed a cost analysis and developed a management strategy for the maintenance of the Program archives. Created web pages for primary archival collections and placed finding aids online.

PROFESSIONAL AFFILIATIONS

Archivists of Central Texas
Society of American Archivists
Society of Southwest Archivists

Rebecca Elder
2603 Cockburn Drive
Austin, TX 78745
RebeccaElder@austin.rr.com
(512) 699 3494

EDUCATION

School of Information, University of Texas at Austin

Austin, TX

M.S.I.S. with Certificate of Advanced Studies in Conservation of Library and Archival Materials

- Preservation and Conservation Studies Program, Conservator Track.
- Teaching assistant to Karen Pavelka.
- Co-creator of digital video documentary of treatment project. Project won third place in UT's Innovations in Instructional Technology Awards Program.

University of Virginia

Charlottesville, VA

B.A. English

PROFESSIONAL EXPERIENCE

2004-present Amigos Library Services, Inc.

Dallas, TX

Adjunct Preservation Field Services Officer

- Train library, archive and museum professionals in book repair, photograph and audiovisual materials preservation, emergency preparedness, and best preservation practices in both face-to-face and live online environments
- Conduct site surveys and report on preservation conditions in client libraries, museums and record centers
- Create and update presentations and workshops on a wide variety of preservation topics, including *Preservation of Photographic Materials* workshop, *Preservation of Audiovisual Materials* workshop, and *Emergency Preparedness, Response and Recovery* workshop
- Advise clients on grant writing for federal grants.
- Answer questions and provide advice to clients; provide second level support to clients needing advice in emergency situations

2010-present The School of Information, The University of Texas at Austin

Austin, TX

Adjunct Instructor, Management of Preservation Programs and Book Laboratory I.

- Instructed graduate students in basic principles of preservation administration, conducting collection assessments and grant writing
- Syllabus available at http://www.ischool.utexas.edu/courses/class_details.php?ClassID=2057
- Syllabus for Book Laboratory at http://www.ischool.utexas.edu/courses/class_details.php?ClassID=2317

2004-present Austin BookWorks

Austin, TX

Book and Paper Conservator

- Perform conservation treatments on a wide variety of book and manuscript materials

2003 Harvard College Libraries Cambridge, MA

Collections Conservation Intern

- Observed and assisted in all facets of management of a large collections conservation lab, including preservation review, disaster planning, hiring, and interaction with other departments in the Harvard College Libraries.
- Designed and conducted condition survey of 300,000-volume collection.
- Performed conservation treatments on circulating and non-circulating materials.
- Supervised and trained two entry-level part-time technicians in start-up phase of a new branch library conservation program.

2002 Center for American History Austin, TX

Conservation Intern

- Performed conservation treatments on materials from the Center's collections.
- Surveyed collections and formulated recommendations for their care.
- Consulted with Center staff on preservation and conservation questions.

2001-2002 Benson Latin American Collection Austin, TX

Library Assistant I

- Decided upon and performed appropriate repairs to circulating collection.
- Supervised three-member team in a condition survey and disbinding/rehousing project on a collection of bound pamphlets from the 18th and 19th centuries.

2000-2001 Harry Ransom Center Austin, TX

Volunteer, Book Conservation Lab

- Performed condition surveys and made repairs to early photograph albums.
- Participated in minor mends program, performing repairs to rare material.
- Created housings for books as appropriate.

1999 - 2000 Smithsonian Institution Libraries Washington, DC

Volunteer, Book Conservation Lab

- As assistant to conservator, prepared a collection of print materials for exhibit, to enhance visual effect and protect materials while on display, including custom-making supports for large books and creating text block supports when appropriate.
- Surface cleaned pages and performed page repairs on 18th century dictionary.

Presentations

2008	3S Genealogy Conference, Hallettsville, TX	Preservation 101
2009	3S Genealogy Conference, Hallettsville, TX	Preserving and Identifying Photographs
2010	Texas Association of Museums Conference	Identifying 19 th Century Photographs
2010	Society of Southwest Archivists Conference	Preservation of Photographic Materials
2010	International Institute of Municipal Clerks Conference	Emergency Response

Professional Affiliations

American Institute for the Conservation of Historic and Artistic Works, Society of American Archivists



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive, Planning and Budget/854-9066

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE: Consider and take appropriate action on request to consider and approve findings and resolutions for adoption by the Commissioners Court of Travis County, Texas related to refunding bonds expected to be issued by Capital Area Cultural Education Facilities Finance Corporation for The College Houses.

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

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116; Leroy Nellis, Budget Manager/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.

**FINDINGS AND RESOLUTIONS FOR ADOPTION
BY THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS**

The undersigned officers of Travis County, Texas (the "County"), a political subdivision of the State of Texas, hereby certify that a meeting of the Commissioners Court of the County was held on the 17th day of April, 2012, at which a quorum was present, and the following Resolution was duly passed:

WHEREAS, the Capital Area Cultural Education Facilities Finance Corporation (the "Issuer") expects to adopt a resolution authorizing the issuance of its Cultural Facility Revenue Refunding Bonds (College Houses Project) Series 2012 (the "Bonds") in the maximum principal amount of \$13,645,000 pursuant to an Indenture of Trust, dated as of April 1, 2012 (the "Indenture"), by and between the Issuer and Wells Fargo Bank, National Association, as trustee (the "Trustee") and the loan of the proceeds of such Bonds to The College Houses (the "Borrower"), all pursuant to the Cultural Education Facilities Finance Corporation Act, Article 1528m, Texas Civil Statutes, as amended (the "Act"), for the purposes of (i) refunding (A) all outstanding bonds entitled "Travis County Housing Finance Corporation Student Housing Adjustable Rate Demand Revenue Bonds, Series 2006" (the "Series 2006 Bonds") and (B) the Borrower's outstanding Promissory Note issued in connection with a Construction Loan Agreement (the "Construction Loan Agreement") between the Borrower and Wachovia Bank, National Association, dated as of December 14, 2007, the proceeds of both of which were used to finance the cost of constructing and equipping the Borrower's multi-family residential rental development located at 1905 and 1907 Nueces in Austin, Travis County, Texas and known as Nueces Street Cooperative (the "Project"); (ii) financing termination payments in connection with (A) a swap agreement relating to the Series 2006 Bonds and (B) a swap agreement relating to the Construction Loan Agreement; and (iii) paying costs of issuance of the Bonds.

WHEREAS, section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code") requires that the issuance of the Bonds, being qualified 501(c)(3) obligations, be approved by the governing body of the County after a public hearing following reasonable public notice;

WHEREAS, attached hereto as Exhibit A is a Notice of Public Hearing (the "Notice") which was published in *The Austin American-Statesman*, a newspaper of general circulation in the County, as required by section 147(f) of the Code, which public hearing was conducted on behalf of the Issuer on April 12, 2012; and

WHEREAS, each of the members of the Commissioners Court of the County was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting at which this resolution is adopted, and that this resolution would be introduced and considered for adoption at said meeting, and each of said officers and members consented, in advance, to the holding of said meeting for such purpose, and that said meeting was open to the public and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS, THAT: the County hereby specifically approves the Bonds and the Project solely for the purpose of satisfying the requirements of section 147(f) of the Code and for no other purpose and is not to be construed as an undertaking by the County. The Bonds shall not constitute a liability, an indebtedness or obligation of the County nor shall any of the assets of the County be pledged to the payment of the Bonds.

Dated the 17th day of April, 2012.

TRAVIS COUNTY, TEXAS

By: _____
County Judge

By: _____
County Clerk

CERTIFICATE OF COUNTY CLERK

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

The Commissioners Court of Travis County, Texas convened in a regular meeting on April 17, 2012, at its regular meeting place, and roll was called of the duly constituted officers and members of said Commissioners Court, to-wit:

Samuel T. Biscoe	Judge
Ron Davis	Commissioner, Precinct 1
Sarah Eckhardt	Commissioner, Precinct 2
Karen Huber	Commissioner, Precinct 3
Margaret J. Gomez	Commissioner, Precinct 4

and all of said persons were present except _____, thus constituting a quorum. Whereupon, among other business, the following was transacted, to-wit: a written order (the "Order") bearing the following caption was introduced:

FINDINGS AND RESOLUTIONS FOR ADOPTION
BY THE COMMISSIONERS COURT OF TRAVIS
COUNTY, TEXAS

The Order, a full, true and correct copy of which is attached hereto, was read and reviewed by the Commissioners Court.

Upon motion duly made and seconded, the Order was finally passed and adopted by the following vote:

___ AYES ___ NAYS ___ ABSTENTIONS

MINUTES APPROVED AND CERTIFIED TO BE TRUE AND CORRECT and to reflect accurately the fully constituted officers and members of the Commissioners Court of the County, and the attached and following copy of such Order is hereby certified to be a true and correct copy of an official copy thereof on file among the official records of the County.

WITNESS MY HAND AND THE OFFICIAL SEAL OF THE COUNTY, this ____ day
of April, 2012

(SEAL)

County Clerk

EXHIBIT A
NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING
CAPITAL AREA CULTURAL EDUCATION
FACILITIES FINANCE CORPORATION
CULTURAL FACILITY REVENUE REFUNDING
BONDS SERIES 2012
(COLLEGE HOUSES PROJECT)

Notice is hereby given of a public hearing to be held on behalf of the Capital Area Cultural Education Facilities Finance Corporation (the "Issuer") on Thursday, April 12, 2012, at 10:00 a.m. in Conference Room 1 of Naman, Howell, Smith & Lee, PLLC, 8310 Capital of Texas Highway North, Suite 490, Austin, Texas 78731, with respect to the captioned bonds (the "Bonds") to be issued by the Issuer in a principal amount not to exceed \$13,645,000. The proceeds of the Bonds will be used by The College Houses, a Texas non-profit corporation (the "Borrower") to refund (i) all outstanding bonds entitled "Travis County Housing Finance Corporation Student Housing Adjustable Rate Demand Revenue Bonds, Series 2006" (the "Series 2006 Bonds") and (ii) the Borrower's outstanding Promissory Note issued in connection with a Construction Loan Agreement between the Borrower and Wachovia Bank, National Association, dated as of December 14, 2007, the proceeds of both of which were used to finance the cost of constructing and equipping the Borrower's multi-family residential rental development located at 1905 and 1907 Nueces in Austin, Travis County, Texas and known as Nueces Street Cooperative (the "Project"). The proceeds of the Bonds will also be used to finance termination payments in connection with (i) a swap agreement relating to the Series 2006 Bonds and (ii) a swap agreement relating to the Borrower's Construction Loan Agreement and Promissory Note. Finally, a portion of the proceeds of the Bonds will be used to pay costs of issuance of the Bonds. The owner and operator of the Project is and will be the Borrower. The public hearing will be conducted by Mr. Cliff Blount, counsel for the Issuer, or his designee. All interested persons are invited to attend such public hearing to express their views with respect to the above-described project and the Bonds. Questions or requests for additional information may be directed to Mr. Blount at telephone number (512) 807-2454. Any interested persons unable to attend the hearing may submit their views in writing to Mr. Blount prior to the date scheduled for the hearing, at fax number (512) 474-1901. THE BONDS DO NOT CONSTITUTE A LIABILITY OF THE CITY OF CREEDMOOR OR OF ANY OTHER MUNICIPAL CORPORATION OR POLITICAL SUBDIVISION OF THE STATE OF TEXAS WHATSOEVER. THE SOLE OBLIGATION TO REPAY THE BONDS COMES FROM FUNDS PROVIDED BY THE COLLEGE HOUSES. PAYMENT ON THE BONDS IS NOT TO BE MADE FROM TAXES OR ANY OTHER PUBLIC FUNDS.



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive, Planning & Budget

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

JB

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 \$620,075.83, for the period of March 30 to April 5, 2012.

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 \$620,075.83.

ISSUES AND OPPORTUNITIES:

See attached.

FISCAL IMPACT AND SOURCE OF FUNDING:

Employee Health Benefit Fund (526) – \$620,075.83

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 by Tuesdays at 5:00 p.m. for the next week's meeting.

**TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS**

DATE: April 17, 2012

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: March 30, 2012 to April 5, 2012

**REIMBURSEMENT REQUESTED
FOR THIS PERIOD:** \$620,075.83

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 \$620,075.83.*

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
MARCH 30, 2012 TO APRIL 5, 2012**

- 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: April 17, 2012
 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: March 30, 2012
 TO: April 5, 2012

REIMBURSEMENT REQUESTED: \$ 620,075.83

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$ 1,672,344.12
bank withdrawal correction	\$ (2,850.00)
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: April 10, 2012	\$ (1,049,553.56)
	\$ -
October 5, 2010 adj	\$ 135.10
Adjust to balance per UHC	\$ 0.17
TOTAL CLAIMS REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$ 620,075.83
 PAYMENTS DEEMED NOT REIMBURSABLE	 \$ -
TRANSFER OF FUNDS REQUESTED:	\$ 620,075.83

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


All claims over \$25,000 (1 this week totaling \$52,789.64) 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 (\$93,325.47) 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 \$225,000 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 (\$2,997.19).

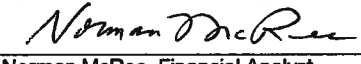
All claims submitted in this transfer have been audited to confirm accuracy of billing and legitimacy of claim under the service provisions of the health care contract and all are contractually legitimate, legally incurred and accurately billed claims.

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.

 4-9-12
 Diane Blankenship, Director, HRMD Date

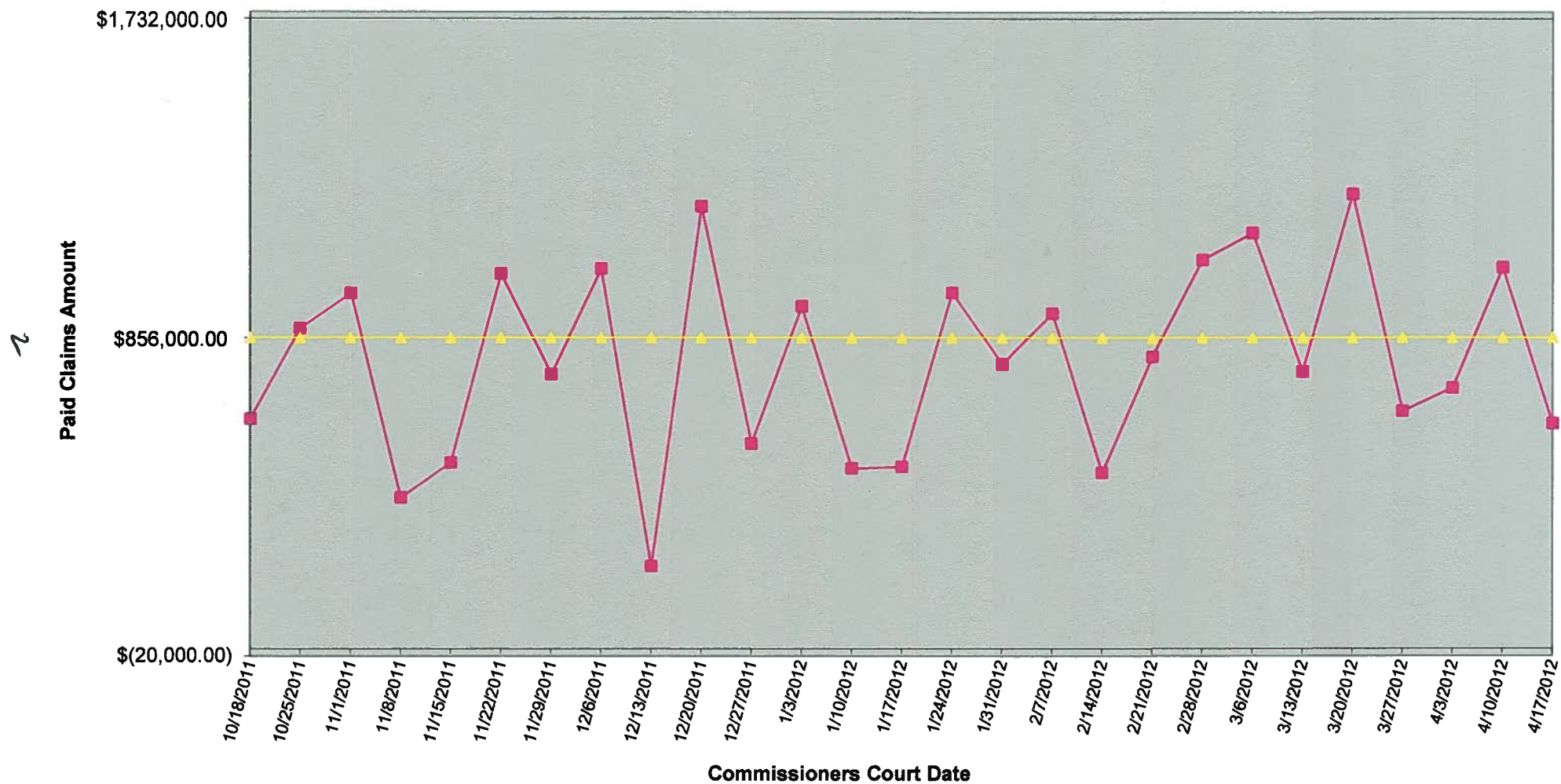
 4-9-12
 Dan Mansour, Risk Manager Date

 4-9-12
 Cindy Purnett, Benefit Contract Administrator Date

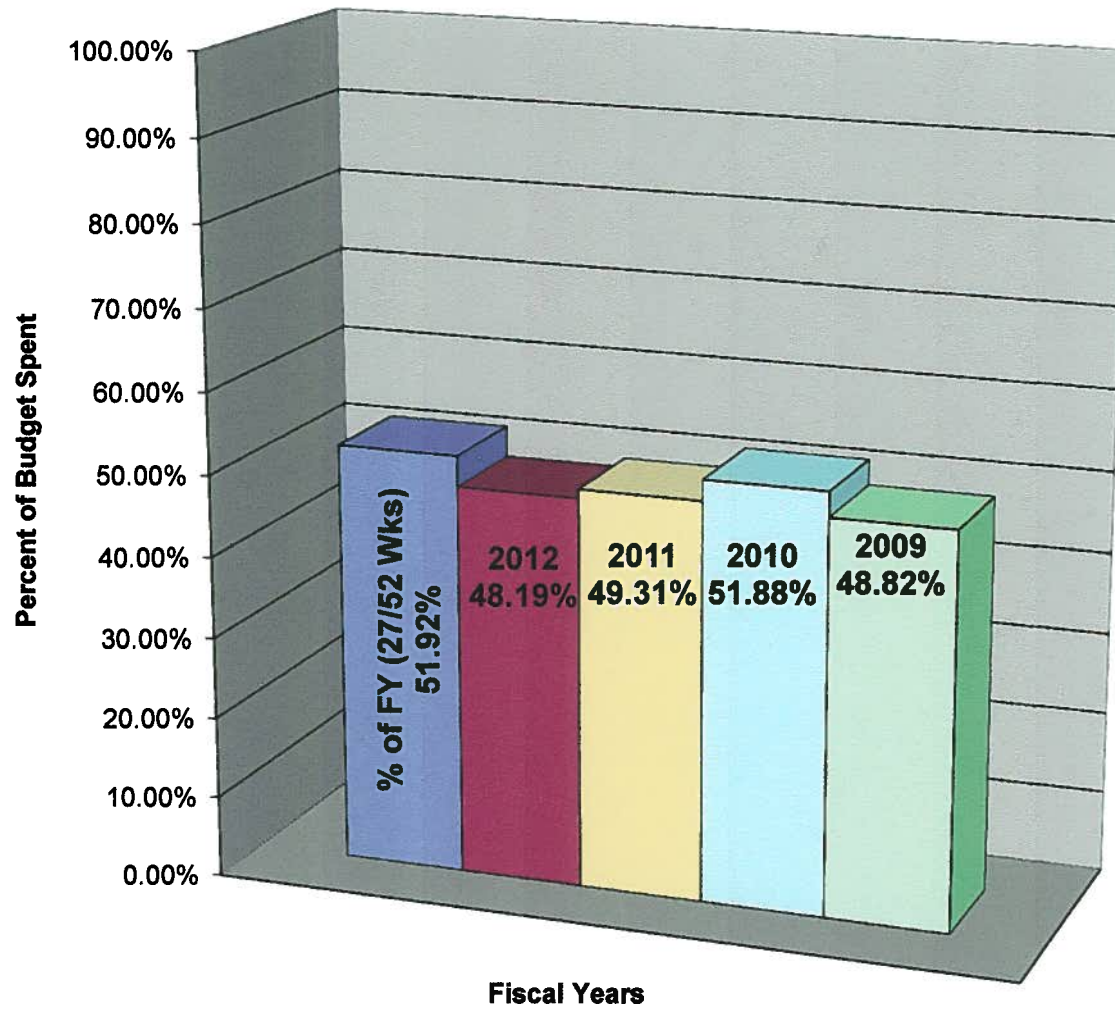
 4/9/12
 Norman McRee, Financial Analyst Date

** 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



Comparison of Claims to FY Budgets Week 27



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Norman McRee

From: SIFS FAX@UHC.COM
Sent: Friday, April 06, 2012 2:10 AM
To: Norman McRee
Subject: UHG FUNDING NOTIFICATION

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: 2012-04-06 REQUEST AMOUNT: \$1,672,344.12

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: 2012-04-05 \$1,101,037.45
 - REQUIRED BALANCE TO BE MAINTAINED: \$2,668,041.00
 + PRIOR DAY REQUEST: \$00.00

= UNDER DEPOSIT: \$1,567,003.55

+ CURRENT DAY NET CHARGE: \$105,340.57
 + FUNDING ADJUSTMENTS: \$00.00

REQUEST AMOUNT: \$1,672,344.12

ACTIVITY FOR WORK DAY: 2012-03-30

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$45,440.74	\$00.00	\$45,440.74
TOTAL:	\$45,440.74	\$00.00	\$45,440.74

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2012_04_05

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	10840343	AA	1	4/2/2012	42	4/3/2012	4/5/2012
701254	632	0.01	QG	10840343	AE	5	4/2/2012	42	4/3/2012	4/5/2012
701254	632	0.01	QG	10845259	AE	6	4/3/2012	42	4/5/2012	4/5/2012
701254	632	0.01	QG	10845259	AE	9	4/3/2012	42	4/5/2012	4/5/2012
701254	632	0.01	QG	1858675	AH	1	4/2/2012	42	4/3/2012	4/5/2012
701254	632	0.01	QG	10840343	AH	1	4/2/2012	42	4/3/2012	4/5/2012
701254	632	0.01	QG	10840343	AH	1	4/2/2012	42	4/3/2012	4/5/2012
701254	632	0.01	QG	10840343	AH	6	4/2/2012	42	4/3/2012	4/5/2012
701254	632	0.01	QG	10840343	AH	7	4/2/2012	42	4/3/2012	4/5/2012
701254	632	0.01	QG	10840343	AH	8	4/2/2012	42	4/3/2012	4/5/2012
701254	632	0.01	QG	10845259	AH	6	4/3/2012	42	4/5/2012	4/5/2012
701254	632	0.01	QG	10845259	AH	6	4/3/2012	42	4/5/2012	4/5/2012
701254	632	0.01	QG	10845259	AH	7	4/3/2012	42	4/5/2012	4/5/2012
701254	632	0.01	QG	10845259	AH	1	4/3/2012	42	4/5/2012	4/5/2012
701254	632	0.01	QG	10845259	AH	1	4/3/2012	42	4/5/2012	4/5/2012
701254	632	0.01	QG	10845259	AH	1	4/3/2012	42	4/5/2012	4/5/2012
701254	632	-73.15	QG	30452177	AH	9	8/26/2011	42	4/2/2012	4/5/2012
701254	632	-637.57	QG	20728418	AA	17	3/29/2012	42	4/3/2012	4/5/2012
701254	632	-2,286.47	QG	60320937	AH	9	3/27/2012	42	3/30/2012	4/5/2012

620,075.83

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 04/05/2012

<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

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Travis County - Hospital and Self Insurance Fund (526)

Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 4/5/2012

TYPE	MEMBER TYPE	TRANS_AMT
CEPO		
EE	526-1145-522.45-28	68,139.40
RR	526-1145-522.45-29	6,394.09
Total CEPO		\$74,533.49
EPO		
EE	526-1145-522.45-20	97,323.96
RR	526-1145-522.45-21	21,340.24
Total EPO		\$118,664.20
PPO		
EE	526-1145-522.45-25	409,961.97
RR	526-1145-522.45-26	16,916.17
Total PPO		\$426,878.14
Grand Total		\$620,075.83



Travis County Commissioners Court Agenda Request

Meeting Date: 4/17/2012

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

Elected/Appointed Official/Dept. Head: Leslie Browder, 854-9106

Commissioners Court Sponsor: Judge Samuel T. Biscoe

JB

AGENDA LANGUAGE:

Consider and take appropriate action on the following items for Human Resources Management Department:

- A. Proposed routine personnel amendments; and
- B. Non-routine requests from Travis County District Attorney's Office for a variance to Travis County Code § 10.03002, General Overview for Determining Pay Policy.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Attached are Personnel Amendments for Commissioners Court approval.

A. Routine Personnel Actions – Pages 2 – 5, 10 - 13.

B. Non-Routine Personnel Actions – Pages 6 - 9.

District Attorney requests approval for two salary adjustments that exceed 10% above midpoint – Travis County Code § 10.03002, Slot 71, Legal Secretary Sr, PG 16 and Slot 75, Legal Secretary Sr, PG 16. HRMD has reviewed supporting documentation; PBO has confirmed sufficient funds.

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

STAFF RECOMMENDATIONS:

N/A

ISSUES AND OPPORTUNITIES:

N/A

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.

FISCAL IMPACT AND SOURCE OF FUNDING:

None.

REQUIRED AUTHORIZATIONS:

Todd Osburn, Human Resources Management Department, 854-2744

Diane Poirot, Human Resources Management Department, 854-9170

Leslie Browder, Planning and Budget Office, 854-9106

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

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



HRMD

Human Resources Management Department

700 Lavaca Street, 4th Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX (512) 854-9757

April 17, 2012

ITEM # :

DATE: April 6, 2012

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: Leslie Browder, County Executive, Planning and Budget

FROM: Diane Poirot, Director, HRMD

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

A. Routine Personnel Actions – Pages 2 – 5, 10 - 13.

B. Non-Routine Personnel Actions – Pages 6 - 9.

District Attorney requests approval for two salary adjustments that exceed 10% above midpoint – Travis County Code § 10.03002, Slot 71, Legal Secretary Sr, PG 16 and Slot 75, Legal Secretary Sr, PG 16. HRMD has reviewed supporting documentation; PBO has confirmed sufficient funds.

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

LB/DP/TLO

Attachments

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

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE

NEW HIRES

Dept.	Slot	Position Title	Dept. Requests Level/Salary	HRMD Recommends Level/Salary
Criminal Courts	66	Court Reporter***	24 / \$77,242.79	24 / \$77,242.79
District Atty	283	Law Clerk II*** Part-time	18 / Minimum / \$21,191.04	18 / Minimum / \$21,191.04
Sheriff	511	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1910	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1911	Corrections Ofcr	81 / Step 3 / \$41,752.26	81 / Step 3 / \$41,752.26
Sheriff	1913	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1914	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1915	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1916	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1917	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1918	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77
Sheriff	1919	Cadet**	80 / Step 1 / \$34,594.77	80 / Step 1 / \$34,594.77

* Temporary to Regular

** Actual vs Authorized

*** Title/Pay Grade prior to 4/1/12 MSS implementation

TEMPORARY APPOINTMENTS

Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20157	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02
County Clerk	20354	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	20414	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02
County Clerk	20422	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02
County Clerk	20428	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02

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

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	20435	Elec Clk Operations Clk II	10 / \$12.00	10 / \$12.00	02
County Clerk	20531	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	23167	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	23190	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	23215	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	23234	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	23240	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	23246	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
County Clerk	23250	Elec Clk Operations Clk III	12 / \$14.00	12 / \$14.00	02
HRMD	50003	Registered Nurse II	21 / \$28.00	21 / \$28.00	05
TNR	20061	Park Tech I	8 / \$11.00	8 / \$11.00	02
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Criminal Justice Planning	Slot 37 / Case Mgmt Coord / Grd 20 / \$55,000.00	Criminal Justice Planning	Slot 37 / Case Mgmt Coord / Grd 20 / \$56,650.00	Salary adjustment. Pay is between min and midpoint of pay grade.
Criminal Justice Planning	Slot 41 / Case Mgmt Coord / Grd 20 / \$57,323.97	Criminal Justice Planning	Slot 41 / Case Mgmt Coord / Grd 20 / \$59,043.69	Salary adjustment. Pay is between min and midpoint of pay grade.
Criminal Justice Planning	Slot 63 / Legal Secretary Sr / Grd 16 / \$41,000.00	Criminal Justice Planning	Slot 63 / Legal Secretary Sr / Grd 16 / \$42,230.00	Salary adjustment. Pay is between min and midpoint of pay grade.
Criminal Justice Planning	Slot 64 / Legal Secretary / Grd 15 / \$34,608.50	Criminal Justice Planning	Slot 64 / Legal Secretary / Grd 15 / \$35,646.76	Salary adjustment. Pay is between min and midpoint of pay grade.
* Actual vs Authorized				

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
District Atty	Slot 19 / Chief Investigations / Grd 27 / \$96,757.30	District Atty	Slot 19 / Chief Investigations / Grd 27 / \$100,550.19	Salary adjustment. Pay is between min and midpoint of pay grade.
District Atty	Slot 31 / Court Legal Mgmt Admin Dir / Grd 30 / \$122,289.13	District Atty	Slot 31 / Court Legal Mgmt Admin Dir / Grd 30 / \$126,936.12	Salary adjustment. Pay is between midpoint and max of pay grade.
District Atty	Slot 49 / Victim Witness Svcs Div Dir / Grd 25 / \$79,525.53	District Atty	Slot 49 / Victim Witness Svcs Div Dir / Grd 25 / \$82,833.79	Salary adjustment. Pay is between min and midpoint of pay grade.
District Atty	Slot 73 / Legal Secretary Sr / Grd 16 / \$40,350.13	District Atty	Slot 73 / Legal Secretary Sr / Grd 16 / \$42,202.20	Salary adjustment. Pay is between min and midpoint of pay grade.
District Atty	Slot 85 / Legal Secretary Sr / Grd 16 / \$43,350.02	District Atty	Slot 85 / Legal Secretary Sr / Grd 16 / \$45,079.69	Salary adjustment. Pay is between min and midpoint of pay grade.
District Atty	Slot 86 / Records Analyst Supv / Grd 20 / \$56,179.66	District Atty	Slot 86 / Records Analyst Supv / Grd 20 / \$61,039.20	Salary adjustment. Pay is between midpoint and max of pay grade.
JP Pct 4	Slot 2 / Office Mgr Sr / Grd 21 / \$65,909.86	JP Pct 4	Slot 2 / Office Mgr Sr / Grd 21 / \$67,887.30	Salary adjustment. Pay is between midpoint and max of pay grade.
JP Pct 4	Slot 4 / Court Clerk II / Grd 15 / \$38,571.28	JP Pct 4	Slot 4 / Court Clerk II / Grd 15 / \$39,728.41	Salary adjustment. Pay is between min and midpoint of pay grade.
JP Pct 4	Slot 9 / Court Clerk II Sr / Grd 16 / \$44,101.02	JP Pct 4	Slot 9 / Court Clerk II Sr / Grd 16 / \$45,424.05	Salary adjustment. Pay is between min and midpoint of pay grade.
Sheriff	Slot 219 / Corrections Ofcr Sr / Grd 83 / \$47,636.78	Sheriff	Slot 322 / Corrections Ofcr Sr / Grd 83 / \$47,636.78	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 322 / Corrections Ofcr Sr / Grd 83 / \$46,509.42	Sheriff	Slot 219 / Corrections Ofcr Sr / Grd 83 / \$46,509.42	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Actual vs Authorized				

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
Sheriff	Slot 420 / Corrections Ofcr Sr / Grd 83 / \$47,636.78	Sheriff	Slot 1526 / Corrections Ofcr Sr / Grd 83 / \$47,636.78	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 1423 / Corrections Ofcr Sr / Grd 83 / \$44,256.37	Sheriff	Slot 562 / Corrections Ofcr Sr / Grd 83 / \$44,256.37	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
Sheriff	Slot 1526 / Corrections Ofcr Sr / Grd 83 / \$48,763.31	Sheriff	Slot 420 / Corrections Ofcr Sr / Grd 83 / \$48,763.31	POPS lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
TCCES	Slot 2 / CES Mgr / Grd 24 / \$76,854.45	TCCES	Slot 2 / CES Mgr / Grd 24 / \$82,729.92	Salary adjustment. Pay is at midpoint of pay grade.
* Actual vs Authorized				

AD HOC CLASSIFICATION CHANGE							
		Current			HRMD Recommends		
Dept.	Slot #	Auth Position Title / Position #	FLSA	Pay Grade	Position Title / Position #	FLSA	Pay Grade
TNR	496	Engineer / 24247	E	24	Hydrogeologist / 22XXX	E	22
Department requests reclassification of vacant slot in order to meet departmental needs. PBO has confirmed funding available. See attached new job description, pages 11 - 13.							

SECTION B. NON-ROUTINE PERSONNEL ACTIONS**NON-ROUTINE ACTIONS - Salary Adjustments**

Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
District Atty	Slot 71 / Legal Secretary Sr / Grd 16 / \$54,630.91	District Atty	Slot 71 / Legal Secretary Sr / Grd 16 / \$55,536.00	Salary adjustment. Pay is greater than 10% above midpoint, Travis County Code § 10.03002.
District Atty	Slot 75 / Legal Secretary Sr / Grd 16 / \$50,797.29	District Atty	Slot 75 / Legal Secretary Sr / Grd 16 / \$52,529.48	Salary adjustment. Pay is greater than 10% above midpoint, Travis County Code § 10.03002.

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



Human Resources Management Department

700 Lavaca Street, 4th Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-4203

MEMORANDUM

DATE: April 6, 2012

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: Leslie Browder, County Executive, Planning and Budget *LB*FROM: Diane Poirot, Director of Human Resources *DP*

SUBJECT: District Attorney Non-Routine Salary Actions, Slots 71, 75

HRMD requests Commissioners Court to discuss and consider the following actions.

District Attorney's Office Request:

The proposed actions would apply to the following slots:

The District Attorney's Office requests approval to increase the salary of two Legal Secretary Seniors (PG 16). For slot #71, the proposed salary adjustment would bring the employee to the salary maximum and result in an increase of \$905.09. For slot #75, the proposed salary adjustment would result in placement between midpoint plus 10% and maximum and result in an increase of \$1732.19. The salary adjustments would apply to the following slots:

<u>Slot #</u>	<u>From</u>	<u>To</u>
71	\$54,630.91	\$55,536.00
75	\$50,797.29	\$52,529.48

Policy

Travis County Code §10.03002(b) states that existing employees may be moved along a pay range with permanent salary savings at the manager's discretion. Movement greater than 10% above midpoint requires Commissioners Court approval.

Issue

The actions are non-routine by policy since the proposed increases would result in salaries greater than 10% above midpoint (\$50,908.00).

Recommendation

HRMD recommends approval of the District Attorney's proposed salary actions. For slot #71, the proposed increase is only 1.66% and the employee is already beyond the 10% above midpoint threshold. For slot #75, the increase is only 3.41% and the employee is already less than \$200 from the 10% above midpoint threshold. Neither increase is excessive in either dollar or percentage terms and the actions are consistent with the intent of the stated policy. The actions would be effective April 16, 2012.



Rosemary Lehmberg ★ Travis County District Attorney

P.O. Box 1748 Austin, Texas 78767 • Telephone: 512-854-9400 • Fax: 512-854-9695

MEMORANDUM

TO: Travis County Judge and Commissioners

FROM: Rosemary Lehmberg, District Attorney

DATE: April 4, 2012

SUBJECT: Salary Adjustments

I request approval for salary adjustments for the following five employees in the District Attorney's Office. The Human Resources Management Department (HRMD) reviewed their positions for possible reclassification during the market salary study but did not recommend reclassifying these positions to the titles we requested. As suggested by the HRMD Compensation Manager, I would like to adjust the salaries of these employees on their current pay ranges because of the broad scope and high level of their responsibilities. The salaries for the employees in slots 71 and 75 will be higher than 10% above midpoint. They both have extensive legal secretary experience and because of their high levels of performance have been given increasing levels of responsibility throughout their tenure (employee in slot 71: 30+ years, employee in slot 75: 16 years).

Legal Secretary Senior	slot 71	1.66%
Legal Secretary Senior	slot 73	4.59%
Legal Secretary Senior	slot 85	3.99%
Legal Secretary Senior	slot 75	3.41%
Records Analyst Supervisor	slot 86	8.65%

I request approval for salary adjustments for the following three high-performing employees in the District Attorney's Office because of their levels of responsibility and in order to maintain internal equity:

Victim Witness Services Division Director	slot 49	4.16% increase
Chief of Investigations	slot 19	3.92% increase
Court Legal Management Administration Director	slot 31	3.80% increase

Thank you for your consideration.

9

2012 APR -4 PM 5:07



Human Resources Management

700 Lavaca, 4th Floor

• P.O. Box 1748

• Austin, Texas 78701

• (512) 854-9165

MEMORANDUM

DATE: April 6, 2012
TO: Members of the Commissioners Court
VIA: Leslie Browder, County Executive, Planning & Budget Office
FROM: Diane Poirot, Director of Human Resources
Todd Osburn, Compensation Manager
SUBJECT: Proposed New Job Classification

HRMD recommends creation of one new job classification as outlined below:

Hydrogeologist

Supporting the County's groundwater and storm water management programs, the Hydrogeologist reviews hydrogeological and environmental data related to the demonstration of groundwater availability for development projects. Supervises and monitors the collection, analysis and interpretation of field test data for the purposes of groundwater characterization, impact analysis and management. Develops and uses hydrogeological models for application. Reviews medium scale to highly complex water quality protection structural controls, drainage infrastructure and public works proposals in support of initiatives.

TNR has requested creation of this job title to provide independent capability to review groundwater availability demonstrations and implement mandated storm water management requirements in the construction of permanent storm water control structures, and to reduce negative impacts from erosion and sedimentation of disturbed sites.

Consistent with market data, the job is recommended to be put in Pay Grade 22 on the Classified Pay Scale.

Should you have questions, contact Diane Poirot at ext. 4-9170 or Todd Osburn at ext. 4-2744.

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TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: Hydrogeologist

JOB CODE: 22XXX

PAY GRADE: 22

FLSA STATUS: Exempt

LAST REVISED: 4/17/12

JOB SUMMARY:

Reviews hydrogeological and environmental data related to the demonstration of groundwater availability for development projects. Supervises and monitors the collection, analysis and interpretation of field test data for the purposes of groundwater characterization, impact analysis and management. Develops and uses hydrogeologic models for application. Reviews medium scale to highly complex water quality protection structural controls, drainage infrastructure and public works proposals in support of initiatives.

DISTINGUISHING CHARACTERISTICS:

This job is in the Engineering and Support Services job family. This classification is distinguished by the specialization in hydrogeological work. This classification may require a flexible work schedule in order to meet the needs of the department.

DUTIES AND RESPONSIBILITIES:

- Oversees inspections and the evaluation of data for compliance with laws, regulations and specifications. Oversees and monitors studies on quantities, distribution, disposition, and development of underground and surface water. Develops or uses hydrogeologic models for application.
- Prepares and presents technical evaluations, plans and reports on programs and complex issues. Prepares engineering research and administrative materials associated with groundwater availability, and develops correspondence, records, memorandums and reports, technical criteria, regulations, and guidance documents, attends meetings and training sessions, responds to inquiries and concerns from private and public entities, County officials, and County departments.
- Provides technical review of plans, specifications, and estimates for various infrastructure with an emphasis on ensuring the adequacy of structural best management practices (BMPs) to reduce erosion and sedimentation associated with construction activities. The scope of technical reviews includes development proposals by permit applicants for plats and County development permits, CIP facility, CIP and maintenance roadway projects, and County facility construction projects.
- Analyzes and interprets environmental data to determine existing conditions, long-term trends, compliance with quality assurance requirements and permitting standards, and environmental impact. Provides technical review and oversight over proposed plans and specifications for permanent BMPs that treat and store urban stormwater from roads, drainage, subdivision, and commercial development, to ensure projects sufficiently provide water quality protection in compliance with federal, state, and local (including Travis County Code, Highland Lakes Watershed Ordinance, and municipal) requirements.
- Provides technical review and evaluation of groundwater availability information during the subdivision and permitting review and approval process. Evaluates technical data, analyzes findings, and develops recommendations for programs and projects. Responsible for management of groundwater and geo-scientific data, including organizing data sets into databases, ensuring proper storage and retrieval of data, development of reports, and making data readily accessible to internal and external parties.
- Evaluates and analyzes water samples as part of field investigations and/or to validate data from automatic monitors.
- Researches and evaluates public water supply issues including flood and drought risks, water quality, wastewater, and impacts on wetland habitats. Interprets and researches laws and policies and delivers responses to the public and governmental agencies.
- Oversees project work and provides technical guidance, training, and consultation to staff.
- Performs other job-related duties as assigned.

TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: Hydrogeologist

JOB CODE: 22XXX

PAY GRADE: 22

FLSA STATUS: Exempt

LAST REVISED: 4/17/12

MINIMUM REQUIREMENTS:

Education and Experience:

Bachelor's degree in Hydrogeology, Geology, Hydrology, Environmental Science or closely related field AND three to five (3-5) years directly related, increasingly responsible professional hydrogeological experience, including one (1) year of lead or supervisory experience;

OR,

Any combination of education and experience that has been achieved and is equivalent to the stated education and experience and required knowledge, skills, and abilities sufficient to successfully perform the duties and responsibilities of this job.

Licenses, Registrations, Certifications, or Special Requirements:

Licensed to practice as a Professional Geoscientist in the State of Texas. If licensed in another state, must acquire license reciprocity in the State of Texas within six (6) months of date of hire.

Valid Texas Driver's License.

Knowledge, Skills, and Abilities:

Knowledge of:

- Principles, procedures, practices, programs, systems, methods and techniques of hydrogeology.
- Federal, State, Local and County applicable laws, rules, regulations, permits, licenses, practices, standards, policies and procedures.
- Advanced mathematical and statistical methods as used in hydrogeology and planning.
- Practical application of hydrology, water quality and water management techniques.
- Project management methodologies, practices and techniques.
- Supervisory principles, practices and techniques.
- Recent developments and current research regarding hydrogeology.
- Methods, practices, and techniques of inspections, compliance and enforcement.
- Computer equipment to include word processing, presentations, spreadsheets, databases, maps, records, graphics, project scheduling and management, and other related hydrogeological data applications.
- Business letter writing, grammar and punctuation, and report preparation.

Skill in:

- Scientific data management, collection and assessment of hydrogeological data and report generation.
- Applying modeling and statistical procedures in the development of conceptual and numerical groundwater and other models.
- Applying principles and practices as used in hydrogeology.
- Use of computers and related software and other standard tools of the profession.
- Drill supervision and well installation, preparation of lithological logs, aquifer testing, environmental sampling,
- Problem-solving and technical decision-making for developing effective solutions.
- Both verbal and written communication, including presentations and communicating technical issues in non-technical language.

Ability to:

- Plan, prioritize, coordinate, and oversee projects.
- Conduct inspections.
- Apply hydrogeological concepts.
- Plan, assign, and/or supervise the work of others.
- Exercise sound judgment and make decisions.
- Manage time well, perform multiple tasks and organize diverse activities.
- Perform technical research, calculations, and computations, and prepare plans and reports.
- Establish and maintain effective working relationships with County employees and officials, developers, engineers, contractors, representatives of outside agencies, and the general public.

TRAVIS COUNTY JOB DESCRIPTION

JOB TITLE: **Hydrogeologist**

JOB CODE: 22XXX

FLSA STATUS: Exempt

PAY GRADE: 22

LAST REVISED: 4/17/12

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

Physical requirements include the ability to lift/carry up to 10-60 pounds occasionally, visual acuity, mental effort, speech and hearing, hand and eye coordination and manual dexterity necessary to operate a computer, and viewing screens for long periods. Subject to standing, sitting, walking, climbing stairs, bending, stooping, squatting, crouching, kneeling, pushing, pulling, reaching, twisting, balancing, driving, repetitive motion, and client/customer contact to perform the essential functions. Subject to contact with noise, vibration, fumes, foul odor, dirt, dust, mist, gases, and poor ventilation. Requires use of protective devices such as masks, goggles, and gloves. Requires fieldwork, and exposure to traffic, public work development sites, construction site hazards, climbing and walking and traveling over rough, uneven, mud, rocky, high grass terrain, water hazards and other groundwater conditions, and indoors/outdoors in all types of weather (excessive heat and cold).

<p>This job description is intended to be generic in nature. It is not necessarily an exhaustive list of all duties and responsibilities. The essential duties, functions and responsibilities and overtime eligibility may vary based on the specific tasks assigned to the position.</p>



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By/Phone Number: Scott Wilson, 854-1182

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 7 to Contract No. 07T00173VC, Securus Technologies, Inc., for Inmate Pay Phone Services.

- **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.

On August 28, 2007, the Commissioners Court approved a contract with Securus Technologies, Inc., for inmate and public pay phone services. The initial term of the contract was October 1, 2007 through September 30, 2008.

This modification will provide a new Automated Information Services (AIS) solution as additional services. The AIS replaces the current interactive voice response system which is past its useful life and needs to be upgraded or replaced. A replacement system would cost around \$300,000, but Securus Technologies has offered a solution at no cost to the County.

In consideration for the AIS, Securus Technologies has requested that the current contract be extended. Because the County does not expend any county funds under this contract, the Purchasing Act does not require the County to use a competitive solicitation to extend the term of the contract. Therefore, the County is willing to extend the contract for an additional four (4) one-year option periods with up to three (3) additional one (1) month periods at the end of each option.

Prior to November 1, 2011 the debit card rate for all domestic call types was \$.50 per minute. However, after April 1, 2012, the debit card rate for all domestic call types shall be \$1.00 per call plus \$.60 per minute.

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

Modification No. 6, approved by the Purchasing Agent on October 27, 2011, extended the contract through October 31, 2012.

Modification No. 5, approved by Commissioner's Court on October 19, 2010, extended the contract for another twelve (12) months through October 31, 2011 and add the FCC2 functionality.

Modification No. 4, approved by the Purchasing Agent on September 27, 2010, extended the contract through October 31, 2010.

Modification No. 3, approved by the Purchasing Agent on September 29, 2009, extended the contract through September 30, 2010.

Modification No. 2, approved by Commissioner's Court on November 25, 2008, lowered the Annual Guarantee Revenue from \$1,600,000 to \$1,100,000.

Modification No. 1, approved by the Purchasing Agent on September 24, 2008, extended the contract through September 30, 2009.

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

MODIFICATION OF CONTRACT NO 07T00173VC for Inmate Pay Phone Services**PAGE 1 OF 12 PAGES**

ISSUED BY: PURCHASING OFFICE 700 LAVACA, 8 th FLOOR AUSTIN, TX 78701	PURCHASING AGENT ASST: Scott Wilson TEL NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: February 17, 2012
ISSUED TO: Securus Technologies, Inc. Attn: Robert Pickens 14651 Dallas PKWY, Ste. 600 Dallas, Texas 75254	MODIFICATION NO.: 7	EXECUTED DATE OF ORIGINAL CONTRACT: August 28, 2007
ORIGINAL CONTRACT TERM DATES: October 1, 2007 through September 30, 2008		CURRENT CONTRACT TERM DATES: November 1, 2011 through October 31, 2012

FOR TRAVIS COUNTY INTERNAL USE ONLY:Original Contract Amount: \$ 1,600,000

Current Modified Amount \$ _____

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

This modification is made by Securus Technologies, Inc. ("Contractor") and Travis County, Texas ("County").

Recitals

When County distributed a Request for Proposals (RFP # P070173-VC) from qualified companies for the delivery of inmate and public pay telephone services and other communications services for the Travis County Jail System, Contractor submitted the proposal that was determined to be the best evaluated offer for inmate and public pay telephone services and other communications services for the Travis County Jail System.

The Contractor has offered to implement an Automated Information Service for the Travis County Sheriff's Office in consideration for the County's increase in the County's options to extend this contract without solicitation from four to eight. The functionality Contractor has offered is to be integrated with the existing County systems. Now, therefore, the Contractor and County agree as follows:

Amendment

1. AMENDMENT OF DEFINITIONS. Pursuant to Attachment D, section 12, effective April 17, 2012 section 1.1 is amended by adding the following definitions at the location noted below:

1.1 The definition of "Annual Option" is inserted at the beginning of 1.0 DEFINITIONS:

1.05 "Annual Option" means the County's unilateral right to extend this contract for the number of additional one (1) year terms listed in 2.2.

Note to Vendor:

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

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

LEGAL BUSINESS NAME: _____

BY: _____
SIGNATURE

BY: _____
PRINT NAME

TITLE: _____
ITS DULY AUTHORIZED AGENT

☐ DBA
☐ CORPORATION
☐ OTHER

DATE:

TRAVIS COUNTY, TEXAS

BY: _____
CYD V. GRIMES, C.P.M., CPPO, TRAVIS COUNTY PURCHASING AGENT

DATE:

TRAVIS COUNTY, TEXAS

BY: _____
SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE

DATE:

1.2 The definition of "Monthly Option" is inserted between the end of 1.6 and the beginning 1.7 in 1.0 DEFINITIONS:

1.65 "Monthly Option" means the County's unilateral right to extend this contract for up to three (3) additional one (1) month periods at the end of the initial term or any Annual Option.

1.3 The definition of "Travis County Jail System" is inserted between the end of 1.11 and the beginning 1.12 in 1.0 DEFINITIONS:

1.115 "Travis County Jail System" means the Travis County Jail in downtown Austin, the Travis County Correctional Facility in Del Valle, the Central Booking Facility and any other detention areas operated by the Travis County Sheriff's Office during the term of this Contract.

2. AMENDMENT OF TERM OF CONTRACT. Pursuant to Attachment D, section 12, effective October 1, 2011, section 2.2 is deleted and the following sections 2.2 through 2.6 inclusive are inserted in its place:

2.2 Annual Option Periods County has the option to extend this contract for eight (8) additional one (1) year terms to be effective beginning at 11:59:59 p.m. on the following dates:

- 2.2.1 First option, September 30, 2008
- 2.2.2 Second option, September 30, 2009, and
- 2.2.3 Third option, September 30, 2010.
- 2.2.4 Fourth option, October 31, 2011,
- 2.2.5 Fifth option, October 31, 2012,
- 2.2.6 Sixth option, October 31, 2013,
- 2.2.7 Seventh option, October 31, 2014, and.
- 2.2.8 Eighth option, October 31, 2015,

2.3 At the end of the initial term or at the end of any of the Annual Options, County may unilaterally extend this contract for three (3) additional one (1) month periods. County has the right to exercise all or a portion of the Annual Options or Monthly Options in any order or combination it deems necessary. If County exercises any Annual Option after exercising any Monthly Option in any year, the Annual Option for that year shall begin at the end of the last Monthly Option exercised that year and the beginning of any Annual Option exercised in subsequent years shall begin twelve months after the previous Annual Option began.

2.4 If County exercises any of these Annual Options or Monthly Options, all provisions of this contract, including the commissions payable by Contractor and excluding the term, shall remain unchanged and in full force and effect.

2.5 County may exercise an Annual Option no sooner than ninety (90) days before the end of the then current contract term. County may exercise a Monthly Option

no sooner than thirty (30) days before the end of the then current contract term. If County fails to exercise any of these options, this contract automatically expires at the end of the then last option exercised.

2.6 The total term of this contract, including the Annual Options and the Monthly Options, shall not exceed one hundred twenty-one (121) months.

3. AMENDMENT OF ANNUAL GUARANTEED PAYMENT. Pursuant to Attachment D, section 12, effective November 1, 2011, section 4.2 is deleted and the following sections 4.2 through 4.2c are inserted in its place:

4.2 Annual Guaranteed Prepayment for Inmate Telephone Services before November 1, 2011 For each option year after the first contract term, the Annual Guaranteed Payment for inmate telephone services shall be adjusted so that it equals the Commission Percentage shown in the table below for that option year times the annual gross revenue for collect inmate phone calls during the preceding twelve months ending June 30.

Year:	Commission Percent:	Minimum Annual Guarantee (MAG)
First Option October 1, 2008-September 30, 2009	60.3%	\$1,600,000
Second Option October 1, 2009-September 30, 2010	60.3%	Based on previous 12 months ending June 30, 2009
Third Option October 1, 2010-October 31, 2011	60.3%	Based on previous 12 months ending June 30, 2010
Fourth Option November 1, 2011- October 30, 2012	60.3%	\$881,817.61
Fifth Option November 1, 2012- October 30, 2013	61.0%	Based on previous 12 months ending August 31, 2012
Sixth Option November 1, 2013- October 30, 2014 unless Monthly Option(s) is/are exercised and then this option begins at the end of the last Monthly Option exercised and continues for 12 months	61.7%	Based on previous 12 months ending August 31, 2013
Seventh Option November 1, 2014- October 30, 2015 unless Monthly Option(s) is/are exercised and then this option begins at the end of the last Monthly Option exercised and continues for 12 months	62.4%	Based on previous 12 months ending August 31, 2014
Eighth Option November 1, 2015- October 30, 2016 unless Monthly Option(s) is/are exercised and then this option begins	63.1%	Based on previous 12 months ending August 31, 2015

at the end of the last Monthly Option exercised and continues for 12 months		
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4.2.1 On October 1, 2007, Contractor shall pay County \$1,600,000 as pre-paid commissions on revenue from all inmate telephones services.

4.2.2 Before October 15, 2008, Contractor shall pay County \$975,000 and before December 1, 2008, Contractor shall pay County the remainder of the Annual Guaranteed Payment for the first option year as pre-paid commissions on revenue from all inmate telephones services.

4.2.3 On October 1, 2009 and on the first of each of the following eleven months, Contractor shall pay County one twelfth of the Annual Guaranteed Payment for the second option year as pre-paid commissions on revenue from all inmate telephones services.

4.2.4 On October 1, 2010 and the first of each of the following twelve months, Contractor shall pay County one twelfth of the Annual Guaranteed Payment for the third option year as pre-paid commissions on revenue from all inmate telephones services.

4.2.5 On November 1, 2011 and on the first of each of the following eleven months, Contractor shall pay County one twelfth of the Annual Guaranteed Payment of \$881,817.61 for the fourth option year as pre-paid commissions on revenue from all inmate telephones services.

4.2.6 On the first day of the fifth option and on the first of each of the following eleven months, Contractor shall pay County one twelfth of the Annual Guaranteed Payment for the fifth option year as pre-paid commissions on revenue from all inmate telephones services.

4.2.7 On the first day of the sixth option and the first of each of the following twelve months, Contractor shall pay County one twelfth of the Annual Guaranteed Payment for the sixth option year as pre-paid commissions on revenue from all inmate telephones services.

4.2.8 On the first day of the seventh option and the first of each of the following twelve months, Contractor shall pay County one twelfth of the Annual Guaranteed Payment for the seventh option year as pre-paid commissions on revenue from all inmate telephones services.

4.2.9 On the first day of the eighth option and the first of each of the following twelve months, Contractor shall pay County one twelfth of the Annual Guaranteed Payment for the eighth option year as pre-paid commissions on revenue from all inmate telephones services.

4.2.10 In any option year, when the commissions earned in that option year exceed the total amount paid during that option year, Contractor shall pay County the amount of the commissions earned but not pre-paid no later than sixty days after the end of that option year. If commissions do not exceed the total amount paid during that contract year, Contractor is not entitled to have any of the pre-paid commissions returned.

4. AMENDMENT OF EQUIPMENT UPGRADES. Pursuant to Attachment D, section 12, effective April 17, 2012, section 6.0 is amended by adding the following section 6.6 at the end of subsection 6.5.

6.6 Service Enhancements Contractor shall provide the service enhancements described and listed in the Statement of Work attached to Modification 7 of Contract Number 07T00173VC and incorporated in this contract in compliance with the timing described in that Statement of Work. If installation of any of the Enhancements is delayed by County or other entities outside of Contractor control, the period of time for installation is increased by the number of days of such delay. Time is of the essence in this contract.

5. AMENDMENT OF MAINTENANCE OF EQUIPMENT. Pursuant to Attachment D, section 12, effective November 1, 2011, section 7.0 is amended by adding the following section 7.6 at the end of subsection 7.5.

7.6 General Maintenance of Inmate Phone System in All Facilities Contractor shall maintain the inmate phone system in all facilities as described and listed in Part 3 of the Statement of Work attached to Modification 7 of Contract Number 07T00173VC and incorporated in this contract in compliance with the timing described in that Statement of Work on a timely basis.

6. AMENDMENT OF CALL RECIPIENT CONCERNS. Pursuant to Attachment D, section 12, effective November 1, 2011, section 8.0 is amended by adding the following section 8.7.7 at the end of subsection 8.7.6.

8.7.7 Before November 1, 2011, the debit card rate for all domestic call types shall be \$.50 per minute. After April 1, 2012, the debit card rate for all domestic call types shall be \$1.00 per call plus \$.60 per minute.

7. AMENDMENT OF VALUE ADDED SERVICES. Pursuant to Attachment D, section 12, effective April 17, 2012, the contract is amended by adding the following sections 13A. AUTOMATED INFORMATION SERVICES at the end of section 13.0

13A. AUTOMATED INFORMATION SERVICES

13A.1 AIS Contractor shall perform in a timely manner the Automated Information System activities described and listed in Part 1 of the Statement of Work attached to Modification 7 of Contract Number 07T00173VC and incorporated in this contract for all current and future County correctional properties, buildings, and facilities used by the Sheriff's office in accordance with the terms and conditions of this contract; in compliance with the assurances, certifications, and all other statements made by Contractor in its Statement of Work.

13A.2 Installation Contractor shall install test and turn-up and train staff on the AIS in compliance with the Statement of Work attached to Modification 7 of Contract Number 07T00173VC.

13A.3 Support of AIS Contractor shall support all aspects of the AIS system to include doing the following:

- Ensure AIS uptime availability of 99%, apart from scheduled downtime for maintenance, to be tracked and reset on a monthly basis.
- Provide support coverage seven days a week, 24 hours per day
- Provide ability to contact support team by 800-number, pager and email
- After receipt notice of the System Event, respond to the System Event within
 - One to two hours for a Priority Event
 - Twenty four hours for a Priority 2 Event
 - Seventy two hours for a Priority 3 Event
- Assign a tracking number to the support incident with a resolution plan communicated within 24 hours
- Allow unlimited script changes and recordings
- Provide new releases of product documentation
- Provide quarterly system review teleconferences which include a recap of all incidents and resolutions and outstanding issues

8. AMENDMENT OF ATTACHMENTS. Pursuant to Attachment D, section 12, effective April 17, 2012, the contract is amended by adding the following sub-subsection at the end of section 18.1.12:

18.1.13 Attachment M, Statement of Work (5 pages) attached to Modification 7 of this Contract Number 07T00173VC

9. AMENDMENT OF ATTACHMENTS. Pursuant to Attachment D, section 12, effective November 1, 2011, the contract is amended by deleting section 18.2 in its place:

18.2 Resolution of Conflict in Document If there is any conflict within this contract, it is to be construed so that:

18.2.1 The modification executed on the latest date overrides all previous modifications.

18.2.2 Modifications of the part of the initial contract in which this subsection is located override that part of the initial contract.

18.2.3 The part of the initial contract in which this subsection is situated overrides all attachments;

18.2.4 Attachment D overrides Attachments A, B, C, F, G, H, I and M;

18.2.5 Attachment E overrides Attachments A, B, C, F, G, H, and I;

18.2.6 Any conflict within Attachments A, B, C, H or M results in the application of the provision most favorable to County;

18.2.7 Attachments A, B, C, H and M override Attachments F, G and I;

18.2.8 Attachment F and I override Attachment G;

18.2.9 Attachments J, K, and L are forms completed by Securus and are used only to determine compliance with provisions of the part of the contract and other attachments.

10.0 INCORPORATION OF SOW Attachment M, the Statement of Work for Automated Information Services (AIS) composed of 5 pages and attached to this Modification 7 of Contract Number 07T00173VC is made part of this contract and constitutes promised performance by Contractor in accordance with 3.0 of this contract.

11.0 INCORPORATION AND RATIFICATION. Contractor and County hereby incorporate this amendment into the contract as amended by Modifications One, Two and Six. Contractor and County hereby ratify all of the terms and conditions of the Contract as amended.

Statement of Work – Implementation of Automated Information Services AIS and Continuation of Inmate Phone System

Part 1--Automated Information Services (AIS)

The Automated Information Services are provided through the telephone system at Travis County. These services allow the public, including relatives of inmates, attorneys and other interested persons, to obtain information about warrants, inmates, and general jail information. Installation of Automated Information Services (AIS) by Contractor includes the following standard features and development of customization items at no cost to County and maintenance of the AIS for the term of this Contract:

Standard AIS Features:	
Allow all callers access to both inmate information and jail information	Allow callers to transfer to live representative
Provide allowed visitation times to the public	Provide the capacity to recognize voice input for menu selection and data search by public and inmate callers.
Allow authorized County staff the ability to make unlimited script changes and recordings	Provides the public with phone account information and the ability to fund/open an account to pay for telephones calls from inmates
Provide Integration with the current County Jail Management System (JMS) –through a Flat file	Allow inmates access to general information
Provides the capacity to recognize inmate name through the spoken name rather than spelling the name to increase user acceptance	Allow the public access to inmate court date information

The JMS integration does not require changes to the current export file. Contractor will use the existing data file and replicate all features and enhance the Automated Information services to provide information about Visitation and Court Date.

Based on County's unique needs and our understanding of your network and hardware, Contractor will customize the AIS system to integrate with the Jail Management System and Record Management Warrant application as follows:

Statement of Work – Implementation of AIS

AIS Customization Requirements:

I. The current Phone Integration

- a. IVR Selections on Cisco Contact Center
 - i. All Calls hit Cisco First
 - ii. Callers select IVR 1 or IVR 2 from Cisco, Cisco forwards calls to respective local DID or toll free provided by Telerus
 - iii. Callers direct dial extensions from Cisco
 - iv. AIS transfers exception callers to Cisco, County provides DID

II. The changes needed to affect data integration that Contractor is to provide

- a. IVR #1: Inmate Case Flat files are transferred from County Network to Telerus Data Center every 15 min.
- b. IVR #2: Warrant Flat files are transferred from County Network to Telerus Data Center in intervals to be determined based on the frequency with which this information changes . Note: this file is anticipated to be separate from above.

III. IVR #1: Hierarchy of Inmate and Facility Information within the AIS

- a. Inmate Specific Case Information
 - i. Inmate Search
 - 1. First, Last Name using Voice Recognition
 - a. Date Of Birth Fallback
 - ii. Design/Development of Custom Charges Feature
 - 1. Literal Description
 - a. English Text to Speech (TTS)
 - b. Spanish Text to Speech (TTS)
 - 2. Bond Information
 - a. If bond amount set then amount at which bond has been set
 - b. Type of bond allowed
 - 3. Cause #
 - 4. Court Venue of case
 - a. Address of court
 - b. Phone number of court
 - 5. Information about the period for which the inmate is Sentenced
 - 6. Projected Release Date of inmate
 - iii. Visitation Information to include if inmate is eligible to receive visits, visitation location and visitation times for inmate
 - iv. Location

Statement of Work – Implementation of AIS

- v. Booking # of inmate
- b. General Facility Information
 - i. Location and Directions
 - ii. Visitation Policies
 - iii. Sending Mail Policies
 - iv. Sending Money Policies
 - v. Property Policies to include rules for retrieval of items from inmate's property and procedure for providing inmate clothing for court appearance.
 - vi. Medication/Prescription Policies
 - vii. Inmate Phone System Info
 - viii. Commonly Requested Phone Numbers
- c. Information about how Funding of the following can be completed on the telephone and implementing that funding for the following accounts
 - i. Constituent Prepaid Phone Account

IV. IVR #2: Warrant Information

- a. Stand-alone IVR available at unique phone number with warrant search and general information
 - i. Allow caller to select English or Spanish
 - 1. Record all voice files in English and Spanish
- b. Warrant specific information across 70,000+ records
 - i. Search for warrants by
 - 1. Date Of Birth, First and Last Name
 - a. Date Of Birth input by speech with fall-back to Dual Tone Multi-Frequency (touch tone)
 - b. Generate dynamic speech recognition grammar based on results of Date Of Birth search
 - 2. Cause #, First and Last Name (no name required if only one wanted individual)
 - a. There may be multiple warrants found with the same cause #
 - i. When there are multiple warrants, generate dynamic speech recognition grammar based on results of Cause # search
 - ii. Warrant information playback
 - 1. Provide caller with next and repeat functionality for each warrant found
 - 2. Provide caller transfer option
 - 3. For each warrant, play the following information using English TTS
 - a. Remarks
 - b. Charge Level

Statement of Work – Implementation of AIS

- c. Court
 - d. Bail Amount
 - e. Bail Type
 - f. Issue Date
- c. Warrant General Information
 - i. Frequently Asked Questions like: What do I do if I have a warrant? Where do I resolve a warrant? Can I take care of it by phone?
- d. A method that allows the Warrant data to be refreshed and updated after changes occur by
 - i. Designing a new database for warrant data
 - 1. Database must allow for efficient searches of 70000+ records
 - ii. Developing an application to process and update warrant database with new data at intervals to be determined based on the frequency with which this information changes.

Application must be able to process 70,000+ records in a timely fashion.

Project Timeline for AIS:

All of the items in this Statement of Work including Question and Answer, demonstration, and testing for these items are to be completed within 120 days from the date that Modification 7 of Contract number 07T00173VC is executed by Contractor and Travis County.

Statement of Work – Implementation of AIS

Part 2--Inmate Telephone System

The current Inmate Telephone System has been provided by Contractor and Installation of the Inmate Telephone System between execution of Modification 7 of Contract Number 07T00173VC and the end of the Contract includes following items at no cost to County:

- Continual upgrades to new features and functionality with 3 to 4 seamless releases each year.
- The best security of any platform on the market today. County staff and constituents' safety and security is priority one with Contractor.
- Online recording storage, easily accessible via SCP's online user interface to support investigative efforts.
- Remote investigative capabilities for authorized agencies such as the District Attorney's Office and Austin Police Department (others as authorized by Sheriff's Department)
- All continued services, installation, maintenance, and training provided at no cost to County.
- Industry-leading investigative and fraud prevention features, at no cost to the County—including Covert Alert, Crime Tip, Informant Line and many other call features
- Continued use of Voice Biometrics
- Continued use of Secure Instant Mail
- Continued use of Voice Mail
- Continued use of Instant Pay and Text2Connect



Travis County Courthouse, Austin, Texas

TRAVIS COUNTY INFORMATION TECHNOLOGY SERVICES

Joe Harlow, Chief Information Officer

700 Lavaca, Suite 500, P. O. Box 1748, Austin, Tx 78767 (512) 854-9372 Fax (512) 854-4401

DATE: February 24, 2012

MEMORANDUM

TO: Cyd Grimes, C.P.M.-Travis County Purchasing Agent

FROM: Joe Harlow, Chief Information Officer

SUBJECT: Recommendation to Modify the Inmate and Pay Phone Services Contract, No. 07T00173VC with Securus Technologies to provide the services of an Integrated Voice Response (IVR) system and to extend this contract through October 31, 2016.

Proposed Motion:

Recommendation to Modify the Inmate and Pay Phone Services Contract, No. 07T00173VC with Securus Technologies to provide the services of an Integrated Voice Response (IVR) system and to extend this contract through October 31, 2016.

Summary and Staff Recommendation:

Travis County Sheriff Office, TCSO, current IVR system is in need of an upgrade or replacement. It is an eight year old system and is showing signs of a failing system. To upgrade or replace this system is estimated to cost about \$300,000. Securus, our Inmate Phone-partner, has a solution that is hosted in Denver CO, is willing to add this service to the contract at no cost to Travis County. Securus only requested that Travis County extend the existing contract to October 30, 2016.

Budgetary and Fiscal Impact:

The revenue for FY12 is an annual amount of \$881,817 based on a 60.3% commission rate. The following is the next four year proposed commission rate:

Year	Commission Percentage	Minimum Annual Guarantee (MAG)
November 1, 2012 – October 30, 2013	61.0%	Based on previous 12 months ending June 30, 2012
November 1, 2013 – October 30, 2014	61.7%	Based on previous 12 months ending June 30, 2013
November 1, 2014 – October 30, 2015	62.4%	Based on previous 12 months ending June 30, 2014
November 1, 2015 – October 30, 2016	63.1%	Based on previous 12 months ending June 30, 2015

This contract will continue to fund the Contract Compliance part-time position.

Issues and Opportunities:

TCSO IVR system is past its useful life and needs to be upgraded or replaced. Travis County reached out to the current vendor to find out what needs to occur to upgrade this system. The vendor provided that the upgrade package would cost about \$300,000. ITS also reached out to Securus to see if they had a program that was part of their friends and family communication package. Securus has a solution that can meet TCSO requirements.

There is a scope of work that will need to be accomplished before this can become operational. Currently, the plan is that this will be operational six months after the approval of this contract modification.

There will be another contract modification that will allow Securus and TCSO to take advantage of Video Visitation between friends and family. When the details of the requirements are completed there will be another service that will be added to this contract.

Background:

Securus and its predecessor companies have served Travis County as its inmate phone vendor for more than 10 years. The current agreement was approved by Commissioners Court on August 28, 2007 pursuant to RFP # P070173-VC issued on April 2, 2007. The agreement provides for an annual guaranteed payment as prepaid commission for inmate phone services, commissions from pay phones at County facilities, and funds for a Contract Liaison. This service provides telephone access privileges for Travis County inmates and additionally serves as a management tool for inmate populations. This service additionally provides the opportunity for providing Travis County with other products or services that will enhance the Sheriff's operation along with assisting with communication between friends and families of inmates held in the Travis County Jail. A request to renegotiate this agreement was brought before and approved by Commissioners Court on October 28, 2008.

Required Authorizations:

LEGAL:	Barbara Wilson, County Attorney's Office
PURCHASING:	Bonnie Floyd, Scott Wilson, Purchasing Department
BUDGET:	Katie Gipson, Planning and Budget Office

Cc: Sheriff Greg Hamilton, TCSO; Major Darren Long, TCSO; Captain Lisa Brown, TCSO; David Jungerman, Auditor; Sean O'Neal, Auditor; Walter LaGrone, ITS



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By/Phone Number: Lori Clyde/854-4205

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 11 To Contract No. PS990080TS, Cap Systems, Inc., for a Case Management and Benefits Administration (CABA) System.

- **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.
- ITS is responsible for the management and system administration of the Case Management and Benefits Administration (CABA) database for HHS and is committed to ensuring the most effective usage of CABA by driving to results the necessary modifications in an effort to improve user efficiencies and overall services to clients. ITS requests approval of the purchase of modifications to the existing CABA database client intake, income details and income verification screens addressing requirements to improve efficiencies and to streamline procedures used to process, approve and/or deny services to Health and Human Services clients. The cost of this modification is \$7,000.00 and will not affect the annual maintenance fees.

Modification No. 10 approved in Commissioners Court January 31, 2012, was for software enhancements related to BEFIT.

Modification No. 9 approved in Commissioners Court May 3, 2011, was for software enhancements.

Modification No. 8 approved in Commissioners Court March 16, 2010, was for upgrading AcuODBC software and user licenses and additional on-site consulting and training to expedite the CABA version 2 upgrade and Air Check system upgrade.

Modification No. 7 approved in Commissioners Court May 13, 2008, was for software enhancements to better accommodate the Air Check Program.

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

Modification No. 6 approved by the Purchasing Agent September 26, 2006, was for software enhancements.

Modification No. 5 approved in Commissioners Court March 2, 2004, was for the migration of the Emergency Assistance module to a Windows and Intel-based platform.

Modification No. 4 approved in Commissioners Court September 24, 2002, was for enhancements to the Emergency Assistance Module.

Modification No. 3 approved in Commissioners Court August 21, 2001, was for enhancements to the Emergency Assistance Module.

Modification No. 2 approved in Commissioners Court May 29, 2001, was to modify the contract language to allow for the partial payment for software maintenance after warranty expired. It also allowed for prorated payments to be made for the other modules when they are received.

Modification No. 1 approved in Commissioners Court September 28, 1999, was for updating the training & testing schedules associated with the implementation of the CABA system and to change the language regarding the 3rd party vendor for the ODBC database software.

- **Contract Expenditures:** Within the last 12 months \$80,370.00 has been encumbered and \$60,620.00 spent against this contract.

- **Contract Modification Information:**

Modification Amount:	\$7,000.00
Modification Type:	Software enhancement
Modification Period:	Beginning April 17, 2012

- **Funding Information:**

- ☐ Purchase Requisition in H.T.E.: 554360
- ☐ Funding Account(s): 001-1243-523-6099
- ☐ Comments:

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



Travis County Courthouse, Austin, Texas

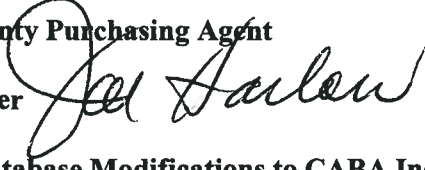
TRAVIS COUNTY INFORMATION TECHNOLOGY SERVICES

Joe Harlow Jr., Chief Information Officer

700 Lavaca Street, P. O. Box 1748, Austin, TX 78767 (512) 854-9666 Fax (512) 854-4401

DATE: Tuesday, March 6, 2012

TO: Cyd V. Grimes, C.P.M. – Travis County Purchasing Agent

FROM: Joe Harlow, Chief Information Officer 

SUBJ: Recommendation for Approval of Database Modifications to CABA Income Details/
Verification and Client Intake Screen

Proposed Motion:

To approve purchase of modifications to the existing CABA database client intake, income details and income verification screens addressing requirements to improve efficiencies and to streamline procedures used to process, approve and/or deny services to Health and Human Services clients.

Summary & Staff Recommendation:

ITS is responsible for the management and system administration of the Case Management and Benefits Administration (CABA) database for HHS. In addition, ITS is committed to ensuring the most effective usage of CABA by driving to results the necessary modifications in an effort to improve user efficiencies and overall services to clients.

Issues and Opportunities:

The modification can assist with the following functions.

- (1) Repair records that have not had their income verified so the program will accurately calculate the percent of poverty.
- (2) Consolidate the income verification and income details screens into one.
- (3) Enable revised HHS application for assistance with respective field data population in CABA Production.

Background:

The Case Management and Benefits Administration (CABA) system utilizes a software application call Community Action Program Total Automated Information Network. The CAPTAIN integrated system approach is built upon the concept of a single Client Data Base for all individual clients and family members served to which all departments of the agency have access.

CABA was implemented September, 2000. Multiple upgrades/modifications have followed since then with the most recent being modifications to the multiple screens in support of the BEFIT initiative.

Budgetary and Fiscal Impact:

Currently budgeted in Line item 001-1243-523.60-99: \$7,000.00.

Required Authorizations:

LEGAL:	John Hille, County Attorneys Office
PURCHASING:	Lori Clyde, Purchasing Department
BUDGET:	Katie Gipson, Planning and Budget Office

CC: ITS; Russell Hahn, ITS; Pamela Dacus, ITS; Randy Lott, HHS; Jim Lehrman, HHS Sherri Fleming

PURCHASE REQUISITION NBR: 0000554360

REQUISITION BY: SHERYL HOLDER 854-1922

STATUS: READY FOR BUYER PROCESS
REASON: CUSTOM PROGRAMING FOR CABA DATABASE

DATE: 3/06/12

SHIP TO LOCATION: TRAVIS COUNTY - ITS

SUGGESTED VENDOR: 47253 CAP SYSTEMS INC

DELIVER BY DATE: 4/06/12

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	CUSTOM PROGRAMMING OF CABA SYSTEM	56.00	HR	125.0000	7000.00	
	1) FIX THE RECORDS IN THE CASE MASTER THAT HAVE NOT HAD THEIR INCOME VERIFIED AND HAVE THE FIX PROGRAM CALCULATE THE % OF POVERTY					
	2) TOTALLY ELIMINATE THE INCOME VERIFICATION SCREEN FROM THE CASE WORKERS PROCESS. CREATE A MEANS OF RELRECTING A % OF POVERTY AND STAMPING THE RECORD IN SOME AREA OF THE SYSTEM (THIS WILL REQUIRE THAT A LOT OF THE LOGIC THAT IS IN THE INCOME VERIFICATION SCREEN BE REFLECTED IN THE SAME SCREEN THAT INCOME IS ENTERED).					
	COMMODITY: DP PROC/COMP/SOFTWARE SVC					
	SUBCOMMOD: SOFTWARE UPDATING SVCS					

REQUISITION TOTAL: 7000.00

A C C O U N T I N F O R M A T I O N					
LINE #	ACCOUNT	PROJECT	%	AMOUNT	
1	00112435236099	OTHER PURCHASED SERVICES	100.00	7000.00	
		OTHER PURCHASED SERVICES		7000.00	

REQUISITION IS IN THE CURRENT FISCAL YEAR.

GM200I13

TRAVIS COUNTY

4/06/12

Fiscal Year 2012

Account Balance Inquiry

17:56:44

Account number . . . : 1-1243-523.60-99
 Fund : 001 GENERAL FUND
 Department : 12 INFORMATION & TELECOMMUNI
 Division : 43 BUS DEVEL & STRATEGC PLAN
 Activity basic : 52 GENERAL GOVERNMENT
 Sub activity : 3 INFORMATION SYSTEMS MGMT
 Element : 60 OTHER PURCHASED SERVICES
 Object : 99 OTHER PURCHASED SERVICES

Original budget :	30,000	
Revised budget :	58,075	03/07/2012
Actual expenditures - current . :	.00	
Actual expenditures - ytd . . . :	.00	
Unposted expenditures :	.00	
Encumbered amount :	.00	
Unposted encumbrances :	.00	
Pre-encumbrance amount :	7,000.00	
Total expenditures & encumbrances:	7,000.00	12.1%
Unencumbered balance :	51,075.00	87.9

F5=Encumbrances

F7=Project data

F8=Misc inquiry

F10=Detail trans

F11=Acct activity list

F12=Cancel

F24=More keys

MODIFICATION OF CONTRACT NUMBER: PS990080TS – Case Management and Benefits Administration
System PAGE 1 OF 5 PAGES

ISSUED BY: PURCHASING OFFICE 700 LAVACA, SUITE 800 AUSTIN, TX 78701	PURCHASING AGENT ASST: Lori Clyde TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: April 6, 2012
ISSUED TO: CAP Systems, Inc. 16 Market St Suite 204 Ipswich Ma. 01938 Attn: Brian Cayer	MODIFICATION NO.: 11	EXECUTED DATE OF ORIGINAL CONTRACT: March 2, 1999
ORIGINAL CONTRACT TERM DATES: <u>August 27, 2002 – August 26, 2003</u>		CURRENT CONTRACT TERM DATES: <u>February 1, 2012 – January 31, 2013</u>

FOR TRAVIS COUNTY INTERNAL USE ONLY:Original Contract Amount: \$ 334,204.00 Current Modified Amount \$ 660,779.00

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

The above numbered contract is hereby modified as follows per the attached Proposal for Custom Programming:

- | | |
|---|------------|
| 1) Modify the case master records to calculate the % of poverty
16 hours at \$125.00/hour | \$2,000.00 |
| 2) Eliminate the income verification screen from case workers process and create
A means of reflecting % of poverty and stamping the record
40 hours at \$125.00/hour | \$5,000.00 |
| 3) Enable HHS application for assistance with respective field data population
In CABA Production and allow for printing of the application from CABA
Client Intake print sub screen. | No Charge |

Total cost of enhancements: \$7,000.00

These changes will not affect the annual maintenance cost.

Note to Vendor:

- ☒ **Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.**
☐ **DO NOT execute and return to Travis County. Retain for your records.**

LEGAL BUSINESS NAME: _____	<input type="checkbox"/> DBA <input type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER
BY: _____ SIGNATURE	
BY: _____ PRINT NAME	DATE: _____
TITLE: _____ ITS DULY AUTHORIZED AGENT	
TRAVIS COUNTY, TEXAS	DATE: _____
BY: _____ CYD V. GRIMES, CPPO, C.P.M., TRAVIS COUNTY PURCHASING AGENT	
TRAVIS COUNTY, TEXAS	DATE: _____
BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	



CAP Systems, Inc.

16 Market Street, Suite 204, Ipswich, MA 01938 · Phone (781) 341-5440 · Fax (781) 341-5441

Proposal for Custom Programming

To: Ms. Pamela Dacus
100 H 35 North, Palm Square
Austin, TX. 78767

From: CAP Systems Inc.
16 Market St Suite 204
Ipswich, Ma. 01938

Dear Pam,

Based on discussions from our last conference call it appears that many of the case workers are not completing the "Income Verification" screen which is the final step in the intake process before services are delivered to the customer. The purpose of the Income Verification screen was to separate the intake process from the verification process and to create a layer of authentication. The case master record can be checked verified by the same intake worker or another user and at that time the system will auto-calculate the % of poverty. With that said many of the case master records on the CABA database have not had the incomes verified as a result these records do not have a federal % of poverty value in the case master record. With that said there are 2 significant tasks needed to resolve this problem.

- 1- Fix the records in the case master that have not had their income verified and have the fix program calculate the % of poverty. 16 Hours
- 2- Totally eliminate the income verification screen from the case workers process. It appears users do not want this function and would prefer to have the system simply calculate the % of poverty while the income is being entered. In order to do this we would need to create a means of reflecting a % of poverty and stamping the record in some area of the system. We would need to reflect a lot of the logic that is in the income verification screen in the same screen that income is entered. 40 Hours
- 3- Enable revised (enclosed) HHS application for assistance with respective field data population in CABA Production and allow for the printing of the application from the CABA Client Intake print sub screen. This is being completed at no charge to the County.

The total effort would be 56 hours @ \$125.00 per hour ... \$7,000.00

Sincerely,

Brian Cayer
President
CAP Systems Inc.

Add Assigned Worker Name beneath Center Name and Address

Change "Intake Application" name to "Application for Assistance."

Add Center Name and Address beneath "Application for Assistance" by Site Code in Client Intake

Add Client Email

Print Preview

1 Page View Shrink To Fit

TCHHS - INTAKE APPLICATION 010201 00000449

Applicant I.D. No: 00000449

Application Date: 06/28/2010

Do you have a disability and need an accommodation or special help to complete this application? ☐ Yes ☒ No

Applicant Name: DUTCH HOLLAND Primary Language: English Site: NCC

Address: 1234 HOMELESS RD, MANOR, TX 78653 Home Telephone: (000)000-0000

Mailing Address: Cell phone: (512)000-0000

HOUSING DATA Housing Situation ☐ Own ☐ Rent ☐ Homeless ☒ Other

Family Type ☐ Single Parent Female ☐ Single Parent Male ☒ 2 Parent ☐ Single Person ☐ Two Adults/No Child ☐ Other

Total No of Household Members 06 No of Adults 04 No of Children 01 No of Children under 5 01

HOUSEHOLD MEMBERS Listing yourself first, complete all spaces below for ALL persons living in the home.

Name (last, first, middle initial)	Relationship	Social Security #	Race	Ethnicity	Sex M/F	Disabled Y or N	Age	Birth Date mm/dd/yy	Education	Marital Status	Health Insurance Y/N	WIC Y or N	Veteran Y or N	Receive F S Y or N
HOLLAND DUTCH	A	xxx-xx-9138	05	02	M	N	71	07/27/38	B	D	Y	N	N	N
POLANCO DIANA	C	xxx-xx-5543	08	03	F	U	12	11/12/97	U	U	U	U	U	U
MCCLARIN CHRISTOPHER	C	xxx-xx-1438	08	03	M	U	23	09/20/86	U	S	U	U	U	U
FLORES DAMIAN	C	xxx-xx-7449	09	01	M	N	3	12/06/06	A	U	Y	Y	N	N
CARROLO PEDRO	S	xxx-xx-7167	09	01	U	U	40	08/09/69	U	U	U	U	U	U
GALO FRANCISCO J	O	xxx-xx-0911	09	01	M	N	36	08/19/73	B	U	N	N	N	N

FINANCIAL INFORMATION

INCOME SOURCES	Amount	Frequency (weekly, bi-weekly, etc.)	Household Member(s) Receiving Income
WAGES	0.00	None	DUTCH
NONE	0.00	None	DIANA
Unemp comp	4524.00	Weekly	FRANCISCO
Total Family Income	4524.00		015 % of Federal Poverty Level

Income Verified ☒ W2 ☐ Check Stub ☐ Letter/Budget Sheet ☐ Tax Returns ☐ Other Verification Date 01/26/2012 Verifier CORTEZ JUDY

Parent Verification _____ Reverify Date _____ Verifier CORTEZ

Remove Employment Information Data; Replace with "Services Inquired" data from the Client Intake Screen

Repeat the same calculation as what's represented on the Income Details Documentation page.

Replace numeric codes with corresponding alpha codes.

Print Preview
1 Page View
Shrink To Fit

Remove Emergency Medical Data and Health Insurance Info; Replace with Client Additional Intake Questions and Answers

	Question Description	Response
	AB Consents Signed	Yes
	Annual heating/cooling costs	
	Applicant's DRF is complete	
!	Appointment date with casewkr	
	Appointment time = hour.min	
	Assistance will Ensure 30 days of Service	
	Client's Rights & Responsibilities Reviewed	
	Crisis within past 60 days	
	Out Of Notice Received	
	Energy Conservation & Budget Info Given	
	LIHE AP HM Database Search Date - Done	

Add Energy Burden Computation:

Annual heating/cooling costs ÷ Annual Income = Energy Burden

Page 2 of 2

The information provided is true and correct to the best of my knowledge and belief. I am aware that I am subject to prosecution for providing false or fraudulent information. My household income has been annualized, at the time of application, according to pre-established agency procedures. I understand I may request a hearing to appeal a denial of eligibility, amount of assistance received, or a delay of service delivery.

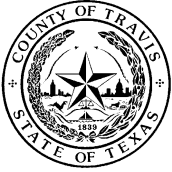
Applicant Signature: _____

Date: _____

Application for Assistance Requirement Details

HHS Requirement	Table/Field Name
Add Assigned Worker Name beneath Center Name and Address	MST-INTAKE-WORKER
Change "Intake Application" name to " Application for Assistance. "	NA
Add Center Name and Address beneath "Application for Assistance" based on Site Code	MST-SITE
Add Client Email	MST-EMAIL
Repeat the same calculation as what's represented on the Income Details Documentation page.	Calculations are added within
Remove Employment Information Data; Replace with " Services Inquired " data	Not listed in data dictionary
Replace numeric codes with corresponding alpha codes for Race and Ethnicity.	Agency Table Code
Remove Emergency Medical Data and Health Insurance Info; Replace with Client Intake Add Questions and Answers	Client Intake Add Q&A- No data dictionary details
Add Energy Burden Computation: Annual heating/cooling costs ÷ Annual Income = Energy Burden	Annual heating/cooling costs ÷ MST-PROG-INCOME = Energy Burden
Add statement, applicant signature and date	NA

Source: CABA Client Intake Screen; CAPTAIN Data Dictionary; Existing Application for Assistance



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By/Phone Number: John Pena, CTPM; Marvin Brice, CPPB,
Purchasing Office, 512-854-9700

Elected/Appointed Official/Dept. Head: Cyd V. Grimes, C.P.M., CPPO
Purchasing Agent

Commissioners Court Sponsor: Judge Samuel T. Biscoe

Agenda Language:

APPROVE MODIFICATION NO. 3 TO CONTRACT NO. 11K00222JE,
APAC-TEXAS, INC., FOR FISCAL YEAR 2011 HMAC OVERLAY
PROGRAM.

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

Request approval of Change Order No. three (3) for the above contract. This modification is for overlay improvements on Cameron Road from Pecan Street to 898 feet north of Schmidt Lane. This change order will increase the contract total amount from \$2,472,852.94 to \$2,733,730.01, an increase of \$260,877.07. This modification does not change the contract completion time.

- **Contract Expenditures:** Within the last 12 months \$252,154.90 has been spent against this contract

- **Contract-Related Information:**

Award Amount: \$2,472,852.94

Contract Type: Construction

Contract Period: Through Completion

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

➤ **Contract Modification Information:**

Modification Amount: \$260,877.07
Modification Type: Construction
Modification Period: None

➤ **Solicitation-Related Information:** N/A

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

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

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

➤ **Funding Information:**

- ☒ Purchase Requisition in H.T.E.: 555856
- ☒ Funding Account(s): 405-4941-808-8164 (\$25,510.00)
506-4941-808-8164 (\$66,827.00)
513-4941-808-8164 (\$168,540.07)
- ☐ Comments:

TRAVIS COUNTY - TNR
Change Order No. Contract

MAR 26 2012

FIN. SERV.

Field Change Request No. 3

Approval of the following change in the Plans and/or Specifications is requested:

Limits: FY11 HMAC Overlay Projects, Precincts 1, 2, & 3.

Plan Sheet No.

Description:

1 1/2" HMAC Overlay

CONTRACTOR:

APAC-Texas, Inc.

This field change is requested for the following reason(s):

Add Cameron Rd from Pecan St to 898' N of Schmidt Ln

			CURRENT CHANGE ORDER QUANTITIES			REVISED CONTRACT QUANTITIES			CURRENT CONTRACT QUANTITIES		
BID ITEM NO.	BID ITEM DESCRIPTION	UNIT TYPE	C.O. QTY	UNIT PRICE(\$)	C.O. AMOUNT	QTY	UNIT PRICE(\$)	NEW AMOUNT	QTY	UNIT PRICE(\$)	PREVIOUS AMOUNT
1A	Level-up & Site Preparation	Ton	1,093.00	57.02	62,322.86	5,117.00	\$ 57.02	\$ 291,771.34	4,024.00	57.02	\$ 229,448.48
2A	1 1/2" Type C HMAC Overlay	SY	39,733.00	4.97	197,473.01	185,771.00	\$ 4.97	\$ 923,281.87	146,038.00	4.97	\$ 725,808.86
3A	Unclassified Excavation	CY	58.00	15.00	870.00	243.00	\$ 15.00	\$ 3,645.00	185.00	15.00	\$ 2,775.00
4A	Temporary Pavement Markers	Each	384.00	0.55	211.20	1,606.00	\$ 0.55	\$ 883.30	1,222.00	0.55	\$ 672.10
1B	Level-up & Site Preparation	Ton	0.00	56.76	-	1,491.00	\$ 56.76	\$ 84,629.16	1,491.00	56.76	\$ 84,629.16
2B	1 1/2" Type C HMAC Overlay	SY	0.00	4.93	-	54,213.00	\$ 4.93	\$ 267,270.09	54,213.00	4.93	\$ 267,270.09
3B	Unclassified Excavation	CY	0.00	15.00	-	87.00	\$ 15.00	\$ 1,305.00	87.00	15.00	\$ 1,305.00
4B	Temporary Pavement Markers	Each	0.00	0.55	-	573.00	\$ 0.55	\$ 315.15	573.00	0.55	\$ 315.15
1C	Level-up & Site Preparation	Ton	0.00	62.10	-	4,493.00	\$ 62.10	\$ 279,015.30	4,493.00	62.10	\$ 279,015.30
2C	1 1/2" Type C HMAC Overlay	SY	0.00	5.37	-	163,355.00	\$ 5.37	\$ 877,216.35	163,355.00	5.37	\$ 877,216.35
3C	Unclassified Excavation	CY	0.00	15.00	-	236.00	\$ 15.00	\$ 3,540.00	236.00	15.00	\$ 3,540.00
4C	Temporary Pavement Markers	Each	0.00	0.55	-	1,559.00	\$ 0.55	\$ 857.45	1,559.00	0.55	\$ 857.45
TOTAL					\$ 260,877.07			\$ 2,733,730.01			\$ 2,472,852.94

Materials(\$)

Services(\$)

TOTAL

NET OVERRUN/(UNDERRUN)

\$ 260,877.07

TIME Extension:

0 Days

REQUESTED BY:

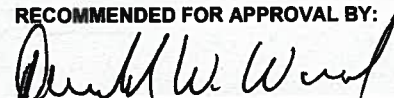


Contractor

Date

3/26/12

RECOMMENDED FOR APPROVAL BY:



Division Director, Road & Bridge

Date

3/26/12



Construction Manager

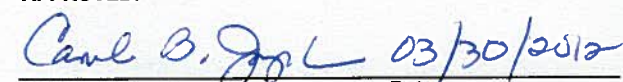
Date

3/26/12

NOTICE to the CONTRACTOR:

This is your authority to proceed with this work at the rates named above.

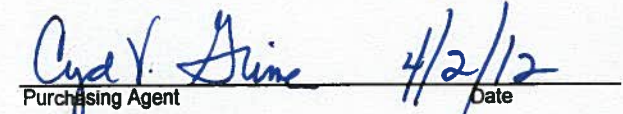
APPROVED:



TNR Executive Manager

Date

03/30/2012



Purchasing Agent

Date

4/2/12

County Judge

Date

TNR, Travis County
Contract Change Order Log

Project Name: 2011 OVERLAY / ALTERNATIVE PAVING PROJECTS [3170-HOTMIXF11-11C000A]

Contract Name: PCT 1 - 3 FY 2011 HMAC OVERLAY PROGRAM

Vendor Name: APAC TEXAS

Original Amount \$ 2,472,852.94

Change Order No	CO Issue Date	Description	Change Order Amount	Cumulative CO Amounts	C.O (%)	Adjusted Contract Amount	CUM (%)	Approval Date
3	03/28/2012	to add Cameron Rd from Pecan St to 898' N of Schmidt Ln	\$260,877.07	\$260,877.07	10.55%	\$2,733,730.01	10.55%	



John
3-30-12
MB

TRANSPORTATION AND NATURAL RESOURCES

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

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

March 28, 2012

RECEIVED

MAR 30 2012

TRAVIS COUNTY
PURCHASING OFFICE

MEMORANDUM

TO: Cyd Grimes, Purchasing Agent
FROM: *Carol B. [Signature]*
Steven M. Manilla, P. E., County Executive, TNR
SUBJECT: **Modification #3 – FY11 HMAC Overlay Project**
Contract #11K00222JE
PO #482423

TNR requests the approval of change order number three (3) for the above contract. This modification is to add \$260,877.07 for overlay improvements for Cameron Road from Pecan St to 898' N of Schmidt Lane. This change order will increase the contract total amount from \$2,472,852.94 to \$2,733,730.01. The \$260,877.07 is encumbered on requisition number 555856. The account numbers are listed below and the commodity/sub-commodity is 968/053.

405-4941-808-8164	\$ 25,510.00
506-4941-808-8164	\$ 66,827.00
513-4941-808-8164	\$ 168,540.07
	<u>\$ 260,877.07</u>

If you have any questions or require additional information, please contact Donna Williams-Jones at extension 47677 or Scott Lambert at extension 47651.

DWJ:SMM:dwj

MB Copy: John Pena, Purchasing
Don Ward, TNR
Scott Lambert, TNR
Tawana Gardner, TNR

4/02/12
09:48:44

PI625102

TRAVIS COUNTY
Purchase Requisition

Number : 0000555856
 Type : 1 PURCHASE REQUISITION
 Status : DEPARTMENT APPROVAL
 Reason : 53933 MODPO 482423 CONT 11K00222JE ATTN:JOHN PENA
 By : TAWANA GARDNER 854-7679
 Date : 3/28/12
 Vendor : 76171 APAC TEXAS INC
 Contract nbr :
 Ship to : AI AS INDICATED BELOW
 Deliver by date : 3/28/12
 Buyer :
 Fiscal year code . . . : C C=Current year, P=Previous year, F=Future year
 Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description
— 1	260877.07	DOL	FY2011 HMAC OVERLAY PRECINCT 1 (GROUP A) ADD CAMERON RD FROM PECAN ST TO 898' N OF SCHMIDT LN THIS WILL INCREASE THE PO BY \$260,877.07 CHANGING THE PO TOTAL FROM \$2,472,852.94 TO \$2,733,730.01

Total: 260877.07
 F9=Print

COMMENTS EXIST

F3=Exit F7=Alternate view

F10=Approval info F12=Cancel F20=Comments

PI310101

TRAVIS COUNTY
Purchase Order Inquiry4/02/12
10:51:50

P.O. Number :	482423				
Change nbr :		Date :		Ordered . . :	2472852.94
Status :	5 PARTIALLY RCVD AND INVCD			Invoiced :	252154.90
Type :	P PURCHASE ORDER			Liquidated :	252154.90
Date :	10/13/11			Balance . . :	2220698.04
Vendor :	76171 APAC TEXAS INC			Last rec :	3/30/12 GARDNET
Ship to . . :	AI AS INDICATED BELOW			Last inv :	2/23/12 HUFFH
Invoice to . :	*****			Freight amt :	
Buyer . . . :	CONTRACT			Adjustment :	
Confirm by :	SHAWN POLK			Sales tax :	0.00%
Ship via . . :	BEST WAY				
F.O.B. . . . :	CUSTOMER PICKUP			Addt'l tax :	0.00%
Freight . . :				Retainage % :	0.00%
Contract nbr :	11K00222JE			Deliver by :	6/08/11
	Payment Discount :	0.00%	Order Discount :	0.00%	
Terms :	Nbr days disc due :		Net :	User ID . . :	WILLIADO
Requisition Nbr :				Date posted :	10/13/11

F2=Items F3=Exit F8=Remarks F9=Invoices F12=Cancel F13=Vendor inquiry
F16=Rec/Inv Comments F18=Receipt Inq F24=More Keys



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012, 9:00 AM, Voting Session

Prepared By/Phone Number: Patrick Strittmatter/41183; Marvin Brice, CPPB, Assistant Purchasing Agent

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 2, an assignment of Contract No. PS110158DG, from MACTECH Engineering and Consulting, Inc., to AMEC Environment & Infrastructure, Inc.

- **Purchasing Recommendation and Comments:** Purchasing recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.
- Purchasing received a notice from the contractor informing of a merger of four companies into one (AMEC Environment & Infrastructure, Inc.). Travis County currently holds a contract for Air Quality Services with one of the merged companies (MACTECH Engineering and Consulting, Inc.). As a result, an Assignment of Contract is required.
- Request the approval of Contract modification No. 2 for an Assignment of Contract from MACTECH Engineering and Consulting, Inc., to AMEC Environment & Infrastructure, Inc. There is no change in contract amount with this modification.
- Contract Modification No. 1 renewed the above contract for Air Quality Testing Services pool, for an additional year.
- **Contract Expenditures:** Within the last 12 months \$0.00 has been spent against this contract/requirement.
- **Contract-Related Information:**
 - Award Amount: \$0.00
 - Contract Type: Professional Service Agreement
 - Contract Period: May 2, 2013

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

➤ **Contract Modification Information:**

Modification Amount: \$0.00

Modification Type: Professional Service Agreement

Modification Period: May 2, 2013

➤ **Solicitation-Related Information: N/A**

Solicitations Sent:

Responses Received:

HUB Information:

% HUB Subcontractor:

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

☐ Award has been protested; interested parties have been notified.

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

☐ Comments:

➤ **Funding Information: N/A**

☐ Purchase Requisition in H.T.E.:

☐ Funding Account(s):

☐ Comments:



28 February 2012

Patrick D. Strittmatter
Construction A & E Procurement Specialist
Travis County Purchasing Office
700 Lavaca, Suite 800
Austin, TX 78701

Subject: Five AMEC subsidiaries combined into one AMEC company

Contract PS110158DG
MACTEC Engineering and Consulting, Inc.

Dear Mr. Strittmatter:

We are pleased to inform you that, effective January 1, 2012, AMEC Geomatrix, Inc., AMEC-BCI Engineers & Scientists, Inc., AMEC E&I, Inc. (f/k/a MACTEC Engineering and Consulting, Inc.) and AMEC E&I Holdings, Inc. (f/k/a MACTEC, Inc.), are scheduled to merge into AMEC Environment & Infrastructure, Inc. All of these entities are part of the AMEC global organization.

This is exciting news! We believe the combined professional, technical and financial strengths of AMEC Environment & Infrastructure, Inc. will permit us to provide a broader level of safe and quality services to our clients.

We assure you that we will continue to provide the same excellent resources and services you have received from AMEC. Our dedicated AMEC team of consultants, project managers, engineers and scientists that have been providing services to your company will continue to work with you. By operation of law, AMEC Environment & Infrastructure, Inc. will assume all of the contractual rights, duties and obligations under our existing agreement.

Please note that, due to the merger, our FEIN number will change on January 1, 2012 to 91-1641772.

After January 1, 2012, our business correspondence will reflect the AMEC Environment & Infrastructure, Inc. name. Please advise us, at your earliest convenience, of any procedural requirements or any additional documentation necessary to recognize this change with your organization.

If you have any questions regarding the merger or related name change, please contact the AMEC Commercial/Legal Department at MergerQuestions@amec.com. Thank you for your continued business, and we look forward to continuing to serve you.

Sincerely,

AMEC Environment & Infrastructure


Principal Scientist

Correspondence:
AMEC
1105 Lakewood Parkway
Suite 300
Alpharetta, GA 30009
United States
Tel 770-360-0600

MODIFICATION OF CONTRACT NUMBER: PS110158DG Air Quality Services PAGE 1 OF 2 PAGES

ISSUED BY:
PURCHASING OFFICE
700 LAVACA ST., SUITE 800
AUSTIN, TX 78701

PURCHASING AGENT ASST:
Patrick D. Strittmatter
TEL. NO: (512) 854-1183
FAX NO: (512) 854-9185

DATE PREPARED:

March 8, 2012

ISSUED TO:
MACTEC Engineering and Consulting, Inc.
Attn: Leonard A. Gilbert
3520 Executive Center Drive, #200
Austin, Texas 78731

MODIFICATION NO.:

2

EXECUTED DATE OF ORIGINAL CONTRACT:

May 3, 2011

ORIGINAL CONTRACT TERM DATES: May 3, 2011 – May 2, 2012CURRENT CONTRACT TERM DATES: May 3, 2012 – May 2, 2013**FOR TRAVIS COUNTY INTERNAL USE ONLY:**Original Contract Amount: Pool Contract (as needed)Current Modified Amount Pool Contract (as needed)

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

- 1) Pursuant to the attached Assignment of Contract, Attachment 1, the Contractor's name on Contract No. PS110158DG is changed as follows:

FROM:

MACTEC Engineering and Consulting, Inc.
3520 Executive Center Drive, #200
Austin, Texas 78731

TO:

AMEC Environment & Infrastructure, Inc.
3520 Executive Center Drive, #200
Austin, Texas 78731

Signature

Signature

LEONARD A. GILBERT

Printed Name

LEONARD A. GILBERT

Printed Name

Note to Vendor:

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

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

LEGAL BUSINESS NAME: AMEC ENVIRONMENT & INFRASTRUCTURE, INC.☐ DBA☒ CORPORATION☐ OTHERBY: Leonard A. Gilbert
SIGNATURE

DATE:

4/2/12

BY: LEONARD A. GILBERT
PRINT NAMETITLE: PRINCIPAL SCIENTIST
ITS DULY AUTHORIZED AGENT

TRAVIS COUNTY, TEXAS

DATE:

BY:

CYD V. GRIMES, C.P.M., CPPO TRAVIS COUNTY PURCHASING AGENT

TRAVIS COUNTY, TEXAS

DATE:

BY:

SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE

ASSIGNMENT OF CONTRACT

The parties to this Assignment of Contract (this "Assignment") are AMEC E&I, Inc. (f/k/a MACTEC Engineering and Consulting, Inc.), a corporation duly authorized and operating under the laws of the State of Delaware ("Assignor"), and AMEC Environment & Infrastructure, Inc., a corporation duly authorized and operating under the laws of the State of Nevada ("Assignee").

RECITALS:

- A. Travis County and MACTEC Engineering and Consulting, Inc. entered into a written Contract for Professional Indoor Air Quality Assessment Consulting Services, (Contract No. PS110158DG) on May 3, 2011 which is hereby incorporated by reference herein for all purposes as if fully copied and set forth herein at length, (the "Contract"); and
- B. Assignor desires by this Assignment to assign all of its right, title and interest in and to the Contract to Assignee subject to the terms of the Contract and this Assignment.

TERMS:

In consideration of the mutual agreements set forth in this Assignment, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Assignor assigns, transfers and conveys to Assignee all of its right, title and interest in and to the Contract as of January 1, 2012 (the "Effective Date of Assignment").
2. Assignee accepts such assignment, and assumes and is bound by and shall perform all terms, conditions, covenants, obligations, and duties of Assignor under the Contract as of the Effective Date of Assignment.
3. Assignor and Assignee acknowledge that nothing in this Assignment waives or modifies any of the provisions of the Contract.
4. The provisions of this Assignment are binding on and inure to the benefit of the heirs, representatives, successors and assigns of the parties.
5. This Assignment shall be construed and enforced in accordance with the laws of the State of Texas. Venue for any action arising hereunder or connected herewith shall lie exclusively in Travis County, Texas.
6. All references in this Assignment to the Contract encompass the original Contract.

ASSIGNOR:

MACTEC Engineering and Consulting, Inc.

By: Leonard A. Gilbert

Printed Name: LEONARD A. GILBERT

Title & Date: PRINCIPAL SCIENTIST 3/8/12

Attest: Travis Mullen

Date: 3/8/12

ASSIGNEE:

AMEC Environment & Infrastructure, Inc.

By: Leonard A. Gilbert

Printed Name: LEONARD A. GILBERT

Title & Date: PRINCIPAL SCIENTIST 3/8/12

Attest: Travis Mullen

Date: 3/8/12

Travis County consents to this assignment of the Contract from MACTEC Engineering and Consulting, Inc. to AMEC Environment & Infrastructure, Inc.

TRAVIS COUNTY, TEXAS

By: _____
 Samuel T. Biscoe
 Travis County Judge

Date: _____

Form **W-9**
(Rev. January 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

AMEC Environment & Infrastructure, Inc

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax

classification (required): ☐ Individual/sole proprietor ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Exempt payee

☐ Other (see instructions) ▶

Address (number, street, and apt. or suite no.)

1105 Lakewood Parkway, Suite 300

City, state, and ZIP code

Alpharetta, GA 30009

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

				-					
--	--	--	--	---	--	--	--	--	--

Employer identification number

9	1	-	1	6	4	1	7	7	2
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign
Here

Signature of
U.S. person ▶

Kiklawitter

Date ▶

11/1/2011

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By/Phone Number: Shannon Pleasant CTPM / 854-1181;
Marvin Brice CPPB / 854-9765

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

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 7, Contract Extension and Ratification, of Interlocal No. IL040243RE, Austin Independent School District for After School Care.

- **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.
- Through this Interlocal Agreement, Austin Independent School District (AISD) will target and recruit approximately 1,125 youth to participate in activities they would not have access to outside this program. Afterschool activities will include afterschool enrichment and academic classes, homework help and tutoring services, and college and readiness classes.
- Modification No. 7 will provide funding for the contract period of October 1, 2011 thru September 30, 2012 (FY 2012), in the amount of \$544,800.
- Additionally, it will ratify the contract for services provided through The Harvest Foundation Program. This is an auto-renewal contract and at the time of the auto-renewal (October 1, 2011) documentation and requirements related to the Harvest Foundation Program were not provided, and as such, services related to this program were not included in the contract. However, AISD began providing these services (effective October 1, 2011), without their inclusion in the contract.

ID# 6233

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.

- Funding for the Harvest Foundation Program in the amount of \$25,000 is added to the contract to subsidize the cost of the 2012 Youth Conference.
- Finally, this modification will revise the contract term by extending the contract for an additional three months. The contract term will change from October 1, 2011 thru September 30, 2012 (12 months) to October 1, 2011 thru December 31, 2012 (15 months). This change is made so that the contract performance period will be on a calendar year basis with the next renewal. This three month extension will increase the contract amount by \$136,200 (\$45,400.00 per month).

Modification No. 6 renewed the agreement for an additional twelve-month period, from October 1, 2010 thru September 30, 2011; in addition to adding the Harvest Program. The not to exceed contract amount for this for this renewal period was \$569,800.

Modification No. 5 renewed the agreement for an additional twelve-month period, from October 1, 2009 thru September 30, 2010; in addition to adding the Harvest Program. The not to exceed contract amount for this for this renewal period was \$569,800.

Modification No. 4 renewed the agreement for an additional twelve-month period, from October 1, 2008 thru September 30, 2009; in addition to adding the Harvest Program. The not to exceed contract amount for this for this renewal period was \$569,800.

Modification No. 3 renewed the agreement for an additional twelve-month period, from October 1, 2007 thru September 30, 2008; in addition to increasing the daily rate from \$1,624 to \$2,724. The not to exceed contract amount for this for this renewal period was \$ 544,800.

ID# 6233

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

Modification No. 2 renewed the agreement for an additional twelve-month period, from October 1, 2006 thru September 30, 2007; in addition to increasing the number of service days from 190 to 200 and a budget increase. The not to exceed contract amount for this for this renewal period was \$ 324,800.

Modification No. 1 renewed the agreement to the fiscal year from October 1, 2005 thru September 30, 2006; in addition to a budget increase. The not to exceed contract amount for this for this renewal period was \$ 308,560.

- **Contract Expenditures:** Within the last 12 months \$ 569,796.00 has been spent against this contract.

- **Contract-Related Information:**

Award Amount: \$544,800

Contract Type: Interlocal Agreement

Contract Period: August 15, 2004 - September 30, 2004

- **Contract Modification Information:**

Modification Amount: \$161,200

Modification Type: Bilateral

Modification Period: October 1, 2011 thru December 31, 2012

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

Solicitations Sent:

Responses Received:

HUB Information:

% HUB Subcontractor:

- **Special Contract Considerations:** Not Applicable

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

- **Funding Information:**

☒ Purchase Requisition in H.T.E.: 542911

☒ Funding Account(s): 001-5867-611-6290

☐ Comments:

ID# 6233

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.

Purchase Requisition

11:18:26

Number : 0000542911
Type : 1 PURCHASE REQUISITION
Status : DEPARTMENT APPROVAL
Reason : CONTRACT RENEWAL FY2012
By : CAULA MCMARION X44119
Date : 10/09/11
Vendor : 13240 AUSTIN INDEPENDENT SCHOOL DIST
Contract nbr :
Ship to : NS HUMAN SERVICES ADMIN SVCS
Deliver by date . . . : 10/09/11
Buyer :
Fiscal year code . . : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description
1	544800.00	DOL	CHILD AND YOUTH DEVELPMENT
2	25000.00	DOL	CHILD AND YOUTH DEVELOPMENT/HARVEST FOUND

COMMENTS EXIST

Total: 569800.00

F3=Exit F7=Alternate view

F9=Print

F10=Approval info F12=Cancel F20=Comments



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

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

DATE: December 7, 2011
TO: Members of the Commissioners Court
FROM: Sherri E. Fleming
Sherri E. Fleming, Executive Manager
Travis County Health and Human Services and Veterans Service
SUBJECT: Amendment to Social Services Contracts for 2012

RECEIVED
TRAVIS COUNTY
2011 DEC -9 PM 3:57
PURCHASING
OFFICE

Proposed Motion:

Consider and take appropriate action regarding Travis County Health and Human Services and Veterans Service request to approve contract modifications to two social service contracts, Austin Independent School District (Austin ISD) and Capital Area rural Transportation System (CARTS).

Summary and Staff Recommendation:

Travis County recently authorized additional funding for two existing social services contracts to expand the services provided to underserved population in the county. The Department is also requesting to extend the contract period of the contracts from twelve to fifteen months to align contract terms with the rest of the social services contracts administered by the department. The department is recommending the Court to approve the two contracts modifications as follows:

Austin Independent School District

Program: Out of School Program Services

Modify contract term from October 1, 2011- September 30, 2012 to October 1, 2011 to December 31, 2012; adding three months of additional funding to make contract a calendar year contract. Also, add attachment forms 1-9 to reflect work statement, budget,

and performance projections. Add a one-time funding pass-through for the Harvest Foundation in the amount of \$25,000 to subsidize the cost of the 2012 youth conference.

Total Funding Amount \$706,000

Contract Term: October 1, 2011 – December 31, 2012.

CARTS

Program: Public Transportation and Job Access and Reverse Commute Program

Modify contract to add additional funding (ongoing) \$75,000 to operate Job Access and Reverse Commute (JARC) program. Also, to modify contract term from October 1, 2011-September 30, 2012 to October 1, 2011 to December 31, 2012 adding three months of additional funding to make contract a calendar year contract. Add attachment forms 1-9 to reflect work statement, budget, and performance projections.

Total Funding Amount \$238,443

Contract Term: October 1, 2011- December 31, 2012

Budgetary and Fiscal Impact:

Nine (9) months of funding (January – September 2012) is available in the FY 2011-2012 budget. Funding for the October- December 2012 portion of the contracts will be included in the proposed budget for FY 2013.

Austin ISD

Account # 001-5867-611-6290 -Total Funding \$706,000

FY '11: October – September 2012: \$ 564,800

FY '12: October –December 2012: \$ 141,200

CARTS

Account # 001-5854-611-6251–Total Funding \$238,443

FY '11: October – September 2012: \$187,005

FY '12: October –December 2012: \$ 51,438

Cc: Deborah Britton, Division Director, Community Services, TCHHS/VS
 Susan A. Spataro, CPA, CMA, Travis County Auditor
 Jose Palacios, Chief Assistant County Auditor
 Mary Etta Gerhardt, Assistant County Attorney
 Christian Smith, Executive Manager, Planning and Budget Office
 Diana Ramirez, Analyst, Planning and Budget Office
 Cyd Grimes, C.P.M., Travis County Purchasing Agent
 Shannon Pleasant, Assistant Purchasing Agent, Travis County Purchasing Office
 Kathleen Haas, Interim Financial Manager, TCHHS/VS
 Jim Lehrman, Division Director, Family Support Services, TCHHS/VS
 Blanca Leahy, Division Director, Research and Planning, TCHHS/VS

Olie Pope, Division Director, Veterans Services, TCHHS/VS
Andrea Colunga-Bussey, Division Director, Office of Children's Services, TCHHS/VS

MODIFICATION OF CONTRACT NUMBER: IL040243RE – After School Care**Page 1 of 23****ISSUED BY:**

Travis County Purchasing Office
700 Lavaca St., Suite 800
Austin, TX 78701

PURCHASING AGENT ASST: Shannon Pleasant

TEL. NO: (512) 854-1181
FAX NO: (512) 854-9185

DATE PREPARED:**December 12, 2011****ISSUED TO:**

Austin Independent School District
Department of School, Family and
Community Education
3908 Avenue B
Austin, TX 78751

MODIFICATION NO.:**7****EXECUTED DATE OF ORIGINAL CONTRACT:****August 17, 2004**

ORIGINAL CONTRACT TERM DATES: August 15, 2004 – September 30, 2004 CURRENT CONTRACT TERM DATES: October 1, 2011 – December 31, 2012

FOR TRAVIS COUNTY INTERNAL USE ONLY:Original Contract Amount: **\$544,800**Current Modified Amount: **\$706,000**

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

The above referenced contract is hereby modified to reflect the following changes, as well as those more completely set forth in the attachment:

1. Ratify services provided for the contract period of October 1, 2011 thru September 30, 2012 and funding for the Fiscal Year 2012 for \$544,800.
2. Additionally this modification will:
 - a. Revise the term dates as referenced in Section **1.0 AGREEMENT TERM**. The contract term will change from October 1, 2011 thru September 30, 2012 (12 months) to October 1, 2011 thru December 31, 2012 (15 months) to make the contract a calendar year contract.
 - b. The Parties agree to amend Section 1.2, "Fiscal Year Limitations on Funding", by adding the following:
Three months additional funding of \$161,200 total effective October 1, 2012 thru December 31, 2012 of the 2013 Fiscal Year.
 - c. Add the one-time funding for the "Harvest Foundation" Program in the amount of \$25,000 to subsidize the cost of the 2012 Youth Conference.
 - d. The not to exceed contract amount will be \$706,000. An increase of \$161,200 from the original contract amount of \$544,800.

The Contract is amended according to the terms of the attachment to this Modification, all of which is hereby made a part of the Contract and constitutes promised performances by the Contractor in accordance with all terms of the Contract, as amended.

Note to Vendor/City:

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

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

LEGAL BUSINESS NAME: _____

BY: _____
 SIGNATURE

BY: _____
 PRINT NAME

TITLE: _____
 ITS DULY AUTHORIZED AGENT

☐ DBA☐ CORPORATION☐ OTHER

DATE:

TRAVIS COUNTY, TEXAS

BY:  _____
 CYD V. GRIMES, C.P.M., CPPO TRAVIS COUNTY PURCHASING AGENT

DATE:

TRAVIS COUNTY, TEXAS

BY: _____
 SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE

DATE:

RATIFICATION AND AMENDMENT OF INTERLOCAL COOPERATION AGREEMENT
BETWEEN TRAVIS COUNTY AND
AUSTIN INDEPENDENT SCHOOL DISTRICT FOR
OUT-OF-SCHOOL PROGRAM SERVICES
INCLUDING THE HARVEST FOUNDATION CONFERENCES PROGRAM

This Amendment of written instrument ("Amendment") is entered into by the following parties: Travis County, a political subdivision of the state of Texas ("County"), and Austin Independent School District ("AISD"), a state agency.

RECITALS

County entered into a contract with AISD to provide out-of-school program services, the Initial Term of which was effective August 17, 2004, and terminating September 30, 2004 ("Agreement").

AISD agreed to provide services and activities for indigent and other qualified recipients in accordance with the terms of the Agreement, including the attachments thereto, during any approved Agreement period.

Under the terms of the Agreement, the term has previously been renewed through the current Agreement Term beginning October 1, 2011, and ending September 30, 2012 ("2012 Renewal Term").

The Agreement allows the Parties to make changes to the Agreement where such change is in writing and signed by both parties.

Pursuant to the Agreement, the Parties have previously amended the Agreement to County's participation in the Harvest Foundation Program ("Harvest Foundation Amendment") with the most recent services being provided during the 2011 Renewal Term.

The Parties inadvertently renewed the Agreement for the 2012 Renewal Term without including the documentation related to the Harvest Foundation Program.

The Parties desire to ratify the provision of Harvest Foundation Program services under the Agreement which began October 1, 2011, and have continued to this date, as set forth in this Amendment, and to amend the Agreement pursuant to the applicable Agreement terms to include the terms for continued provision of the Harvest Foundation Program.

In consideration of the mutual benefits to be received through the following changes, County and AISD agree to change the Agreement as follows:

1.0 AGREEMENT TERM.

1.1 **2012 Renewal Term.** The Parties agree that the Agreement is currently operating under the terms of the Agreement as set forth for that time period beginning October 1, 2011, and ending September 30, 2012 ("2012 Renewal Term"), said 2012 Renewal Term being the result of the automatic renewal of the Agreement.

1.2 **Extended 2012 Renewal Term.** The Parties agree to amend the Agreement to provide for the "Extended 2012 Renewal Term" beginning October 1, 2011, and terminating December 31, 2012.

1.3 **Amendment Term.** The Parties agree that the terms of this Amendment will apply to the provision of services during the Extended 2012 Renewal Term.

1.4 **Renewal Process.** The Parties agree that Section 2.2.1 of the Agreement ("Renewal Term(s)") is amended by deleting that section and substituting the following:

2.2.1 **Renewal Term(s).** Unless sooner terminated pursuant to the terms of this Agreement, and

upon approval of funding by the Commissioners Court during the budget process(es) relating to any Renewal Term or any portion of any Renewal Term, this Agreement may be renewed, as evidenced by written approval of the Parties, on January 1, 2013, for a term of one year, and each successive January 1 for an additional five (5) years, as evidenced by written approval of the Parties prior to each renewal, or for any time period agreed to in writing by the Parties. The exercise of any option to renew under this provision shall be with the understanding that all terms and conditions, including the negotiated rates, remain unchanged and in full force and effect, unless this Agreement is specifically amended pursuant to the Agreement to make any change in those terms. Non-competitive renewal shall be based upon AISD's positive performance and County's continuing need for the services.

2.0 AMENDMENT – HARVEST FOUNDATION PROGRAM

2.1 **Harvest Foundation Program.** The Parties agree to ratify the Agreement as to those Harvest Foundation Program services provided prior to the execution of this Amendment; and amend the Agreement for the Extended 2012 Renewal Term by adding the Harvest Foundation Program as set forth in this Amendment, including the exhibits attached to this Amendment. The Parties agree that the Harvest Foundation Program will be provided under the same terms and conditions as in the 2011 term, unless specifically amended herein.

2.2 **Exhibits.** The exhibits enumerated and denominated below are hereby made a part of this Amendment, and constitute promised performances by AISD in accordance with all terms of the Agreement as amended:

2.2.1 Exhibit 1 Harvest Foundation Program 2011 - 2012 Conference Schedule

Those exhibits not specifically changed in this Amendment remain in full force and effect.

2.3 **Exhibit 1 – Attachment A-12, "2012 Amendment Work Statement Performance Measures and Budget," – Harvest Foundation Program.** The Parties agree to amend Section IX of Attachment A-12, as added by the original Harvest Foundation Amendment, by substituting the schedule set forth in Exhibit 1, Section 2.2.2 of this Amendment, for the Extended 2012 Renewal Term. The Parties understand and agree that this schedule is subject to change as to date, location and topic only prior written notification by Contractor to County through the Executive Manager and written approval by the Executive Manager. Contractor will maintain the obligation to provide no less than the current number of conferences and events during the Extended 2012 Renewal Term as set forth herein, and County maintains the right to review and approve any change in topic of any conference.

3.0 AISD PERFORMANCE

3.1 **Services and Activities.** The Parties acknowledge and agree that AISD shall perform, either directly or indirectly through Subcontracts, in a satisfactory manner as determined by County, through Department, services and activities in accordance with the terms and conditions stated in this Agreement as previously amended and as amended in this Amendment.

3.2 **Insurance.** The Parties agree that the requirements for insurance for the Extended 2012 Renewal will continue as set forth in the original Agreement. AISD agrees to provide current 2012 documentation of such insurance as required under the Agreement.

3.3 **Limitations.** Unless otherwise specifically stated herein, the performances required under this Amendment are performable only during the Extended 2012 Renewal Term, and performances required under any other Agreement Term(s) were performable only during the applicable Term. Performance requirements and payment shall not carry over from one Agreement Term to another.

3.4 **2012 Update.** Within fifteen (15) days of execution of this Amendment, AISD agrees to provide (if not already provided) Department, with a copy to the Purchasing Agent, current updates of all policies, materials, and other information required under the Agreement, including, but not limited to, the following as described under the Agreement:

- 3.4.1 Proof of Insurance
- 3.4.2 Update of any Policies and Procedures
- 3.4.3 Updated W-9 Taxpayer Identification Form
- 3.4.4 Updated IRS 990 Form
- 3.4.5 Change of Identity Information (Name, Address, etc.)

3.5 **Debarment, Suspension and Other Responsibility Matters.** By signing this Amendment, AISD certifies that, to the best of its knowledge and belief, it and its principles continue to meet compliance requirements under 15 CFR Part 26, "Government-wide Debarment and Suspension" requirements as set forth in the Agreement.

3.6 **Certification and Warranty.** By signing this Amendment, AISD certifies and warrants that all certifications and warranties under the Agreement continue to be in full force and effect. AISD also acknowledges and agrees that it has read all terms and provisions of the Agreement and understands and agrees that, to the extent not specifically changed by this Amendment, those terms and conditions remain in full force and effect for the Extended 2012 Renewal Term.

4.0 **ENTIRE AGREEMENT**

4.1 **Attachments.** The Parties agree to amend Section 4.2, "Attachments," by adding the attachments enumerated and denominated below and attached to this Amendment as Exhibit 1; which attachments are hereby made a part of this Amendment, and constitute promised performances by AISD in accordance with all terms of the Agreement as amended:

2012 Form #2	Program Cover Page
2012 Form #3	Program Work Statement
2012 Form #4	Program Budget
2012 Form #5	Program Budget Narrative
2012 Form #6	Total Program Staff Positions and Time
2012 Form #7	Program Funding Summary
2012 Form #8	Subcontractor Expense Form
2012 Form #9	Performance Report Definition Tool
Exhibit 1	Harvest Foundation Program 2010 - 2011 Conference Schedule
Exhibit 2	Ethics Affidavit
Exhibit 3	List of Key Contracting Persons

The Parties acknowledge and agree that, where an Attachment listed above and included in this Amendment contains specific agreement as to terms which conflict with the general provisions of the Agreement, to the extent that there is such conflict, the terms of the attachment will prevail. At all times, every effort will be made to comply with the terms of both sections.

5.0 **FINANCIAL PROVISIONS**

5.1 **Maximum Funds.** The Parties agree to amend Section 13.1.1, "Maximum Amount," by adding the following:

13.1.1 – **Extended 2012 Renewal Maximum Amount.** Subject to the requirements in Sections 13.1.2 and 13.2 and other applicable provisions of this Agreement, in consideration of full and satisfactory performance of the services and activities provided under the terms of this Agreement during the Extended 2012 Renewal Term, as determined by County, County shall provide funds not to exceed the following amount during the **Extended 2012 Renewal Term**:

After-School Services	<u>\$ 681,000.00</u>
Harvest Foundation	<u>\$ 25,000.00</u>
TOTAL	<u>\$ 706,000.00</u>

5.2 **Fiscal Year Limitation.** The Parties agree that the terms of Section 13.1.2, "Fiscal Year Limitations," is amended as of the effective date of this Amendment to read as follows

13.1.2(a)**Fiscal Year Division.** AISD expressly agrees that County funding obligations can ONLY be incurred for the portion of any Agreement Term corresponding to a time period included in the approved budget for any one Fiscal Year. As a result, of the total set forth in Section 3.1.1, as amended, AISD cannot invoice, and will not be paid for expenditures during the following designated periods which are greater than the following amounts:

- | | | |
|-----|--------------------------------------|----------------|
| (a) | October 1, 2011 - September 30, 2012 | (80% of Total) |
| | <u>\$ 569,800.00</u> | |
| (b) | October 1, 2012 - December 31, 2012 | (20% of Total) |
| | <u>\$ 136,200.00</u> | |

13.1.2(b) **Subsequent Fiscal Year Funding.** AISD agrees that AISD cannot invoice and will not be paid for services provided during the time period set forth in , and Section 13.2.1(a) from funds provided under Section 13.2.1(b). AISD agrees that funds set out in Section 13.2.1(b) are contingent upon approval of such funding for the Agreement by the Commissioners Court in the budget process related to the Fiscal Year beginning October 1, 2012; and that the amount set forth under Section 13.2.1(b) may be decreased or eliminated by the Commissioners Court during that budget process without liability of County to AISD. This section will apply to any future Agreement Term(s) within the Fiscal Year dates applicable to that Agreement Term(s).

13.1 **Budgetary Limits.** No event shall prohibit the County from its Agreement or any agreement subject to this Agreement be interpreted to obligate the County beyond the funds approved by the Commissioners Court for any Fiscal Year/budget period. Payments by County during the Initial Term or any Agreement Term shall be subject to the Fiscal Year limitations applicable to this Agreement.

6.0 **INCORPORATION**

6.1 County and AISD hereby incorporate the Agreement into this Amendment. Except for the changes made in this Amendment, County and AISD hereby ratify all the terms and conditions of the Agreement as amended. The Agreement with the changes made in this Amendment constitutes the entire agreement between the Parties and supersedes any prior undertaking or written or oral agreements or representations between the Parties.

6.2 The Parties agree that all requirements and obligations of the Agreement which have not been specifically changed by this Amendment remain in full force and effect and apply to performance by the Parties during the Extended 2012 Renewal Term of the Agreement as amended.

7.0 **EFFECTIVE DATE**

7.1 This Amendment is effective October 1, 2011, when it is approved and signed by both Parties. This Agreement, as amended, shall remain in effect until further modified or terminated in writing by the Parties, or until the termination date.

EXHIBIT 1
Harvest Foundation Program 2010 - 2011 Conference Schedule

2011 – 2012 Youth Conference Schedule:

Saturday, October 15, 2011	LBJ High School	10:00 a.m. – 2:00 p.m.
Friday, November 18, 2011	Covington Middle School	
Saturday, January 28, 2012	Reagan High School	10:00 a.m. – 2:00 p.m.

2011 – 2012 Events Schedule:

Adopt –A-Big-Mama Service Learning Project	November 18, 2011
Youth Conference	January 28, 2012
Black Heritage Assemblies	February, 2012
	Garcia Middle School and
	Eastside Memorial High School
Conference – Alternative Learning Center	March 20, 2012

DRAFT

Form # 2:**PROGRAM COVER PAGE**
for 2012 Social Service Contracts funded by Travis CountyDate prepared: **08/05/2011**

1. Agency Name as provided in <u>Articles of Incorporation</u>: Austin Independent School District Department of School, Family, and Community Education		2. Tax ID Number: 74-6000064
3. Program Name: Travis County Collaborative Afterschool Program		
4. a) Physical Street Address (Street, City, State, Zip): 3908 Avenue B Austin, TX 78751 4. b) Mailing Address (if different from above):		5. Payee Address (<u>only needed if different from #4</u> , and if so, include explanation):
6. Agency Executive Director (name): Meria Carstarphen Ed. D. Phone: 512-414-2482 Fax: Email: meria.carstarphen@austinisd.org		7. Name of person authorized to sign contracts for Agency: Mark Williams Phone: 512-414-1704 Fax: 512-414-1486 Email: trustees@austinisd.org
8. Program Director (name): Shirlene Justice Phone: 512-414-0452 Fax: 512-414-0107 Email: sjjustice@austinisd.org		9. Agency Financial Officer (name): Nicole Conley-Abram Phone: 512-414-2323 Fax: 512-414-9923 Email: nicole.conley-abram@austinisd.org
10. Contact person for PROGRAM issues (name): John Shanks/Shirlene Justice Phone: 512-414-0290 / 512-414-0452 Fax: 512-414-0107 Email: jshanks@austinisd.org / sjjustice@austinisd.org		11. Contact person for FINANCIAL issues (name): Linda Blansitt Phone: 512-414-0222 Fax: 512-414-0393 Email: Linda.blansitt@austinisd.org
12. Primary contact for Quarterly Program Performance Report issues (name): John Shanks/Shirlene Justice Phone: 512-414-0290 / 512-414-0452 Email: jshanks@austinisd.org / sjjustice@austinisd.org		13. Person responsible for submitting Quarterly Program Performance Reports (name): John Shanks/Shirlene Justice Phone: 512-414-0290 / 512-414-0452 Email: jshanks@austinisd.org / sjjustice@austinisd.org
14. Program funding amounts by source: Travis County Social Service Contract \$ 706,000 _____ All OTHER Sources + \$ 435,775 _____ TOTAL Program Funding = \$ 1,141,775 _____		15. Primary contact person for this contract packet (name): Shirlene Justice Position Title: Afterschool Administrator Phone: 512-414-0452 Fax: 512-414-0107 Email: sjjustice@austinisd.org

Form #3: PROGRAM WORK STATEMENT for 2012 Social Service Contracts funded by Travis County

Date prepared: 08/05/2011

Agency: Please answer the following questions as they pertain to only those programs and services in which Travis County invests. Note: the information contained in this document will be used in reports to the Travis County Commissioners Court and the community.

Agency: AISD Program: Travis County Collaborative Afterschool Program

1. Program goals and objectives:

Briefly describe the goals and objectives of the services purchased by Travis County in this contract.

The program goal is to develop a community of learners by involving teachers and community organizations in providing a well-rounded, comprehensive afterschool program and social services to Ann Richards, Gus Garcia, Pearce, Paredes, and Webb Middle Schools. The activities and social services reinforce student academic skill, increase student motivation for learning, and improve student behavior.

2. Program clients served:

Describe the eligibility requirements to participate in the program or in each component of the program (for example: Travis County residency, income level, age).

Students that attend the following schools will be eligible to participate in the afterschool program: Ann Richards; Gus Garcia; Pearce; Paredes; and Webb Middle Schools.

3. Program services and delivery:

Describe the Travis County funded services and how they are provided by the agency. Provide enough detail so that the contract reviewer is able to have a comprehensive understanding of your services and how they are delivered to clients.

The Travis County After-School Program will target and recruit approximately 1,225 youth to participate in this collaborative effort. These predominantly low-income students are specifically targeted to enable them to participate in activities that they would not have access to outside this program. Afterschool activities will include afterschool enrichment and academic classes, homework help and tutoring services, and college and workforce readiness classes. AISD and Boys & Girls Clubs of the Capital Area will be the primary provider of these activities. Prevention services will be provided by Communities in Schools (CIS) and the Council on At Risk Youth (CARY). Students participating in CIS and CARY activities are specifically targeted for participation based on behavior referrals, suspensions, and school staff recommendations. Prevention programs include case management, mentoring, small group counseling, anger management, and leadership development. CIS staff will participate actively on the Campus Child Study Teams and serve as a representative of the Program on that Team. CIS staff will refer appropriate students whom the Child Study Team members feel would benefit from after-school activities to the Program. In addition, CIS staff will help to implement the Positive Behavioral Supports (PBS) initiative currently utilized on these campuses. The Council on At-Risk Youth (CARY) will deliver its Aggression Replacement Training (ART) curriculum in a group counseling setting. ART is an evidenced-based program that focuses on training adolescents to cope with their aggressive and violent behaviors. It is a multimodal program that has four components; *Social skills, Anger Control Training, Moral Reasoning and Character Education*. Students involved in the ART training also participate in service learning projects. CARY staff members assist students individually and provide counseling to establish behavioral goals and to help students learn from their experiences. Counseling includes role modeling, homework help, and self-management training.

The US Department of Education has established 30 days as the minimum amount of participation required for youth to receive the benefits of afterschool programming. This figure is based upon a body of research indicating youth outcomes improved with increased duration, intensity and breadth of participation in afterschool programming. Students who attend TCCAP funded afterschool programs for 30 days or more will be identified as core participants. Students who participate in afterschool programs for less than 30 days will be identified as participants. Students who attend Ann Richards, Gus Garcia, Pearce, Paredes, and

Webb; but do not participate in TCCAP funded afterschool programs will be identified as non-participants and will serve as the comparison group. Core participants will be distinguished from participating students in reports submitted to Travis County.

Program Expansion

It has always been the intent of this collaborative to leverage multiple funding sources to provide high quality services to as many at risk middle school youth as possible. AISD and its partners have worked diligently to seek additional funds to supplement Travis County funding. This past year we were successful in obtaining a grant for afterschool services at Webb Middle School. As a result of this additional funding, and completion of a CTAN market study, we are electing to reallocate some of the Travis County funding and expand services to Paredes Middle School. Travis County funds will continue to support the CIS program and the Learning Lab at Webb while also supporting a CIS Case Manager and afterschool program at Paredes Middle School.

4. Service coordination and collaboration strategies:

Describe how the agency coordinates its services with services being provided by other agencies and describe how the agency collaborates with other agencies. If you are not currently collaborating with other agencies, what is your plan for increasing collaboration?

Each partner in this collaboration has been involved in the planning and designing of the program. Representatives from each organization have met with the school principals to identify needs, determine roles and responsibilities and develop the Program plan. AISD Department of Schools, Family and Community Education will serve as the managing partner for this collaborative Program. AISD will subcontract with the other partners that include Communities in Schools, the Council on At-Risk Youth, and Boys & Girls Clubs of the Capital Area.

5. **OUTPUT** Performance Measures (replace the blue text and shaded spaces below with the actual wording of your measures and their corresponding 12-month goal amount):
Please enter the output performance measures to be reported for your program. You must report the number of unduplicated clients served by funding source and at least one other output. Actual total program performance data for these outputs will be reported in the quarterly program performance reports.

<u>OUTPUT # 1</u>	<u>Travis County Annual Goal</u>	<u>All Other Funding Sources Annual Goal</u>	<u>TOTAL</u> (Travis County + All Other) Annual Goal
Number of unduplicated students served	1075	250	1,325

<u>OUTPUT # 2</u>	<u>Travis County Annual Goal</u>	<u>All Other Funding Sources Annual Goal</u>	<u>TOTAL</u> (Travis County + All Other) Annual Goal
Cost per day per student	< \$5.00	< \$5.00	< \$5.00

(If approved for additional Output measures, copy and paste the blocks above and re-number accordingly)

6. **OUTCOME** Performance Measures (replace the blue text in the left column below with the actual wording of your measures' numerators, denominators, and outcome rates):

*Please enter the outcome performance measures to be reported for your program. For any outcome which will not have a percentage rate, use only the first (numerator) row and edit as needed. In the middle column's shaded blocks, include the corresponding 12-month goal amounts and percentages (as applicable) for each line. **If an Outcome will NOT be reported every quarter, in the right column indicate for which quarterly report(s) you WILL be reporting that measure (for example, you might report for Q2 and Q4 only).***

OUTCOME # 1: Total Program Performance – Academics	Total Program Annual Goal	If <u>not</u> reported <u>every</u> Quarter, in which Quarter(s)?
Percentage change between mean grade point average of core students participating in academic programs at time of program entry and at time of program completion	5% increase	Q4

OUTCOME # 2: Total Program Performance – Academics	Total Program Annual Goal	If <u>not</u> reported <u>every</u> Quarter, in which Quarter(s)?
Number of participating students who are promoted to the next grade level. A) participants and B) core participants. (numerator)	1,125	Q4
Number of participating students served. A) participants and B) core participants. (denominator)	1,125	
Percentage of participating students who are promoted to the next grade level. A) participants and B) core participants. (outcome rate)	100%	

OUTCOME # 3: Total Program Performance – Academics	Total Program Annual Goal	If <u>not</u> reported <u>every</u> Quarter, in which Quarter(s)?
Number of participating students who report positive attitudes about school (numerator)	0.8N*	Q4
Number of participating students surveyed (denominator)	N*	
Percentage of participating students who report positive attitudes about school (outcome rate)	80%	

OUTCOME # 4: Total Program Performance – School Attendance	Total Program Annual Goal	If <u>not</u> reported <u>every</u> Quarter, in which Quarter(s)?
Percentage point difference between school day attendance of participating students compared to school day attendance of non-participating students	2%	Q4

OUTCOME # 5: Total Program Performance – School Attendance	Total Program Annual Goal	If <u>not</u> reported <u>every</u> Quarter, in which Quarter(s)?
Percentage change in attendance of core participants from before program participation until program completion	2% increase	Q4

OUTCOME # 6: Total Program Performance – Behavior and Safety	Total Program Annual Goal	If <u>not</u> reported <u>every</u> Quarter, in which Quarter(s)?
Number of core students participating in prevention programs who have a decrease in discipline referrals (numerator)	0.3N*	Q4
Number of core students participating in prevention programs (denominator)	N*	
Percentage of core students participating in prevention programs who have a decrease in discipline referrals due to aggressive behavior. (outcome rate)	30%	

* N = the sample size. Only a sample of participating students is surveyed. The program does not survey all participants, and even of those, not all respond. Therefore, the denominator value (and subsequently, the numerator value) cannot be projected at this time.

OUTCOME # 7: Total Program Performance – Behavior and Safety	Total Program Annual Goal	If <u>not</u> reported every Quarter, in which Quarter(s)?
Number of students who report that they feel safe in their after school program and that the after school program helps them avoid risky behaviors. (numerator)	0.75N*	Q4
Number of students surveyed (denominator)	N*	
Percentage of students who report that they feel safe in their after school program and that the after school program helps them avoid risky behaviors. (outcome rate)	75%	

OUTCOME # 8: Total Program Performance – Student Efficacy	Total Program Annual Goal	If <u>not</u> reported every Quarter, in which Quarter(s)?
Number of students who report positively about self-esteem and ability (numerator)	0.75N*	Q4
Number of students surveyed (denominator)	N*	
Percentage of students who report positively about self-esteem and ability (outcome rate)	75%	

(If approved for additional Outcome measures, copy and paste the blocks above and re-number accordingly)

7. Community planning activities:

Describe your agency's involvement in community planning activities that are specific to the services provided under this contract.

The AISD afterschool office is involved with the Central Texas Afterschool Network and the Ready by 21 Coalition. The Central Texas Afterschool Network (CTAN) was established as a collaborative effort between private and non-profit organizations in the Travis County area that are committed to supporting providers that serve school-age children and their families during out-of-school time. CTAN promotes effective educational practices through resource sharing, networking, advocacy, research, assessment and evaluation, and collaboration among providers, families, and educational institutions.

Ready by 21 (RB 21) is a national initiative to ensure that young people are ready for college work and life by the age of 21. The Austin Travis County RB 21 Initiative is supported by a group of youth service providers who work together to agree on outcomes for youth and establish indicators that measure positive youth outcomes. Outcomes are measured across an age continuum from birth to 21 in the following developmental areas: Learning, Working, Thriving, Connecting, and Leading/Contributing.

8. Program Evaluation Plan

• Performance evaluation:

Describe how the agency will evaluate the program's performance in achieving program goals. Note: if any survey(s) or questionnaire(s) are used in the evaluation of the program or its performance, please provide a brief description of survey procedures (for example: how the survey is distributed and to whom).

Evaluation, done well, will help staff to understand successes and challenges presented in program implementation and to make modifications to improve the program. Program staff will work with AISD's Department of Research and Evaluation (DRE) and Management Information Systems (MIS) to provide ongoing monitoring by tracking program performance indicators. Quantitative indicators will include grades, promotion rates, behavior, and school attendance. Qualitative indicators as measured by student surveys will include information about student attitudes toward schoolwork, risky behaviors, and peers. An AISD evaluator will produce the final report required for this grant. CIS and other partners serve numerous schools in the district and will be able to provide comparative analysis of their programs.

* N = the sample size. Only a sample of participating students is surveyed. The program does not survey all participants, and even of those, not all respond. Therefore, the denominator value (and subsequently, the numerator value) cannot be projected at this time.

- Quality improvement:

Describe the process for identifying problems or other issues in service delivery, designing activities to overcome these problems, and following up to ensure corrective actions have been effective.

The Austin area is the only community in Texas to adopt the Weikert Center for Youth Program Quality's innovative YPQ model, which is designed to help youth program staff continuously assess, plan, and improve the out-of-school-time services they provide. The YPQ model is based on the Youth Program Quality Assessment (PQA) tool, a validated instrument designed to evaluate the quality of youth programs and identify staff training needs. Once assessed, the youth leader and Site Coordinator attend a Planning with Data session where assessment scores are shared and discussed. Improvement plans are developed at that time. The improvement helps staff identify the training that help the youth leader improve instruction. Ten training modules covering different subjects are offered periodically throughout the year. The modules are aligned with the assessment. A follow up assessment is recommended. All Austin area project staff will receive training in this model. In addition, all program instructors will complete an Activity Planning Guide before the start of the school year, identifying the TEKS addressed in each activity and outlining how each lesson will be delivered. The Project Director, Quality Coordinator, Site Coordinators, and school Academic Liaisons will monitor classes to ensure that the activity plans are implemented with fidelity. These staff members will also periodically review academic indicators as well as other quantitative and qualitative measures to determine the program's effectiveness and to make changes to program offerings as needed.

To ensure that afterschool activities are of the highest quality, AISD Afterschool programs are aligned with the Ready by 21 framework – a set of community-wide standards for students in grades PK-12 that are designed to ensure that young people are fully prepared for college, work, and life. Ready by 21 has identified key priority outcomes in five developmental areas critical to school and life success for young people: **Learning** (academics and college readiness); **Working** (work/career awareness and preparation); **Thriving** (physical and mental health and safety); **Connecting** (interpersonal relationships and well-being); and **Leading/Contributing** (civic and community engagement). To align with the indicators identified by the Austin Travis County Ready by 21 Coalition, ACE Austin's annual evaluation plan will measure success toward each of these critical indicators, with the following expected performance measures for each developmental area:

Outcome	Performance Measures – Students will:
Learning	Increase scores on standardized tests and promotion rates, increase positive attitudes toward school, and teachers report positively about homework completion.
Working	Increase positive attitudes high school graduation , jobs, and careers
Thriving	Decrease in discipline referrals, report positively about avoidance of risky behaviors, and report an increased sense of safety.
Connecting	Report positively about getting along with teachers, family and friends.
Leading	Report positively about helping others and leadership skills.

Date prepared: 8/5/2011**FORM #4: PROGRAM BUDGET**

for 2012 Social Service Contracts funded by Travis County

Agency: Austin ISDProgram: TCCAPInstructions: Provide whole dollar amounts for each applicable line item. IMPORTANT: DO NOT INCLUDE ANY PROGRAM INCOME.ON THIS PAGE. Note that the line items with asterisks ** will require prior approval - Refer to your Contract Language.

IMPORTANT: All \$ amounts must be whole dollars only (no cents)			
PERSONNEL	Requested COUNTY Amount	Amount Funded by ALL OTHER Sources	* TOTAL Budget (ALL funding sources)
Administrative Salaries - Regular Time	4,619	15,019	19,638
Direct Service Salaries - Regular Time	184,426	322,537	506,963
Administrative Salaries Overtime			0
Direct Service Salaries - Overtime	29,785		29,785
Benefits	33,923	25,899	59,822
A. SUBTOTALS: PERSONNEL	252,753	363,455	616,208
OPERATING EXPENSES			
General Operating Expenses	1,250	14,362	15,612
Insurance/Bonding			0
Audit Expenses <i>(provide details for this line item in the Subcontracted Expenses form)</i>			0
Consultants/Contractual <i>(provide details for this line item in the Subcontracted Expenses form)</i>	448,246	54,937	503,183
Staff Travel - <u>within</u> Travis County	626		626
Conferences/Seminars/Training - <u>within</u> Travis County			0
** Staff Travel - <u>out of</u> County	1,563		1,563
** Conferences/Seminars - <u>out of</u> County	1,562	3,021	4,583
B. SUBTOTALS: OPERATING EXPENSES	453,247	72,320	525,567
DIRECT ASSISTANCE			
Food/Beverage for Clients <i>(NOTE: Alcoholic beverage expenditures are not eligible or allowable)</i>	0	0	0
Financial Assistance for Clients (e.g. rent, mortgage, utilities)			0
Other (specify)			0
			0
C. SUBTOTALS: DIRECT ASSISTANCE	0	0	0
EQUIPMENT/CAPITAL OUTLAY			
** (specify equipment)	0	0	0
D. SUBTOTALS: EQUIPMENT/CAPITAL OUTLAY	0	0	0
GRAND TOTAL (A + B + C + D)	706,000	435,775	1,141,775
PERCENT SHARE of Total for Funding Sources:	61.8%	38.2%	100.0%

FORM # 5: Program Budget NARRATIVE

for 2012 Social Service Contracts funded by Travis County

Date prepared: 08/05/2011Agency: Austin ISDProgram: TCCAP

Instructions: Add details below (not to exceed 20 words per line item) to justify proposed expenses from your Program Budget form. DO NOT INCLUDE ANY DOLLAR AMOUNTS OR PERCENTAGES ON THIS PAGE. Delete the examples below and replace them with your narrative.

PERSONNEL	NARRATIVE
Salaries - Regular time	1.66 FTE, 10 instructors@ 2-4 hrs/day 4 days/wk
Salaries – Overtime	10 instructors@ 2-3 hrs/day 4 days/wk
Benefits	FICA, TRS, Workers Comp, Health Insurance
OPERATING EXPENSES	
General Operating Expenses	General instruction supplies and office supplies
Insurance/Bonding	NA
Audit Expenses	NA
Consultants/Contractual	Do not include details here- use Subcontracted Expenses form #8
Staff Travel	Local travel for coordinators as they serve their schools
Conferences/Seminars/Trng	Afterschool Professional Development
** Staff Travel - <u>out of County</u>	Travel for BOOST Conference, San Diego (PD in Afterschool)
** Conferences/Seminars/Trng. – <u>out of County</u>	BOOST Conference, San Diego (PD in Afterschool)
DIRECT ASSISTANCE	
Food/Beverage for Clients (NOTE: Alcoholic beverage expenditures are not eligible or allowable)	NA
Financial Assistance for Clients (e.g. rent, mortgage, utilities)	NA
Other (specify)	NA
EQUIPMENT/CAPITAL OUTLAY	
** (Specify)	Please refer to contract for capital outlay/equipment guidelines.

** These line items require prior approval – Refer to your Contract Language.

Date prepared: 08/05/ 2011

Program: TCCAP

AGENCY: List below all program staff individually by their position titles only (do not include their names), indicate whether each is direct service staff or administrative staff and indicate the percentage of their total time which is assigned to this specific program. **IMPORTANT: If two or more staff members with the same position title work on this program, be sure to list each position separately, with their individual percentages of total time for this program.**

[illegible]

FORM # 7: PROGRAM FUNDING SUMMARYDate prepared: **8/5/2011**

for 2012 Social Service Contracts funded by Travis County

Agency Name: [Austin ISD](#)Program Name: [TCCAP](#)

Funding Sources	Grant/Contract Name	Funding Period	Funding Amount
Travis County	AISD TCCAP/Shirlene Justice	10/1/2011 - 12/31/2012	\$706,000
Travis County			
Travis County			
City of Austin	Social Service Contract (City of Austin prgm. budget)		
City of Austin			
City of Austin			
Federal	21st Community Learning Centers/Elena Taft	08/01/2011 - 07/31/	\$367,187
Federal			
State			
State			
United Way	Middle School Matters - Afterschool Program/Laura LaFuente	08/01/11 - 06/30/12	\$68,588
Contributions			
Program Income/ Fees			
Other (Specify)			
Other (Specify)			
Other (Specify)			
Other (Specify)			
TOTAL PROGRAM FUNDING:			\$1,141,775

Form #8: SUBCONTRACTED EXPENSES FORM
for 2012 Social Service Contracts funded by Travis County

Date prepared: 08/05/2011Agency: Austin ISDProgram: TCCAP

Please provide TOTAL PROGRAM information for all of this program's subcontractors whose professional services will be charged to this program. Include all subcontracts regardless of funding source.

SUBCONTRACT #1		
Name of Subcontractor	Communities In School	
Term of Subcontract	10/01/2011 – 09/30/12	
Services to be Subcontracted	CIS staff will provide social service support to students and families based on individualized, assessed need(s). Will conduct two afterschool classes per week at Garcia, Paredes, and Pearce.	
Number of Clients to be Served (if applicable)	300	
Dollar Amounts by Funding Source:		
<u>TRAVIS COUNTY amount</u> \$ 345,115	<u>ALL OTHER Sources amount</u> \$	<u>TOTAL</u> \$ 345,115

SUBCONTRACT #2		
Name of Subcontractor	Council On Juvenile Youth	
Term of Subcontract	10/01/2011 – 09/30/12	
Services to be Subcontracted	Case management of students involved in assault, bullying and insubordination at Pearce Middle School	
Number of Clients to be Served (if applicable)	40	
Dollar Amounts by Funding Source:		
<u>TRAVIS COUNTY amount</u> \$ 35,631	<u>ALL OTHER Sources amount</u> \$	<u>TOTAL</u> \$ 35,631

SUBCONTRACT #3		
Name of Subcontractor	Boys and Girls Club of the Capital Area	
Term of Subcontract	10/01/2011 – 09/30/12	
Services to be Subcontracted	Enrichment Activities including College and Career Readiness, Academic Assistance, Health and Life Skills At Garcia	
Number of Clients to be Served (if applicable)	125	
Dollar Amounts by Funding Source:		
<u>TRAVIS COUNTY amount</u> \$ 31,250	<u>ALL OTHER Sources amount</u> \$	<u>TOTAL</u> \$ 31,250

SUBCONTRACT #4		
Name of Subcontractor	African American Men and Boys Harvest Foundation, Inc	
Term of Subcontract	10/01/2011 – 09/30/12	
Services to be Subcontracted	Harvest Foundation (HF) will conduct 6 Men and Boys conferences and 2 youth events in collaboration with the Office of Educational Support Services at selected AISD middle and high schools.	
Number of Clients to be Served (<i>if applicable</i>)	NA	
Dollar Amounts by Funding Source:		
<u>TRAVIS COUNTY amount</u> \$ 25,000	<u>ALL OTHER Sources amount</u> \$	<u>TOTAL</u> \$ 25,000

SUBCONTRACT #5		
Name of Subcontractor	Vendors TBD	
Term of Subcontract	10/01/2011 – 05/30/12	
Services to be Subcontracted	Enrichment Activities including College and Career Readiness, Academic Assistance, Health and Life Skills at grades and	
Number of Clients to be Served (<i>if applicable</i>)	1 per vendor	
Dollar Amounts by Funding Source:		
<u>TRAVIS COUNTY amount</u> \$ 11,250	<u>ALL OTHER Sources amount</u> \$ 54,937	<u>TOTAL</u> \$ 66,187

(If needed for additional subcontracts, copy blocks above to a new page and re-number them accordingly)

Form #9: Travis County Health and Human Services & Veterans Service Department 2012 Performance Report Definition Tool

Austin ISD TCCAP

Date Report was Generated: 08/05/2011

To assist you in completing this form, the red triangles located in the upper right-hand side of some cells provide additional instructions related to the information requested.

Type	Performance Measure	Calculation Method	What is the Data Source for this Measure?	Notes	Who Produces this Measure
OUTPUT MEASURES:					
Output #1	Number of unduplicated students served	Data collected from daily attendance sheets	Attendance data input into Excel spreadsheet		Program Coordinator for each campus
Output #2	Cost per day per student	The cost of the program per day divided by total number of students that have been served by the program.	The cost per day is calculated at \$2,849 (\$569,800/200 program days)		Grant Director or Program Evaluator
OUTCOME MEASURES:					
Outcome #1	Percentage change between mean grade point average of core students participating in academic programs at time of program entry and time of program completion	Calculate percent change of GPA of core students from program entry to program completion	AISD Student Database (TEAMS_GradePoint)		Program Evaluator
Outcome #2a (numerator)	Number of participating students who are promoted to the next grade level: A) participants and B) core participants	AISD will provide data on students who are promoted to the next grade level	AISD Database (ASTU)		Program Evaluator
Outcome #2b (denominator)	Number of participating students served: A) participants and B) core participants	Same as Output #1	AISD Database (ASTU)		Program Evaluator
Outcome Rate #2c	Percentage of participating students who are promoted to the next grade level: A) participants and B) core participants	Divide OC#2a by OC#2b			Program Evaluator
Outcome #3a (numerator)	Number of participating students who report positive attitudes about school	Survey will be distributed to all participating students. It is a 5-point assessment, with 2 negative, 1 neutral, and 2 positive selections for each question. Survey responses are summarized to indicate the number of students reporting positive attitudes about school.	Scantron Form		Program Evaluator
Outcome #3b (denominator)	Number of participating students surveyed	Count of the number of completed surveys from participating students	Scantron Form		Program Evaluator
Outcome Rate #3c	Percentage of participating students who report positive attitudes about school	Divide OC#3a by OC#3b			Program Evaluator
Outcome #4	Percentage point difference between school day attendance of participating students compared to school day attendance of non-participating students	Attendance data on participating students will be compared to that of non-participating students.	AISD Database (TEAMS_Attendance)		Program Evaluator

Outcome #5	Percentage change in attendance of core participants from before program participation until program completion	Calculate percent change in school day attendance of core students from program entry to program completion	AISD Database (TEAMS_Attendance)		Modification No. 7 Page 20 of 23 Program Evaluator
Outcome #6a (numerator)	Number of core students participating in prevention programs who have a decrease in discipline referrals	Criminal and Non-criminal discipline referral data for participating student will be compared to that of non-participating students.	AISD Database (ADIS)		Program Evaluator
Outcome #6b (denominator)	Number of core students participating in prevention programs	Count of all core students participating in prevention programs	AISD Database (ADIS)		Program Evaluator
Outcome Rate #6c	Percentage of core students participating in prevention programs who have a decrease in discipline referrals due to aggressive behavior	Divide OC#6a by OC#6b			Program Evaluator
Outcome #7a (numerator)	Number of students who report that they feel safe in their after school program and that the after school program helps them avoid risky behaviors	Survey will be distributed to all participating students. It is a 5-point assessment, with 2 negative, 1 neutral, and 2 positive selections for each question. Survey responses are summarized to indicate number of students reporting positive attitudes about risky behaviors and safety.	Scantron Form		Program Evaluator
Outcome #7b (denominator)	Number of students surveyed	Count of the number of completed surveys			Program Evaluator
Outcome Rate #7c	Percentage of students who report that they feel safe in the after school program and that the after school program helps them avoid risky behaviors	Divide OC#7a by OC#7b			Program Evaluator
Outcome #8a (numerator)	Number of students who report positively about self-esteem and ability	Survey will be distributed to all participating students. It is a 5-point assessment, with 2 negative, 1 neutral, and 2 positive selections for each question. Survey responses are summarized to indicate number of students reporting positive attitudes about self-esteem and ability.	Scantron Form		Program Evaluator
Outcome #8b (denominator)	Number of students surveyed	Count of the number of completed surveys			Program Evaluator
Outcome Rate #8c	Percentage of students who report positively about self-esteem and ability	Divide OC#8a by OC#8b			Program Evaluator
DEMOGRAPHIC AND ZIP CODE REPORT					
Gender, Race, and Ethnicity	Number of unduplicated clients by their gender, race, and ethnicity	Gender and ethnicity data will be obtained from AISD student databases.	AISD Database (ASTU)		Program Evaluator
Age	Number of unduplicated clients by their age at end of program and grouped into age categories	Age will be obtained from AISD student databases.	AISD Data base (ASTU)		Program Evaluator
Income Status	Number of unduplicated clients by their income status at end of program and grouped into income categories	Socio Economic Status will be obtained from AISD student databases	AISD Data base (ASTU)		Program Evaluator
Zip Code	Number of unduplicated clients by their zip code at end of program	Zip Code of participating students will be obtained from AISD student databases.	AISD Data base (ASTU)		Program Evaluator

EXHIBIT 2
ETHICS AFFIDAVITSTATE OF TEXAS
COUNTY OF TRAVIS

ETHICS AFFIDAVIT

Date: _____

Name of Affiant: _____

Title of Affiant: _____

Business Name of Proponent: _____

County of Proponent: _____

Affiant on oath swears that the following statements are true:

1. Affiant is authorized by Proponent to make this affidavit for Proponent.
2. Affiant is fully aware of the facts stated in this affidavit.
3. Affiant can read the English language.
4. Proponent has received the list of key contracting persons associated with this solicitation which is attached to this affidavit as Exhibit "1".
5. Affiant has personally read Exhibit "3" to this Affidavit.
6. Affiant has no knowledge of any key contracting person on Exhibit "2" with whom Proponent is doing business or has done business during the 36 month period immediately before the date of this affidavit which was not disclosed in the solicitation.

DRAFT

Signature of Affiant _____

Address _____

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

Notary Public, State of _____

Typed or printed name of notary

My commission expires: _____

EXHIBIT 3
LIST OF KEY CONTRACTING PERSONS
March 14, 2012

CURRENT

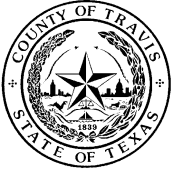
Position Held	Name of Individual Holding Office/Position	Name of Business Individual is Associated
County Judge	Samuel T. Biscoe	
County Judge (Spouse)	Donalyn Thompson-Biscoe	
Executive Assistant	Cheryl Brown	
Executive Assistant	Melissa Velasquez	
Executive Assistant	Josie Z. Zavala	
Executive Assistant	Cheryl Aker	
Commissioner, Precinct 1	Ron Davis	
Commissioner, Precinct 1 (Spouse)	Annie Davis	Seton Hospital
Executive Assistant	Deone Wilhite	
Executive Assistant	Felicitas Chavez	
Commissioner, Precinct 2	Sarah Eckhardt	
Commissioner, Precinct 2 (Spouse)	Kurt Sauer	Daffer McDaniel, LLP
Executive Assistant	Loretta Farb	
Executive Assistant	Joe Hon	
Executive Assistant	Peter Einhorn	
Commissioner, Precinct 3	Karen Huber	
Commissioner, Precinct 3 (Spouse)	Leonard Huber	Retired
Executive Assistant	Garry Brown	
Executive Assistant	Lori Duarte	
Executive Assistant	Jacob Cottingham	
Commissioner, Precinct 4	Margaret Gomez	
Executive Assistant	Edith Moreira	
Executive Assistant	Ana Guerra	
County Treasurer	Dorees Ortega-Cutler	
County Auditor	Susan Spillaro, CPA	
County Executive, Administrative	Vacant	
County Executive, Planning & Budget	Leroy Nellis, Interim	
County Executive, Emergency Services	Danny Hobby	
County Executive, Health/Human Services	Sherri E. Fleming	
County Executive, TNR	Steven M. Manilla, P.E.*	
County Executive, Justice & Public Safety	Roger Jefferies	
Director, Facilities Management	Roger El Khoury, M.S., P.E.	
Chief Information Officer	Joe Harlow	
Director, Records Mgmt & Communications	Steven Broberg	
Travis County Attorney	David Escamilla	
First Assistant County Attorney	Steve Capelle	
Executive Assistant, County Attorney	James Collins	
Director, Land Use Division	Tom Nuckols	
Attorney, Land Use Division	Julie Joe	
Attorney, Land Use Division	Christopher Gilmore	
Director, Transactions Division	John Hille	
Attorney, Transactions Division	Tamara Armstrong	
Attorney, Transactions Division	Daniel Bradford	
Attorney, Transactions Division	Mary Etta Gerhardt	
Attorney, Transactions Division	Barbara Wilson	
Attorney, Transactions Division	Jim Connolly	
Attorney, Transactions Division	Tenley Aldredge	
Director, Health Services Division	Vacant	
Attorney, Health Services Division	Prema Gregerson	
Purchasing Agent	Cyd Grimes, C.P.M., CPPO	
Assistant Purchasing Agent	Marvin Brice, CPPB	
Assistant Purchasing Agent	Bonnie Floyd, CPPO, CPPB, CTPM	
Purchasing Agent Assistant IV	Vacant	

Purchasing Agent Assistant IV	Lee Perry
Purchasing Agent Assistant IV	Jason Walker
Purchasing Agent Assistant IV	Richard Villareal
Purchasing Agent Assistant IV	Patrick Strittmatter*
Purchasing Agent Assistant IV	Lori Clyde, CPPO, CPPB
Purchasing Agent Assistant IV	Scott Wilson, CPPB
Purchasing Agent Assistant IV	Jorge Talavera, CPPO, CPPB
Purchasing Agent Assistant IV	George R. Monnat, C.P.M., A.P.P.
Purchasing Agent Assistant IV	John E. Pena, CTPM
Purchasing Agent Assistant III	Shannon Pleasant, CTPM*
Purchasing Agent Assistant III	David Walch
Purchasing Agent Assistant III	Michael Long, CPPB
Purchasing Agent Assistant III	Elizabeth Corey, C.P.M.
Purchasing Agent Assistant III	Rosalinda Garcia
Purchasing Agent Assistant III	Loren Breland, CPPB
Purchasing Agent Assistant III	Nancy Barchus, CPPB
Purchasing Agent Assistant III	Jesse Herrera, CTP, CTPM, CTCM*
Purchasing Agent Assistant II	C.W. Bruner, CTP
HUB Coordinator	Sylvia Lopez
HUB Specialist	Betty Chapa
HUB Specialist	Jerome Guerrero
Purchasing Business Analyst	Scott Worthington
Purchasing Business Analyst	Jennifer Francis

FORMER EMPLOYEES

Position Held	Name of Individual	Expiration
Purchasing Agent Assistant IV	Oran Jones, CPPB	07/31/12
County Executive, Planning & Budget	Rodney Rhodes	08/19/12
Purchasing Agent Assistant IV	Lana Gonzalez	12/16/12
Director, Health Services Division	Beth Devereaux	03/09/13

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



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

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

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification no. 1 to Contract no. 12T00071LD, Villeda Building Service, for Janitorial Services TNR Locations

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

This modification will add janitorial services for the TNR Satellite 4 Main Office Building. Service to be added is twice per week service, \$315.17 per month.

- **Contract Expenditures:** Within the last 2 months \$1,913.68 has been spent against this contract/requirement.

- **Contract Modification Information:**

Modification Amount: \$3,800.00

Modification Type: Add Service at TNR Satellite 4

Modification Period: May 1, 2012 – February 23, 2013

- **Funding Information:**

☒ Purchase Requisition 556490 in H.T.E.

☐ Funding Account(s):

☐ Comments:

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



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

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

March 26, 2012

MEMORANDUM

TO: Cyd Grimes, County Purchasing Agent
Carol B. Jones
FROM: Steven M. Manilla, P.E., County Executive
SUBJECT: Modification of Contract 12T00071LD
Janitorial Services – TNR Locations

TNR recommends that the above mentioned contract be modified to add janitorial services for the TNR Satellite 4 Main Office Building. Attached is a quote from the current contract vendor to add the services twice per week. The modification will result in an estimated increase of \$3,800 per year.

The commodity/sub-commodity code for Janitorial Services is 910/039. The primary line items will be 099-4941-621-6099 and 001-4945-631-6099.

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

CJ:SMM:cj

RECEIVED
MAY 8 2012
TRAVIS COUNTY
PURCHASING OFFICE

PI625I02

TRAVIS COUNTY
Purchase Requisition

4/06/12
08:52:04

Number : 0000556490
Type : 1 PURCHASE REQUISITION
Status : READY FOR BUYER PROCESS
Reason : ATTN: LOREN PENDING CONTRACT MODIFICATION
By : JON PEEPLES 854-9383
Date : 4/05/12
Vendor : 78990 VILLEDA BUILDING SERVICE LLC
Contract nbr :
Ship to : I5 TNR - SATELLITE FOUR
Deliver by date : 4/05/12
Buyer :
Fiscal year code . . . : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.**5=Display 8=Item extended description**

Opt Line#	Quantity	UOM	Description	Unit Cost	Ext. Cost
1	5.00	MO	BASIC CLEANING ON SALLITE	315.1700	1575.85

COMMENTS EXIST

Total: 1575.85

F3=Exit F7=Alternate view**F9=Print****F10=Approval info F12=Cancel F20=Comments**

MODIFICATION OF CONTRACT NUMBER: 12T00071LD, Janitorial Services, TNR Locations**PAGE 1 OF 1 PAGES**

ISSUED BY: PURCHASING OFFICE 314 W. 11TH ST., RM 400 AUSTIN, TX 78701	PURCHASING AGENT ASST: Loren Breland TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: April 3, 2012
ISSUED TO: Villeda Building Service, LLC 16804 Brewer Blackbird Drive Pflugerville, TX 78660 Attn: Alai Villeda	MODIFICATION NO.: <p style="text-align: center;">1</p>	EXECUTED DATE OF ORIGINAL CONTRACT: <p style="text-align: center;">February 14, 2012</p>
ORIGINAL CONTRACT TERM DATES: <u>02/25/2012 through 03/24/2013</u>		CURRENT CONTRACT TERM DATES: <u>02/25/2012 through 02/24/2013</u>

FOR TRAVIS COUNTY INTERNAL USE ONLY:

Original Contract Amount: \$_____ Current Modified Amount \$_____

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

Effective May 1, 2012 this contract is modified to add the Satellite 4 Main Office Building.

Satellite 4 Main Office Building Janitorial Services, Twice a Week Service \$315.17 per month.

Note to Vendor:

[XX] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.
 [] DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: _____

BY: _____
 SIGNATURE

BY: _____
 PRINT NAME

TITLE: _____
 ITS DULY AUTHORIZED AGENT

☐ DBA
☐ CORPORATION
☐ OTHER

DATE:

TRAVIS COUNTY, TEXAS

BY: _____
 CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT

DATE:

TRAVIS COUNTY, TEXAS

BY: _____
 SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE

DATE:



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By: David Greear, P.E. **Phone #:** 854-7650

Division Director/Manager: Donald W. Ward, P.E., Division Director, Road Maintenance and Fleet Services

Carl B. Joseph for
Department Head: Steven M. Manilla, P.E., County Executive-TNR

Sponsoring Court Member: Commissioner Gomez, Precinct Four

AGENDA LANGUAGE: Consider and take appropriate action on a request to close McAngus Road approximately one mile south of Elroy Road for culvert improvements beginning April 25, 2012 through May 25, 2012 or until construction is completed in Precinct Four.

BACKGROUND/SUMMARY OF REQUEST:

Road Maintenance started drainage improvements in order to prepare for reconstructing McAngus Road. Engineering identified an opportunity to improve drainage in this area by replacing existing drainage culverts that need repairing. In order to replace the existing drainage structures, the roadway will have to be closed for approximately one month. This will allow for removal and replacement of the existing structures. All local traffic will still have access during construction.

STAFF RECOMMENDATIONS:

Staff recommends that McAngus Road approximately one mile south of Elroy Road be closed to through traffic from April 25, 2012 through May 25, 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.

ATTACHMENTS/EXHIBITS:

Map of detour route

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
------------------	-------------------	-----	----------

Steve Manilla	County Executive	TNR	854-9429

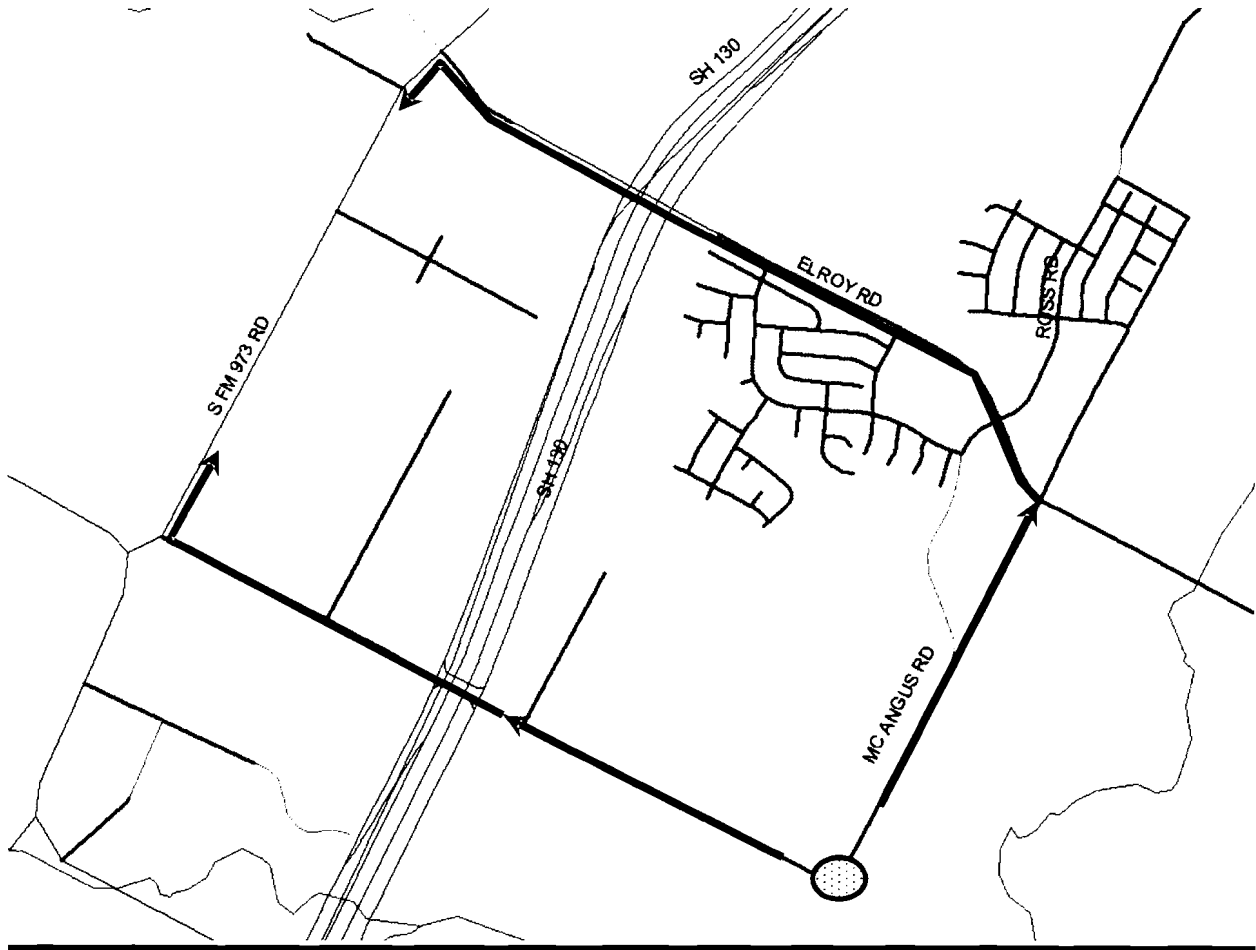
CC:

Don Ward, TNR (854-9317)		Stephanie Jensen COA Public Safety GIS, (974-6446)	
David Greear, TNR (854-7650)		TCSO Dispatch (974-0845 +3)	
Steve Schiewe, TNR (854-7580)		ESD #11 (243-3477)	
Howard Herrin, TNR (266-3314)		Del Valle ISD, Bussing (386-3150)	


: :

4101 - Road, Bridge, Fleet Svs -

Detour Map for McAngus Closure



Closure Area 

Detour route 

Public notice signs on McAngus Road

SB approach



WB approach





TRANSPORTATION AND NATURAL RESOURCES

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

AFFIDAVIT OF POSTING

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

Public notices of Public Hearing for Temporary Road Closure were posted on

4/3, 2012 at TWO locations on MC ANGUS ROAD,

this location being as near as practical to the area being affected.

CERTIFIED THIS THE 3rd DAY OF April 2012.
(date) (month)

SIGNATURE: David Greear

NAME (print): David Greear

TITLE: Traffic Program Manager



Item 17

Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By: Michael Hettenhausen **Phone #:** 854-7563

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

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

Sponsoring Court Member: Commissioner Huber, Precinct Three

AGENDA LANGUAGE: Consider and take appropriate action on the Chimney Oaks at Lake Travis Section 1 Amended Plat of Lots 38 and 39, Block B (Amended plat - One lot - 6.314 acres - Brasada Lane - No ETJ) in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

The property owner of lots 38 and 39 Block B of Chimney Oaks at Lake Travis Section 1 has submitted an application to combine the two existing single family lots into one single family lot. The resulting one lot will consist of 6.314 acres platted from Brasada Lane. No new public or private streets are proposed with this application. Parkland dedication or fees in lieu of dedication or fiscal surety are not required with this amended plat.

STAFF RECOMMENDATIONS:

As this amended plat application meets all Travis County subdivision standards, staff recommends approval of the amended plat.

ISSUES AND OPPORTUNITIES:

As part of the requirements for an amended plat, a notice of public hearing sign was posted on the property on March 20, 2012, announcing the date, time, and location of the public hearing (see attached photo and affidavit). As of this date, staff has received several calls from residents of Chimney Oaks who asked for more information but did not object to the plat revision.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

ATTACHMENTS/EXHIBITS:

Precinct map

Location map

Existing plat

Proposed amended plat

Photo of public notice sign

Affidavit of sign posting

REQUIRED AUTHORIZATIONS:

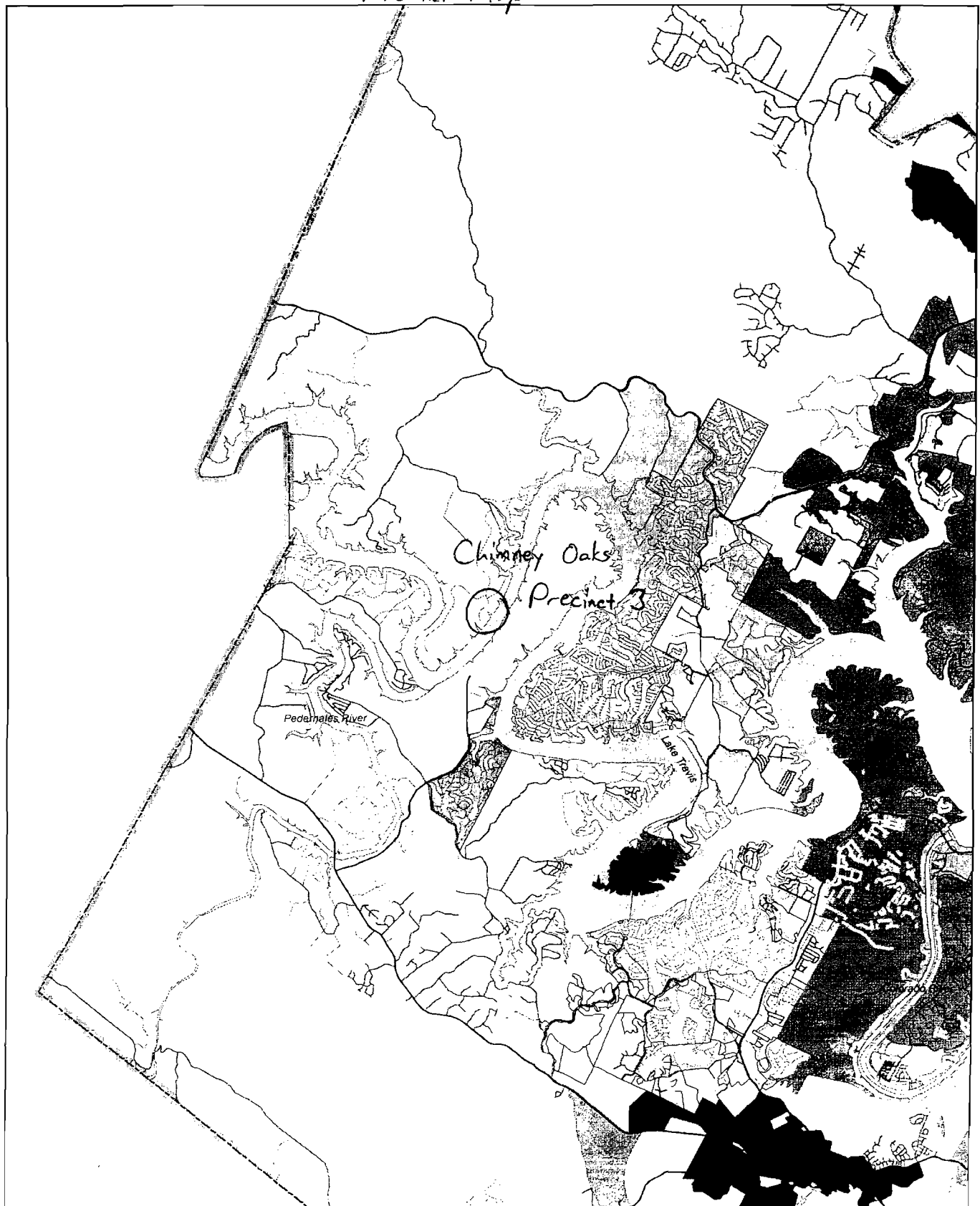
Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

CC:

SM:AB:mh

**1101 - Development Services - Chimney Oaks at Lake Travis Section 1 Amended Plat of
Lots 38 and 39 Block B**

Precinct Map



Disclaimer: Map for general reference only. Data provided "as is" with no warranties of any kind. Contact the Travis County GIS Coordinator at (512) 854-7641 for questions

Source(s): Property Lines - TCAD 07/2007, Roads - Travis County 04/2007, Jurisdictions - 06/2007, Subdivisions - July 2006, Contours - CAPCO 1997, Creeks - NHD 2005, Flood plain - FEMA Prelim 2005

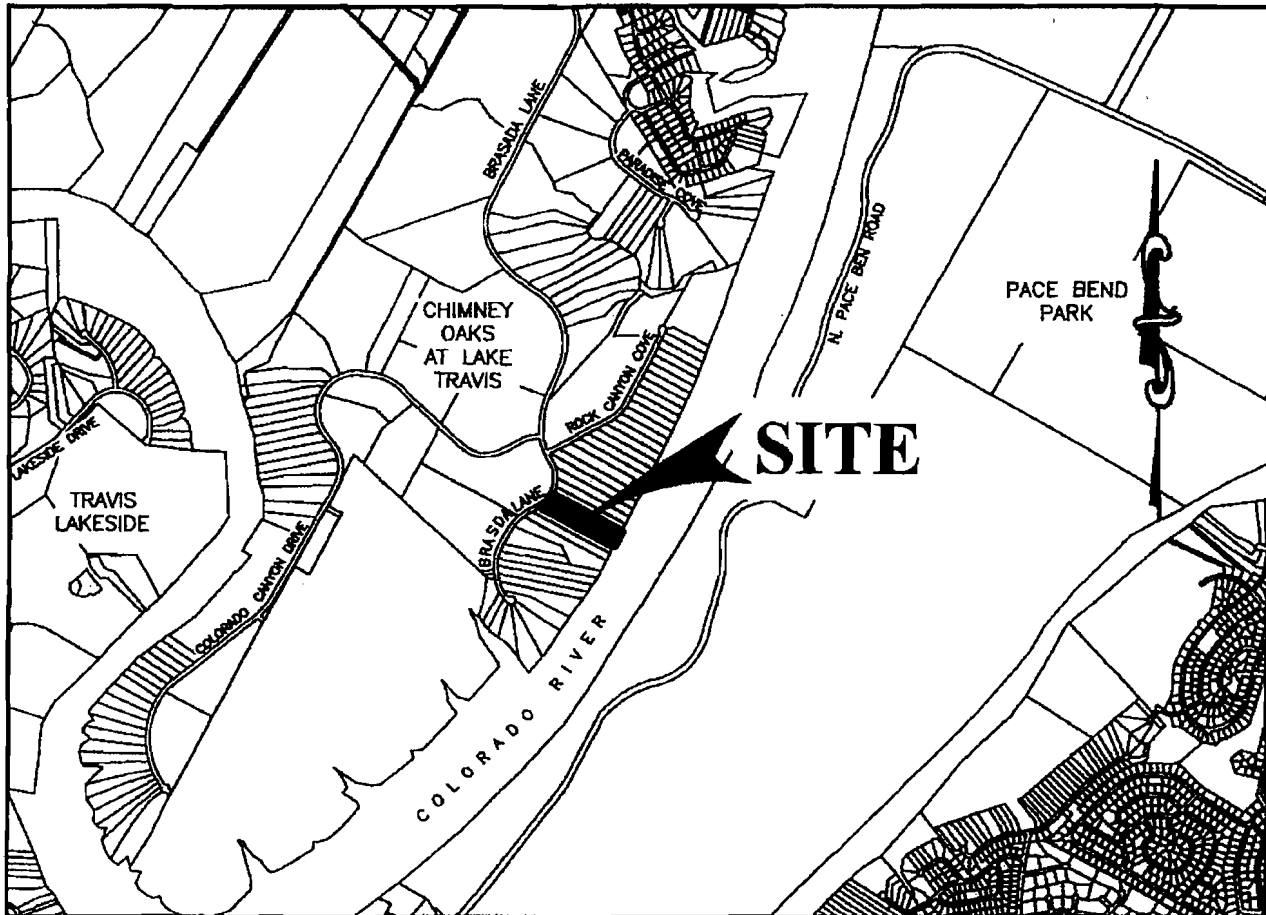


0 14,000
Feet



Map Prepared by: Travis County
Department of Transportation &
Natural Resources
<http://www.co.travis.tx.us/maps>

Location Map

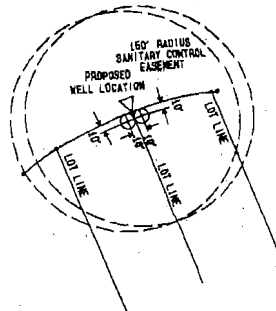


4,000 2,000 0 4,000

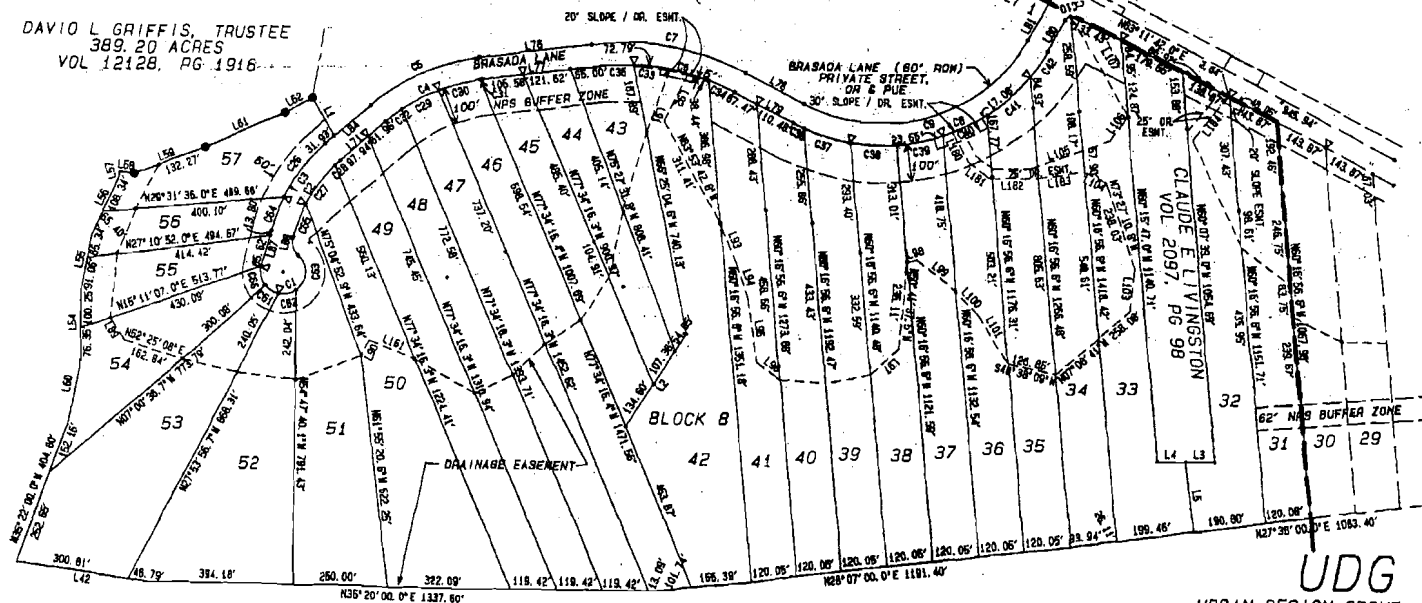


SCALE: 1"=4,000'

#156 B1689 6/24/96 Ru

MISC FILM CODE
00009622494Vol. 97 Page 68
PLAT RECORD, TRAVIS COUNTY, TEXASCHIMNEY OAKS
AT LAKE TRAVIS
SECTION 1

COMMON LOT-LINE WELL EASEMENT DETAIL

NJD, LTD
VOL 12395, PG 1084DAVID L. GRIFFIS, TRUSTEE
389.20 ACRES
VOL 12128, PG 1916

LEGEND

- 1/2" IRON ROD SET
- IRON ROD FOUND
- ▲ NAIL IN TREE FOUND
- NPS NON-POINT SOURCE POLLUTION CONTROL BUFFER ZONE
- DR. & PUE DRAINAGE AND PUBLIC UTILITY EASEMENT
- ▽ COMMON LOT-LINE WELL EASEMENT LOCATION SEE DETAIL

LAKE TRAVIS

UDG

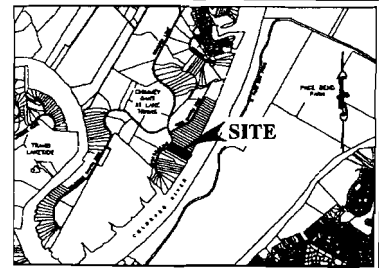
URBAN DESIGN GROUP
PLAT PREPARED DECEMBER 12, 1995
SHEET 1 OF 6

Original Plat

Proposed Plat

**CHIMNEY OAKS AT LAKE TRAVIS SECTION 1,
AMENDED PLAT OF LOTS 38 AND 39, BLOCK B,**

**TRAVIS COUNTY, TEXAS
SHEET 1 OF 3**



**TRAVIS COUNTY CONSUMER
PROTECTION NOTICE FOR HOMEBUYERS.**

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

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

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

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


Landmark
SURVEYING, LP
1301 S. CAPITAL OF TEXAS HWY.
BUILDING B, SUITE 315
AUSTIN, TEXAS 78746
PH: (512)328-7411 FAX: (512)328-7413

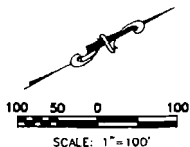
CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, AMENDED PLAT OF LOTS 38 AND 39, BLOCK B,

TRAVIS COUNTY, TEXAS

SHEET 2 OF 3

LEGEND

▲	600 Nail Set
●	600 Nail Found
1/2"	1/2" Iron Rod Found With No Cap
1/3"	1/3" Iron Rod Set With Plastic Cap stamped "Landmark Surveying"
△	Calculated Point (Not Established on Ground)
()	Record Information
(AS PER PLAT)	Book 97, Page(s) 68-73
B.L.	Building Line
D.E.	Drainage Easement
P.U.E.	Public Utility Easement
R.O.W.	RIGHT-OF-WAY
O.P.R.T.C.T.	Official Public Records of Travis County, Texas
R.P.R.T.C.T.	Real Property Records of Travis County, Texas
P.R.T.C.T.	Plat Records of Travis County, Texas

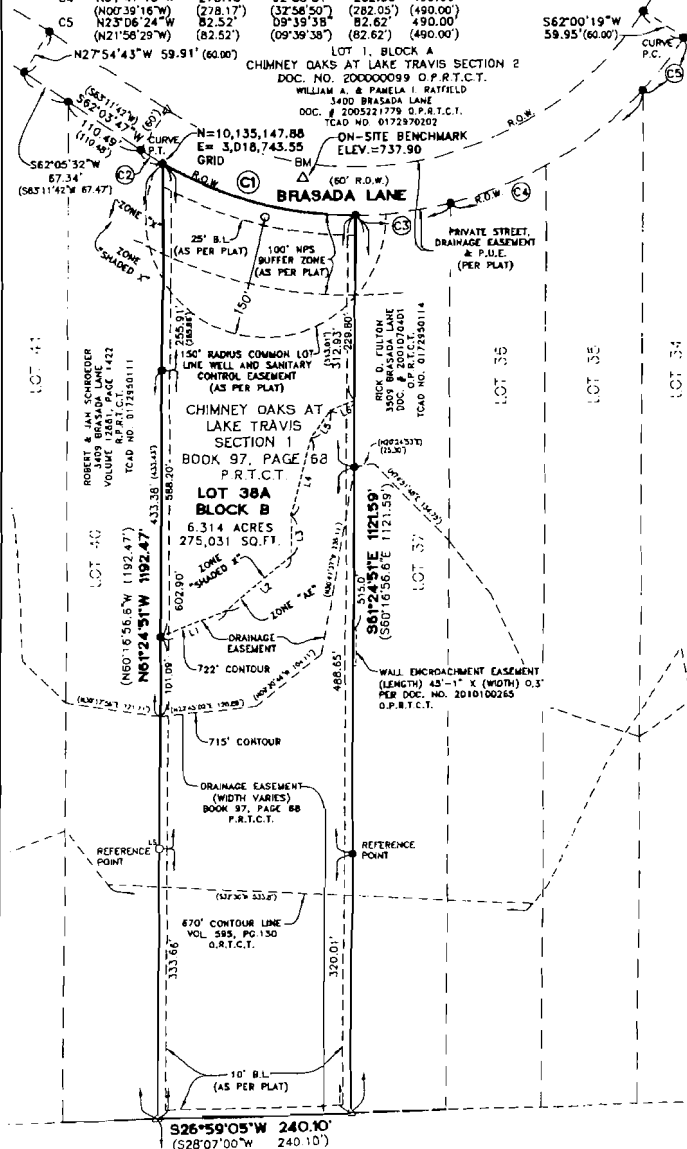


CURVE TABLE

CURVE	CHORD BEARING	CHORD DISTANCE	DELTA	ARC LENGTH	RADIUS
C1	N43°33'23"E	248.43'	29°22'11"	251.17'	490.00'
C2	S60°09'08"W	32.68'	03°49'18"	32.68'	490.00'
C3	S61°17'02"W	120.85'	14°10'02"	121.16'	490.00'
C4	N22°55'11"E	278.18'	32°58'51"	282.08'	490.00'
C5	N03°39'16"W	82.52'	09°39'38"	82.62'	490.00'
C6	N23°06'24"W	82.52'	09°39'38"	82.62'	490.00'
C7	N21°56'29"W	82.52'	09°39'38"	82.62'	490.00'

LINE TABLE

LINE	BEARING	DISTANCE
L1	N06°07'58"E	88.61'
L2	N11°44'53"W	104.23'
L3	N61°39'55"W	49.83'
L4	N47°06'56"W	99.53'
L5	N26°52'38"W	41.17'
L6	N06°12'56"E	33.27'



LAKE TRAVIS

STATE OF TEXAS:
COUNTY OF TRAVIS:

THAT WE, KENNETH W. LANG AND SHEILA J. LANG BEING THE OWNERS OF 6.314 ACRES OF LAND SITUATED IN TRAVIS COUNTY, TEXAS, BEING ALL OF LOTS 38, AND 39, BLOCK B, CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, A SUBDIVISION IN TRAVIS COUNTY, TEXAS WHOSE PLAT IS RECORDED IN VOLUME 87, PAGES 68 - 73 OF THE PLAT RECORDS OF SAID COUNTY, SAID LOTS 38 AND 39 HAVING BEEN CONVEYED TO US BY DEED RECORDED IN DOCUMENT NO. 2009052642 AND DOCUMENT NO. 2011032331, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, DO HEREBY AMEND SAID LOTS 38 AND 39, BLOCK B FOR THE SOLE PURPOSE OF ELIMINATING A LOT LINE PURSUANT TO CHAPTER 232.009 OF THE TEXAS LOCAL GOVERNMENT CODE, IN ACCORDANCE WITH THE ATTACHED PLAT TO BE KNOWN AS "CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, AMENDED PLAT OF LOTS 38 AND 39, BLOCK B", AND DO HEREBY DEDICATE TO THE PUBLIC THE USE OF THE STREETS AND EASEMENTS SHOWN HEREON, SUBJECT TO ANY EASEMENT AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED.

FURTHER THAT THE RESPONSIBILITY FOR MAINTENANCE AND TAXATION OF BRASADA LANE AND ROCK CANYON COVE, PRIVATE STREETS, SHALL BE VESTED IN THE PROPERTY OWNER'S ASSOCIATION OF CHIMNEY OAKS AT LAKE TRAVIS, SECTION 1, AS RECORDED IN VOLUME 12714, PAGE 674, OF THE TRAVIS COUNTY, DEED RECORDS, AND 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 FIRE AND POLICE 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 SAID PRIVATE STREET AND ANY COMMON AREA AS A RESULT OF GOVERNMENTAL VEHICLES TRAVERSING OVER SAME.

WITNESS MY HAND, THIS THE _____ DAY OF _____, 2012, A.D.

KENNETH W. LANG
13627 WINTER CREEK COURT
HOUSTON, TEXAS 77077-1550

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED KENNETH W. LANG, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT OF WRITING, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

THIS THE _____ DAY OF _____, 2012, A.D.

NOTARY PUBLIC IN AND FOR TRAVIS COUNTY, TEXAS

WITNESS MY HAND, THIS THE _____ DAY OF _____, 2012, A.D.

SHEILA J. LANG
13627 WINTER CREEK COURT
HOUSTON, TEXAS 77077-1550

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED SHEILA J. LANG, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT OF WRITING, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

THIS THE _____ DAY OF _____, 2012, A.D.

NOTARY PUBLIC IN AND FOR TRAVIS COUNTY, TEXAS

HORIZONTAL DATUM

TEXAS STATE PLANE COORDINATE SYSTEM
NAD 83 (GCS), TEXAS CENTRAL ZONE 4203
GEOID MODEL: G03003
COMBINED SCALE FACTOR 0.999896
PROJECT CONTROL POINTS WERE ESTABLISHED USING THE WESTERN DATA SYSTEM COOP NETWORK.

VERTICAL DATUM

THE VERTICAL DATUM WAS ESTABLISHED USING BENCHMARK #122 AND #123, AS PUBLISHED ON SUBDIVISION PLAT "CHIMNEY OAKS AT LAKE TRAVIS, SECTION 1, RECORDED IN VOLUME 97, PAGES 68-73, PLAT RECORDS OF TRAVIS COUNTY TEXAS."

BENCHMARK #122: 1206 NAIL FOUND IN A 10" CEDAR IN LOT 12, BLOCK B AT THE INTERSECTION OF BRASADA LANE AND ROCK CANYON COVE. (ELEV.=734.26')
BENCHMARK #123: 1206 NAIL FOUND IN A CEDAR FENCE POST AT THE NORTHWEST CORNER OF LOT 57, BLOCK B. (ELEV.=729.16')

ON-SITE BENCHMARK:

MAG NAIL WITH WASHER SET AT NORTH WEST EDGE OF PAVEMENT ALONG BRASADA LANE. ±620' SOUTH OF ROAD INTERSECTION BETWEEN BRASADA LANE AND ROCK CANYON COVE.
N=10,135,292.85 E=3,018,842.49 ELEV.=737.90
(SEE DRAWING FOR LOCATION)

Landmark
SURVEYING, LP
1301 S. CAPITAL OF TEXAS HWY.
BUILDING B, SUITE 315
AUSTIN, TEXAS 78746
PH: (512)328-7411 FAX: (512)328-7413

Client: KENNETH W. & SHEILA J. LANG
Date: February 17, 2012
Office: Edwards Lane
Crew: S. DUNN, R. MARTINEZ
F.B.: 1240/6-1-25A/62
Plan: "Chimney Oaks at Lake Travis" drawings\plan-plat\plat of lots 38 & 39, chimney oaks at lake travis.dwg
Job No.: 933-01-07/02/03/04

CHIMNEY OAKS AT LAKE TRAVIS SECTION 1, AMENDED PLAT OF LOTS 38 AND 39, BLOCK B, TRAVIS COUNTY, TEXAS

COMMISSIONERS COURT RESOLUTION

SHEET 3 OF 3

IN APPROVING THIS PLAT, THE COMMISSIONERS' COURT OF TRAVIS COUNTY, TEXAS ASSUMES NO OBLIGATION TO BUILD THE STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR ANY BRIDGES OR CULVERTS IN CONNECTION THEREWITH. THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT, AND ALL BRIDGES AND CULVERTS NECESSARY TO BE CONSTRUCTED OR PLACES 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 SPECIFICATION PRESCRIBED BY THE COMMISSIONERS' COURT OF TRAVIS COUNTY, TEXAS.

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

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

THIS SUBDIVISION PLAT IS NOT LOCATED WITHIN THE E.T.J. OF THE CITY OF AUSTIN ON THIS

THE _____ DAY OF _____, 2012, A.D.

GREG GUERNSEY,
DIRECTOR PLANNING AND DEVELOPMENT REVIEW DEPARTMENT

STATE OF TEXAS:
COUNTY OF TRAVIS:

I, DANA DEBEAUVOIR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT ON THE

_____ DAY OF _____, 2012 A.D., THE COMMISSIONER'S COURT OF TRAVIS COUNTY, TEXAS PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT AND THAT SAID ORDER WAS

DULY ENTERED IN THE MINUTES OF SAID COURT ON BOOK _____ PAGES _____,
WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY COURT OF SAID COUNTY,

THE _____ DAY OF _____, 2012 A.D.

DANA DEBEAUVOIR, COUNTY CLERK
TRAVIS COUNTY, TEXAS.

DEPUTY

STATE OF TEXAS:
COUNTY OF TRAVIS:

I, DANA DEBEAUVOIR, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY

OFFICE ON THE _____ DAY OF _____, 2012, A.D. AT _____ O'CLOCK _____M.,

AND DULY RECORDED ON THE _____ DAY OF _____, 2012, A.D. AT _____ O'CLOCK

_____M., PLAT RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NUMBER _____,
OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY. WITNESS MY HAND AND SEAL OF OFFICE OF THE

COUNTY CLERK, THE _____ DAY OF _____, 2012, A.D.

DANA DEBEAUVOIR, COUNTY CLERK
TRAVIS COUNTY, TEXAS

DEPUTY

SURVEYOR'S CERTIFICATION:

I, JUAN M. CANALES, JR., AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THAT THIS PLAT COMPLES WITH CHAPTER 82 OF THE TRAVIS COUNTY CODE, IS TRUE AND CORRECT, AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE BY ME OR UNDER MY SUPERVISION ON THE GROUND, AND ALL NECESSARY MONUMENTS ARE IN PLACE.

FLOOD PLAIN NOTE:

THE 100-YEAR FLOOD PLAIN IS CONTAINED WITHIN THE DRAINAGE EASEMENT SHOWN HEREON AS PER FEMA PANEL 185H, TRAVIS COUNTY, TEXAS DATED SEPTEMBER 26, 2008. A PORTION OF THIS TRACT IS WITHIN THE DESIGNATED FLOOD HAZARD AREA AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY, NATIONAL FLOOD INSURANCE PROGRAM, FIRM #48453C0185H, TRAVIS COUNTY, TEXAS DATED SEPTEMBER 26, 2008.

JUAN M. CANALES, JR., R.P.L.S. NO. 4453
LANDMARK SURVEYING, LP
FIRM REGISTRATION NO. 100727-00



Client: KENNETH W. & SHEILA J. LANG
Date: February 17, 2012
Office: Eudeneo Lake
Crew: J. CANALES, J. MARTINEZ
P.L.S.: 126026-7, 1264422
P.L.S.: 126026-7, 1264422
Job No.: 933-01-01-02/02/04

LOWER COLORADO RIVER AUTHORITY NOTES

ALL PROPERTY HEREIN IS SUBJECT TO THE LOWER COLORADO RIVER AUTHORITY'S LAKE TRAVIS NONPOINT SOURCE POLLUTION CONTROL ORDINANCE.

NPS BUFFER AREA - THE EASEMENT IS FOR THE PROTECTION OF THE ENVIRONMENT BY IMPROVING THE QUALITY OF STORMWATER RUNOFF FROM DEVELOPED LANDS. NO STRUCTURES, OTHER IMPROVEMENTS, OR DEVELOPMENT ACTIVITY OF ANY KIND, OTHER THAN NATIVE PLANT ENHANCEMENT, MAY BE PLACED, ERECTED, OR IMPLEMENTED WITHIN THE EASEMENT UNLESS SPECIFICALLY AUTHORIZED AND APPROVED IN WRITING IN ADVANCE BY THE LOWER COLORADO RIVER AUTHORITY (LCRA), ITS SUCCESSORS AND ASSIGNS, OR OTHER GOVERNMENTAL ENTITY WITH AUTHORITY TO PERMIT SUCH IMPROVEMENTS FOR THE PROTECTION OF THE ENVIRONMENT. THE DEDICATED EASEMENTS MEET THE PERFORMANCE STANDARDS OF THE NPS ORDINANCE FOR SINGLE FAMILY DEVELOPMENT. SHOULD ANY OTHER LAND USE BE PROPOSED ON ANY LOT HEREIN, A NPS CONSTRUCTION PERMIT FROM LCRA IS REQUIRED. ONE ACCESS DRIVE PER LOT IS ALLOWED FROM R.O.W.

Emil J. Hamer

LOWER COLORADO RIVER AUTHORITY

2-20-2012

DATE

NPS PERMIT PLAT NOTE:

ALL PROPERTY OF THE HEREIN-DESCRIBED SUBDIVISION IS SUBJECT TO THE LOWER COLORADO RIVER AUTHORITY'S NONPOINT SOURCE (NPS) POLLUTION CONTROL ORDINANCE. ANY DEVELOPMENT OTHER THAN SINGLE-FAMILY RESIDENTIAL MAY REQUIRE AN NPS DEVELOPMENT PERMIT FOR THE LOWER COLORADO RIVER AUTHORITY.

Emil J. Hamer

LOWER COLORADO RIVER AUTHORITY

2-20-2012

DATE

ON-SITE WASTEWATER SYSTEM PLAT NOTE:

EACH AND EVERY ON-SITE SEWAGE FACILITY INSTALLED WITHIN THIS SUBDIVISION MUST BE PERMITTED, INSPECTED AND APPROVED FOR OPERATION UNDER THOSE TERMS, STANDARDS AND REQUIREMENTS OF THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND LOWER COLORADO RIVER AUTHORITY AS ARE IN EFFECT AT THE TIME SUCH APPLICATIONS FOR PERMITS ARE MADE. THESE LOTS MAY REQUIRE PROFESSIONALLY DESIGNED WASTEWATER DISPOSAL SYSTEMS DUE TO TOPOGRAPHICAL, GEOLOGICAL AND WATER WELL CONSIDERATIONS.

Emil J. Hamer

LCRA OSSF REPRESENTATIVE

2-20-2012

DATE

NOTES:

1. NO OBJECTS, INCLUDING BUT NOT LIMITED TO BUILDINGS, FENCES, LANDSCAPES, OR OTHER STRUCTURES SHALL BE ALLOWED IN THE DRAINAGE EASEMENT EXCEPT AS APPROVED BY TRAVIS COUNTY AND LCRA.
2. PROPERTY OWNER SHALL PROVIDE FOR ACCESS TO DRAINAGE EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY GOVERNMENT AUTHORITIES.
3. TRAVIS COUNTY DEVELOPMENT PERMIT IS REQUIRED PRIOR TO ANY SITE DEVELOPMENT.
4. WATER SERVICE WILL BE PROVIDED BY ON SITE WELL AND LCRA. APPROVAL IS REQUIRED FOR ANY ONSITE SEWAGE FACILITY.
5. OCCUPANCY OF THIS LOT IS PROHIBITED UNTIL CONNECTION IS MADE TO AN APPROVED ONSITE SEWAGE DISPOSAL SYSTEM AND A POTABLE WATER SOURCE WITH SUFFICIENT SUPPLY.
6. ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR HIS/HER ASSIGNS.
7. THE FOLLOWING MINIMUM FINISHED FLOOR ELEVATIONS FOR ALL NEW CONSTRUCTION ARE HEREBY SET FOR THE AFFECTED LOTS: LOT 38A, BLOCK B, FINISHED FLOOR ELEVATION 223'.
8. DRIVEWAYS SHALL NOT BE CONSTRUCTED WITHIN 50 FEET OF THE EDGE OF PAVEMENT OF INTERSECTING LOCAL OR COLLECTOR STREETS.
9. WATER SUPPLY PIPELINES FROM LAKE TRAVIS TO SERVE INDIVIDUAL LOTS SHALL BE BURIED OR OTHERWISE SCREENED FROM VIEW.
10. BUILDING SETBACKS ON ALL LOTS FROM PRIVATE STREETS SHALL BE 25'.
11. BUILDING SETBACK FROM ALL OTHER LOT LINES (SIDES AND REAR) SHALL BE 10'.
12. ELECTRIC SERVICE TO INDIVIDUAL LOTS SHALL BE PROVIDED ACCORDING TO THE SERVICE PLAN PREPARED BY PEDERNALES ELECTRIC COOPERATIVE INC. AND APPROVED BY THE DEVELOPER.

LOT 38A IS SUBJECT TO:

1. RESTRICTIVE COVENANTS, CONDITIONS, ENCUMBRANCES AND EASEMENTS AS RECORDED IN VOLUME 97, PAGES 68-73 OF THE PLAT RECORDS OF TRAVIS COUNTY, TEXAS, AND THOSE RECORDED IN VOLUME 12714, PAGE 874, VOLUME 13200, PAGE 570 OF THE REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS, AND THOSE RECORDED IN DOCUMENTS NOS. 2000098440, 2000039744, 2000063548, 2006134772, 2008096439 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS DO AFFECT THE SUBJECT LOT.
 2. EASEMENT GRANTED TO LOWER COLORADO RIVER AUTHORITY AS RECORDED IN VOLUME 505, PAGE 130 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS. PERPETUAL EASEMENT THE RIGHT TO INUNDATE, SUBMERGE AND OVERFLOW UP TO THE 870' CONTOUR ELEVATION.
 3. EASEMENT GRANTED TO LOWER COLORADO RIVER AUTHORITY AS RECORDED IN VOLUME 655, PAGE 61 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS. PERPETUAL EASEMENT THE RIGHT TO INUNDATE, SUBMERGE AND OVERFLOW UP TO THE 715' CONTOUR ELEVATION.
 4. EASEMENT GRANTED TO PEDERNALES ELECTRIC COOPERATIVE AS RECORDED IN VOLUME 2942, PAGE 609 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS. ELECTRIC BLANKET EASEMENT.
 5. EASEMENT GRANTED TO KENNETH W. AND SHEILA J. LANG AS RECORDED IN DOCUMENT NO. 2010100265 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS.
 6. MINERAL RESERVATION AS RECORDED IN VOLUME 8549, PAGE 855, DEED RECORDS OF TRAVIS COUNTY, TEXAS, AND VOLUME 8549, PAGE 897, REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.
 7. MINERAL RESERVATION AS RECORDED IN VOLUME 8550, PAGE 880B, DEED RECORDS OF TRAVIS COUNTY, TEXAS, AND VOLUME 8549, PAGE 897, AND VOLUME 8549, PAGE 904, REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.
 8. RESERVATION BY N.D. LTO. AS RECORDED IN VOLUME 12659 PAGE 41, AND VOLUME 12713, PAGE 217, REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.
 9. MINERAL RESERVATION AS RECORDED IN VOLUME 12971, PAGE 1702, AND VOLUME 12776, PAGE 1238, REAL PROPERTY RECORDS OF TRAVIS COUNTY, TEXAS.
- ALL EASEMENTS OF WHICH I HAVE KNOWLEDGE AND THOSE RECORDED EASEMENTS FURNISHED BY WESTCOR LAND TITLE INSURANCE COMPANY ACCORDING TO COMMITMENT NO. 123 TB, EFFECTIVE DECEMBER 1, 2010 ARE SHOWN OR DEPICTED HEREON. OTHER THAN VISIBLE EASEMENTS, NO UNRECORDED OR UNWRITTEN EASEMENTS WHICH MAY EXIST ARE SHOWN HEREON.

Landmark
SURVEYING, LP
1301 S. CAPITAL OF TEXAS HWY.
BUILDING B, SUITE 315
AUSTIN, TEXAS 78746
PH: (512)328-7411 FAX: (512)328-7413

NOTICE OF PUBLIC HEARING

APRIL 17 2012 AT 9:00 AM

CHIMNEY OAKS AT LAKE TRAVIS
SECTION 1
AMENDED PLAT OF LOTS 38 & 39
PRECINCT 3

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

FOR MORE INFORMATION CALL 854-7563



TRANSPORTATION AND NATURAL RESOURCES

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

AFFIDAVIT OF POSTING

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

A public notice of a revised final plat sign was posted on 3/20/12, 2012,
at a point as near as practical to the area being revised, and was also posted at the Travis
County Courthouse.

CERTIFIED THIS THE 20th DAY OF March, 2012.

SIGNATURE: David Greear

NAME (PRINT): David Greear

TITLE: Traffic Program Manager

cc: Garcia (sign shop)

M:\PERMITS\SUBDIVN\Subdivision Review\Soto Subdivision\Work Request for Sign Posting (2).doc



Travis County Commissioners Court Agenda Request

Meeting Date: April ~~10~~¹⁷, 2012

Prepared By: David Wahlgren **Phone #:** 974-6455

Division Director/Manager: Anna Bowling 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:

- A) a plat for recording: The Overlook Estates Phase II Final Plat (41 total lots - 40.93 acres - Rawhide Trail - City of Austin ETJ); and
- B) a subdivision construction agreement between Travis County and DACK Interests, Corp in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

A) The applicant is requesting approval of The Overlook Estates Phase II Final Plat. The subdivision proposes 41 total lots (39 single-family lots, one access lot, and one park/open space/public utility easement lot) on 40.93 acres. Water service will be provided by the City of Austin, and wastewater will be provided by on-site sewer system. This subdivision is providing an on site private park and has also paid \$3,961.00 in parkland fees.

This final plat was approved for alternative fiscal by the Commissioners Court on December 28, 2010. The applicant has now decided to post the required remaining fiscal in the amount of \$779,194.00 rather than continue using alternative fiscal so that the plat may now be approved and recorded.

B) The applicant proposes to enter into a subdivision construction agreement between Travis County and DACK Interests, Corp to outline the subdivision's infrastructure improvements.

STAFF RECOMMENDATIONS:

The application meets all requirements and was approved by the City of Austin Zoning and Platting Commission on June 15, 2010; Single Office staff recommends approval of the final plat.

ISSUES AND OPPORTUNITIES:

Staff has not received any inquiries from anyone at the time this report was written.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

EXHIBITS/ATTACHMENTS:

Precinct Map

Location Map

Proposed Final Plat

Subdivision Construction Agreements

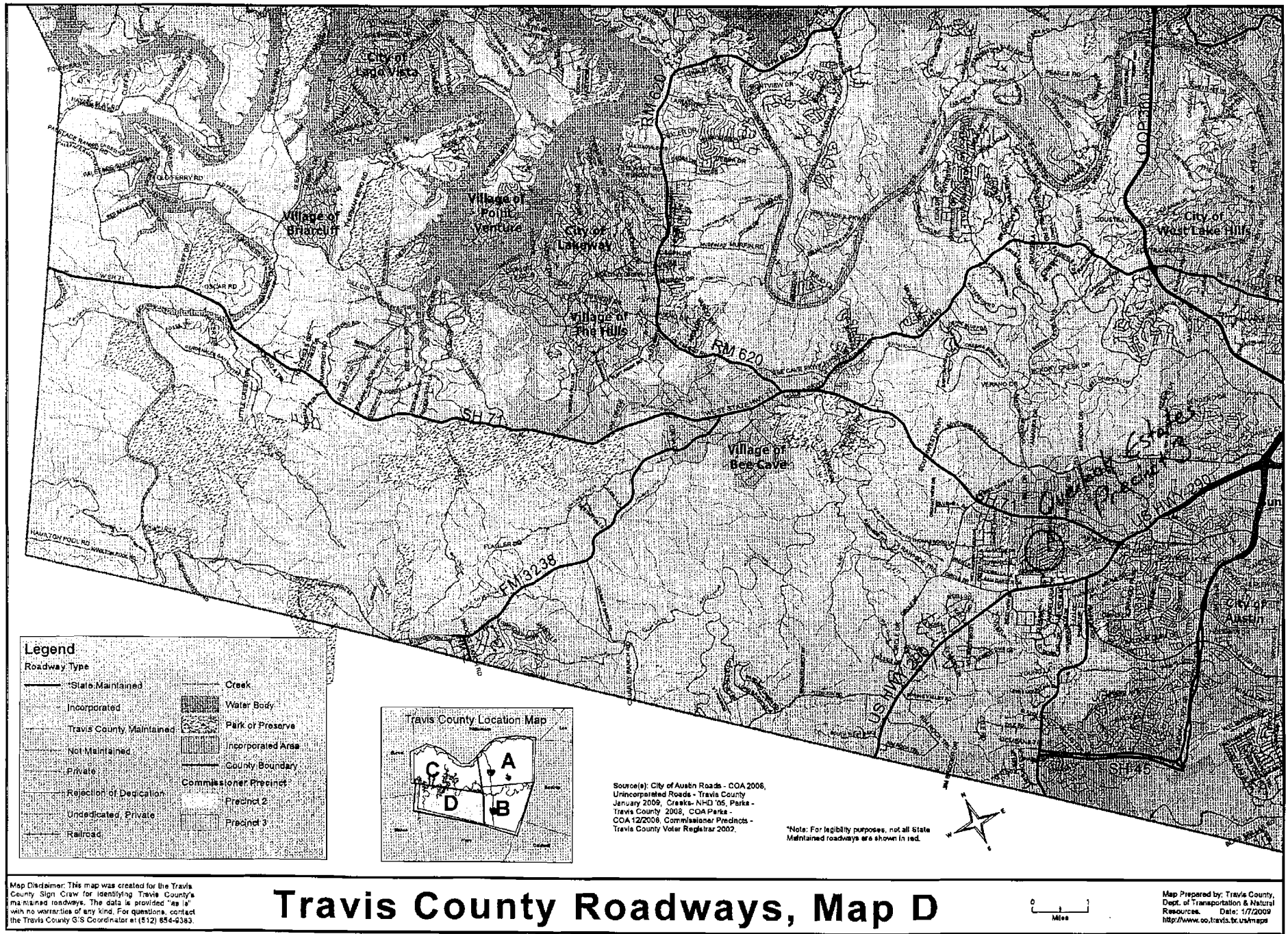
REQUIRED AUTHORIZATIONS:

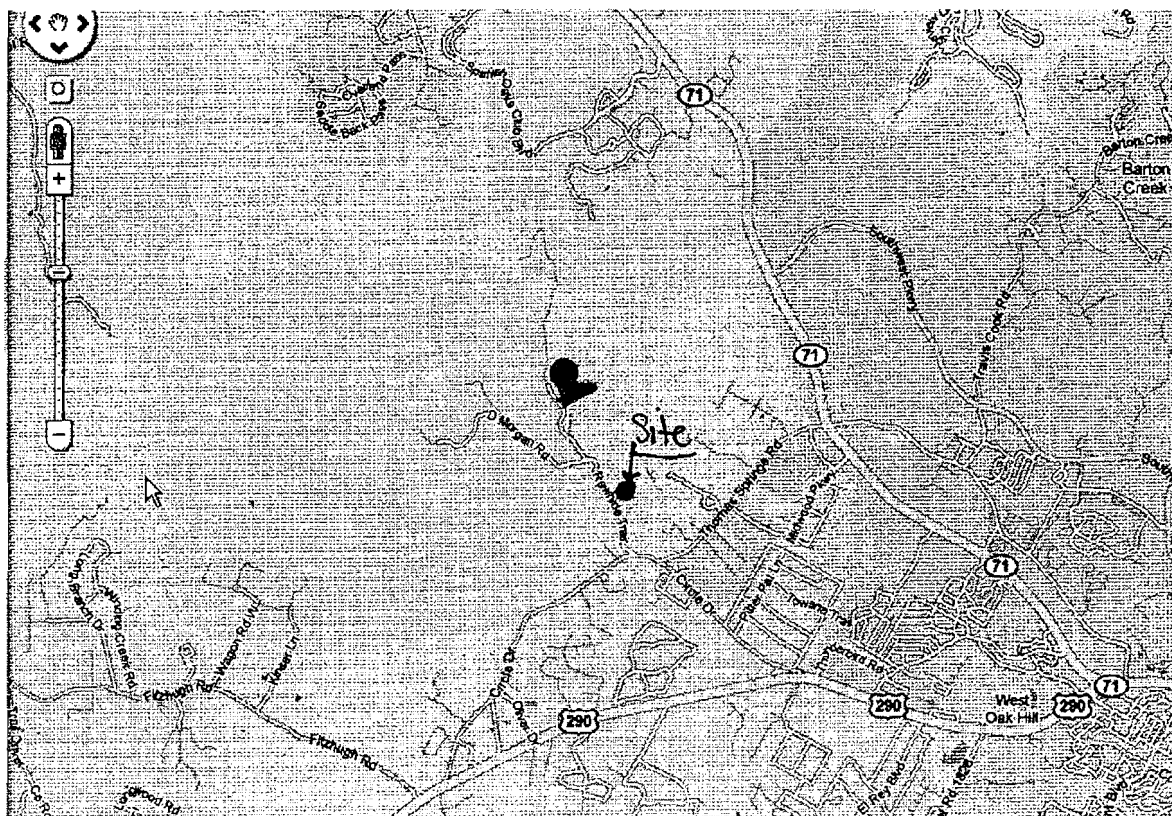
Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429

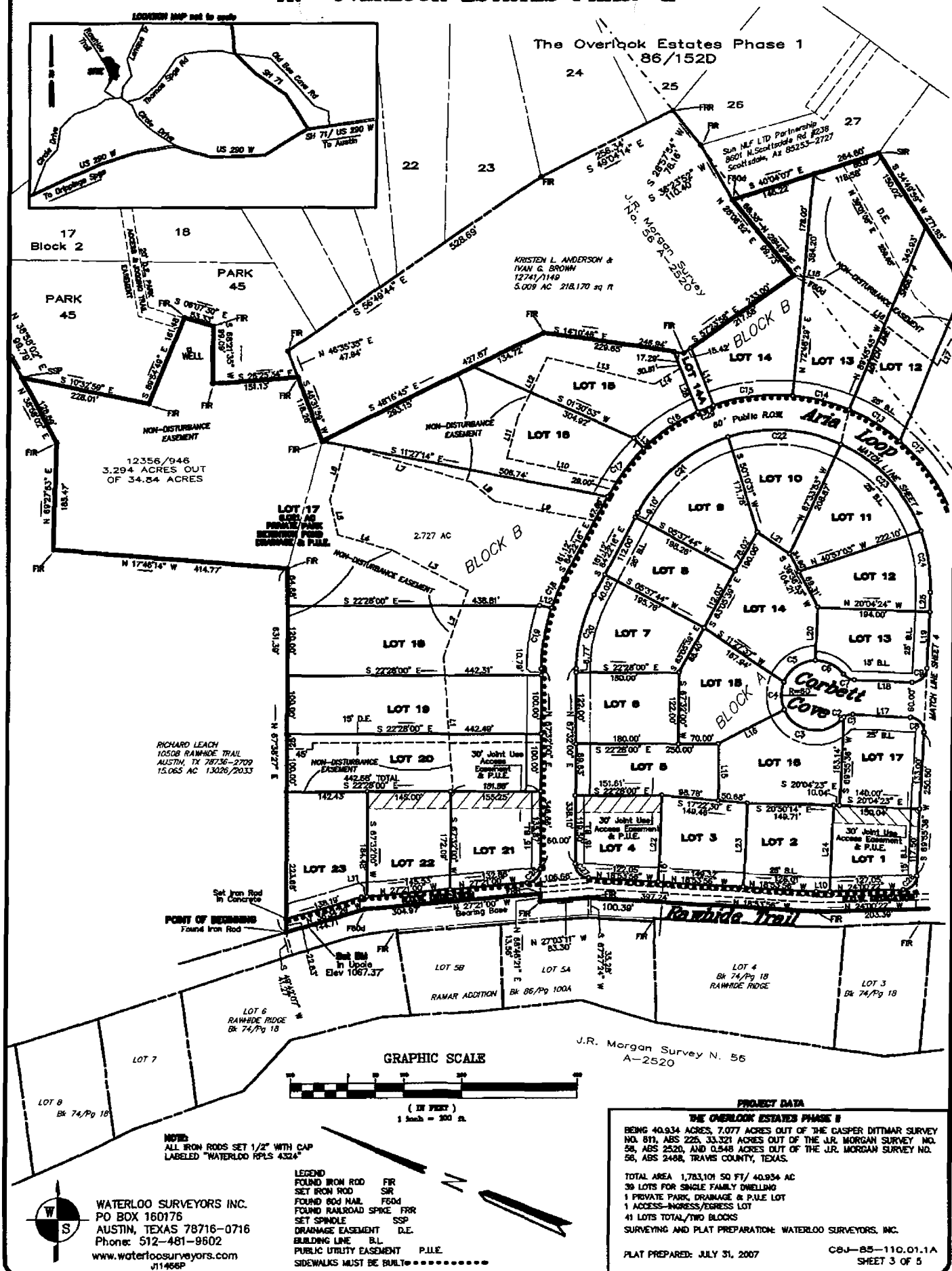
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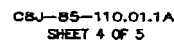
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1101 - Development Svs- The Overlook Estates Ph II Final Plat





THRD OVERLOOK ESTATES PHASE II



**STATE OF TEXAS
COUNTY OF TRAVIS**

This Agreement is made and entered into by and between DACK Interests, Corp., (the "Subdivider") and Travis County, Texas, (the "County"), hereinafter collectively referred to as the "Parties".

WHEREAS, the Subdivider owns the tract of real property described in Exhibit "A", which is attached hereto and made a part hereof, (the "Property"); and

WHEREAS, the Subdivider desires to subdivide the Property, pursuant to the proposed final plat of "Overlook Estates Phase II" (the "Subdivision"); and

WHEREAS, the County desires to set forth the Subdivider's responsibility for the construction of the Subdivision's roads and drainage facilities (the "Improvements"); and

WHEREAS, the Subdivider desires to set forth the County's responsibility to accept the constructed Improvements for maintenance;

NOW, THEREFORE, the Parties agree as follows:

I. Subdivider's Obligations

A. Improvements. The Subdivider shall construct the Improvements required to comply with the County's Standards for the Construction of Streets and Drainage in Subdivisions (the "Standards"). The Improvements will conform to the construction plans, permits, and specifications approved by the County prior to commencement of construction.

B. Security. To secure the Subdivider's obligations, the Subdivider will provide a financial guarantee of performance in the amount of the estimated cost of constructing the Improvements (the "Security"), which has been determined by a professional engineer and approved by the County's Transportation and Natural Resources Department ("TNR"). The Security must be in a form approved for use in the Standards or otherwise approved by the County Attorney's Office.

C. Alternative Fiscal. Notwithstanding any other provisions of this Agreement, the Subdivider may request the Commissioners Court to hold the administratively approved plat in abeyance until all streets, alleys, sidewalks, and drainage improvements in the Subdivision have been completed. The Subdivider must post fiscal security to secure restoration of disturbed areas should construction not be completed. Upon satisfactory completion, the submitted plat shall be forwarded to the Commissioners Court for approval and recording, provided adequate fiscal security has been posted to secure the one-year Construction Performance Period described below.

D. Completion. The Improvements must be constructed no later than three (3) years after the effective date of this Agreement. This period may be extended by the delivery to the County at least forty-five (45) days prior to the expiration of the Security of an extension of the Security in a form approved by the County. Upon completion of the Improvements, the Subdivider will provide the County with a complete set of construction plans for the Improvements, certified "as built" by the engineer responsible for preparing the approved construction plans and specifications.

E. Warranty. The Subdivider warrants the public Improvements will be free from defects for a period of one (1) year from the date the County accepts the construction of the public Improvements (the "Performance Period"). The Subdivider shall correct and repair any defects in materials or workmanship, including design inadequacies and damage to or deterioration of the public Improvements that occur before and during this Performance Period due to any cause. As a condition of the County's acceptance of dedication of any of the public Improvements, the Subdivider must post fiscal security in the form of cash, a performance bond, or other approved form and in the amount of ten percent (10%) of the cost of constructing the public Improvements, to secure the warranty established by this Agreement. It is expressly acknowledged that the public Improvements must meet County Standards at the end of the one year Construction Performance Period in order for the County to release the construction performance fiscal security.

F. Increase in Security. If the County determines the cost of constructing the Improvements exceeds the posted Security, within thirty (30) days after notice and demand, the Subdivider shall provide additional Security in an amount equal to the additional estimated cost.

G. Reduction in Security. During the construction of the Improvements, the Security may be reduced in accordance with the percentage of completion of the construction. The Executive Manager of TNR will execute Statements of Partial Reductions in the Amount of Security, when provided with the following documentation:

- 1) a professional engineer's certification of quantities of work completed;
- 2) a contractor's invoice for work completed; and
- 3) a TNR inspection report, indicating the completion of the portion of the work represented by the contractor's invoice.

After the approval and acceptance of the construction of the Improvements, the Security for the public Improvements may be reduced by ninety percent (90%) of the cost of the approved construction and held for the one-year Performance Period. After the approval of the construction of the private Improvements, the Security posted for the private Improvements will be fully released. In addition, the County agrees to release or reduce, as appropriate, the Security provided by the Subdivider, if the County accepts a substitute Security for all or any portion of the Improvements.

H. Covenant, Restriction, and Condition. In the event that the Improvements are not constructed to County Standards and the required Security has expired, the Subdivider

shall not sell, transfer, or convey any of the lots in the Subdivision until sufficient Security has been posted with the County for the completion of the construction.

II. County's Obligations

A. Inspection and Approval. The County will inspect the Improvements during and at the completion of construction. If the Improvements are completed in accordance with the Standards, the County will approve the Improvements and accept the public Improvements.

B. Notice of Defect. The County will notify the Subdivider, if an inspection reveals that any portion of the Improvements is not constructed in accordance with the Standards or is otherwise defective. However, the County is not responsible for the construction of the Improvements, the quality of the material, or the construction methods utilized. In addition, the County is not responsible for making continuous on-site inspections of the construction work and the County has no privity with or responsibility for the construction contractor or any subcontractors. The Subdivider will have thirty (30) days from such notice to cure the defect. It is an event of default under this Agreement, if the defect is not cured prior to the expiration of the time to cure.

C. Performance Period Security Release. Upon the expiration of the one-year Performance Period with no damages or defects, which the Executive Manager notifies the Subdivider must be corrected, the Executive Manager will release the Performance Period Security.

D. Conditions to Draw on Security. The County may draw upon any Security posted under this Agreement upon the occurrence of one or more of the following events:

- a. The failure of the Subdivider to construct the Improvements to the applicable County Standards;
- b. The Subdivider's failure to renew or replace the Security at least forty-five (45) days prior to its expiration;
- c. The acquisition of the Property or a portion of the Property by the issuer of the Security or other creditor through foreclosure or an assignment or conveyance in lieu of foreclosure;
- d. The arrangement by the Commissioners Court for the completion of one or more of the Improvements; or
- e. The determination by the Commissioners Court that the completion of one or more of the public Improvements is in the public Interest.

E. Notice of Intent to Draw. The County shall provide ten (10) days written notice of the occurrence of such an event to the Subdivider with a copy provided to any fiscal surety,

lender, or escrow agent. The notice will include a statement that the County intends to provide for the performance of some or all of Subdivider's obligations hereunder for the construction of the Improvements, if the failure is not cured. The County shall be entitled to draw the amount it considers necessary to perform the Subdivider's obligations under this Agreement up to the total amount allocated for the Improvements. In lieu of a drawing based on an event described in subparagraphs (b) or (c), above, the County may accept a substitute Security.

F. Use of Proceeds.

1) The County must utilize the proceeds of any posted security solely for the purpose of completing the Improvements to the County's Standards or to correct defects in or failures of the Improvements.

2) The County may in its sole discretion complete some or all of the unfinished Improvements at the time of default, regardless of the extent to which development has taken place in the Subdivision or whether development ever commenced, without incurring any obligation to complete any of the unfinished Improvements. If the County uses the proceeds to complete, repair, or reconstruct the Improvements, it will do so as a public trustee of the development process in order to protect purchasers and taxpayers from the adverse consequences of a subdivider default or to protect the public interest by completing the Improvements.

3) The County is not a private subdivision developer and its draft on the Security and utilization of the proceeds to complete, repair, or reconstruct the Improvements is not an acceptance of the dedication of the Improvements. The acceptance of the Improvements is specifically contingent upon the delivery to the County of Improvements, which have been constructed to County Standards or the express order of acceptance by the County's Commissioners Court.

4) The Subdivider has no claim or rights under this Agreement to funds drawn under the Security or any accrued interest earned on the funds to the extent the same are used by the County hereunder.

5) All funds obtained by the County pursuant to one or more draws under the Security shall be maintained by the County in an interest bearing account or accounts until such funds, together with accrued interest thereon (the "Escrowed Funds"), are disbursed by the County.

6) The County shall disperse all or portions of the Escrowed Funds as Improvements are completed by the County, or in accordance with the terms of a written construction contract between the County and a third party for the construction of the Improvements.

7) Escrowed Funds not used or held by the County for the purpose of completing an improvement or correcting defects in or failures of an Improvement, together with any interest accrued thereon, shall be paid by the County to the Issuer of the Security or, if the Security was originally in the form of cash, to the Subdivider, no later than sixty (60) days following the County's acceptance of the Improvement or its decision not to complete the Improvements using Escrowed Funds, whichever date is earlier.

G. Releases. The Executive Manager will, subject to the performance of the Subdivider of its obligations under this agreement and the Travis County Standards for Construction of Streets & Drainage in Subdivisions, execute such releases of this Agreement as are necessary and reasonable upon the request of the Subdivider or a purchaser of a portion of the Property.

III. MISCELLANEOUS

A. Covenants, Restrictions, and Conditions. These Covenants, Restrictions, and Conditions will operate as covenants running with the land and will be binding upon the Subdivider and the Subdivider's legal representatives, successors and assigns.

B. Measure of Damages. The measure of damages for breach of this Agreement by the Subdivider is the actual cost of completing the Improvements in conformance with the County's Standards, including without limitation its associated administrative expenses.

C. Remedies. The remedies available to the County and the Subdivider under this Agreement and the laws of Texas are cumulative in nature.

D. Third-Party Rights. No non-party shall have any right of action under this Agreement, nor shall any such non-party, including without limitation a trustee in bankruptcy, have any interest in or claim to funds drawn on the posted Security and held in escrow by the County in accordance with this Agreement.

E. Indemnification. The Subdivider shall indemnify and hold the County harmless from and against all claims, demands, costs, and liability of every kind and nature, including reasonable attorney's fees, for the defense of such claims and demands, arising from any breach on the part of Subdivider of any provision in this Agreement, or from any act or negligence of Subdivider or Subdivider's agents, contractors, employees, tenants, or licensees in the construction of the Improvements. The Subdivider further agrees to aid and defend the County, if the County is named as a defendant in an action arising from any breach on the part of Subdivider of any provision in this Agreement or from any act or negligence of Subdivider or Subdivider's agents, contractors, employees, tenants, or licensees in the construction of the Improvements.

F. No Waiver. The waiver of any provision of this Agreement will not constitute a waiver of any other provision, nor will it constitute a continuing waiver unless expressly

provided for by a written amendment to this Agreement. The County's failure to enforce any provision will not constitute a waiver or estoppel of the right to do so.

G. Attorney's Fees. The prevailing party in any litigation hereunder is entitled to recover its costs, including reasonable attorney's fees, court costs, and expert witness fees, from the other party. If the court awards relief to both parties, each will bear its own costs.

H. Successors and Assigns. This Agreement is binding on the Subdivider and the heirs, successors, and assigns of the Subdivider and on any person acquiring an ownership interest in the Property through the Subdivider. The Subdivider's obligations under this Agreement may not be assigned without the written approval of the County; provided the County's approval shall not be unreasonably withheld if the Subdivider's assignee expressly assumes all obligations of the Subdivider under this Agreement. An assignment shall not be construed as releasing the Subdivider from Subdivider's obligations under this Agreement and Subdivider's obligations hereunder shall continue notwithstanding any assignment approved pursuant to this Paragraph unless and until the County executes and delivers to the Subdivider a written release. The County agrees to release the Subdivider, if the Subdivider's assignee expressly assumes the Subdivider's obligations under this Agreement and has posted the Security required by this Agreement. The County in its sole discretion may assign some or all of its rights under this Agreement and any such assignment shall be effective upon notice to the Subdivider.

I. Expiration. This Agreement will terminate upon the vacation of the Subdivision by the Subdivider or the completion of the Subdivider's obligations under this Agreement, whichever occurs first.

J. Notice. Any notice under this Agreement must be in writing and will be effective when personally delivered or three (3) days after deposit in the U.S. Mail, postage prepaid, certified with return receipt requested, and addressed as follows:

Subdivider: DACK Interests, Corp.
1715 South Capital of Texas Hwy, Suite 208
Austin, Texas 78746
Attn: Keith Schoenfelt

County: Transportation & Natural Resources Department
P.O. Box 1748
Austin, Texas 78767
Attn: Executive Manager

Copy to: Travis County Attorney's Office
P.O. Box 1748
Austin, Texas 78767

The parties may change their respective addresses for notice to any other location in the United States in accordance with the provisions of this Paragraph.

K. Severability. If any provision of this Agreement is held by a court to be illegal, invalid, or otherwise unenforceable, such illegality, invalidity, or unenforceability shall not affect the validity of any other provision and the rights of the parties will be construed as if such provision was never part of this Agreement.

L. Jurisdiction and Venue. This Agreement concerns real property located in Travis County, Texas, and shall be governed and construed under Texas law. Venue for any action arising under this Agreement shall be exclusively in Travis County, Texas.

M. Captions Immaterial. The captions or headings of the paragraphs of this Agreement are for convenience only and shall not be considered in construing this Agreement.

N. Entire Agreement. This Agreement contains the entire agreement between the parties with respect to the subject matter hereof. Any oral representations or modifications concerning this Agreement shall be of no force or effect, except a subsequent written modification executed by both parties. NO OFFICIAL, EMPLOYEE, OR AGENT OF THE COUNTY HAS ANY AUTHORITY, EITHER EXPRESS OR IMPLIED, TO AMEND, MODIFY, OR OTHERWISE CHANGE THIS AGREEMENT, EXCEPT PURSUANT TO SUCH EXPRESS AUTHORITY AS MAY BE GRANTED BY THE COMMISSIONERS COURT.

This Agreement is executed as of the dates set forth below and is effective upon approval by the County of the final plat for the Subdivision or upon approval of Alternative Fiscal in accordance with County regulations.

TRAVIS COUNTY, TEXAS

SUBDIVIDER:

County Judge



Date:

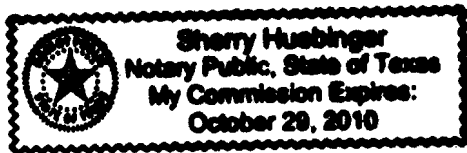
By: DACK Interests, Corp.
Name: Keith Schoenfelt
Title: Authorized Representative
Date: _____

ACKNOWLEDGEMENT

STATE OF TEXAS

COUNTY OF TRAVIS

This instrument was acknowledged before me on the 8 day of October, by
Keith Schoenfelt, in the capacity stated herein.




Signature of Notary

After Recording Return to:

**Joe Arriaga, Senior Planner
Transportation and Natural Resources
P.O. Box 1748
Austin, Texas 78767**

Waterloo Surveyors Inc.

Office: 512-481-9602
Fax: 512-330-1621
Page 1 of 2

Thomas P. Dixon
R.P.L.S. 4324
J11465

EXHIBIT "A"

March 21, 2007

FIELD NOTES

FIELD NOTES FOR 40.946 ACRES OF LAND, MORE OR LESSS, OF WHICH 7.077 ACRES ARE OUT OF THE CASPER DITTMAR SURVEY NO. 611, ABSTRACT NO. 225; TOGETHER WITH 33.321 ACRES OUT OF THE J. R. MORGAN SURVEY NO. 56, ABSTRACT NO. 2520 AND 0.548 ACRES OUT OF THE J. R. MORGAN SURVEY NO. 56, ABSTRACT NO. 2468; SAME BEING 7.077 ACRES OUT OF THAT CERTAIN 55.922 ACRES DESCRIBED IN VOLUME 12356, PAGE 946, REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS; TOGETHER WITH ALL OF THAT CERTAIN 30.59 ACRES DESCRIBED IN VOLUME 12356, PAGE 946, REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS; TOGETHER WITH 3.297 ACRES OF LAND OUT OF THAT CERTAIN 34.84 ACRES DESCRIBED IN VOLUME 12356, PAGE 946, REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS; FOR WHICH A MORE PARTICULAR DESCRIPTION BY METES AND BOUNDS IS AS FOLLOWS:

BEGINNING at an iron rod found on the easterly R.O.W. of Rawhide Trail at the most westerly corner of said 30.59 acre tract for the most westerly corner hereof;

THENCE N67°38'27"E along the northerly line of said 30.59 acre tract for a distance of 631.39 feet to an iron rod found at an angle point in the northerly line of said 30.59 acre tract, same being at the most southerly, S.W. corner of said 34.84 acre tract for a corner hereof;

THENCE the following three courses and distances along the westerly line of said 34.84 acre tract:

1. N17°46'14"W for a distance of 414.77 feet to an iron rod found;
2. N69°27'53"E for a distance of 185.47 feet to an iron rod found;
3. N38°58'02"E for a distance of 128.59 feet to a point on the west line of Lot 45, Block 2, THE OVERLOOK ESTATES PHASE 1, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Volume 86, Page 152D, Plat Records, Travis County, Texas, for a corner hereof, from which point an iron rod found on the west line of Lot 45 bears N38°58'02"E at a distance of 99.79 feet;

THENCE the following five (5) courses and distances crossing said 34.84 acre tract along the west line of Block 2, THE OVERLOOK ESTATES PHASE 1:

1. S10°32'59"E for a distance of 228.01 feet to an iron rod found;
2. S89°54'49"E for a distance of 161.48 feet to an iron rod found;
3. S06°07'30"E for a distance of 53.33 feet to an iron rod found;
4. S68°21'35"W for a distance of 99.09 feet to an iron rod found;
5. S26°25'34"E for a distance of 151.13 feet to an iron rod found on the south line of Lot 45 for a corner hereof, same being on the north line of that certain 5.01 acres of land conveyed to Ivan G. Brown by Warranty Deed recorded in Volume 12741, Page 1149, Real Property Records, Travis County, Texas, from which point an iron rod found at an angle point in the south line of Lot 45 bears N46°35'35"E at a distance of 47.94 feet;

THENCE S46°31'59"W along the north line of said 5.01 acre tract for a distance of 118.26 feet to an iron rod found at the common most westerly, S.W. corner of said 5.01 acre tract, same being at an angle point in the east line of said 34.84 acre tract, same being the most northerly, N.E. corner of said 30.59 acre tract for a corner hereof;

THENCE the following three (3) courses and distances along the common west line of said 5.01 acre tract and the east line of said 30.59 acre tract:

1. S48°16'45"E for a distance of 427.90 feet to an iron rod found;
2. S14°10'46"E for a distance of 246.94 feet to an iron rod found;
3. S57°23'58"E for a distance of 233.00 feet to a 60d Nail found at the most southerly, S.W. corner of said 5.01 acre tract, same being at the S.E. corner of said 30.59 acre tract on the north line of said 55.922 acre tract, for a corner hereof;

THENCE the following two courses and distances along the common south line of said 5.01 acre tract and the north line of said 55.922 acre tract:

1. N28°49'28"E for a distance of 99.73 feet;
2. N28°06'52"E for a distance of 68.33 feet to a 60d Nail found at the most westerly corner of Lot 27, Block 2, THE OVERLOOK ESTATES PHASE 1;

Waterloo Surveyors Inc.

Office: 512-481-9602
Fax: 512-330-1621
Page 2 of 2

Thomas P. Dixon
R.P.L.S. 4324
J11465

EXHIBIT "A"

March 21, 2007

FIELD NOTES

THENCE the following six (6) courses and distances along the west line of Block 2, THE OVERLOOK ESTATES PHASE 1:

1. S40°04'07"E for a distance of 264.80 feet to an iron rod set at the N.E. corner of Lot 28, Block 2, from which point an iron rod found in concrete at the common most southerly corner of Lot 20, Block 1 and the N.E. corner of Lot 19, Block 1 bears S52°35'29"E at a distance of 266.73 feet;
2. S34°49'59"W for a distance of 271.95 feet to an iron rod set;
3. S25°34'06"W for a distance of 304.01 feet to an iron rod set;
4. S21°51'32"E for a distance of 143.00 feet to an iron rod set;
5. S78°05'16"W for a distance of 190.00 feet to an iron rod set;
6. S14°07'40"W for a distance of 403.64 feet to an iron rod found on the easterly line of that certain tract or parcel of land conveyed to Leonard R. Voellinger and Melissa W. Voellinger recorded in Volume 7189, Page 1963, Deed Records, Travis County, Texas, for a corner hereof;

THENCE N60°36'47"W for a distance of 316.08 feet to an iron rod found on the south line of said 30.59 acre tract for a corner hereof;

THENCE the following three courses and distances along the south line of said 30.59 acre tract:

1. S29°29'58"W for a distance of 340.95 feet to an iron rod found;
2. S29°22'40"W for a distance of 141.92 feet to an iron rod found;
3. N78°28'26"W for a distance of 36.42 feet to an iron rod found on the east R.O.W. of Rawhide Trail for a corner hereof;

THENCE the following eleven (11) courses and distances along the common east R.O.W. of Rawhide Trail and the west line of said 30.59 acre tract:

1. N11°07'11"E for a distance of 81.92 feet to an iron rod found;
2. N01°02'27"W for a distance of 103.21 feet to an iron rod found;
3. N04°57'01"W for a distance of 102.29 feet to an iron rod found;
4. N12°32'37"W for a distance of 302.06 feet to an iron rod found;
5. N16°08'25"W for a distance of 154.62 feet to an iron rod found;
6. N24°00'23"W for a distance of 203.39 feet to an iron rod found;
7. N18°53'57"W for a distance of 397.24 feet to an iron rod found;
8. N27°03'11"W for a distance of 83.30 feet to an iron rod found;
9. N66°46'21"E for a distance of 13.56 feet to a RR spike found;
10. N27°21'00"W for a distance of 304.97 feet to a 60d Nail found;
11. N38°34'29"W for a distance of 144.71 feet to the **POINT OF BEGINNING**, containing 40.946 acres of land.

I, the undersigned do hereby certify that the field notes hereon were prepared from an actual on-the-ground survey under my direct supervision and that they are true and correct to the best of my knowledge.

Thomas P. Dixon R.P.L.S. 4324



P.O. Box 160176
Austin, Texas 78716-0176



Item 19

Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By: Joe Arriga **Phone #:** 854-7562

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

Carol B. Jones for

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

Sponsoring Court Member: Commissioner Huber, Precinct Three

AGENDA LANGUAGE: Consider and take appropriate action on a revised preliminary plan for Sweetwater Ranch, Section One (preliminary Plan - 68 total lots (65 single family lots and three open space/water quality lots on 18.29 acres Pedernales Summit Parkway in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

The proposed revision will affect a total of 18.29 acres of section one of the approved preliminary plan (approved by court on May 23, 2006). The revision will be for Village H and Village Two which is a total of 68 lots (65 single family lots, and three landscape, open space/water quality pond lots on 18.27 acres).

The major change to the approved plan is to remove a 3.98 acre amenity lot and add an additional 18 single family lots and one landscape lot. This revision will also require future revisions to the preliminary plan (see attached letter from developer's engineer). The two subdivisions will take access from Pedernales Summit Parkway. Water and wastewater service will be provided by the Lazy Nine MUD. Parkland fees in lieu of dedication will be satisfied prior to approval of each final plat. The preliminary plan has been reviewed and approved by Travis County ESD number six.

STAFF RECOMMENDATIONS:

The revised preliminary plan meets all Travis County standards and staff recommends approval.

ISSUES AND OPPORTUNITIES:

Staff has not been contacted by anyone on the proposed revision.

FISCAL IMPACT AND SOURCE OF FUNDING:

None

ATTACHMENTS/EXHIBITS:

Location map

Approved Preliminary Plan

Proposed Preliminary Plan

Letter from Engineer

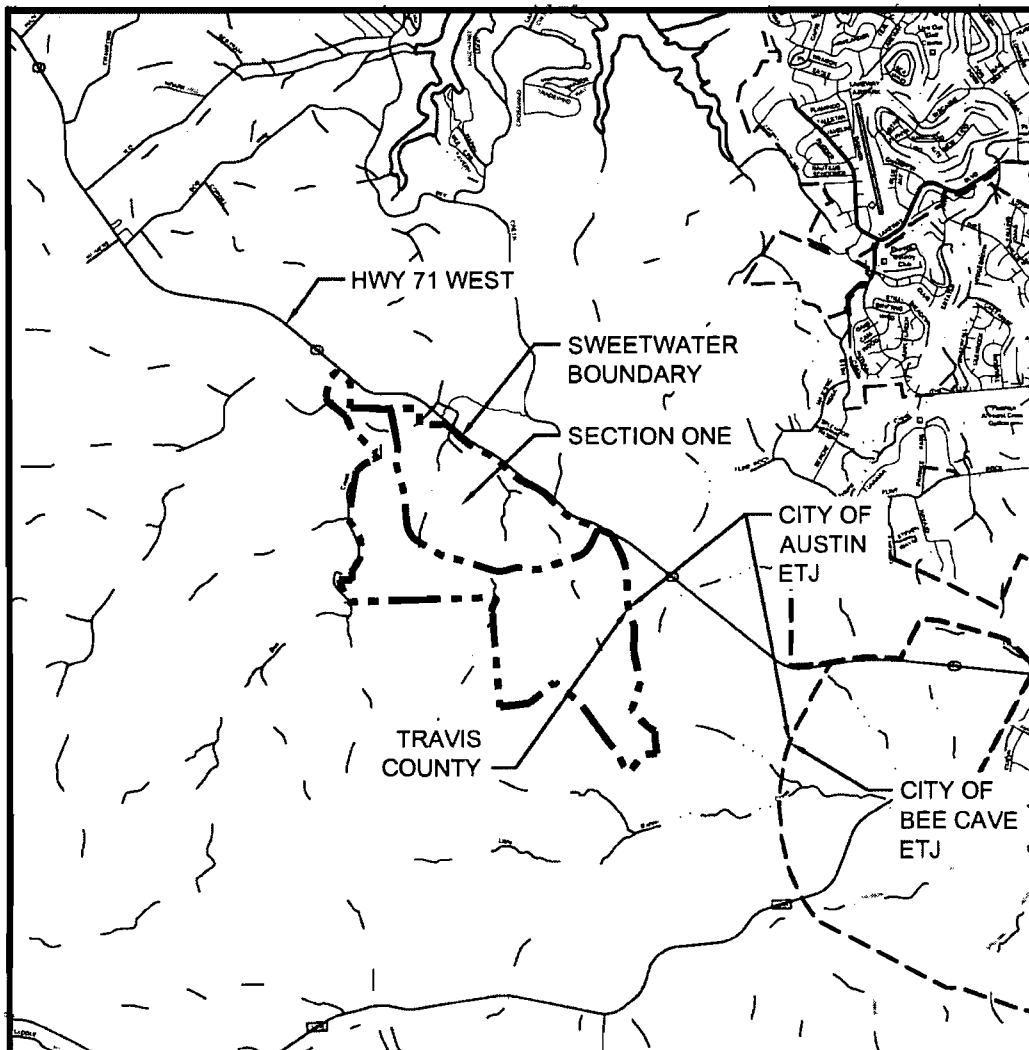
Precinct Map

REQUIRED AUTHORIZATIONS:

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

CC:

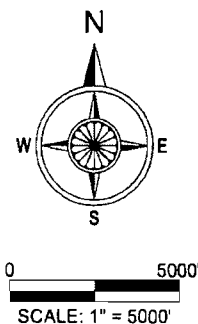
: :
0101 - Administrative - 0101



LOCATION MAP
SWEETWATER
SECTION ONE

Malone/
Wheeler, Inc.

Engineering & Development Consultants
7500 Rialto Blvd, Bldg 1, Suite 240
Austin, Texas 78735
Phone: (512) 899-0601 Fax: (512) 899-0655
Firm Registration No. F-786



GENERAL NOTES

1. Property owners shall provide access to drainage easements and water quality ponds as may be necessary and shall not prohibit access by governmental authorities.
2. Prior to construction on any lot in this subdivision, drainage plans shall be submitted to the Travis County for review. Rainfall runoff shall be held to that of undeveloped status by ponding or other approved methods.
3. No buildings, fences, landscaping or other obstructions are permitted in drainage easements & water quality easements except as approved by LCRA and Travis County.
4. Contour Datum is provided by aerial topo flown by City of Austin.
5. WATERSHED STATUS - This subdivision is located in the Bee Creek, Lake Travis watershed.
6. Erosion/sedimentation controls are required for all construction on each lot, including single family and duplex construction.
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 plot vacation or replatting may be required, at the owner's sole expense, if plans to construct this subdivision do not comply with such codes and requirements.
8. Travis County Development Permit required prior to any site development.
9. For a minimum travel distance of 25 feet from the roadway edge, driveway grades may exceed 14% only with the specific written approval of the surface and geometric design proposals by the Transportation and Public Services and Planning Departments.
10. The landowner/developer will serve each lot with water from Lazy Nine Municipal Utility District. Water and wastewater improvements are required. The landowner/developer will be responsible for all costs and for providing the improvements.
11. Wastewater systems serving this subdivision shall be designed and installed in accordance with Travis County and State Health Department plans and specifications. Plans and specifications shall be submitted to LCRA and TCEQ for review.
12. No portion of this tract is located within the Edwards Aquifer Recharge Zone.
13. Hazard requirements for this development will be satisfied prior to final plat approval.
14. All drainage easements on private property shall be maintained by the property owner or assigns.
15. TOTAL ACREAGE: 311.4
16. TOTAL LOTS: 544 SEE TABLE 1
17. SINGLY FAMILY LOTS: 544 SEE TABLE 1
18. "MUD" LOTS: 7 SEE TABLE 1
19. H.O.A. LOTS: 51 SEE TABLE 1
20. COMM. LOTS: 1 SEE TABLE 1
21. LINEAR FEET OF STREETS: 28,233 L.F. SEE TABLE 2
22. ALL STREETS ARE TO BE DEDICATED FOR PUBLIC USE.
23. FLOODPLAIN INFORMATION PROVIDED FOR FEMA PANEL.
24. PANEL NO. 48453C0365E - DATE: JUNE 16, 1993
25. STREET NAMES, WIDTHS AND ROW WIDTHS - SEE TABLE 2
26. THIS SUBDIVISION IS SUBJECT TO A PHASING AGREEMENT RECORDED AS DOCUMENT NO. _____
27. MUNICIPAL JURISDICTION - THIS PRELIMINARY PLAN BOUNDARIES FALL OUTSIDE C.O.A. ETJ, BEE CAVE ETJ, LAKEWAY ETJ AND WILL BE REGULATED BY TRAVIS COUNTY MUNICIPAL JURISDICTION - LAZY NINE MUNICIPAL UTILITY DISTRICT.
28. THERE ARE NO CULINARY SITES WITHIN THIS PRELIMINARY PLAN.
29. THERE ARE NO EXISTING OR PROPOSED SCHOOL SITES IN THIS PRELIMINARY PLAN.
30. WATER AND WASTEWATER SERVICE FOR THE SUBDIVISION WILL BE PROVIDED BY LAZY NINE MUNICIPAL UTILITY DISTRICT VIA A UTILITY SERVICE ARRANGEMENT WITH LCRA IN ACCORDANCE WITH THE LCRA LETTER DATED NOVEMBER 11, 2003 WHOSE SUBJECT IS "WATER AND WASTEWATER SERVICE TO LAZY NINE MUNICIPAL UTILITY DISTRICT" AS APPROVED BY LCRA BOARD OF DIRECTORS. DATE: _____
31. THESE LOTS DESIGNATED AS COMMON AREA/HOA LOTS WILL BE DEDICATED TO A HOMEOWNER'S ASSOCIATION OR ITS ASSIGNS.
32. RESIDENTIAL DRIVEWAYS ARE PROHIBITED ON PEDERNALES SUMMIT PARKWAY.
33. THOSE LOTS DEDICATED AS MUD LOTS TO BE DEDICATED TO LAZY NINE MUNICIPAL UTILITY DISTRICT AS OPEN SPACE, DETENTION, LANDSCAPE, DRAINAGE AND FURNISHING.

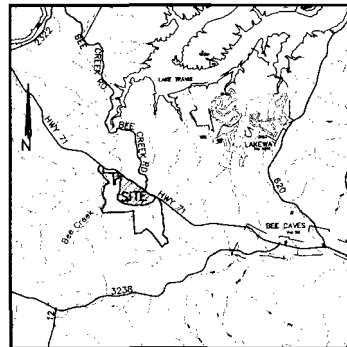
SECTION ONE ESTIMATED IMPERVIOUS COVER
PER SECTION 82.207(C) STORMWATER, DRAINAGE AND FLOODPLAINS OF THE TRAVIS COUNTY STANDARDS FOR CONSTRUCTION OF STREETS AND DRAINAGE IN SUBDIVISIONS:

TOTAL AREA CONTAINED IN SECTION ONE PRELIMINARY PLAN	311.4 Ac.
TOTAL OPEN SPACE	106.7 Ac.
IMPERVIOUS COVER ATTRIBUTED TO HOUSES	31.0 Ac.
IMPERVIOUS COVER ATTRIBUTED TO STREETS	20.6 Ac.
IMPERVIOUS COVER ATTRIBUTED TO COMMUNITY SWIMMING POOL AND RECREATION CENTER	2.4 Ac.
IMPERVIOUS COVER ATTRIBUTED TO COMMERCIAL LOT	7.0 Ac.
IMPERVIOUS COVER ATTRIBUTED TO WASTEWATER TREATMENT PLANT SITE	1.0 Ac.
TOTAL IMPERVIOUS COVER	62.0 Ac.
PERCENT IMPERVIOUS COVER	19.9%

REVISED PRELIMINARY PLAN SWEETWATER RANCH SECTION ONE

LEGAL DESCRIPTION

BEING A 2259.22 ACRE TRACT OF LAND OUT OF AND PART OF THE FOLLOWING THIRTEEN (13) SURVEYS: F. STERZING SURVEY NO. 62, H. PRUETT SURVEY NO. 51, SAM WILBY SURVEY NO. 527, C.J. STROTHER SURVEY NO. 606, SEALE-MORRIS & SEALE SURVEY NO. 62, J.W. KAY SURVEY NO. 111, W.A. BARLOW SURVEY NO. 86, J.H. LOHMAN SURVEY NO. 524, E. HALLMAN SURVEY NO. 61, G.E. LUNSFORD SURVEY NO. 648, J. PALMER SURVEY NO. 636, T.C. RAILROAD CO. SURVEY NO. 182, AND THE J.C. DEGMAN SURVEY NO. 537, SITUATED IN TRAVIS COUNTY, TEXAS, BEING THOSE SAME TRACTS OF LAND CALLED FIRST TRACT AND SECOND TRACT CONVEYED TO MRS. O.H. DAVENPORT BY DEED OF RECORD IN VOLUME 1214, PAGE 472 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS (THE "DEED RECORDS")



THIS PROJECT IS TO COMPLY WITH TRAVIS COUNTY STANDARDS FOR CONSTRUCTION OF STREETS AND DRAINAGE IN SUBDIVISION

DATE OF ORIGINAL SUBMITTAL - 04/30/04
DATE OF ORIGINAL APPROVAL - 06/29/04
DATE OF RE-SUBMITTAL - 08/02/05
WITH REVISIONS - 08/02/05

FEMA MAP NUMBER: 48453C0365E
EFFECTIVE DATE: JUNE 16, 1993
PRECINCT: TRAVIS COUNTY THREE
TAX MAP PARCEL ID: 12696
ACREAGE 311.4 ACRES

DEVELOPER/OWNER:

FOREST CITY SWEETWATER, L.P.
ADDRESS: 6836 BEE CAVE RD. STE. 400
AUSTIN, TEXAS 78746
CONTACT: GUNN & WHITTINGTON COMPANY
PHONE: (512) 329-8800
FAX: (512) 329-8828

SWEETWATER DEVELOPMENT PLAT NOTES:

1. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE U.S. ARMY CORPS OF ENGINEERS FOR REVIEW AND ISSUANCE OF PERTINENT AND APPROPRIATE PERMITS, IF ANY ARE REQUIRED, PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
2. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE LOWER COLORADO RIVER AUTHORITY WATER RESOURCES PROTECTION DIVISION FOR REVIEW AND CONSIDERATION OF A NON-POINT SOURCE POLLUTION CONTROL PERMIT PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
3. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION AND THE PROPOSED INTERSECTION WITH SH 71 WEST HAVE BEEN SUBMITTED TO THE TEXAS DEPARTMENT OF TRANSPORTATION AUSTIN DISTRICT, TOGETHER WITH APPROPRIATELY COMPLETED APPLICATIONS FOR DRIVEWAY PERMITS IN THOOT ROW. IN ADDITION, PERTINENT AND APPROPRIATE ROW RESERVATION AREAS, IF SUCH RESERVATIONS MAY BE DEDUCTED TO BE REQUIRED VIA MUTUAL CONSIDERATION AND CONSENT BETWEEN THE OWNER/DEVELOPER AND TxDOT TO ACCOMMODATE FUTURE EXPANSIONS OF SH 71 WEST ARE INCLUDED FOR CONSIDERATION FOR THE FINAL PLAT(S) OF THIS SUBDIVISION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
4. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR WATER, WASTEWATER AND STORMWATER MANAGEMENT INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) AND/OR LOWER COLORADO RIVER AUTHORITY (LCRA), AS APPROPRIATE, AND THE LAZY NINE MUNICIPAL UTILITY DISTRICT FOR REVIEW AND CONSIDERATION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.

INDEX

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	OVERALL PRELIMINARY PLAN (200 SCALE)
3	PRELIMINARY PLAN (100 SCALE)
4	PRELIMINARY PLAN (100 SCALE)
5	PRELIMINARY PLAN (100 SCALE)
6	PRELIMINARY PLAN (100 SCALE)

UTILITIES:

PEDERNALES ELECTRIC COOP.
TIME WARNER CABLE
SBC TELEPHONE

LAZY NINE MUNICIPAL UTILITY DISTRICT
C/O WILLIATT & FLICKINGER
2001 N. LAMAR BLVD.
AUSTIN, TX 78705
ATTN: MIKE WILLIATT

ENGINEER

Malone/
Wheeler, Inc.
Engineering & Development Consultants
7500 Riata Blvd, Bldg 1, Suite 240
Austin, Texas 78735
Phone: (512) 899-0801 Fax: (512) 899-0855



Delta Survey Group Inc.

8113 Boudle Lane Ste. 102 Austin, TX 78748
Office: (512) 283-5300 Fax: (512) 283-5300
WWW.DELTASURVEYGROUP.COM
CONTACT: JOHN BRAUTIGAM P.L.L.C.

TABLE 1					
VILLAGE	BLOCK	SINGLE FAMILY LOTS	H.O.A. LOTS	M.U.D. LOTS	COMM. LOTS
LOT #	LOT #	LOT #	LOT #	LOT #	LOT #
A	1-10	11			
B	1-15	16	2, 17	18	
C	1-20	21			
D	1-25	26			
E	1-30	31			
F	1-35	36			
G	1-40	41			
H	1-45	46			
I	1-50	51			
J	1-55	56			
K	1-60	61			
L	1-65	66			
M	1-70	71			
N	1-75	76			
O	1-80	81			
P	1-85	86			
Q	1-90	91			
R	1-95	96			
S	1-100	101			
T	1-105	106			
U	1-110	111			
V	1-115	116			
W	1-120	121			
X	1-125	126			
Y	1-130	131			
Z	1-135	136			
AA	1-140	141			
AB	1-145	146			
AC	1-150	151			
AD	1-155	156			
AE	1-160	161			
AF	1-165	166			
AG	1-170	171			
AH	1-175	176			
AI	1-180	181			
AJ	1-185	186			
AK	1-190	191			
AL	1-195	196			
AM	1-200	201			
AN	1-205	206			
AO	1-210	211			
AP	1-215	216			
AQ	1-220	221			
AR	1-225	226			
AS	1-230	231			
AT	1-235	236			
AU	1-240	241			
AV	1-245	246			
AW	1-250	251			
AX	1-255	256			
AY	1-260	261			
AZ	1-265	266			
BA	1-270	271			
BB	1-275	276			
BC	1-280	281			
BD	1-285	286			
BE	1-290	291			
BF	1-295	296			
BG	1-300	301			
BH	1-305	306			
BI	1-310	311			
BJ	1-315	316			
BK	1-320	321			
BL	1-325	326			
BM	1-330	331			
BN	1-335	336			
BO	1-340	341			
BP	1-345	346			
BQ	1-350	351			
BR	1-355	356			
BS	1-360	361			
BT	1-365	366			
BU	1-370	371			
BV	1-375	376			
BW	1-380	381			
BY	1-385	386			
BZ	1-390	391			
CA	1-395	396			
CB	1-400	401			
CC	1-405	406			
CD	1-410	411			
CE	1-415	416			
CF	1-420	421			
CG	1-425	426			
CH	1-430	431			
CI	1-435	436			
CJ	1-440	441			
CK	1-445	446			
CL	1-450	451			
CM	1-455	456			
CN	1-460	461			
CO	1-465	466			
CP	1-470	471			
CQ	1-475	476			
CR	1-480	481			
CS	1-485	486			
CT	1-490	491			
CU	1-495	496			
CV	1-500	501			
CV	1-505	506			
CW	1-510	511			
CX	1-515	516			
CY	1-520	521			
CZ	1-525	526			
DA	1-530	531			
DB	1-535	536			
DC	1-540	541			
DD	1-545	546			
DE	1-550	551			
DE	1-555	556			
DF	1-560	561			
DF	1-565	566			
DG	1-570	571			
DH	1-575	576			
DI	1-580	581			
DI	1-585	586			
DJ	1-590	591			
DJ	1-595	596			
DK	1-600	601			
DK	1-605	606			
DL	1-610	611			
DL	1-615	616			
DM	1-620	621			
DM	1-625	626			
DN	1-630	631			
DN	1-635	636			
DO	1-640	641			
DO	1-645	646			
DP	1-650	651			
DP	1-655	656			
DQ	1-660	661			
DQ	1-665	666			
DR	1-670	671			
DR	1-675	676			
DS	1-680	681			
DS	1-685	686			
DT	1-690	691			
DT	1-695	696			
DU	1-700	701			
DU	1-705	706			
DV	1-710	711			
DV	1-715	716			
DW	1-720	721			
DW	1-725	726			
DX	1-730	731			
DX	1-735	736			
DY	1-740	741			
DY	1-745	746			
DZ	1-750	751			
DZ	1-755	756			
EA	1-760	761			
EA	1-765	766			
EB	1-770	771			
EB	1-775	776			
EC	1-780	781			
EC	1-785	786			
ED	1-790	791			
ED	1-795	796			
EE	1-800	801			
EE	1-805	806			
EF	1-810	811			
EF	1-815	816			
EG	1-820	821			
EG	1-825	826			
EH	1-830	831			
EH	1-835	836			
EI	1-840	841			
EI	1-845	846			
EJ	1-850	851			
EJ	1-855	856			
EK	1-860	861			
EK	1-865	866			
EL	1-870	871			
EL	1-875	876			
EM	1-880	881			
EM	1-885	886			
EN	1-890	891			
EN	1-895	896			
EO	1-900	901			
EO	1-905	906			
EP	1-910	911			
EP	1-915	916			
EQ	1-920	921			
EQ	1-925	926			
ER	1-930	931			
ER	1-935	936			
ES	1-940	941			
ES	1-945	946			
ET	1-950	951			
ET	1-955	956			
EU	1-960	961			
EU	1-965	966			
EV	1-970	971			
EV	1-975	976			
EW	1-980	981			
EW	1-985	986			
EX	1-990	991			
EX	1-995	996			
EY	1-1000	1001			
EY	1-1005	1006			
EZ	1-1010	1011			
EZ	1-1015	1016			
FA	1-1020	1021			
FA	1-1025	1026			
FB	1-1030	1031			
FB	1-1035	1036			
FC	1-1040	1041			
FC	1-1045	1046			
FD	1-1050	1051			
FD	1-1055	1056			
FE	1-1060	1061			
FE	1-1065	1066			
FF	1-1070	1071			
FF	1-1075	1076			
FG	1-1080	1081			
FG	1-1085	1086			
FH	1-1090	1091			
FH	1-1095	1096			
FI	1-1100	1101			
FI	1-1105	1106			
FJ	1-1110	1111			
FJ	1-1115	1116			
FK	1-1120	1121			
FK	1-1125	1126			
FL	1-1130	1131			
FL	1-1135	1136			
FM	1-1140	1141			
FM	1-1145	1146			
FN	1-1150	1151			
FN	1-1155	1156			
FO	1-1160	1161			
FO	1-1165	1166			
FP	1-1170	1171			
FP	1-1175	1176			
FQ	1-1180	1181			
FQ	1-1185	1186			
FR	1-1190	1191			
FR	1-1195	1196			
FS	1-1200	1201			
FS	1-1205	1206			
FT	1-1210	1211			
FT	1-1215	1216			
FU	1-1220	1221			
FU	1-1225	1226			
FV	1-1230	1231			
FV	1-1235	1236			
FW	1-1240	1241			
FW	1-1245	1246			
FX	1-1250	1251			
FX	1-1255	1256			
FY	1-1260	1261			
FY	1-1265	1266			
FZ	1-1270	1271			
FZ	1-1275	1276			
GA	1-1280	1281			
GA	1-1285	1286			
GB	1-1290	1291			
GB	1-1295	1296			
GC	1-1300	1301			
GC	1-1305	1306			
GD	1-1310	1311			
GD	1-1315	1316			
GE	1-1320	1321			
GE	1-1325	1326			
GF	1-1330	1331			
GF	1-1335	1336			
GG	1-1340	1341			
GG	1-1345	1346			
GH	1-1350	1351			
GH	1-1355	1356			
GI	1-1360	1361			
GI	1-1365	1366			
GJ	1-1370	1371			
GJ	1-1375	1376			
GK	1-1380	1381			
GK	1-1385	1386			
GL	1-1390	1391			
GL	1-1395	1396			
GM	1-1400	1401			
GM	1-1405	1406			
GN	1-1410	1411			
GN	1-1415	1416			
GO	1-1420	1421			
GO	1-1425	1426			
GP	1-1430	1431			
GP	1-1435	1436			



LEGEND

- SEWER
- MATCH LINE
- EASEMENT
- R.O.W.
- BOUNDARY LINE
- F.E.M.A. PANEL 4444444444 (JUNE 14, 1983)
- POST FULLY DEVELOPED 100 YEAR FLOODPLAIN AND DRAINAGE TREATMENT

SWEETWATER RANCH
SECTION ONE
PRELIMINARY PLAN
(NOT FOR CONSTRUCTION)

Malone/
Wheeler, Inc.
Engineering & Development Consultants
7500 Rialto Blvd., Suite 240
Austin, Texas 78741
Phone: (512) 890-0001 Fax: (512) 890-0005

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF REVIEW UNDER THE AUTHORITY OF MICHAEL J. WHEELER, P.E. AS A CONSULTANT. IT IS NOT TO BE USED FOR CONSTRUCTION, RECORDING OR PERMIT PURPOSES.

DRAWN BY: ME
CHECKED BY: HW
APPROVED BY: R.W.
DATE: 12/2005

SHEET 3
OF 6

LEGEND

SIDEWALK
MATCH LINE
EASEMENT
R.O.R.
BOUNDARY LINE
F.E.M.A. PANEL #48453C03856
(JUNE 18, 1993)
POST FULLY DEVELOPED
100 YEAR FLOODPLAIN
AND DRAINAGE EASEMENT

SWEETWATER RANCH
SECTION ONE
PRELIMINARY PLAN
(NOT FOR CONSTRUCTION)

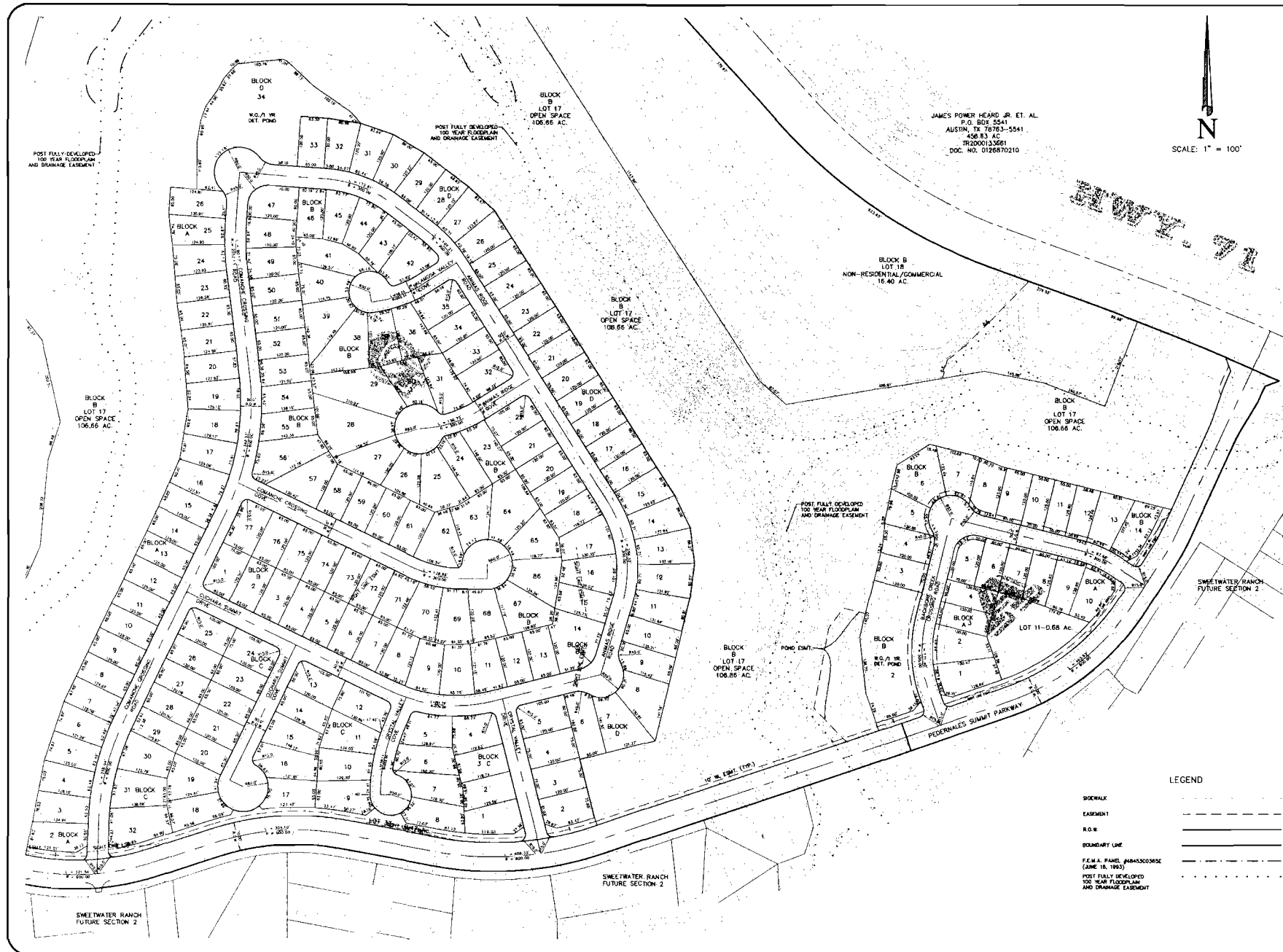
Malone/
Wheeler, Inc.
Engineering & Development Consultants
7500 Rialto Blvd, Bldg 1, Suite 240
Austin, Texas 78735
Phone: (512) 899-0601 Fax: (512) 899-0655

THIS DOCUMENT IS RELEASED
FOR THE PURPOSE OF INTERNAL
REVIEW UNDER THE AUTHORITY
OF RICHARD J. WHEELER, JR.,
P.E. 450.33 IN 4/05. IT IS
NOT TO BE USED FOR
CONSTRUCTION, BIDDING OR
PERMIT PURPOSES.

DESIGN BY	TWE
CHECKED BY	WV
APPROVED BY	RJW
DATE	12/2005

SHEET 4
OF 6

APPROVED BY: TRAVIS COUNTY COMMISSIONERS COURT 05-23-2006



SWEETWATER RANCH
SECTION ONE
PRELIMINARY PLAN
(NOT FOR CONSTRUCTION)

Malone/Wehler, Inc.
Engineering & Development Consultants
7500 Rialto Blvd., Bldg 1, Suite 240
Austin, Texas 78753
Phone: (512) 899-0801 Fax: (512) 899-0665

DESIGN BY : TME
CHECKED BY : MV
APPROVED BY : R.JW
DATE : 12/2009

SHEET 5
OF 6

GENERAL NOTES

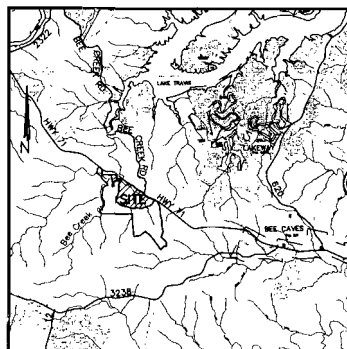
- Property owners shall provide access to drainage easements and water quality ponds as may be necessary and shall not prohibit access by governmental authorities.
2. Prior to construction on any lot in this subdivision, drainage plans shall be submitted to the Travis County for review. Rainfall runoff shall be held to that of undisturbed status by proposed structures. The approved plans shall be:
3. No buildings, fences, landscaping or other obstructions are permitted in drainage easements & water quality easements except as approved by LRA and Travis County.
4. Contour Datum is provided by aerial topo form by City of Austin
5. **WATERSED STATUS** - This subdivision is located in the Bee Creek, Lake Travis watershed, and
6. Erosion/Sedimentation controls are required for all construction on each lot, including single family and duplex construction.
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 and the City of Austin, and acknowledges that plans to vacate or replatting may be required, at the owner's sole expense, if it is found that this subdivision do not comply with such codes and requirements.
8. Travis County Development Permit required prior to any site development
9. For a minimum travel distance of 25 feet from the roadway edge, driveway openings may exceed 14ft only with the exception to approval of the surface and geometric design proposals by the Transportation and Public Services and Planning Department.
10. The landowner developer will serve each lot with water from Lazy Nine Municipal Utility District. Water and wastewater improvements are required. The landowner/ developer will be responsible for all costs and for providing the improvements.
11. Wastewater systems serving this subdivision shall be designed and maintained in accordance with all applicable Travis County Health Department plans and specifications. Plans and specifications shall be submitted to LRA and TCEQ for review.
12. No portion of this tract is located within the Edwards Aquifer Recharge Zone.
13. Parkland requirements for this development will be satisfied prior to final plat approval.
14. All drainage easements on private property shall be maintained by the property owner or assigns
- | | |
|---|-----------------|
| 5. TOTAL ACREAGE | 311.4 |
| 10. TOTAL LOTS | 365 |
| 11. SINGLE FAMILY LOTS | 344 SEE TABLE 1 |
| 12. H.O.A. LOTS | 1 SEE TABLE 1 |
| 13. COMM. LOTS | 1 SEE TABLE 1 |
| 14. UNINCORP. OF STREETS | 233 SEE TABLE 1 |
| 15. ALL STREETS ARE TO BE DEDICATED FOR PUBLIC USE. | |
| 16. PARCEL INFORMATION PROVIDED PER FENNEL | |
| 17. STREET NAME: 46453-0000 DATE: 04-16-1993 | |
18. **PANEL NAMES, WIDTHS AND ROW WIDTHS** SEE TABLE 2
19. THIS SUBDIVISION IS SUBJECT TO A PHYSICIAN AGREEMENT RECORDED AS DOCUMENT NO. 20000102748
20. **MUNICIPAL JURISDICTION** - THE PRELIMINARY PLAT BOUNDARIES FALL OUTSIDE COA, ETU, BEE CREEK ETU, LAKEMAY ETU, AND WILL BE REGULATED BY TRAVIS COUNTY AND LAKE TRAVIS MUNICIPAL UTILITY DISTRICT
21. THERE ARE NO CEMETERY SITES WITHIN THIS PRELIMINARY PLAT.
22. THERE ARE NO EXISTING OR PROPOSED SCHOOL SITES IN THIS PRELIMINARY PLAT.
23. WATER AND WASTEWATER SERVICE FOR THE SUBDIVISION WILL BE PROVIDED BY LAZY NINE MUNICIPAL UTILITY DISTRICT VIA A UTILITY SERVICE AGREEMENT WITH LORA IN ACCORDANCE WITH THE UTILITY ORDER DATED NOVEMBER 11, 2003 WHOSE SUBJECT IS "WATER AND WASTEWATER SERVICE TO LAZY NINE MUNICIPAL UTILITY DISTRICT" AS APPROVED BY LRA's BOARD OF DIRECTORS. DATE:
24. THOSE LOTS DESIGNATED AS COMMON AREA/HOA LOTS WILL BE UNDERTAKEN TO A HOMEOWNERS ASSOCIATION OR ITS ASSIGNS.
25. RESIDENTIAL DRIVEWAYS ARE PROHIBITED ON PEDERNALES SUMMIT PARKWAY.
26. THOSE LOTS DESIGNATED AS WUD LOTS ARE TO BE DEDICATED TO LAZY NINE MUNICIPAL UTILITY DISTRICT AS OPEN SPACE, DETENTION, LANDSCAPE, DRAINAGE AND PARKLAND.

SECTION ONE ESTIMATED IMPERVIOUS COVER
PER SECTION 82.207(C) STORMWATER, DRAINAGE AND FLOODPLAINS OF THE TRAVIS
COUNTY STANDARDS FOR CONSTRUCTION OF STREETS AND DRAINAGE IN SUBDIVISIONS:

TOTAL AREA CONTAINED IN SECTION ONE PRELIMINARY PLAN	311.4 Ac.
TOTAL OPEN SPACE	108.7 Ac.
IMPERVIOUS COVER ATTRIBUTED TO HOUSES	32.4 Ac.
IMPERVIOUS COVER ATTRIBUTED TO STREETS	21.8 Ac.
IMPERVIOUS COVER ATTRIBUTED TO COMMERCIAL LOT	7.0 Ac.
IMPERVIOUS COVER ATTRIBUTED TO WASTEWATER TREATMENT PLANT SITE	1.0 Ac.
TOTAL IMPERVIOUS COVER	62.0 Ac.
PERCENT IMPERVIOUS COVER	19.9%

LEGAL DESCRIPTION

BEING A 2259.22 ACRE TRACT OF LAND, SURFING
THIRTEEN (13) SURVEYS: F. STERZING SURVEY NO. 62, H. PRUETT SURVEY NO. 51,
SAM WILDY SURVEY NO. 527, C. J. STROTHER SURVEY NO. 606, SEALE-MORRIS &
SEALE SURVEY NO. 62, J.W. KAY SURVEY NO. 111, W.A. BARLOW SURVEY NO. 86,
J.H. LOHMAN SURVEY NO. 524,
E. HALLMAN SURVEY NO. 61, G.E. LUNSFORD SURVEY NO. 648, J. PALMER SURVEY
NO. 636, T.C. RALPH & CO. SURVEY SURVEY NO. 182, AND THE J.C. DEGHAN
SURVEY NO. 537, SITUATED IN AND ADJACENT TO THOSE SAME TRACTS
OF LAND CALLED FIRST TRACT AND SECOND TRACT CONVEYED TO MRS. O.F.
DAVENPORT BY DEED OF RECORD IN VOLUME 1214, PAGE 472 OF THE DEED RECORDS
OF TRAVIS COUNTY, TEXAS (THE "DEED RECORDS")



THIS PROJECT IS TO COMPLY WITH TRAVIS COUNTY
STANDARDS FOR CONSTRUCTION OF STREETS
AND DRAINAGE IN SUBDIVISION

DATE OF ORIGINAL SUBMITTAL - 04/30/04
DATE OF ORIGINAL APPROVAL - 06/29/04
~~DATE OF RE-SUBMITTAL WITH REVISIONS - 08/02/05~~
DATE OF APPROVAL - 05/23/2006
DATE OF RE-SUBMITTAL - REVISION 1 - 02/02/12

FEMA MAP NUMBER: 48453C0415H
EFFECTIVE DATE: SEPT. 26, 2008
PRECINCT: TRAVIS COUNTY THREE
TAX MAP PARCEL ID: 12696

ACREAGE 311.4 ACRES

WS - COS DEVELOPMENT, LLC

CONTACT:

DANIEL GREEN
52 MASON STREET
GREENWICH, CT 06830
PHONE 203.413.7700

SWEETWATER DEVELOPMENT PLAT NOTES:

1. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE U.S. ARMY CORPS OF ENGINEERS FOR REVIEW AND ISSUANCE OF PERTINENT AND APPROPRIATE PERMITS, AS REQUIRED, PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
2. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE LOWER COLUMBIA RIVER AUTHORITY (LCRA), AS APPROPRIATE, FOR REVIEW AND CONSIDERATION OF A NON-POINT SOURCE POLLUTION CONTROL PERMIT PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
3. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION AND THE PROPOSED INTERSECTION WITH LAKEVIEW DRIVE BEING CONSIDERED FOR CONSTRUCTION OF A NEW DRIVEWAY PERMITS TO CONSTRUCT AND CONSIDERATION OF A NON-POINT SOURCE POLLUTION CONTROL PERMIT PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION. SUCH RESERVATIONS MAY BE DEEMED TO BE REQUIRED VIA MUTUAL CONSIDERATION AND CONSULT BETWEEN THE OWNER/DEVELOPER AND TADOT TO ACCOMMODATE FUTURE EXPANSIONS OF THE DRIVEWAY. SUCH RESERVATIONS ARE INDICATED ON THE FINAL PLAT(S) FOR THIS SUBDIVISION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
4. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR WATER, WASTEWATER AND STORMWATER MANAGEMENT INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE LOWER COLUMBIA RIVER AUTHORITY (LCRA), AS APPROPRIATE, AND THE LAZY RINE MUNICIPAL UTILITY DISTRICT FOR REVIEW AND CONSIDERATION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.

INDEX

<u>SHEET NO.</u>	<u>DESCRIPTION</u>
1	COVER SHEET
2	OVERALL PRELIMINARY PLAN (200 SCALE)
3	PRELIMINARY PLAN (100 SCALE)
4	PRELIMINARY PLAN (100 SCALE)
5	PRELIMINARY PLAN (100 SCALE)
6	PRELIMINARY PLAN (100 SCALE)

UTILITIES:

PEDERNALES ELECTRIC COOP.
TIME WARNER CABLE
SBC TELEPHONE

LAZY NINE MUNICIPAL UTILITY DISTRICT
C/O ALLEN BOONE HUMPHRIES
ROBINSON, LLP
1108 LAVACA STREET
AUSTIN, TX. 78701

ENGINEER

**Malone/
Wheeler, Inc.**
Engineering & Development Consultants
7500 Rialto Blvd, Bldg 1, Suite 240
Austin, Texas 78735
Phone: (512) 899-0601 Fax: (512) 899-0651
Firm Registration No. F-786

Delta Survey Group Inc.

8213 Brodie Lane Ste. 102 Austin, TX 78745
office (512) 282-5200 fax (512) 282-5230
WWW.DELTASURVEYGROUP.COM
CONTACT: JOHN BRAUTIGAM P.E.-S.



Curve	Length	Ratio
1-34	39.46	30.32% (41)
1-35	33.83	25.97% (36)
1-36	33.83	25.97% (36)
1-37	34.56	26.87% (37)
1-38	34.56	26.87% (37)
1-39	35.29	27.58% (38)
1-40	35.29	27.58% (38)
1-41	35.81	28.03% (39)
1-42	35.81	28.03% (39)
1-43	36.33	28.48% (40)
1-44	36.33	28.48% (40)
1-45	36.85	28.93% (41)
1-46	36.85	28.93% (41)
1-47	37.37	29.38% (42)
1-48	37.37	29.38% (42)
1-49	37.89	29.83% (43)
1-50	37.89	29.83% (43)
1-51	38.41	30.28% (44)
1-52	38.41	30.28% (44)
1-53	38.93	30.73% (45)
1-54	38.93	30.73% (45)
1-55	39.45	31.18% (46)
1-56	39.45	31.18% (46)
1-57	39.97	31.63% (47)
1-58	39.97	31.63% (47)
1-59	40.49	32.08% (48)
1-60	40.49	32.08% (48)
1-61	41.01	32.53% (49)
1-62	41.01	32.53% (49)
1-63	41.53	32.98% (50)
1-64	41.53	32.98% (50)

US
0.78
0.68
0.10
0.32
7.40
1.56
5.00
5.00
5.00
0.27
0.81
0.00
0.00
5.00
5.00
5.00
0.18
4.80
5.50
0.50

1 TOTAL ACREAGE: 311.4

2 TOTAL LOTS: 561

3 TOTAL SINGLE FAMILY LOTS: [544] SEE TABLE 1

4 H.O.A. LOTS: [7] SEE TABLE 1

5 CONDO LOTS: [0] SEE TABLE 1

6 M.U.D. LOTS: [0] SEE TABLE 1

7 LINCOLN PIKE OF STREETS (32, 914 PL) SEE TABLE 2

8 ALL PUBLIC ARE TO BE DEDICATED TO PUBLIC USE

9 FUTURE PLANN SHOW ON THIS PLANS PER FEMA PLAN.

10 NO 484303553 DATE JUNE 16, 1993

11 ALL PLANS, EASEMENTS, MOTIONS AND RESOLUTIONS SEE TABLE 2

12 THIS SUBDIVISION IS SUBJECT TO A PHASING AGREEMENT.

13

14 MUNICIPAL JURISDICTION: LAZY NINE M.U.D.

15 THERE ARE NO CEMETERY SITES WITHIN THIS PRELIM. PLAN

16 THERE ARE NO EXISTING OR PROPOSED SCHOOL SITE IN THIS PRELIM. PLAN.

17

18 LAND LOTS ARE TO BE DEDICATED TO LAZY NINE

19 MUNICIPAL UTILITY DISTRICT AS OPEN SPACE, DETENTION,

20 WATERSHED DRAINAGE AND PARKLAND.

[illegible]

SIDEWALK _____
 EASEMENT _____
 ROAD _____
 BOUNDARY LINE _____
 P.E.M.A. PARCEL 044853020306 _____
 (MAY 18, 1993)
 PORT FULLY DEVELOPED
 100 YEAR FLOODPLAIN
 AND ORANGE EASEMENT _____
 REVISION NO 1 BOUNDARY _____

SCALE: 1" = 300'

SINGLE FAMILY LOTS		H.O.A. LOTS	M.U.D. LOTS	COMM. LOTS	TOTAL
VILLAGE	BLOCK	LOT #	LOT #	LOT #	LOTS
A	B	1-10	11	-	21
A	B	5-15	1,16	2,17	18
G	A	2-38	1	-	26
G	B	1-27	-	-	27
O	C	1-32	33	-	33
S	B	2-34	-	34	34
S	B	1-31	-	32	32
H	H	1-14	-	-	14
H	I	1-14	-	-	14
A	A	48-54, 56-61	55	-	14
B	B	1-29	-	-	29
		10-23	-	-	14
		24-35	-	-	12
I	D	10-18	-	-	10
J	A	28-47	-	67	23
J	C	1-25	-	-	25
K	A	1-25	-	-	25
K	C	14-31	-	-	18
K	B	3-5	-	-	3
K	F	1-18	-	-	18
L	A	2-4	1	-	3
L	B	3-50	-	51	18
E	C	1-13	-	-	13
D	D	1-11	-	-	11
	F	4-5	-	-	2
H2	A	1-18	19	-	19

SWEETWATER RANCH
SECTION ONE
PRELIMINARY PLAN
(NOT FOR CONSTRUCTION)

Malone/
Wheeler, Inc.
Engineering & Development Consultants
7500 Rialto Blvd., Bldg 1, Suite 240
Aurora, Texas 78732
Phone: (512) 899-0851 Fax: (512) 899-0855
Firm Registration No. F-786

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FOR THE PURPOSE OF INTERIM
REVIEW UNDER THE AUTHORITY
OF RICHARD L. WHEELER, JR.,
P.E. 46033 IN 2/12. IT IS
NOT TO BE USED FOR
CONSTRUCTION, BIDDING OR
PERMIT PURPOSES.

DESIGN BY : TMC
CHECKED BY : MV
APPROVED BY : HJM
DATE : 2/2012

SHEET 2

OF **6**



N
SCALE: 1" = 100'

LEGEND

- EASEMENT
- R.O.W.
- BOUNDARY LINE
- F.E.M.A. PANEL #845300.MSE
(JUNE 18, 1982)
- POST FULLY DEVELOPED
100 YEAR FLOODPLAIN
AND ORANGE EASEMENT
- REVISION NO. 1 BOUNDARY

SWEETWATER RANCH
SECTION ONE
PRELIMINARY PLAN
(NOT FOR CONSTRUCTION)

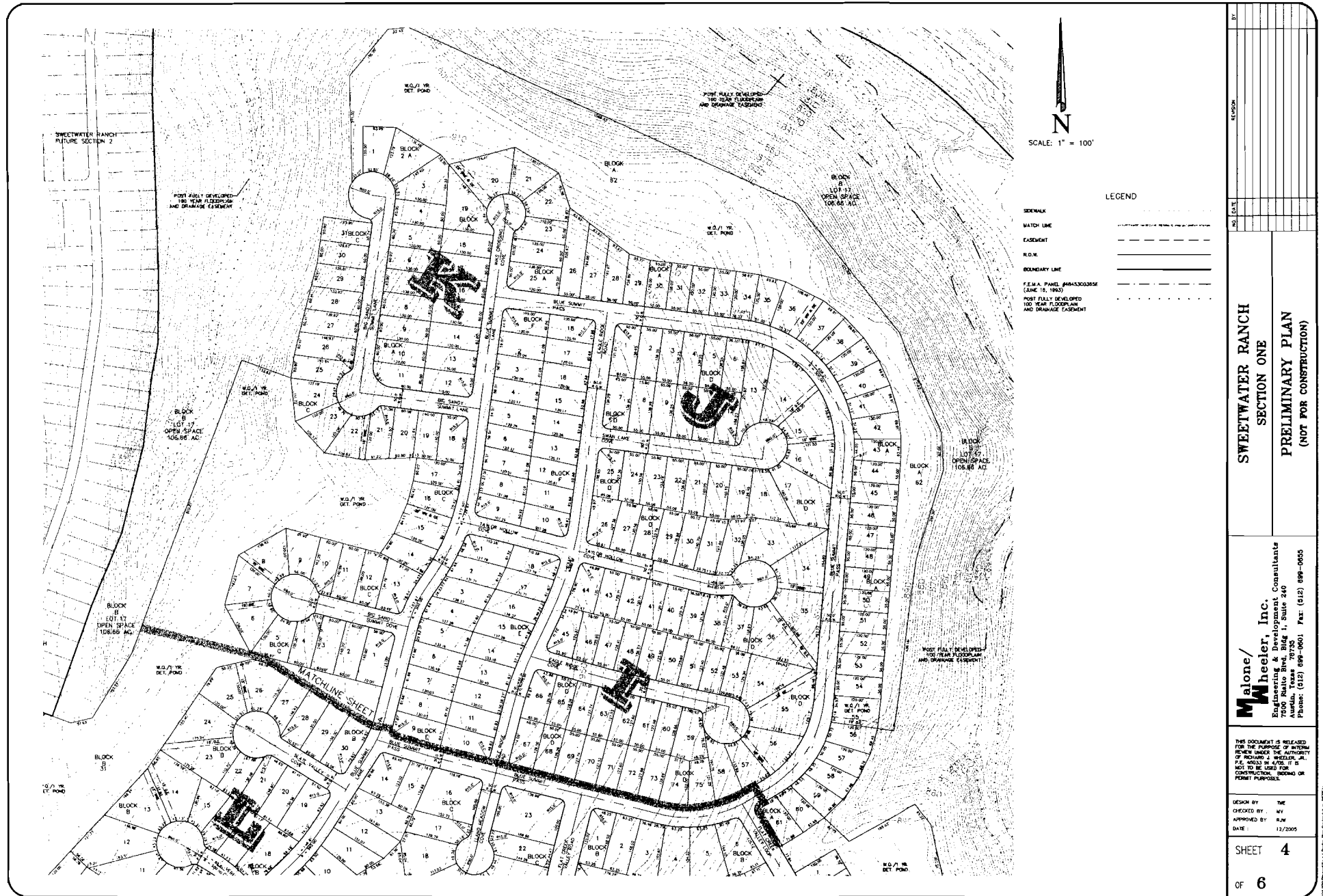
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Engineering & Development Consultants
7000 Rialto Blvd., Suite 240
Austin, Texas 78735
Phone: (512) 899-0655
Fax: (512) 899-0655
Pirm Registration No. F-785

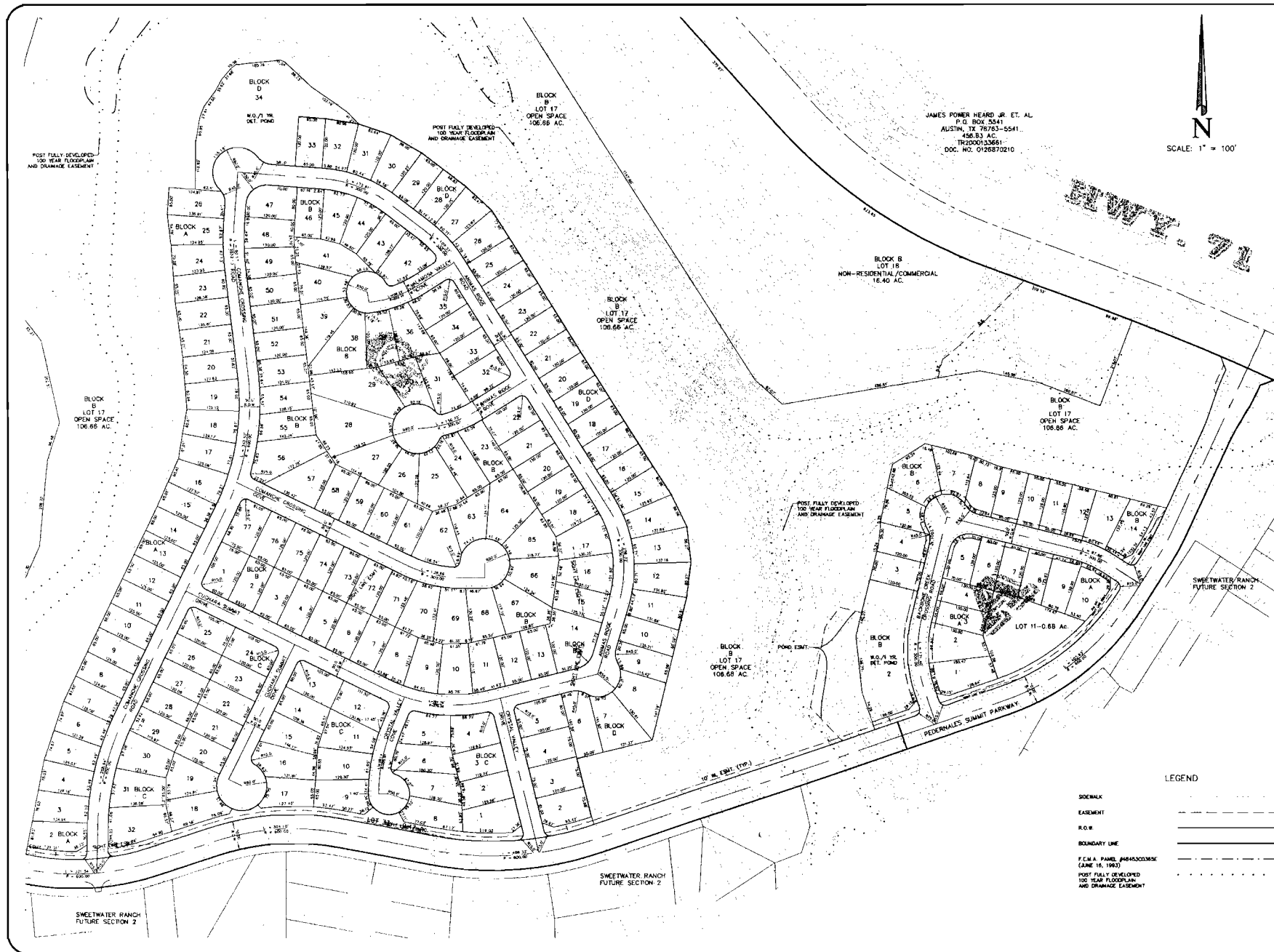
THIS DOCUMENT IS RELEASED
FOR THE PURPOSE OF REVIEW
BY THE PUBLIC. IT IS NOT
TO BE USED FOR CONSTRUCTION,
BIDDING OR PERMIT PURPOSES.

DESIGN BY: TWE
CHECKED BY: TWE
APPROVED BY: R.M.
DATE: 1/20/12

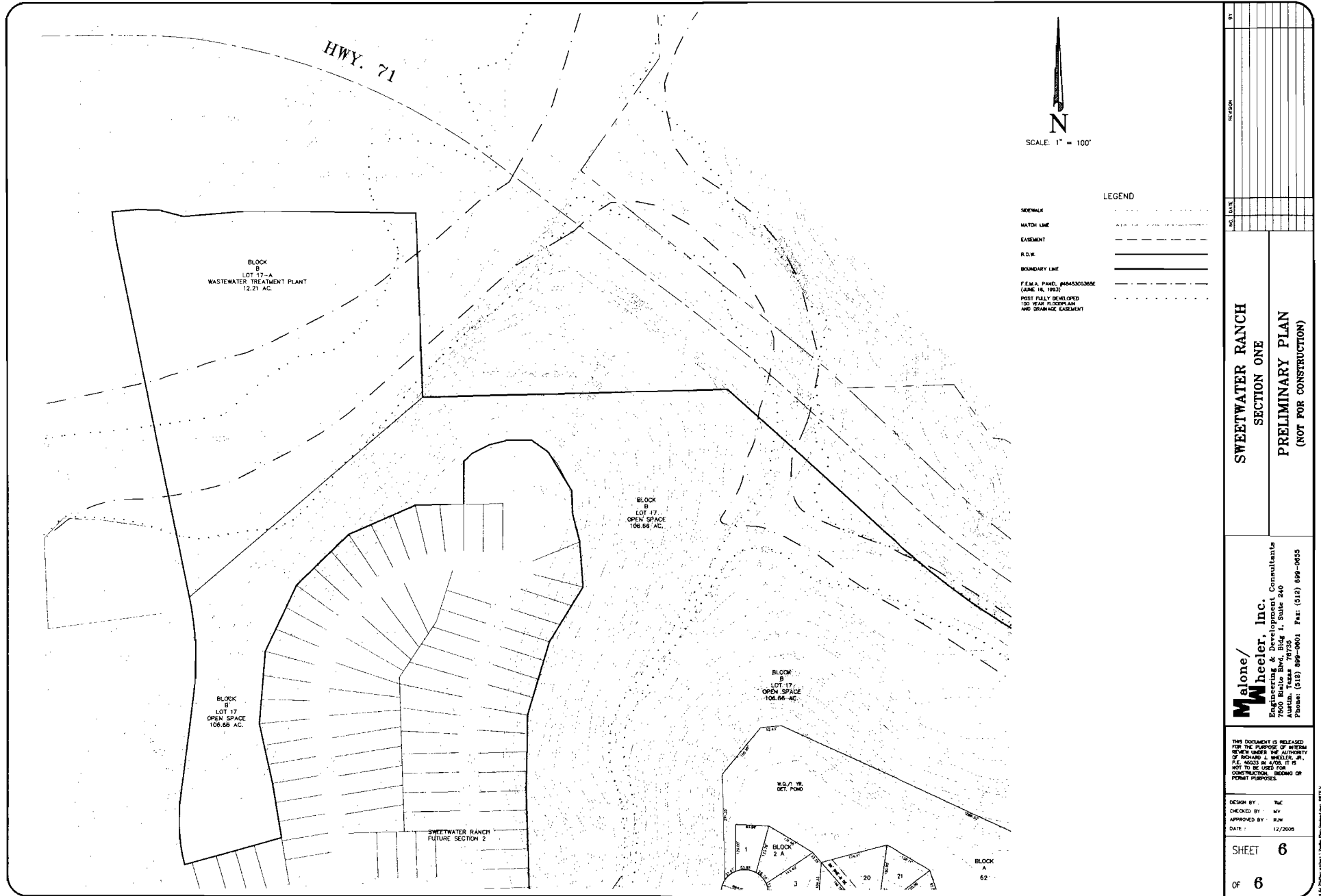
SHEET 3

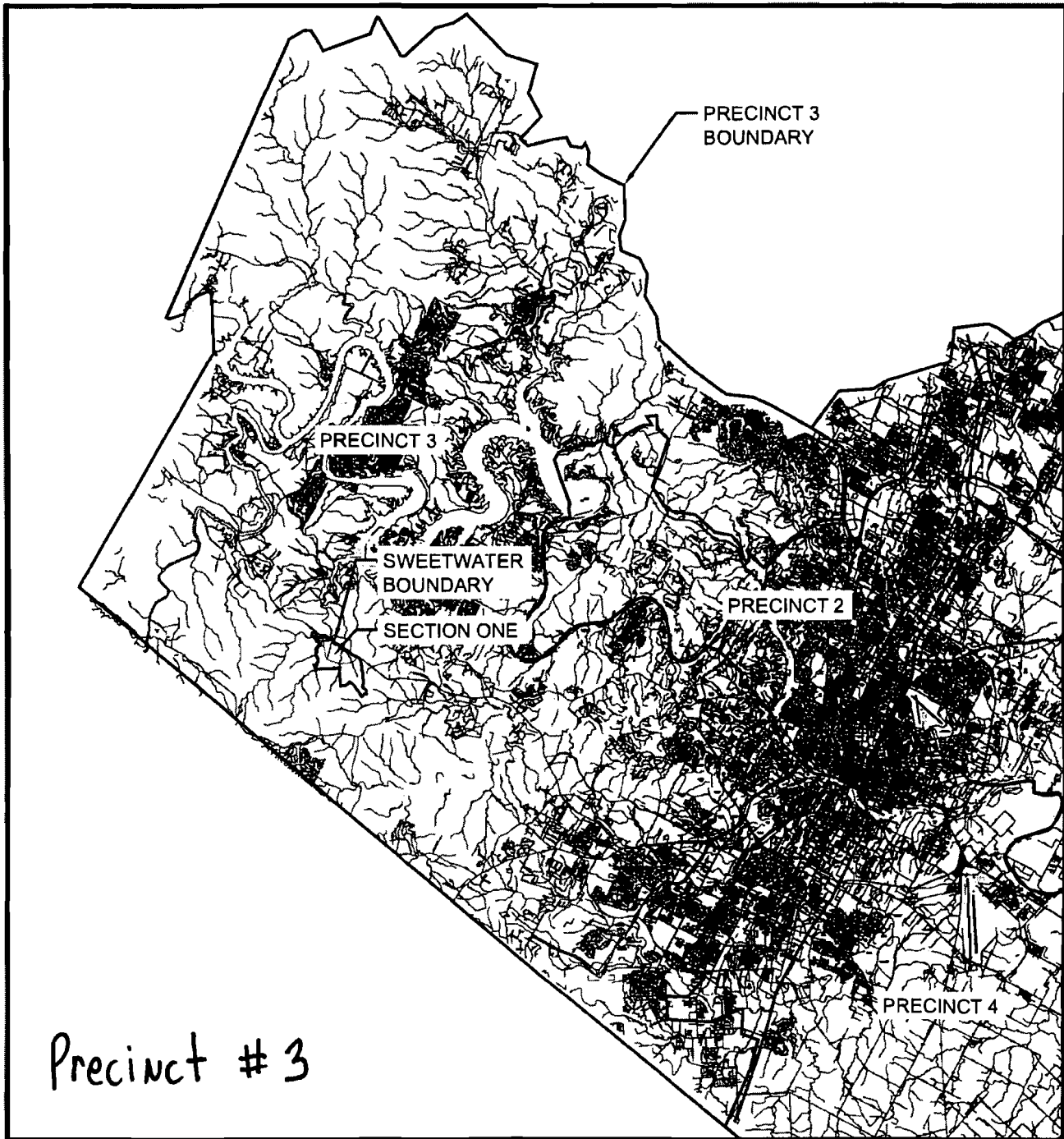
OF 6





<p>SWEETWATER RANCH SECTION ONE</p> <p>PRELIMINARY PLAN</p> <p>(NOT FOR CONSTRUCTION)</p>	
<p>Malone/Wheeler, Inc.</p> <p>Engineers/Architects/Consultants</p> <p>7500 Balcones Blvd., Suite 240</p> <p>Austin, Texas 78735</p> <p>Phone: (512) 899-0801 Fax: (512) 899-0855</p>	<p>THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF REVIEW. REVIEW UNDER THE AUTHORITY OF: ROBERT J. WHEELER, JR.</p> <p>P.E. AND ARCHITECT</p> <p>NOT TO BE USED FOR CONSTRUCTION, RECORD OR PERMIT PURPOSES.</p>
<p>DESIGN BY: RM</p> <p>CHECKED BY: WV</p> <p>APPROVED BY: RJM</p> <p>DATE: 12/20/09</p>	<p>SHEET 5</p> <p>OF 6</p>



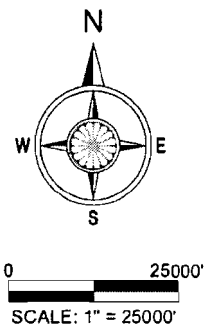


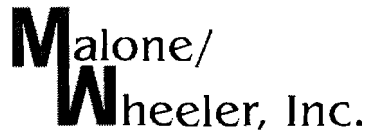
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Austin, Texas 78735
Phone: (512) 899-0601 Fax: (512) 899-0655
Firm Registration No. F-786

LOCATION MAP

SWEETWATER
SECTION ONE





Engineering & Development Consultants

March 21, 2012

Ms. Anna Bowlin, AICP
Program Manager, Development Services
Travis County Transportation & Natural Resources
411 W. 13th Street
Austin, TX 78767

RE: Sweetwater Section One Preliminary Plan
Revision for Villages H & H-2

Ms. Bowlin:

The attached outline provides supplemental and support information for the revision to the previously approved Preliminary Plan for Sweetwater Section One to accommodate certain modifications to Villages H and H-2. These modifications are being processed at this point in time in support of subdivision plats and construction plans for both Villages H and H-2 and in anticipation of a significant future revision to the layout of Villages I, J, K & L, which are also part of the current Sweetwater Section One Preliminary Plan. This document should be self-explanatory. However if you need additional information for the Commissioners Court agenda packet, please let us know at your earliest convenience.

Thank you very much for your assistance in this matter.

Very truly yours,
Malone/Wheeler, Inc.

A handwritten signature in black ink, appearing to read 'Richard J. Wheeler, Jr.', written over a horizontal line.

Richard J. Wheeler, Jr. P. E.
President

SWEETWATER SECTION ONE APPROVED PRELIMINARY PLAN VILLAGES H AND H-2 REVISION

1.0 GENERAL

The Preliminary Plan for Sweetwater Section One was originally approved in June 2004 and subsequently revised in May 2006 in conjunction with Sweetwater Section Two Preliminary Plan. Multiple final plats have been approved and recorded out of each of the approved Preliminary Plans. Construction of Village 1, Pedernales Summit Parkway-Phase One, Pedernales Summit Parkway-Phase Two Utilities, water transmission and distribution facilities, wastewater collection and treatment plant facilities and numerous storm water quality ponds and filtration devices is complete and functioning as designed. LCRA NPS Permits for temporary and permanent erosion and sedimentation control were obtained for each individual construction project.

2.0 VILLAGES H, I, J, K & L PRELIMINARY PLAN REVISION SWEETWATER SECTION ONE

The street and lot layout for Villages H, I, J, K & L in the currently approved Sweetwater Section One Preliminary Plan is shown on Exhibit A, attached. There are 362 lots and a 4.8 acre Common area lot, laid out in a combination linear block style and curvilinear style with no interior open area.

A major revision to the current approved Preliminary Plan for Sweetwater Section One-Villages H, I, J, K & L will be prepared and submitted to TNR for review and approval in the near future. This revision will re-orient a majority of the street and lot layouts and create more open space within the interior residential subdivisions associated with the listed Villages. Such open space will be connected to and complimentary of the large canyon areas surrounding Villages H, I, J, K & L. The current Village H final plat neatly fits within this improved overall scheme as does Village H-2. Village H-2 utilizes the previous 4.8 acre common area lot which was slated to be an amenity center site. Which will be relocated elsewhere within the project. Total lot counts, drainage areas and impervious cover will remain essentially unchanged or potentially reduced. An appropriate informational process has been followed with neighbors, TNR staff and officials for exposure and review of this fairly meaningful revision.

A conceptual drawing of the proposed street and lot layouts for Villages H, I, J K & L is attached as Exhibit B.

3.0 VILLAGES H & H-2 PRELIMINARY PLAN REVISION

The proposed revision to the currently approved Sweetwater Section One Preliminary Plan is primarily necessitated by the change in land use of the common area lot from an amenity center site to single family residential lots. There were 75 lots on approximately 20 acres in the original Preliminary Plan. There are now 64 lots on approximately 18 acres of the combined Village H & H-2 plats. The street layout and lot lot layout conform to the new and improved street, lot and open space layout for Villages H, I, J, K & L as described in Item 2.0 above. Approval of this Preliminary Plan revision and associated final plats and construction plans will enable the major Preliminary Plan revision to proceed.

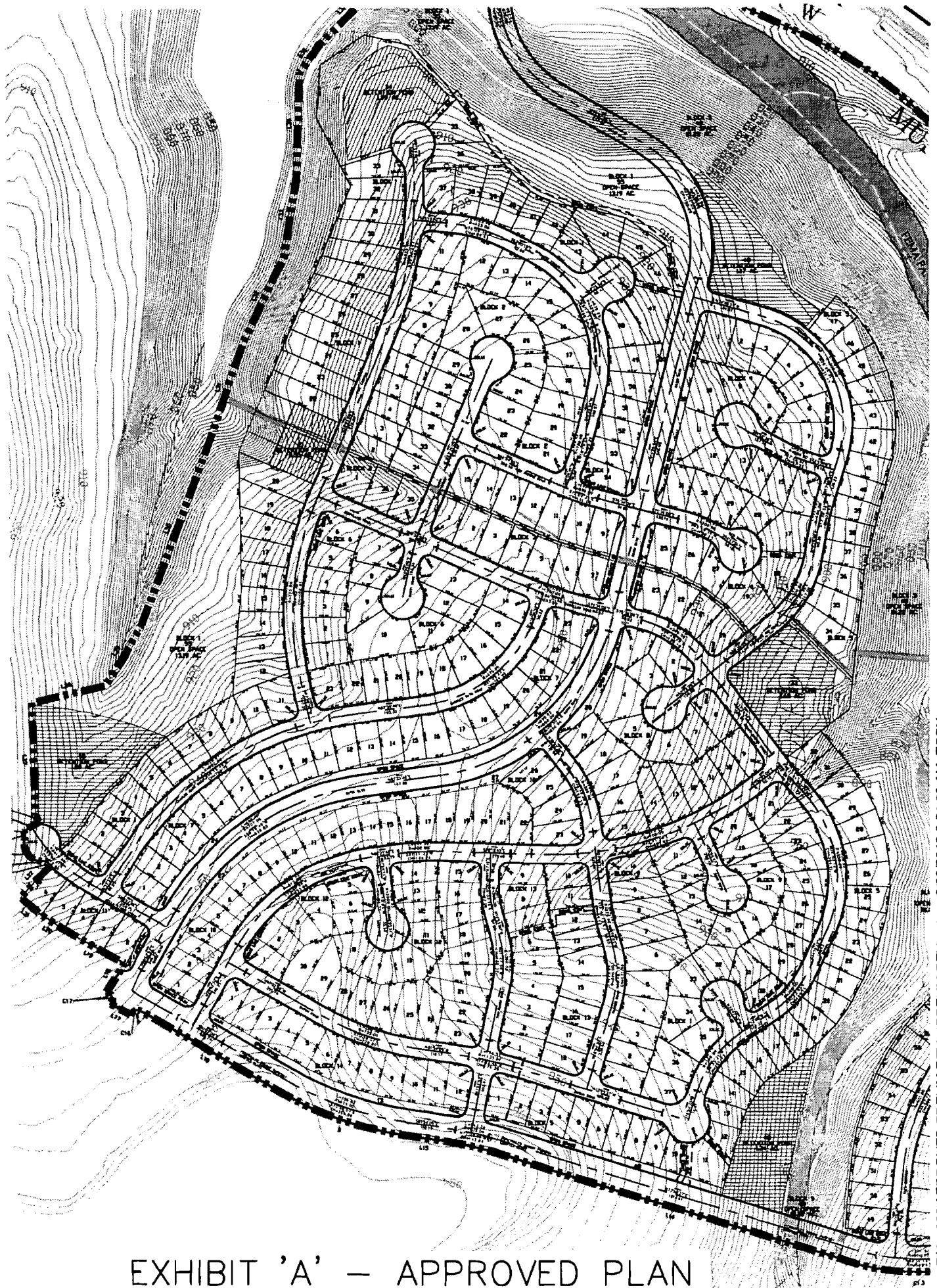
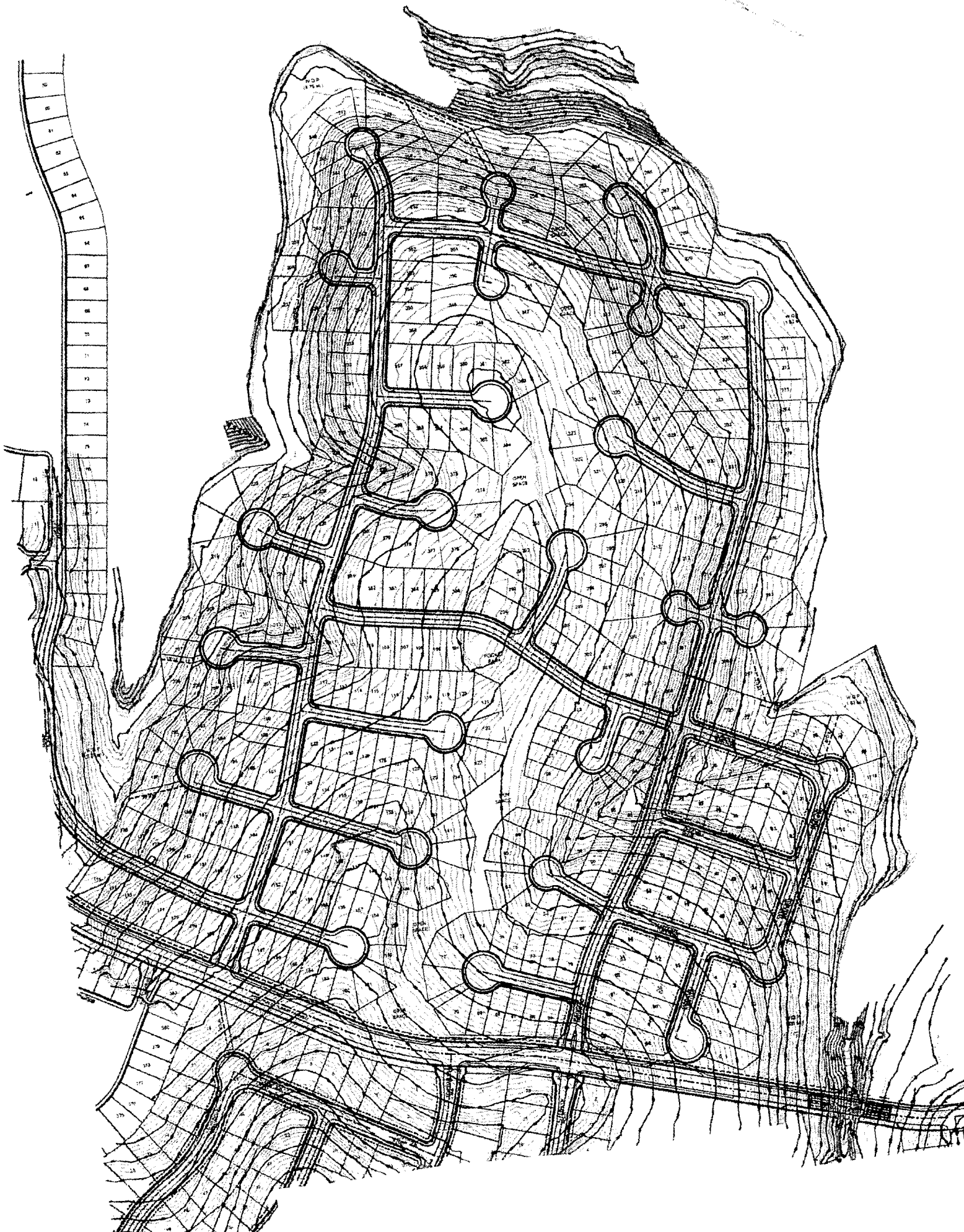


EXHIBIT 'A' — APPROVED PLAN







Item 20

Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By: Paul Scoggins **Phone #:** 854-7619

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

AB

Carol B. Jorgensen for
Department Head: Steven M. Marilla, P.E., County Executive-TNR

Sponsoring Court Member: Commissioner Huber, Precinct Three

AGENDA LANGUAGE: Consider and take appropriate action on a request to enter into two alternative fiscal agreements for Sweetwater Section One, Village H and Sweetwater Section One, Village H2 - Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

The developer of the subject subdivisions requests to enter into two alternative fiscal agreements with Travis County. Under the alternative fiscal agreements the plats will be held in abeyance while the street and drainage facilities are constructed.

Sweetwater Section One, Village H covers 14.331 acres, contains 49 total lots, and has 3,153 linear feet of public streets. Sweetwater Section One, Village H2 covers 3.968 acres, contains 19 total lots, and has 309 linear feet of public streets.

STAFF RECOMMENDATIONS:

The request has been reviewed by TNR staff and staff finds the use of the subject agreements meets all Travis County standards. As such, TNR staff recommends the approval of the proposed motions.

ISSUES AND OPPORTUNITIES:

Under Alternative Fiscal the County Executive of TNR holds the respective plat in abeyance and, upon completion of the items listed below, the Division Director of Planning and Engineering Services authorizes the issuance of a Basic Development Permit for construction of streets and drainage facilities.

Plat Status

Staff has reviewed the plats and all comments have been addressed. They meet current standards and have everything in place such that they could be recommended for approval and recordation at this time.

Restoration/Erosion Control Fiscal

The fiscal for the subdivisions' restoration and improvements have been posted with Travis County in the form of a letter of credit. The posted amount is \$163,470.50.

Boundary Street Fiscal/Access to Publicly Maintained Road

Sweetwater Section One, Village H takes access from Pedernales Summit Parkway, a street maintained by Travis County. Sweetwater Section One, Village H2 will take access from Gunnisson Turn Road, a private street within Village H. Village H and Village H2 will be public street subdivisions.

Waste Water Service

Wastewater service for these subdivisions will be provided by the Lazy Nine Municipal Utility District 1B.

Construction Plans and Engineer's Estimate of Construction Cost Approved

All comments by Travis County staff have been addressed and the reviewer is prepared to sign the cover sheets of the plans and issue permit #11-1513. The estimated cost of the improvements is \$1,501,075.00. This amount includes all costs related to the construction of all streets and drainage facilities (including temporary erosion controls, all structures contributing to the total detention (if required), etc.).

The developer has signed the attached statement acknowledging that this action does not imply or guarantee plat approval by the Commissioners Court and that he/she understands the constraints related to the use of alternate fiscal. Extension of Sixty-Day Period for Completed Plat Application Final Action documents are also included.

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A.

ATTACHMENTS/EXHIBITS:

Alternate Fiscal Acknowledgment (2)

Exhibit "A" – Description (2)

Extension of Sixty-Day Period (2)

Proposed Plats

Maps

REQUIRED AUTHORIZATIONS:

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

CC:

Stacey Scheffel	Program Manager	TNR Permits	854-7565

SM:AB:ps

1101 - Development Services - Sweetwater Section One, Village H and Village H2

§ EXHIBIT 82.401 (D) ALTERNATIVE FISCAL POLICY REQUEST AND
ACKNOWLEDGEMENT

STATE OF TEXAS §

COUNTY OF TRAVIS §

TO THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS:

The undersigned Owner proposes to subdivide that certain tract of land more particularly described in Exhibit "A", which is attached hereto and made a part hereof. The owner requests that the Travis County's Transportation and Natural Resources Department ("TNR") hold the proposed plat of the land in abeyance until all of the proposed subdivision Improvements have been constructed to Travis County Standards for the Construction of Streets and Drainage in Subdivision (the "Standards") to the satisfaction of the Executive Manager of TNR. In order to qualify for this Alternative Fiscal Policy, the proposed subdivision must meet the access criteria set forth in the Standards.

Under this Policy, the Owner is not required to post fiscal Security to secure the construction of the Improvements, but is required to obtain a Travis County Development Permit. The owner will be required to post fiscal for boundary street improvements if they are not to be completed during the construction of the Improvements. Additionally, the Owner shall file Security with the submitted Final Plat to secure restoration of disturbed areas should construction not be completed.

Upon satisfactory completion of the Improvements, the submitted plat shall be forwarded by TNR to the Commissioners Court for approval and recording.

If the Owner elects to proceed under this option, the Owner acknowledges and agrees that, until the plat is filed the Owner may not use the proposed subdivision's description in a contract to convey real property, unless the conveyance is expressly contingent on the recording and approval of the final plat and the purchaser is not given the use or the occupancy of the real property before the recording of the final plat, under penalty of prosecution under Section 12.002 of the Texas Property Code. In addition, the approval of Alternative Fiscal in no way constitutes approval of the proposed plat.

If the plat is to be approved and filed, the Owner must post Security in the amount of 10% of the cost of the Improvements to secure the performance of the construction of the Improvements for one year from the date of the approval of the plat and the acceptance of the construction by the County.

Executed this 18th day of OCTOBER, 2011.

OWNER: WS-COS DEVELOPMENT, LLC.

By: [Signature]

Name: J. ROBERT LONG

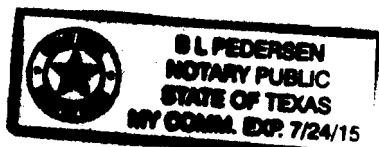
Title: AUTHORIZED SIGNATORY
Authorized Representative

TRAVIS COUNTY, TEXAS By: _____
County Judge

ACKNOWLEDGEMENT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

This instrument was acknowledged before me by J. Robert Long on the
18 day of October, 2011, in the capacity stated herein.



[Signature]

Notary Public in and for
the State of Texas

B L PEDERSEN

Printed or typed name of
notary

My commission
expires: 7/24/15

ACKNOWLEDGEMENT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

This instrument was acknowledged before me by _____ on the
_____ day of _____, _____, in the capacity stated herein.

Notary Public in and
for the State of Texas

Printed or typed name
of notary
My commission
expires: _____

Mailing Address of Owner:



Sweetwater Ranch-H
14.331 Acres

BEING A 14.331 ACRE TRACT DESCRIBED BY DELTA SURVEY GROUP, INC., IN JANUARY 2012 AND LOCATED IN THE W.A. BARLOW SURVEY NO. 86, THE SAM WILDY SURVEY NO. 527 AND THE C. J. STROTHER SURVEY NUMBER 606, TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF 1581.061 ACRE TRACT CONVEYED TO SWEETWATER AUSTIN PROPERTIES, LLC., AND DESCRIBED IN DOCUMENT NUMBER 2007015155, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, SAID 14.331 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING at an iron rod with plastic "Delta Survey" cap found for the southwest corner of Lot 1, Block B, Sweetwater Section One, Village A, a subdivision of record in Document Number 200600162, Official Public Records, Travis County, Texas;

THENCE leaving said southwest corner and crossing said 1581.061 acre tract S84°17'29"W a distance of 2312.80 feet to a ½ inch iron rod with "DELTA SURVEY" cap set for the **POINT OF BEGINNING**;

THENCE continuing across said 1581.061 acre tract the following thirty-nine (39) courses and distances:

1. N73°05'37"W a distance of 198.58 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
2. N16°54'23"E a distance of 282.12 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
3. With the arc of a curve to the right a distance of 74.85 feet, through a central angle of 77°58'13", with a radius of 55.00 feet, and whose chord bears N57°02'35"W, a distance of 69.20 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
4. With the arc of a curve to the left a distance of 35.79 feet, through a central angle of 45°34'23", with a radius of 45.00 feet, and whose chord bears N40°50'40"W, a distance of 34.86 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
5. N63°37'52"W a distance of 368.78 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
6. With the arc of a curve to the left a distance of 21.85 feet, through a central angle of 83°26'56", with a radius of 15.00 feet, and whose chord bears S74°38'41"W, a distance of 19.97 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
7. S32°55'13"W a distance of 20.21 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
8. With the arc of a curve to the left a distance of 251.60 feet, through a central angle of 14°47'08", with a radius of 975.00 feet, and whose chord bears

Sweetwater Ranch-H
14.331 Acres


- S25°31'39"W, a distance of 250.91 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
9. S11°00'38"W a distance of 56.23 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 10. S16°54'23"W a distance of 6.39 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 11. S18°05'09"E a distance of 24.41 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 12. S16°54'23"W a distance of 20.00 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 13. N73°05'37"W a distance of 90.00 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 14. N16°54'23"E a distance of 20.00 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 15. N 51°53'54" E a distance of 24.41 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 16. N 16°54'23" E a distance of 6.39 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 17. N 22°48'07" E a distance of 61.71 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 18. With a curve to the right with an arc length of 260.13 feet, with a radius of 1025.00 feet, with a chord bearing of N 25°39'00" E, with a chord length of 259.43 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 19. N 32°55'13" E a distance of 274.78 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 20. With a curve to the left with an arc length of 40.77 feet, with a radius of 275.00 feet, with a chord bearing of N 28°40'23" E, with a chord length of 40.73 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 21. N 24°25'33" E a distance of 279.65 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 22. with a curve to the left with an arc length of 23.05 feet, with a radius of 15.00 feet, with a chord bearing of N 19°36'09" W, with a chord length of 20.85 feet,;
 23. N 23°15'43" E a distance of 50.07 feet; to a ½ inch iron rod with "DELTA SURVEY" cap set,
 24. With the arc of a curve a curve to the left a distance of 24.07 feet, through a central angle of 91°56'35", with a radius of 15.00 feet, and whose chord bears N70°23'51"E, a distance of 21.57 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 25. N24°25'33"E a distance of 102.86 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 26. S65°34'27"E a distance of 50.00 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
 27. S63°37'52"E a distance of 237.12 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,

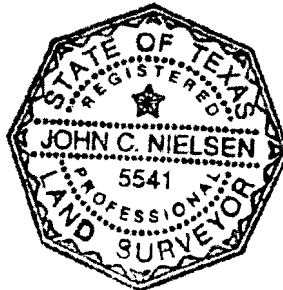
Sweetwater Ranch-H
14.331 Acres

28. N60°45'33"E a distance of 144.25 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
29. N69°03'14"E a distance of 188.71 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
30. S13°48'34"E a distance of 140.98 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
31. S23°13'31"E a distance of 141.62 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
32. S24°12'06"W a distance of 119.75 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
33. S82°31'37"W a distance of 42.19 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
34. S26°23'04"W a distance of 115.16 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
35. S54°58'26"W a distance of 62.63 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
36. S26°22'08"W a distance of 330.00 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
37. S09°06'06"W a distance of 115.21 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
38. S18°36'10"E a distance of 41.02 feet to a ½ inch iron rod with "DELTA SURVEY" cap set,
39. S14°07'55"W a distance of 299.77 feet to the **POINT OF BEGINNING** and containing 14.331 acres of land, more or less.

BEARING BASIS: State Plane Coordinates, NAD83/HARN, Texas Central Zone

I, John C. Nielsen hereby certify that the forgoing description represents an on-the-ground survey performed under my direct supervision during December 2012, and is true and correct to the best of my knowledge and belief.


John C. Nielsen
Registered Professional Land Surveyor
No. 5541-State of Texas



3-15-2012
Date

Delta Survey Group, Inc.
8213 Brodie Lane, Suite 102
Austin, Texas 78745

§ EXHIBIT 82.401 (D) ALTERNATIVE FISCAL POLICY REQUEST AND
ACKNOWLEDGEMENT

STATE OF TEXAS §

COUNTY OF TRAVIS §

TO THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS:

The undersigned Owner proposes to subdivide that certain tract of land more particularly described in Exhibit "A", which is attached hereto and made a part hereof. The owner requests that the Travis County's Transportation and Natural Resources Department ("TNR") hold the proposed plat of the land in abeyance until all of the proposed subdivision Improvements have been constructed to Travis County Standards for the Construction of Streets and Drainage in Subdivision (the "Standards") to the satisfaction of the Executive Manager of TNR. In order to qualify for this Alternative Fiscal Policy, the proposed subdivision must meet the access criteria set forth in the Standards.

Under this Policy, the Owner is not required to post fiscal Security to secure the construction of the Improvements, but is required to obtain a Travis County Development Permit. The owner will be required to post fiscal for boundary street improvements if they are not to be completed during the construction of the Improvements. Additionally, the Owner shall file Security with the submitted Final Plat to secure restoration of disturbed areas should construction not be completed.

Upon satisfactory completion of the Improvements, the submitted plat shall be forwarded by TNR to the Commissioners Court for approval and recording.

If the Owner elects to proceed under this option, the Owner acknowledges and agrees that, until the plat is filed the Owner may not use the proposed subdivision's description in a contract to convey real property, unless the conveyance is expressly contingent on the recording and approval of the final plat and the purchaser is not given the use or the occupancy of the real property before the recording of the final plat, under penalty of prosecution under Section 12.002 of the Texas Property Code. In addition, the approval of Alternative Fiscal in no way constitutes approval of the proposed plat.

If the plat is to be approved and filed, the Owner must post Security in the amount of 10% of the cost of the Improvements to secure the performance of the construction of the Improvements for one year from the date of the approval of the plat and the acceptance of the construction by the County.

Executed this _____ day of _____, _____.

OWNER:

By: *J. Robert Long*

Name: J. ROBERT LONG

Title: AUTHORIZED SIGNATORY
Authorized Representative

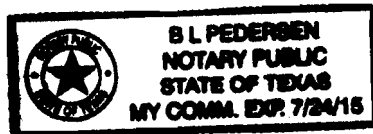
TRAVIS COUNTY, TEXAS By: _____
County Judge

ACKNOWLEDGEMENT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

This instrument was acknowledged before me by J. Robert Long on the
20 day of OCTOBER 2011, in the capacity stated herein.

B L Pedersen



Notary Public in and for
the State of Texas

B L Pedersen

Printed or typed name of
notary

My commission
expires: 7/24/15

ACKNOWLEDGEMENT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

This instrument was acknowledged before me by _____ on the
_____ day of _____, _____, in the capacity stated herein.

Notary Public in and
for the State of Texas

Printed or typed name
of notary
My commission
expires: _____

Mailing Address of Owner:

Sweetwater Ranch-H2
3.68 Acres

BEING A 3.968 ACRE TRACT DESCRIBED BY DELTA SURVEY GROUP, INC., IN JANUARY 2012 AND LOCATED IN THE W.A. BARLOW SURVEY NO. 86, THE SAM WILDY SURVEY NO. 527 AND THE C. J. STROTHER SURVEY NUMBER 606, TRAVIS COUNTY, TEXAS, AND BEING A PORTION OF 1581.061 ACRE TRACT CONVEYED TO SWEETWATER AUSTIN PROPERTIES, LLC., AND DESCRIBED IN DOCUMENT NUMBER 2007015155, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, SAID 3.968 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING at an iron rod with plastic "Delta Survey" cap found for the southwest corner of Lot 1, Block B, Sweetwater Section One, Village A, a subdivision of record in Document Number 200600162, Official Public Records, Travis County, Texas;

THENCE leaving said southwest corner and crossing said 1581.061 acre tract the following two (2) courses and distances;

1. S84°17'29"W a distance of 2312.80 feet to a ½ inch iron rod with "DELTA SURVEY" cap set, and;
2. N73°05'37"W a distance of 198.58 feet to a ½ inch iron rod with "DELTA SURVEY" cap set for the **POINT OF BEGINNING**;

THENCE continuing to cross said 1581.061 acre tract the following twelve (12) courses and distances;

1. N 73°05'37" W a distance of 500.04 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;
2. N 16°54'23" E a distance of 20.00 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;
3. N 18°05'09" W a distance of 24.41 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;
4. N 16°54'23" E a distance of 6.39 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;
5. N 11°00'38" E a distance of 56.23 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;
6. with a curve to the right with an arc length of 251.60 feet, with a radius of 975.00 feet, with a chord bearing of N 25°31'39" E, with a chord length of 250.91 feet,;
7. N 32°55'13" E a distance of 20.21 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;

**§ EXHIBIT 82.201(C)
EXTENSION OF SIXTY-DAY PERIOD FOR
COMPLETED PLAT APPLICATION FINAL ACTION**

Date: 10/14/2011

Owner's Name and Address: WSI (II) - COS LLC
52 Mason Street
Greenwich, CT 06830

Proposed Subdivision Name and Legal Description (the "Property"):

Sweetwater Ranch Village H1, see attached legal
description

The undersigned Owner and the Executive Manager of Travis County Transportation and Natural Resources Department hereby agree that the sixty (60) day period for final action to be taken on a Completed Plat Application for the Property is hereby extended by mutual agreement and without compulsion until the date that all subdivision requirements have been met to Travis County standards to the satisfaction of the Executive Manager of TNR.

Executed and affective as of the date set forth below.

Owner: _____
By: J. Robert Long
Name J. ROBERT LONG
Title: AUTHORIZED SIGNATORY
Authorized Representative

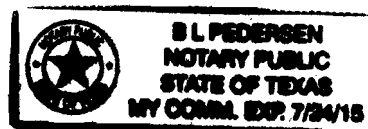
ACKNOWLEDGEMENT

STATE OF TEXAS
COUNTY OF TRAVIS

This instrument was acknowledged before me on the 18 day of October,
2011, by J. Robert Long of Travis County, Texas known to me personally
or on the basis of an approved form of identification, in the capacity stated.

Notary Public, State of Texas

B. L. Pedersen

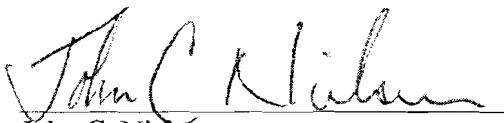


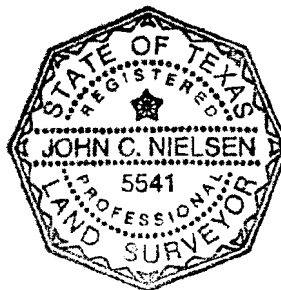
Sweetwater Ranch-H2
3.68 Acres

8. with a curve to the right with an arc length of 21.85 feet, with a radius of 15.00 feet, with a chord bearing of N 74°38'41" E, with a chord length of 19.97 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;
9. S 63°37'52" E a distance of 368.78 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;
10. with a curve to the right with an arc length of 35.79 feet, with a radius of 45.00 feet, with a chord bearing of S 40°50'40" E, with a chord length of 34.86 feet to a ½ inch iron rod with "DELTA SURVEY" cap set;
11. with a reverse curve to the left with an arc length of 74.85 feet, with a radius of 55.00 feet, with a chord bearing of S 57°02'35" E, with a chord length of 69.20 feet to a ½ inch iron rod with "DELTA SURVEY" cap set, and;
12. S 16°54'23" W a distance of 282.12 feet to the **POINT OF BEGINNING** and containing 3.968 acres of land, more or less.

BEARING BASIS: State Plane Coordinates, NAD83/HARN, Texas Central Zone

I, John C. Nielsen hereby certify that the forgoing description represents an on-the-ground survey performed under my direct supervision during December 2011, and is true and correct to the best of my knowledge and belief.


John C. Nielsen
Registered Professional Land Surveyor
No. 5541-State of Texas



1-06-2012
Date

Delta Survey Group, Inc.
8213 Brodie Lane, Suite 102
Austin, Texas 78745

EXHIBIT 82.201(C)
EXTENSION OF SIXTY DAY PERIOD – PAGE 2 OF 2

Travis County

By: Carol B. Joseph for
County Executive
Travis County Transportation and Natural Resources Department

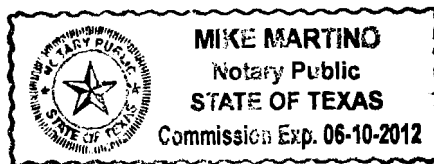
ACKNOWLEDGEMENT

STATE OF TEXAS
COUNTY OF TRAVIS

This instrument was acknowledged before me on the 30th day of March,
2012 by Steven M Manilla, P.E., County Executive of Travis County, Texas known to me
personally or on the basis of an approved form of identification, in the capacity stated.

Notary Public, State of Texas

[Signature]



(Printed Name of Notary)

My Commission Expires:

**§ EXHIBIT 82.201(C)
EXTENSION OF SIXTY-DAY PERIOD FOR
COMPLETED PLAT APPLICATION FINAL ACTION**

Date: 3/22/2012

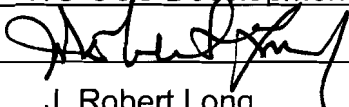
Owner's Name and Address: WS-COS Development, LLC
52 Mason Street
Greenwich, CT 06830

Proposed Subdivision Name and Legal Description (the "Property"):

Sweetwater Section One Village H2

The undersigned Owner and the Executive Manager of Travis County Transportation and Natural Resources Department hereby agree that the sixty (60) day period for final action to be taken on a Completed Plat Application for the Property is hereby extended by mutual agreement and without compulsion until the date that all subdivision requirements have been met to Travis County standards to the satisfaction of the Executive Manager of TNR.

Executed and affective as of the date set forth below.

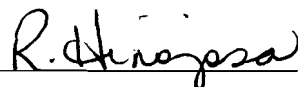
Owner: WS-COS Development, LLC
By: 
Name: J. Robert Long
Title: Authorized Signatory
Authorized Representative

ACKNOWLEDGEMENT

STATE OF TEXAS
COUNTY OF TRAVIS

This instrument was acknowledged before me on the 22 day of March, 2012, by J. Robert Long of Travis County, Texas known to me personally or on the basis of an approved form of identification, in the capacity stated.

Notary Public, State of Texas



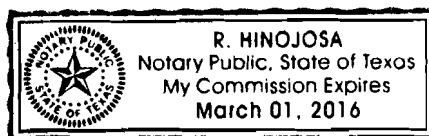


EXHIBIT 82.201(C)
EXTENSION OF SIXTY DAY PERIOD – PAGE 2 OF 2

Travis County

By: Carol B. Doyle for
County Executive
Travis County Transportation and Natural Resources Department

ACKNOWLEDGEMENT

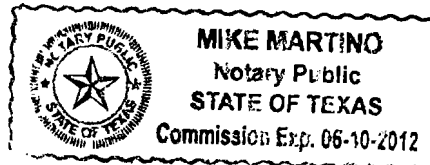
STATE OF TEXAS
COUNTY OF TRAVIS

This instrument was acknowledged before me on the 30th day of March,
2012 by Steven M Manilla, P.E., County Executive of Travis County, Texas known to me
personally or on the basis of an approved form of identification, in the capacity stated.

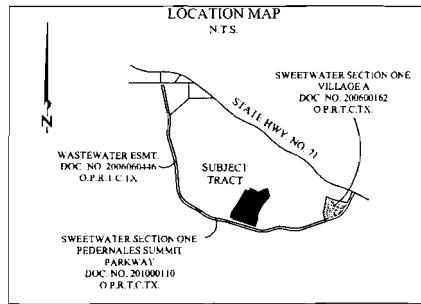
Notary Public, State of Texas

Mike Martino

(Printed Name of Notary)



My Commission Expires:



**TRAVIS COUNTY
CONSUMER PROTECTION NOTICE
FOR HOMEBUYERS**

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

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

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

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

STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS THAT WS-COS DEVELOPMENT, LLC, ACTING HEREIN AND THROUGH MICHAEL L. RAFFERTY, AUTHORIZED SIGNATORY, OWNER OF 1379.351 ACRES (REMAINDER) OF LAND LOCATED IN THE W. A. BARKLOW SURVEY NO. 86, IN TRAVIS COUNTY, TEXAS, DESCRIBED BY DEED OF RECORD IN DOCUMENT NO. 2011067827 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, THE UNDERSIGNED OWNER DOES HEREBY SUBDIVIDE 14.331 ACRES OF LAND OUT OF SAID 1379.351 ACRES TRACT PURSUANT TO CHAPTER 232 OF THE LOCAL GOVERNMENT CODE OF TEXAS, IN ACCORDANCE WITH THIS PLAT, TO BE KNOWN AS "SWEETWATER SECTION ONE, VILLAGE H" SUBDIVISION, SUBJECT TO THE COVENANTS AND RESTRICTIONS SHOWN HEREON, AND HEREBY DEDICATES TO THE OWNERS OF THE LOTS IN THE SUBDIVISION, PUBLIC UTILITIES SERVING THE SUBDIVISION, EMERGENCY SERVICES PROVIDERS WITH JURISDICTION, AND PUBLIC SERVICES AGENCIES, THE USE OF ALL THE PUBLIC STREET AND OTHER EASEMENTS SHOWN HEREON, SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED.

WITNESS MY HAND THIS ____ DAY OF _____, 201__ A.D.

BY: MICHAEL L. RAFFERTY, AUTHORIZED SIGNATORY _____ DATE _____
WS-COS DEVELOPMENT, LLC
52 MASON ST.
GREENWICH, CT 06830

STATE OF TEXAS
COUNTY OF _____
BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED MICHAEL L. RAFFERTY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

MY COMMISSION EXPIRES: _____, 201__ A.D.

NO PORTION OF THIS SUBDIVISION LIES WITHIN THE DESIGNATED 100 YEAR FLOOD PLAIN AS DEFINED BY F.E.M.A. MAP 4810260385H DATED SEPTEMBER 26, 2008.

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

RICHARD J. WHEELER, JR., P.E.
REGISTERED PROFESSIONAL ENGINEER NO. 45033
MALONE/WHEELER, INC.
7500 RIALTO BLVD, BLDG 1, SUITE 240
AUSTIN, TEXAS 78735

STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS:

I, JOHN C. NIELSEN, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND DO HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE ON THE GROUND UNDER MY SUPERVISION.

DATE _____ JOHN C. NIELSEN
REGISTERED PROFESSIONAL LAND SURVEYOR
No. 5541 STATE OF TEXAS
DELTA SURVEY GROUP, INC.
8213 BRODIE LANE, STE 102
AUSTIN, TEXAS 78745

THIS SUBDIVISION IS NOT LOCATED IN THE CITY OF AUSTIN'S JURISDICTION.

DIRECTOR, CITY OF AUSTIN WATERSHED
PLANNING AND DEVELOPMENT REVIEW DEPARTMENT

IN APPROVING THIS PLAT, THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS, ASSUMES NO OBLIGATION TO BUILD STREETS, ROADS, AND OTHER PUBLIC 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 COMMISSIONER'S COURT OF TRAVIS COUNTY, TEXAS.

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

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

STATE OF TEXAS:
COUNTY OF TRAVIS:

I, DANA DEBEAUVOIR, CLERK OF THE COUNTY COURT, OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT ON THE ____ DAY OF _____, 200__, A.D., THE COMMISSIONERS' COURT OF TRAVIS COUNTY, TEXAS, PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT AND THAT SAID ORDER WAS DULY ENTERED IN THE MINUTES OF SAID COURT.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY COURT OF SAID COUNTY, THE ____ DAY OF _____, 200__, A.D.

DANA DEBEAUVOIR, COUNTY CLERK
TRAVIS COUNTY, TEXAS

DEPUTY _____

STATE OF TEXAS:
COUNTY OF TRAVIS:

I, DANA DEBEAUVOIR, CLERK OF TRAVIS COUNTY, TEXAS DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING AND ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE ____ DAY OF _____, 200__, A.D., AT ____ O'CLOCK ____ M., DULY RECORDED ON THE ____ DAY OF _____, 200__, A.D., AT ____ O'CLOCK ____ M., PLAT RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NO. _____ OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THIS ____ DAY OF _____, 200__, A.D.

DANA DEBEAUVOIR, COUNTY CLERK,
TRAVIS COUNTY, TEXAS.

DEPUTY _____

PERMANENT WATER QUALITY BMP EASEMENT PLAT NOTE:

THE PERMANENT WATER QUALITY BEST MANAGEMENT PRACTICE (BMP) EASEMENT IS FOR THE PURPOSE OF PROTECTING THE ENVIRONMENT BY IMPROVING THE QUALITY OF STORM WATER RUNOFF FROM DEVELOPED LANDS. NO STRUCTURE OR OTHER IMPROVEMENT MAY BE CONSTRUCTED OR MAINTAINED WITHIN A WATER QUALITY BMP EASEMENT AREA UNLESS SPECIFICALLY AUTHORIZED AND APPROVED IN WRITING IN ADVANCE BY THE LOWER COLORADO RIVER AUTHORITY (LCRA). FENCING WILL BE ALLOWED PROVIDED THAT IT DOES NOT INTERFERE WITH BMP FUNCTION AND THAT ACCESS FOR MAINTENANCE AND INSPECTION IS PROVIDED. THE WATER QUALITY EASEMENT MAY BE ENFORCED BY THE LOWER COLORADO RIVER AUTHORITY OR ANY OTHER GOVERNMENTAL ENTITY WITH THE AUTHORITY TO PROTECT THE ENVIRONMENT FOR THE BENEFIT OF THE PUBLIC, BY INJUNCTION OR OTHER ACTION IN A COURT OF APPROPRIATE JURISDICTION.

LOWER COLORADO RIVER AUTHORITY _____

DATE _____

NOTES:

1. 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 REPLATTING MAY BE REQUIRED, AT THE OWNER'S SOLE EXPENSE, IF PLANS TO CONSTRUCT THIS SUBDIVISION DO NOT COMPLY WITH SUCH CODES AND REQUIREMENTS.
2. FOR A MINIMUM TRAVEL DISTANCE OF 25 FEET FROM THE ROADWAY EDGE, DRIVEWAY GRADES MAY EXCEED 14% ONLY WITH THE SPECIFIC WRITTEN APPROVAL OF THE SURFACE AND GEOMETRIC DESIGN PROPOSALS BY THE TRAVIS COUNTY TRANSPORTATION AND NATURAL RESOURCES.
3. WASTEWATER SYSTEMS SERVING THIS SUBDIVISION SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH TRAVIS COUNTY PLANS AND SPECIFICATIONS. PLANS AND SPECIFICATION SHALL BE SUBMITTED TO LCRA AND TCEQ FOR REVIEW.
4. NO PORTION OF THIS TRACT IS LOCATED WITHIN THE EDWARDS AQUIFER RECHARGE ZONE.
5. NO PORTION OF THIS SUBDIVISION LIES WITHIN THE DESIGNATED 100 YEAR FLOOD PLAIN AS DEFINED BY F.E.M.A. MAP 4810260185H DATED SEPTEMBER 26, 2008.
6. THIS SUBDIVISION IS SUBJECT TO A PHASING AGREEMENT RECORDED AS DOCUMENT NO. 2006100748.
7. MUNICIPAL JURISDICTION: THIS PRELIMINARY PLAN BOUNDARIES FALL OUTSIDE C.O.A. ETJ, BEE CAVE ETJ, LAKEWAY ETJ, AND WILL BE REGULATED BY TRAVIS COUNTY. MUNICIPAL JURISDICTION - NONE.
8. THIS SUBDIVISION IS SUBJECT TO THE COVENANTS AND RESTRICTIONS RECORDED AS DOCUMENT NO.: 2006076072.
9. DRIVEWAYS SHALL NOT BE CONSTRUCTED CLOSER THAN 50 FEET OR 60% OF THE LOTS FRONTAGE TO THE EDGE OF PAVEMENT OF AN INTERSECTING LOCAL OR COLLECTOR STREET.
10. A TRAVIS COUNTY DEVELOPMENT PERMIT IS REQUIRED PRIOR TO ANY SITE DEVELOPMENT.
11. WATER SERVICE AND WASTEWATER SERVICE WILL BE PROVIDED BY THE LAZY NINE MUNICIPAL UTILITY DISTRICT 1B.
12. DRAINAGE EASEMENTS LESS THAN 25 FEET WIDE ARE RESTRICTED TO ENCLOSED CONDUIT SYSTEMS. DRAINAGE EASEMENTS 15 FEET WIDE ARE FOR ENCLOSED CONDUIT DRAINAGE SYSTEMS ONLY.
13. THIS SUBDIVISION IS LOCATED WITHIN THE BOUNDARIES OF THE LAZY NINE MUNICIPAL DISTRICT 1B. WATER AND WASTEWATER SERVICE TO THIS SUBDIVISION WILL BE PROVIDED BY THE DISTRICT IN ACCORDANCE WITH ITS RATE ORDER, AS AMENDED. ALL CONSTRUCTION PLANS FOR WATER, WASTEWATER, AND STORM DRAINAGE IMPROVEMENTS MUST BE PRESENTED TO THE DISTRICT AND APPROVED BY THE DISTRICT'S ENGINEER, PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES. THE DISTRICT MAY INSPECT ALL WATER, WASTEWATER, AND STORM DRAINAGE IMPROVEMENTS.
14. NO OBJECTS, INCLUDING BUT NOT LIMITED TO BUILDINGS, FENCES, LANDSCAPING OR OTHER STRUCTURES SHALL BE ALLOWED IN DRAINAGE EASEMENTS AND WATER QUALITY EASEMENTS EXCEPT AS APPROVED BY LCRA AND TRAVIS COUNTY.
15. NO LOT SHALL BE OCCUPIED UNTIL CONNECTED TO AN APPROVED PUBLIC SEWER SYSTEM.
16. NO LOT SHALL BE OCCUPIED UNTIL WATER SATISFACTORY FOR HUMAN CONSUMPTION IS AVAILABLE FROM A SOURCE IN ADEQUATE AND SUFFICIENT SUPPLY FOR THIS PROPOSED DEVELOPMENT.
17. LOT 22 BLOCK A WILL BE OWNED AND MAINTAINED BY THE LAZY NINE MUD 1B OR ITS ASSIGNMENTS.
18. ALL PUBLIC STREET RIGHT-OF-WAY ARE ALSO DRAINAGE EASEMENTS, WATER AND WASTEWATER EASEMENTS AS PROVIDED BY LAZY NINE MUNICIPAL UTILITY EASEMENTS AND GAS EASEMENT AS PROVIDED BY LAZY NINE MUNICIPAL UTILITY DISTRICT 1B OR THEIR ASSIGNS.
19. ALL WATER QUALITY AND DRAINAGE EASEMENTS SHALL BE MAINTAINED BY THE LAZY NINE MUNICIPAL UTILITY DISTRICT 1B.
20. ALL PROPERTY OF THE HEREIN-DESCRIBED SUBDIVISION IS SUBJECT TO THE LOWER COLORADO RIVER AUTHORITY'S NONPOINT-SOURCE (NPS) POLLUTION CONTROL ORDINANCE. ANY DEVELOPMENT OTHER THAN CONSTRUCTION OF A SINGLE-FAMILY HOME OR ASSOCIATED STRUCTURE MAY REQUIRE AN NPS DEVELOPMENT PERMIT FROM THE LOWER COLORADO RIVER AUTHORITY.
21. ALL NON RESIDENTIAL LOTS NOT ASSIGNED TO LAZY NINE MUD 1B SHALL BE OWNED AND MAINTAINED BY HOME OWNERS ASSOCIATION OR ITS ASSIGNS.

BENCHMARK LIST:

TBM-08: COTTON SPINDLE SET IN 9" LIVE OAK TAG No. 7542
ELEV: 979.63'

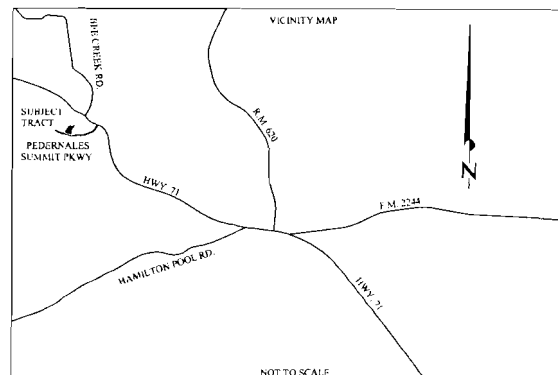
TBM-10: COTTON SPINDLE SET IN LIVE OAK TAG No. 8188
ELEV: 899.97'

STREET NAME	STREET WIDTH	DESIGN SPEED	TYPE	CLASSIFICATION	STREET OWNERSHIP	STREET LENGTH
BUCHANAN DRAW RD	28'	25 MPH	C&G	LOCAL	PUBLIC	1143 L.F.
DEEP WELL DR	28'	25 MPH	C&G	LOCAL	PUBLIC	450 L.F.
GUNNISON TURN RD	28'	25 MPH	C&G	LOCAL	PUBLIC	1056 L.F.
RIO CHAMA LN	28'	25 MPH	C&G	LOCAL	PUBLIC	504 L.F.

TOTAL: 3153 L.F.

SWEETWATER DEVELOPMENT PLAT NOTES:

1. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE U.S. ARMY CORPS OF ENGINEERS FOR REVIEW AND ISSUANCE OF PERTINENT AND APPROPRIATE PERMITS, IF ANY ARE REQUIRED, PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
2. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE LOWER COLORADO RIVER AUTHORITY WATER RESOURCES PROTECTION DIVISION FOR REVIEW AND CONSIDERATION OF A NON-POINT SOURCE POLLUTION CONTROL PERMIT PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
3. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION AND THE PROPOSED INTERSECTION WITH SH 71 WEST HAVE BEEN SUBMITTED TO THE TEXAS DEPARTMENT OF TRANSPORTATION AUSTIN DISTRICT, TOGETHER WITH APPROPRIATELY COMPLETED APPLICATIONS FOR DRIVEWAY PERMITS IN TXDOT ROW. IN ADDITION, PERTINENT AND APPROPRIATE ROW RESERVATION AREAS, IF SUCH RESERVATIONS MAY BE DEEMED TO BE REQUIRED VIA MUTUAL CONSIDERATION AND CONSENT BETWEEN THE OWNER/DEVELOPER AND TXDOT TO ACCOMMODATE FUTURE EXPANSIONS OF SH 71 WEST ARE INCLUDED FOR CONSIDERATION FOR THE FINAL PLAT(S) OF THIS SUBDIVISION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
4. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR WATER, WASTEWATER AND STORMWATER MANAGEMENT INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) AND/OR LOWER COLORADO RIVER AUTHORITY (LCRA), AND THE LAZY NINE MUNICIPAL UTILITY DISTRICT FOR REVIEW AND CONSIDERATION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.



CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	15.00'	25.28'	22.39'	N15°21'19"W	96°33'04"
C2	325.00'	35.54'	35.52'	N29°47'15"E	96°15'55"
C3	15.00'	23.49'	21.16'	N71°30'43"E	89°42'51"
C4	15.00'	23.56'	21.21'	S18°37'52"E	90°00'00"
C5	50.00'	78.54'	70.71'	S11°22'08"W	90°00'00"
C6	55.00'	173.89'	109.99'	N71°22'08"E	181°08'46"
C7	45.00'	34.79'	34.86'	N03°14'56"E	45°34'23"
C8	45.00'	34.79'	34.86'	N49°09'20"E	45°34'23"
C9	55.00'	173.89'	109.99'	N18°37'52"W	181°08'46"
C10	45.00'	34.79'	34.86'	N86°53'03"W	45°34'23"
C11	15.00'	23.05'	20.85'	N19°36'09"W	88°03'25"
C12	15.00'	24.07'	21.57'	S70°23'51"W	91°56'35"
C13	50.00'	78.54'	70.71'	N18°37'52"W	90°00'00"
C14	15.00'	23.56'	21.21'	N71°22'08"E	90°00'00"
C15	15.00'	24.07'	20.85'	S18°37'52"W	88°03'25"
C16	1025.00'	290.13'	259.43'	S25°39'00"W	14°33'26"
C17	275.00'	40.77'	40.73'	S28°40'23"W	08°29'40"
C18	15.00'	23.05'	20.85'	S19°36'09"E	88°03'25"
C19	1025.00'	29.86'	28.96'	N19°11'20"E	01°37'07"
C20	1025.00'	23.69'	23.68'	N21°25'58"E	03°00'04"
C21	1025.00'	53.69'	53.68'	N24°10'00"E	03°00'04"
C22	1025.00'	53.69'	53.68'	N27°10'05"E	03°00'04"
C23	1025.00'	53.69'	53.68'	N30°30'09"E	03°00'04"
C24	1025.00'	16.41'	16.41'	N32°27'42"E	00°55'01"
C25	55.00'	87.00'	78.21'	S38°39'24"W	90°37'49"
C26	55.00'	12.64'	12.62'	S12°55'53"E	12°32'43"
C27	45.00'	16.79'	16.69'	N37°03'22"E	21°22'27"
C28	45.00'	19.01'	18.80'	N59°50'33"E	24°11'56"
C29	55.00'	43.72'	42.58'	S49°10'10"W	45°32'42"
C30	55.00'	36.41'	35.75'	S07°54'47"W	37°56'04"
C31	55.00'	36.41'	35.75'	S30°30'10"E	37°56'04"
C32	55.00'	37.34'	34.78'	S79°20'16"E	59°43'56"
C33	45.00'	17.87'	17.75'	S82°10'13"W	22°44'54"
C34	45.00'	17.93'	17.81'	N75°02'36"W	22°49'29"

LINE	BEARING	DISTANCE
L1	N24°25'33"E	105.57'
L2	S51°53'54"W	24.41'
L3	S16°54'23"W	6.19'
L4	S22°48'07"W	61.71'
L5	S63°37'52"E	10.00'
L6	S63°37'52"E	10.00'
L7	N28°22'08"E	12.57'
L8	N23°59'55"E	3.88'
L9	N23°59'55"E	12.10'
L10	N24°25'33"E	6.22'
L11	N22°48'07"E	36.85'
L12	N22°48'07"E	24.86'
L13	N32°55'13"E	16.58'
L14	N24°25'33"E	12.47'



GRAPHIC SCALE

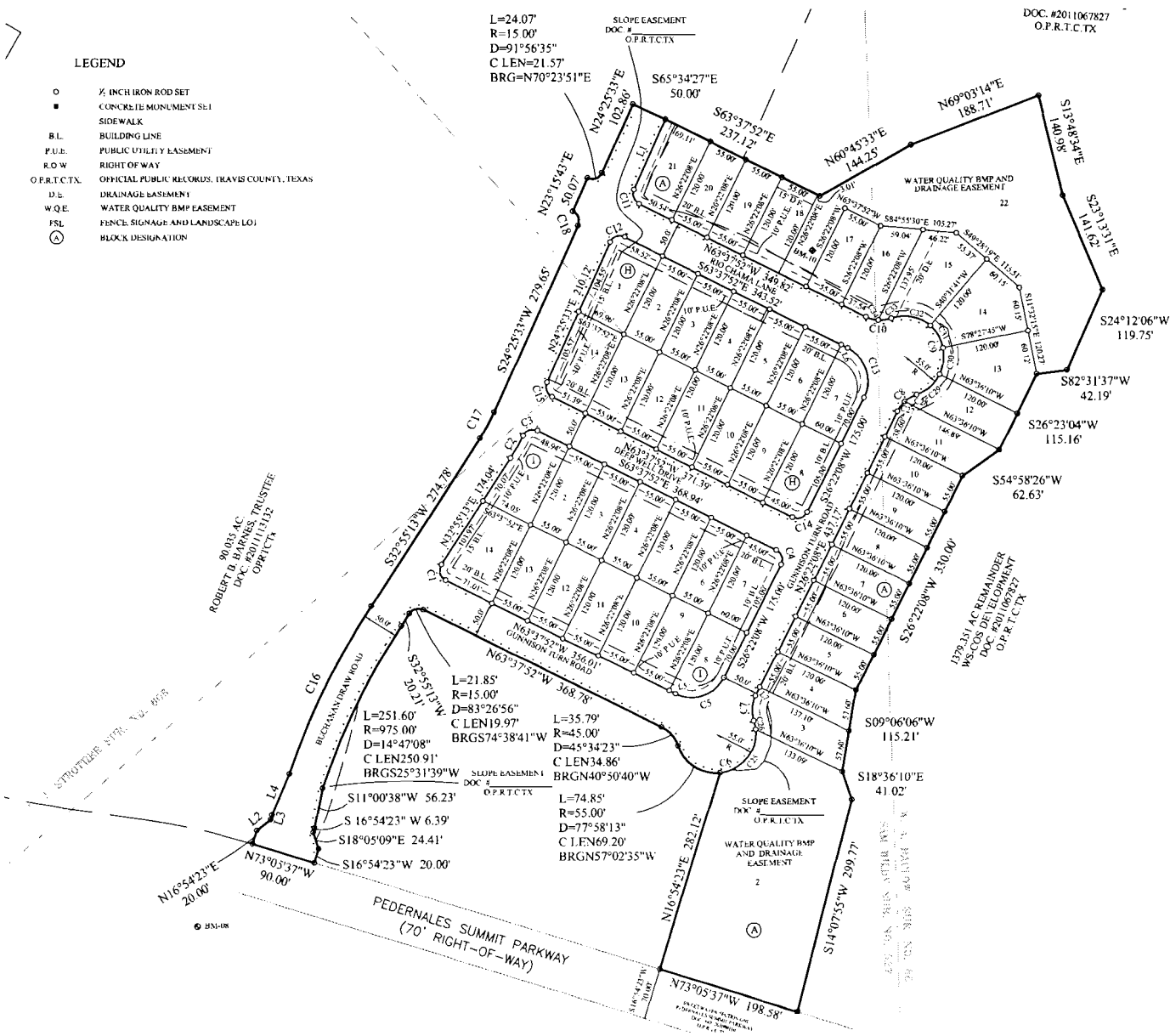
1" = 100'

TRAVIS COUNTY, TEXAS
OCTOBER 2011

LAND USE SCHEDULE

RESIDENTIAL LOTS	46
WATER QUALITY BMP, DE	2
TOTAL LOTS	48
BLOCKS	3
TOTAL ACREAGE	14.331

- LEGEND**
- 1/2" IRON ROD SET
 - CONCRETE MONUMENT SET
 - SIDEWALK
 - BUILDING LINE
 - PUBLIC UTILITY EASEMENT
 - RIGHT OF WAY
 - OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS
 - DRAINAGE EASEMENT
 - WATER QUALITY BMP EASEMENT
 - FENCE SIGNAGE AND LANDSCAPE LOT
 - Ⓐ BLOCK DESIGNATION



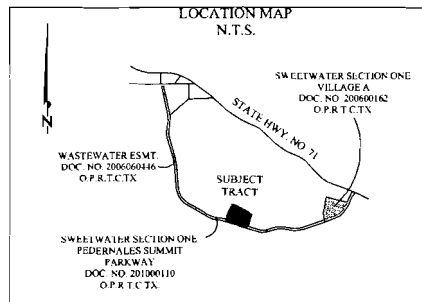
SWEETWATER SECTION ONE

VILLAGE H

Delta Survey Group Inc.

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

SHEET
4
OF
4



**TRAVIS COUNTY
CONSUMER PROTECTION NOTICE
FOR HOMEBUYERS**

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

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

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

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

STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS THAT WS-COS DEVELOPMENT, LLC, ACTING HEREIN AND THROUGH MICHAEL L. RAFFERTY, AUTHORIZED SIGNATORY, OWNER OF 1379.351 ACRES (REMAINDER) OF LAND LOCATED IN THE W. A. BARLOW SURVEY NO. 86, IN TRAVIS COUNTY, TEXAS, DESCRIBED BY DEED OF RECORD IN DOCUMENT NO. 2011067827 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS. THE UNDERSIGNED OWNER DOES HEREBY SUBDIVIDE 3.968 ACRES OF LAND OUT OF SAID 1379.351 ACRES TRACT PURSUANT TO CHAPTER 232 OF THE LOCAL GOVERNMENT CODE OF TEXAS, IN ACCORDANCE WITH THIS PLAT, TO BE KNOWN AS "SWEETWATER SECTION ONE, VILLAGE H 2" SUBDIVISION, SUBJECT TO THE COVENANTS AND RESTRICTIONS SHOWN HEREON, AND HEREBY DEDICATES TO THE PUBLIC THE USE OF ALL STREETS AND OTHER EASEMENTS SHOWN HEREON, SUBJECT TO ANY EASEMENTS AND/OR RESTRICTIONS HERETOFORE GRANTED AND NOT RELEASED.

WITNESS MY HAND THIS ____ DAY OF _____, 201 ____ A.D.

BY: _____
MICHAEL L. RAFFERTY, AUTHORIZED SIGNATORY
WS-COS DEVELOPMENT, LLC
53 MASON ST.
GREENWICH, CT 06830

DATE _____

STATE OF TEXAS
COUNTY OF _____

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

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

MY COMMISSION EXPIRES: _____, 201 ____ A.D.

NO PORTION OF THIS SUBDIVISION LIES WITHIN THE DESIGNATED 100 YEAR FLOOD PLAIN AS DEFINED BY F.E.M.A. MAP 4810260385H DATED SEPTEMBER 26, 2008.

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

RICHARD J. WHEELER, JR., P.E.
REGISTERED PROFESSIONAL ENGINEER NO. 45033
MALONE/WHEELER, INC.
7500 RIALTO BLVD, BLDG 1, SUITE 240
AUSTIN, TEXAS 78735

STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS.

I, JOHN C. NIELSEN, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND DO HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE ON THE GROUND UNDER MY SUPERVISION.

DATE _____

JOHN C. NIELSEN
REGISTERED PROFESSIONAL LAND SURVEYOR
No. 5541 STATE OF TEXAS
DELTA SURVEY GROUP, INC.
8213 BRODIE LANE, STE 102
AUSTIN, TEXAS 78745

THIS SUBDIVISION IS NOT LOCATED IN THE CITY OF AUSTIN'S JURISDICTION.

DIRECTOR, CITY OF AUSTIN WATERSHED
PLANNING AND DEVELOPMENT REVIEW DEPARTMENT

IN APPROVING THIS PLAT, THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS, ASSUMES NO OBLIGATION TO BUILD STREETS, ROADS, AND OTHER PUBLIC 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 COMMISSIONER'S COURT OF TRAVIS COUNTY, TEXAS.

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

THE AUTHORIZATION OF THIS PLAT BY THE COMMISSIONERS COURT FOR FILING OR THE SUBSEQUENT ACCEPTANCE FOR MAINTENANCE BY TRAVIS COUNTY, TEXAS, OF ROADS AND STREETS IN THE SUBDIVISION DOES NOT OBLIGATE THE COUNTY TO INSTALL STREET NAME SIGNS, OR ERECT TRAFFIC CONTROL SIGNS, SUCH AS SPEED LIMIT, STOP SIGNS, AND YIELD SIGNS, WHICH IS CONSIDERED TO BE PART OF THE DEVELOPERS 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 _____, 200 ____ A.D., THE COMMISSIONERS' COURT OF TRAVIS COUNTY, TEXAS, PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT AND THAT SAID ORDER WAS DULY ENTERED IN THE MINUTES OF SAID COURT.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY COURT OF SAID COUNTY, THE ____ DAY OF _____, 201 ____ A.D.

DANA DEBEAUVOR, COUNTY CLERK
TRAVIS COUNTY, TEXAS

DEPUTY _____

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 _____, 201 ____ A.D. AT ____ O'CLOCK ____ M., DULY RECORDED ON THE ____ DAY OF _____, 201 ____ A.D. AT ____ O'CLOCK ____ M. PLAT RECORDS OF SAID COUNTY AND STATE IN DOCUMENT NO. _____ OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY.

WITNESS MY HAND AND SEAL OF OFFICE OF THE COUNTY CLERK, THIS ____ DAY OF _____, 201 ____ A.D.

DANA DEBEAUVOR, COUNTY CLERK,
TRAVIS COUNTY, TEXAS

DEPUTY _____

NOTES:

1. 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 REPLATTING MAY BE REQUIRED, AT THE OWNER'S SOLE EXPENSE, IF PLANS TO CONSTRUCT THIS SUBDIVISION DO NOT COMPLY WITH SUCH CODES AND REQUIREMENTS.
2. FOR A MINIMUM TRAVEL DISTANCE OF 25 FEET FROM THE ROADWAY EDGE, DRIVEWAY GRADES MAY EXCEED 14% ONLY WITH THE SPECIFIC WRITTEN APPROVAL OF THE SURFACE AND GEOMETRIC DESIGN PROPOSALS BY THE TRAVIS COUNTY TRANSPORTATION AND NATURAL RESOURCES.
3. WASTEWATER SYSTEMS SERVING THIS SUBDIVISION SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH TRAVIS COUNTY PLANS AND SPECIFICATIONS. PLANS AND SPECIFICATION SHALL BE SUBMITTED TO LCRA AND TCEQ FOR REVIEW.
4. NO PORTION OF THIS TRACT IS LOCATED WITHIN THE EDWARDS AQUIFER RECHARGE ZONE.
5. NO PORTION OF THIS SUBDIVISION LIES WITHIN THE DESIGNATED 100 YEAR FLOOD PLAIN AS DEFINED BY F.E.M.A. MAP 4810260385H DATED SEPTEMBER 26, 2008.
6. THIS SUBDIVISION IS SUBJECT TO A PHASING AGREEMENT RECORDED AS DOCUMENT NO. 2006100748.
7. MUNICIPAL JURISDICTION: THIS PRELIMINARY PLAN BOUNDARIES FALL OUTSIDE C.O.A. ETJ, BEE CAVE ETJ, LAKEWAY ETJ, AND WILL BE REGULATED BY TRAVIS COUNTY. MUNICIPAL JURISDICTION - NONE
8. THIS SUBDIVISION IS SUBJECT TO THE COVENANTS AND RESTRICTIONS RECORDED AS DOCUMENT NO. 2006076072.
9. DRIVEWAYS SHALL NOT BE CONSTRUCTED CLOSER THAN 50 FEET OR 60% OF THE LOT'S FRONTAGE TO THE EDGE OF PAVEMENT OF AN INTERSECTING LOCAL OR COLLECTOR STREET.
10. A TRAVIS COUNTY DEVELOPMENT PERMIT IS REQUIRED PRIOR TO ANY SITE DEVELOPMENT.
11. WATER SERVICE AND WASTEWATER SERVICE WILL BE PROVIDED BY THE LAZY NINE MUNICIPAL UTILITY DISTRICT 1B.
12. DRAINAGE EASEMENTS LESS THAN 25 FEET WIDE ARE RESTRICTED TO ENCLOSED CONDUIT SYSTEMS. DRAINAGE EASEMENTS 15 FEET WIDE ARE FOR ENCLOSED CONDUIT DRAINAGE SYSTEMS ONLY.
13. THIS SUBDIVISION IS LOCATED WITHIN THE BOUNDARIES OF THE LAZY NINE MUNICIPAL DISTRICT 1B. WATER AND WASTEWATER SERVICE TO THIS SUBDIVISION WILL BE PROVIDED BY THE DISTRICT IN ACCORDANCE WITH ITS RATE ORDER, AS AMENDED. ALL CONSTRUCTION PLANS FOR WATER, WASTEWATER, AND STORM DRAINAGE IMPROVEMENTS MUST BE PRESENTED TO THE DISTRICT AND APPROVED BY THE DISTRICT'S ENGINEER, PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES. THE DISTRICT MAY INSPECT ALL WATER, WASTEWATER, AND STORM DRAINAGE IMPROVEMENTS.
14. NO OBJECTS, INCLUDING BUT NOT LIMITED TO BUILDINGS, FENCES, LANDSCAPING OR OTHER STRUCTURES SHALL BE ALLOWED IN DRAINAGE EASEMENTS AND WATER QUALITY EASEMENTS EXCEPT AS APPROVED BY LCRA AND TRAVIS COUNTY.
15. NO LOT SHALL BE OCCUPIED UNTIL CONNECTED TO AN APPROVED PUBLIC SEWER SYSTEM.
16. NO LOT SHALL BE OCCUPIED UNTIL WATER SATISFACTORY FOR HUMAN CONSUMPTION IS AVAILABLE FROM A SOURCE IN ADEQUATE AND SUFFICIENT SUPPLY FOR THIS PROPOSED DEVELOPMENT.
17. LOT 19 BLOCK A WILL BE OWNED AND MAINTAINED BY THE LAZY NINE MUD 1B OR ITS ASSIGNMENTS.
18. ALL PUBLIC STREET RIGHT-OF-WAY ARE ALSO DRAINAGE EASEMENTS, WATER AND WASTEWATER EASEMENTS AS PROVIDED BY LAZY NINE MUNICIPAL UTILITY EASEMENTS AND GAS EASEMENT AS PROVIDED BY LAZY NINE MUNICIPAL UTILITY DISTRICT 1B OR THEIR ASSIGNS.
19. ALL WATER QUALITY AND DRAINAGE EASEMENTS SHALL BE MAINTAINED BY THE LAZY NINE MUNICIPAL UTILITY DISTRICT 1B.
20. ALL PROPERTY OF THE HEREIN-DESCRIBED SUBDIVISION IS SUBJECT TO THE LOWER COLORADO RIVER AUTHORITY'S NONPOINT-SOURCE (NPS) POLLUTION CONTROL ORDINANCE. ANY DEVELOPMENT OTHER THAN CONSTRUCTION OF A SINGLE-FAMILY HOME OR ASSOCIATED STRUCTURE MAY REQUIRE AN NPS DEVELOPMENT PERMIT FROM THE LOWER COLORADO RIVER AUTHORITY.
21. ALL NON RESIDENTIAL LOTS NOT ASSIGNED TO LAZY NINE MUD 1B SHALL BE OWNED AND MAINTAINED BY HOME OWNERS ASSOCIATION OR ITS ASSIGNS.

BENCHMARK LIST:

TBM-08: COTTON SPINDLE SET IN 9" LIVE OAK TAG No. 7542
ELEV: 979.63'

TBM-10: COTTON SPINDLE SET IN LIVE OAK TAG No. 8188
ELEV: 899.97'

SWEETWATER DEVELOPMENT PLAT NOTES:

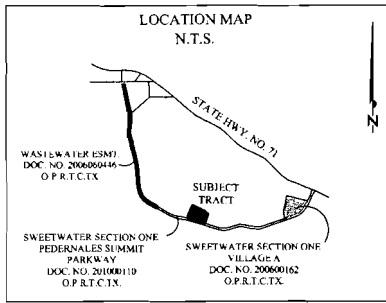
1. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE U.S. ARMY CORPS OF ENGINEERS FOR REVIEW AND ISSUANCE OF PERTINENT AND APPROPRIATE PERMITS, IF ANY ARE REQUIRED, PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
2. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE LOWER COLORADO RIVER AUTHORITY WATER RESOURCES PROTECTION DIVISION FOR REVIEW AND CONSIDERATION OF A NON-POINT SOURCE POLLUTION CONTROL PERMIT PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
3. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR STREET AND DRAINAGE INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION AND THE PROPOSED INTERSECTION WITH SH 71 WEST HAVE BEEN SUBMITTED TO THE TEXAS DEPARTMENT OF TRANSPORTATION AUSTIN DISTRICT, TOGETHER WITH APPROPRIATELY COMPLETED APPLICATIONS FOR DRIVEWAY PERMITS IN TxDOT ROW. IN ADDITION, PERTINENT AND APPROPRIATE ROW RESERVATION AREAS, IF SUCH RESERVATIONS MAY BE DEEMED TO BE REQUIRED VIA MUTUAL CONSIDERATION AND CONSENT BETWEEN THE OWNER/DEVELOPER AND TxDOT TO ACCOMMODATE FUTURE EXPANSIONS OF SH 71 WEST ARE INCLUDED FOR CONSIDERATION FOR THE FINAL PLAT(S) OF THIS SUBDIVISION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.
4. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE EVIDENCE THAT THE FINAL PLAT AND CONSTRUCTION PLANS FOR WATER, WASTEWATER AND STORMWATER MANAGEMENT INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH THE SUBDIVISION HAVE BEEN SUBMITTED TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) AND/OR LOWER COLORADO RIVER AUTHORITY (LCRA), AND THE LAZY NINE MUNICIPAL UTILITY DISTRICT FOR REVIEW AND CONSIDERATION PRIOR TO TRAVIS COUNTY APPROVAL OF THE FINAL PLAT(S) FOR THIS SUBDIVISION.

LAND USE SCHEDULE

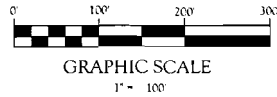
RESIDENTIAL LOTS	18
FENCE, SIGNAGE AND LANDSCAPE LOT	1
BLOCKS	1
TOTAL	20
TOTAL ACREAGE	3.968

STREET NAME	STREET WIDTH	DESIGN SPEED	TYPE	CLASSIFICATION	STREET OWNERSHIP	STREET LENGTH
GUNNISON TURN COVE	28'	25 MPH	C&G	LOCAL	PUBLIC	309 L.F.

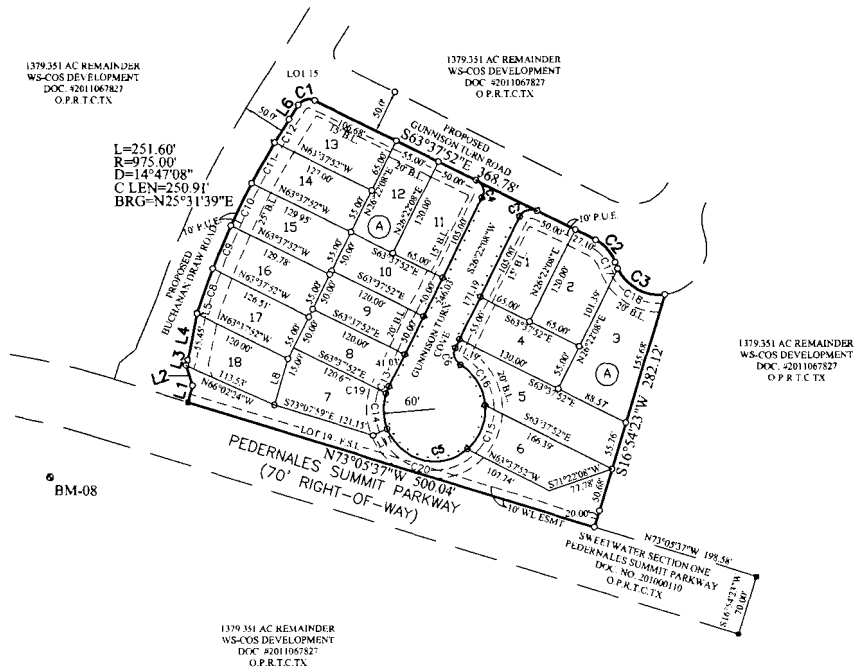
TOTAL: 309 L.F.



W. A. BARLOW SURVEY NO. 86
TRAVIS COUNTY, TEXAS
OCTOBER 2011



BM-10



LEGEND

- 1/4 INCH IRON ROD WITH "DELTA SURVEY" CAP FOUND
- 1/4 INCH IRON ROD SET
- CONCRETE MONUMENT SET
- SIDEWALK
- BUILDING LINE
- PUBLIC UTILITY EASEMENT
- RIGHT-OF-WAY
- OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS
- DRAINAGE EASEMENT
- WATER QUALITY BMP EASEMENT
- FENCE, SIGNAGE AND LANDSCAPE LOT
- ELEVATION BENCHMARK
- (A) BLOCK DESIGNATION

BENCHMARK LIST

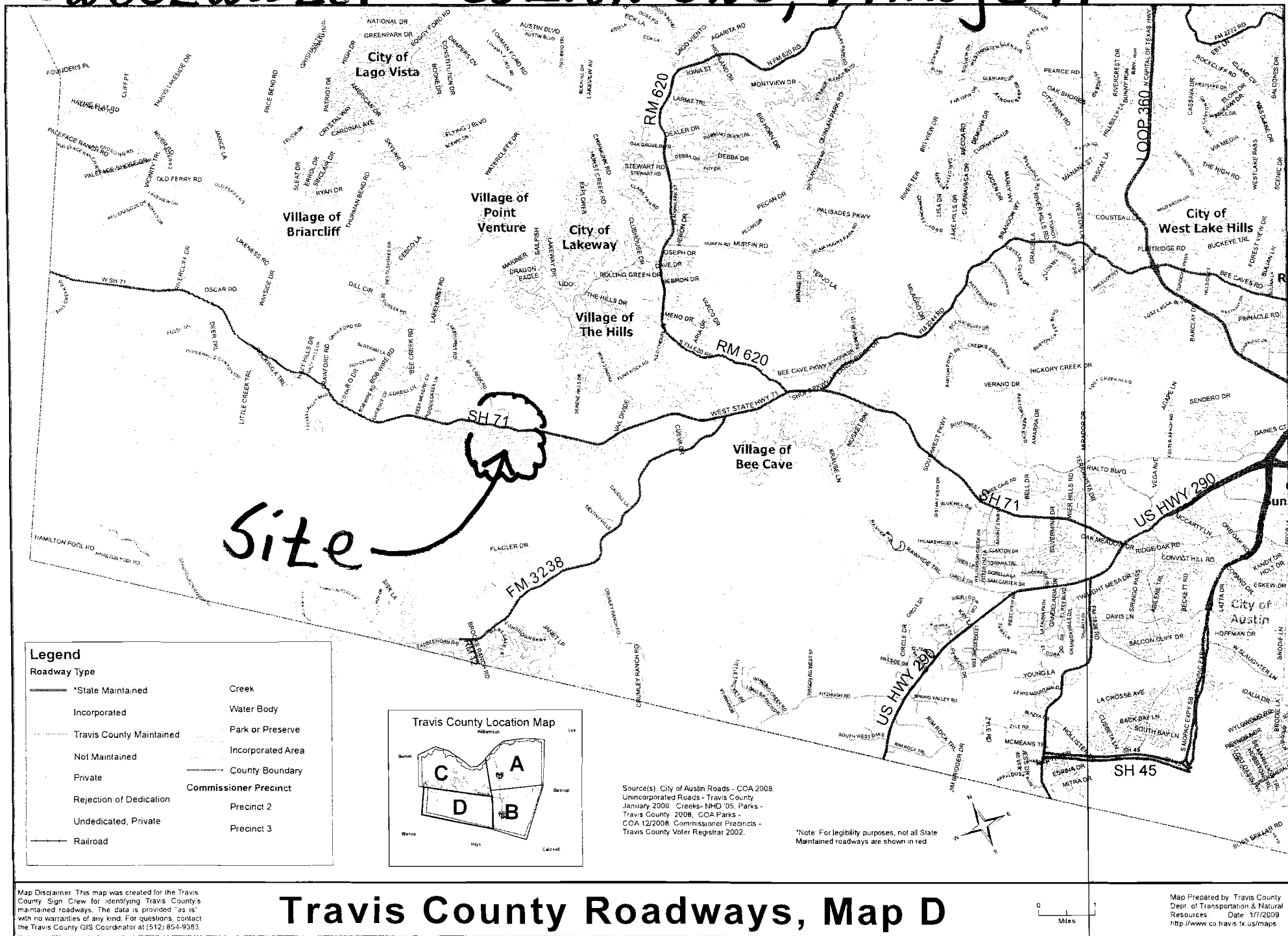
TBM-08: COTTON SPINDLE SET IN 9" LIVE OAK TAG No. 7542
ELEV. 979.63'

TBM-10: COTTON SPINDLE SET IN LIVE OAK TAG No. 8188
ELEV. 999.97'

LINE	BEARING	DISTANCE
L1	N18°54'23"E	20.00'
L2	N18°51'09"W	24.41'
L3	N16°54'23"E	6.39'
L4	N11°40'38"E	56.23'
L5	S11°49'38"W	6.79'
L6	N12°53'13"E	20.21'
L7	S16°54'23"W	0.21'
L8	S16°54'23"W	55.76'
L9	S16°54'23"W	1.55'
L10	S16°54'23"W	4.84'
L11	S65°14'56"W	18.21'

CURVE	RADIUS	ARC LEN	CHORD LEN	CHORD BEARING	DELTA ANGLE
C1	15.00'	21.83'	19.97'	N74°39'41"E	83°28'58"
C2	45.00'	35.79'	34.86'	S40°50'40"E	45°14'23"
C3	55.00'	74.85'	69.20'	S57°02'35"E	77°58'13"
C4	15.00'	23.56'	21.21'	S18°37'52"E	90°00'00"
C5	60.00'	113.23'	97.17'	N 76°00'22"W	108°08'57"
C6	15.00'	22.56'	20.49'	N16°43'11"W	90°10'29"
C7	15.00'	22.56'	21.21'	N71°22'08"E	90°00'00"
C8	977.64'	54.62'	54.61'	N19°44'22"E	03°12'04"
C9	975.00'	55.10'	55.10'	N22°57'49"E	03°14'18"
C10	975.00'	55.01'	55.00'	N26°11'56"E	03°13'57"
C11	975.00'	55.09'	55.08'	N29°26'01"E	03°14'14"
C12	975.00'	51.29'	51.29'	N31°59'07"E	01°52'04"
C13	60.00'	9.01'	9.00'	N 22°04'07"E	08°56'04"
C14	60.00'	41.57'	40.75'	N 07°04'55"W	39°41'58"
C15	60.00'	57.27'	55.12'	S 22°34'29"W	54°41'21"
C16	60.00'	57.64'	55.45'	S 32°17'21"E	55°02'19"
C17	55.00'	7.71'	7.71'	S 22°04'38"W	08°02'09"
C18	55.00'	67.13'	63.04'	N61°03'39"W	69°56'05"
C19	55.48'	6.66'	6.66'	N 55°05'25"E	06°56'19"
C20	60.00'	113.23'	97.17'	N 76°00'22"W	108°08'57"

Sweetwater Section One, Village H



Travis County Roadways, Map D



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By/Phone Number:

Belinda Powell, Strategic Planning Manager, Planning & Budget Office
(512) 854-9506

Elected/Appointed Official/Dept. Head: Roger Jefferies, County
Executive of Justice and Public Safety (512) 854-4759

A handwritten signature in blue ink, likely belonging to Roger Jefferies, is written over the text of the Elected/Appointed Official/Dept. Head line.

Commissioners Court Sponsor: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON A SUMMARY
REPORT BY ERNST & YOUNG WHICH INCLUDES A FEASIBILITY
ANALYSIS OF DELIVERY OPTIONS, AND A VALUE FOR MONEY
ANALYSIS FOR A NEW CIVIL AND FAMILY COURT HOUSE

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

On January 3, 2012 the Commissioners Court contracted with Ernst & Young (E&Y) to develop an analysis for options to deliver a new Civil and Family Court House at the site located at 308 Guadalupe.

The attached presentation and summary report developed by the Ernst & Young consulting team includes recommendations on delivery options and a value for money analysis for a new Civil and Family Court House in Travis County. The analysis was completed with input from the public, various civil court stakeholders, elected officials, and the Court House Internal Team.

STAFF RECOMMENDATIONS:

Staff recommends approval and acceptance of the report.

ISSUES AND OPPORTUNITIES:

NA

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.

FISCAL IMPACT AND SOURCE OF FUNDING:

All funds for the Ernst & Young contract have been encumbered.

REQUIRED AUTHORIZATIONS:

Roger Jefferies, County Executive, Justice and Public Safety
Cyd Grimes, Purchasing Agent,
Belinda Powell, Planning Manager, PBO
John Hille, County Attorney's Office
Steve Manilla, County Executive, TNR
Leslie Browder, County Executive, PBO
Leroy Nellis, Special Projects, PBO
Roger El-Khoury, Director, Facilities Management
Leslie Stricklan, Facilities Management

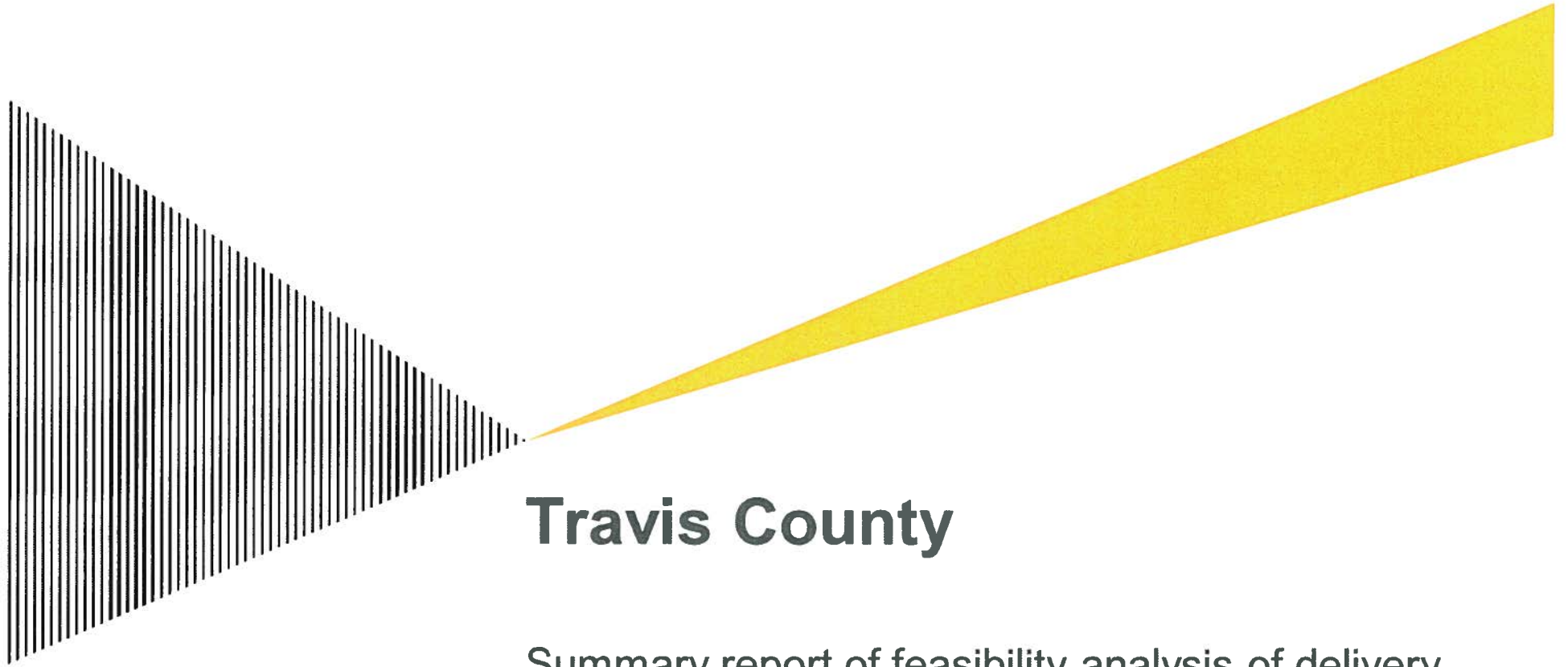
ATTACHEMENTS:

Ernst & Young presentation

Copies to:

The Honorable John Dietz, 250th District Court
The Honorable Lora Livingston, 261st District Court
The Honorable Rosemary Lehmberg, District Attorney
The Honorable Eric Shepperd, County Court at Law #2
The Honorable David Escamilla, County Attorney
The Honorable Amalia Rodriguez-Mendoza, District Clerk
The Honorable Dana DeBeauvoir, County Clerk
David Escamilla, County Attorney
Peg Liedtke, Civil Court Administrator
Cyd Grimes, Purchasing Agent
Susan Spataro, County Auditor
James Collins, First Assistant County Attorney
Roger Jefferies, County Executive Justice and Public Safety
Steven Manilla, County Executive of TNR and FMD
Roger El Khoury, Director Facilities Management
John Hille, Assistant County Attorney
Tom Nuckols, Assistant County Attorney
Leslie Stricklan, Senior Project Manager, FMD

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



Travis County

Summary report of feasibility analysis of delivery options and Value-for-Money (VfM) analysis (B.8.3)

April 3, 2012

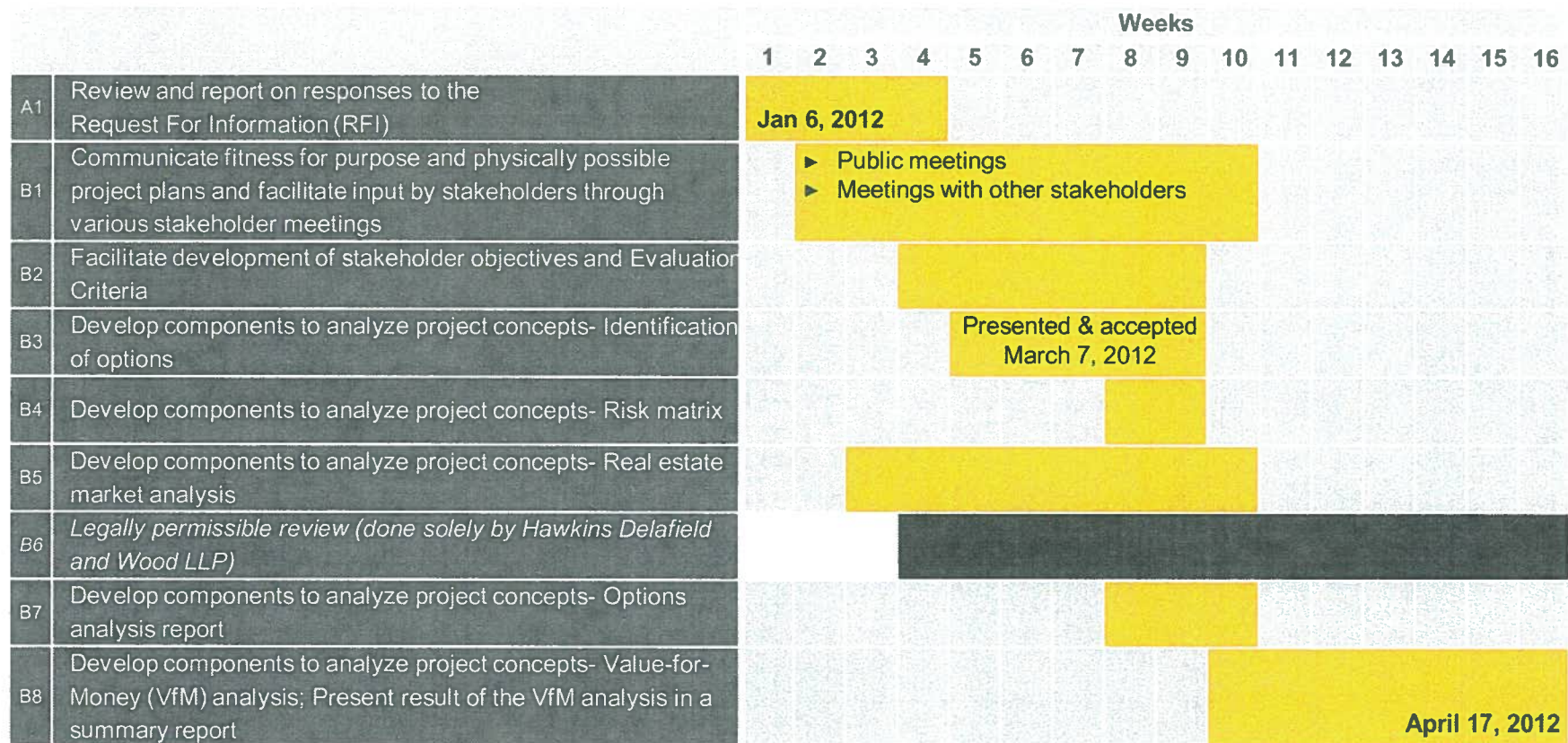
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Introduction to the feasibility study

Reference to final report:
p. 4

Project participants	Project scope	Project Goal
<ul style="list-style-type: none"> ▶ Travis County Commissioner Court ▶ Ernst & Young LLP (Ernst & Young) ▶ Internal Team ▶ External stakeholders 	<ul style="list-style-type: none"> ▶ Ernst & Young was engaged by Travis County to perform a feasibility analysis of a Public-Private Partnership (PPP) for a new Civil and Family Courthouse in Austin, TX. 	<ul style="list-style-type: none"> ▶ The goal of the study was to present to the County with an assembled list of options that met the agreed-upon Evaluation Criteria, and were legally permissible, physically possible and financially feasible.



What we found

Reference to final report:
pp. 4-23

1



All procurement options: Design-Bid-Build (DBB), Design-Build (DB), Design-Build-Finance-Maintain-Operate (DBFM(O)) are financially feasible

DB and DBFM(O) both have the ability to provide VfM when compared to DBB

2



Qualitative benefits exist for DB and DBFM(O) including **risk transfer, flexibility** and accelerated **timetables**

3



Commercial development was excluded from the base case but offers potential flexibility

Commercial development could offer up to **\$23m** of value to the County, but **could also offer no value**

Methodology

Reference to final report:
pp. 28-44

1 Procurement inputs

- ▶ Descriptions of all available options
- ▶ Multi-criteria assessment
- ▶ RFI responses

1 Physical inputs

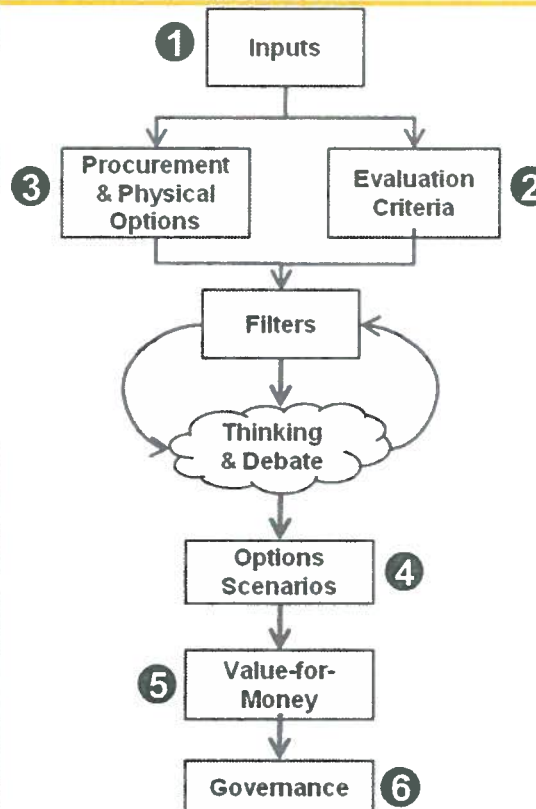
- ▶ Site configuration and orientation to Great Streets and Republic Park
- ▶ Site location
- ▶ Stakeholder & public meetings
- ▶ Objectives and constraints
- ▶ Real estate analysis
- ▶ Parking requirements
- ▶ Travis County Central Campus Master Plan
- ▶ RFI responses

2 Fifteen Evaluation Criteria approved by Commissioners Court on Feb. 28, 2012

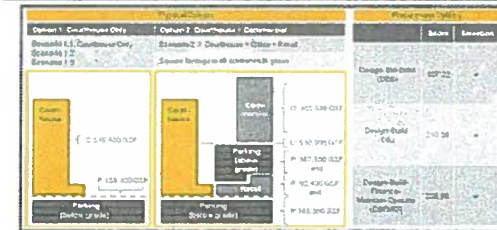
3 Procurement methods



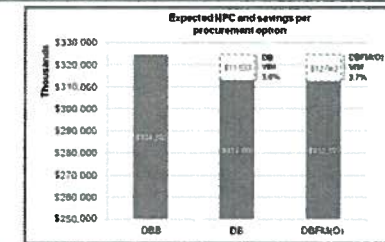
3 Physical delivery*



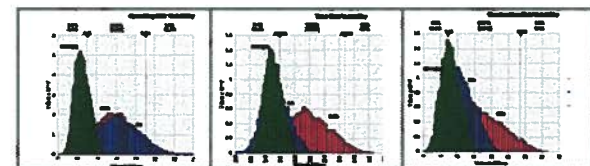
4 Selection of options for analysis



5 Value-for-Money



5 Risk quantification



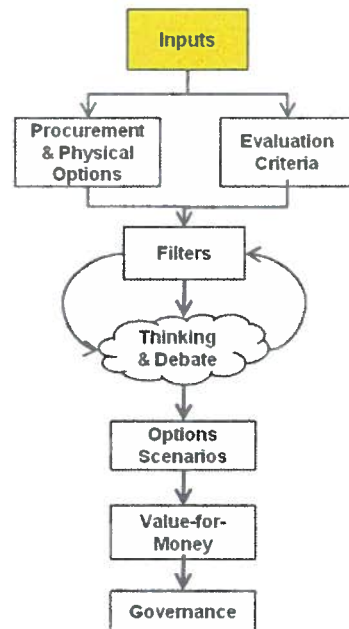
6 Establishing a successful governance



*Central Campus Master Plan concept options report, Broadus and Associate, August 2011

Introduction to the project

Reference to final report:
pp. 45-52



Site description



- ▶ City block at 308 Guadalupe St. in Austin, TX
- ▶ Purchased by Travis County in Dec 2010 for \$21.75m
- ▶ Currently a surface parking lot
- ▶ Zoned CBD¹ and CBD-CURE²
- ▶ Permitted FAR³ is currently 8:1
- ▶ Recently approved Downtown Austin Plan (DAP) proposes increasing FAR to 25:1
 - ▶ Significant uncertainty remains regarding City's requirements in exchange for increased density
- ▶ Not hindered by Capitol view restrictions
- ▶ Maximum buildable at 25:1 FAR³ equates to 1.9m square feet (gross)

Courthouse needs through 2035

- ▶ Anticipated need for 510,500 Square Feet (SF) of gross space through 2035 per Central Campus Master Plan
- ▶ 188,300 SF for secured parking facility with sally port and 538 below-grade parking spaces

RFI was issued in April 2011; there were 21 respondents.

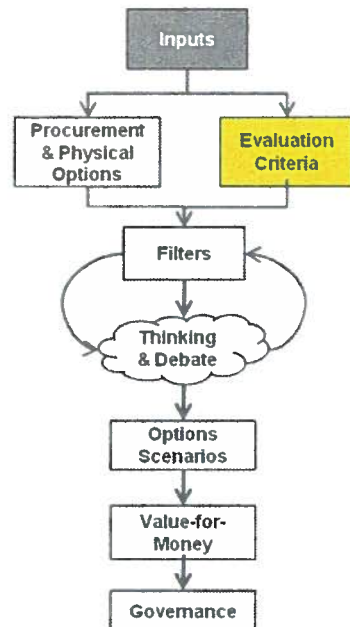
- ▶ RFI responses were used as input

¹ CBD: Central business district
² CBD-CURE: Central urban redevelopment
³ FAR: Floor-area-ratio

Objectives and Evaluation Criteria

**APPROVED BY COURT ON
FEBRUARY 28, 2012**

Reference to final report:
pp. 53-61



Ernst & Young worked with the Internal Team to establish the objectives and Evaluation Criteria for this feasibility study.

Objectives and constraints

2. Objectives:

- ▶ Project objectives
- ▶ Procurement objectives

3. Constraints:

- ▶ Internal constraints
- ▶ External constraints

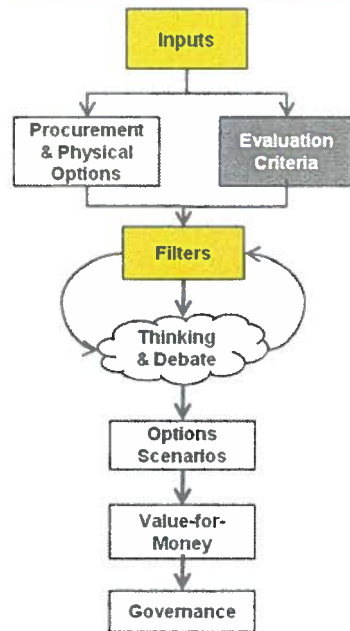


4. Evaluation Criteria to assess merit of each procurement objective

- | | | |
|------------------------------|--------------------------------|-------------------|
| ▶ Timeliness | ▶ Asset quality and longevity | ▶ Risk allocation |
| ▶ Flexibility | ▶ Maximizes competition | ▶ Cost certainty |
| ▶ Design | ▶ Local participation | ▶ Value-for-Money |
| ▶ Integration with community | ▶ Fairness and transparency | ▶ Affordable |
| ▶ Maximizes site development | ▶ Environmental sustainability | ▶ Parking |

Real estate analysis

Reference to final report:
pp. 62-119



To determine the market-supported uses for the Site, Ernst & Young analyzed market data and held discussions with local market participants.

- ▶ Downtown Austin has remained a strong and diverse economic center in recent years despite the recent economic downturn
- ▶ Demand for commercial space (e.g., office, multi-family residential, retail) is anticipated to increase, resulting in continued improvements in the fundamental performance of commercial properties and increases in new construction

Key takeaways

- ▶ Significant uncertainty exists regarding market-supported uses given the development timeline
- ▶ Market supported uses may change depending on a variety of factors, including future supply
- ▶ Timing is a key variable that can have a substantial impact on the success of a project
- ▶ There is a potential for overbuilding in multi-family and hotel uses
- ▶ Site programming is limited by parking needs; therefore, it is unlikely that a 25:1 FAR could be achieved
- ▶ The City of Austin is anticipated to mandate ground floor retail space to continue Great Street “philosophy”
- ▶ Grade A office appears at this time to offer the highest and best use
- ▶ Extensive developments are being pursued in the Downtown Austin area

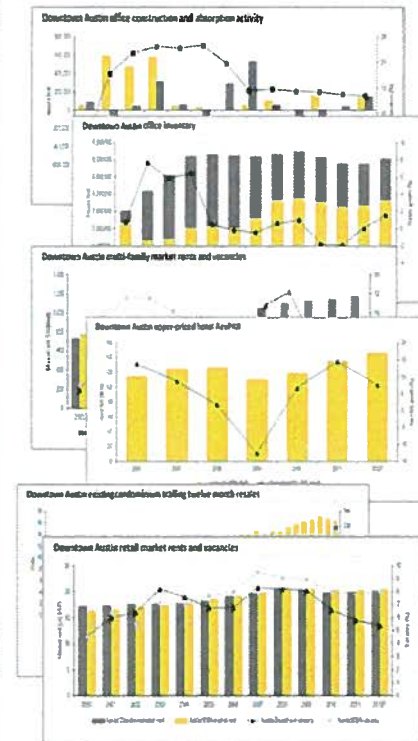
Suggested market-supported commercial uses

- ▶ **Office:** 350,000 NOSF¹ (388,889 GSF²)
- ▶ **Retail:** 70,000 NOSF¹ (92,400 GSF²)



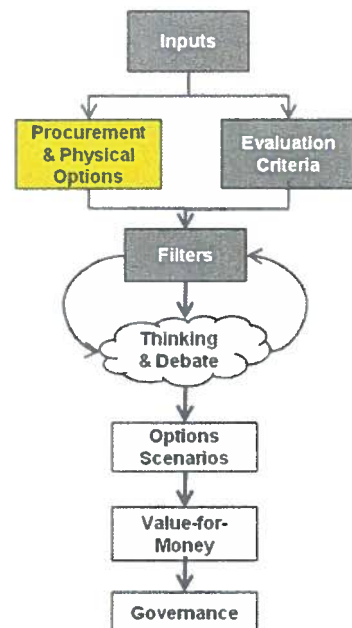
¹ NOSF: Net occupiable square feet, (leasable area)

² GSF: Gross square feet, (constructible area)

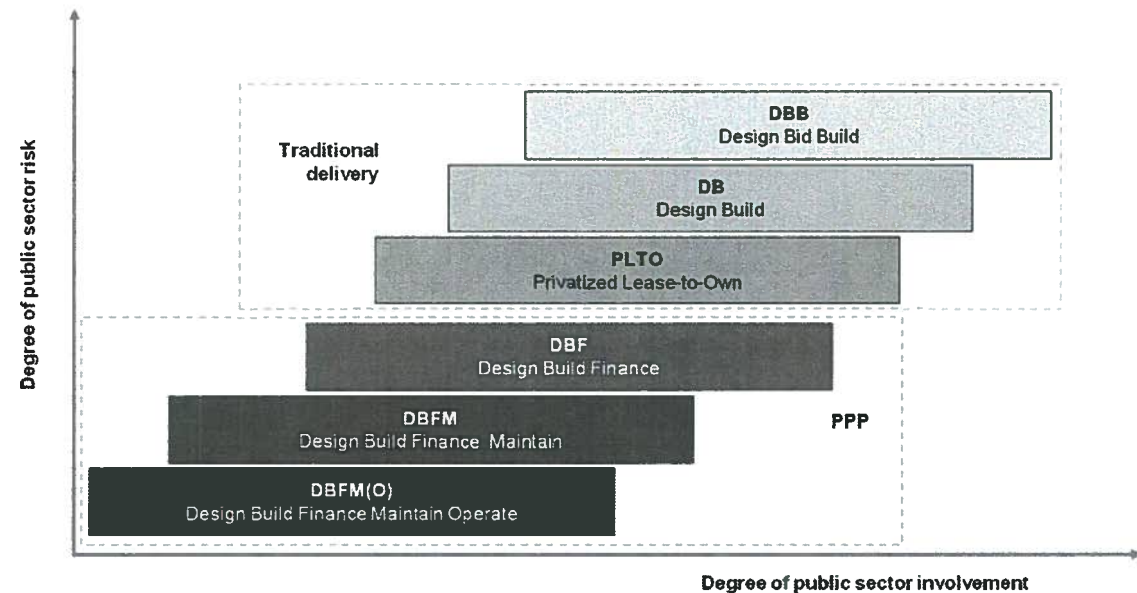


Procurement options

Reference to final report:
pp. 120-123



Ernst & Young analyzed the six financial procurement options below:

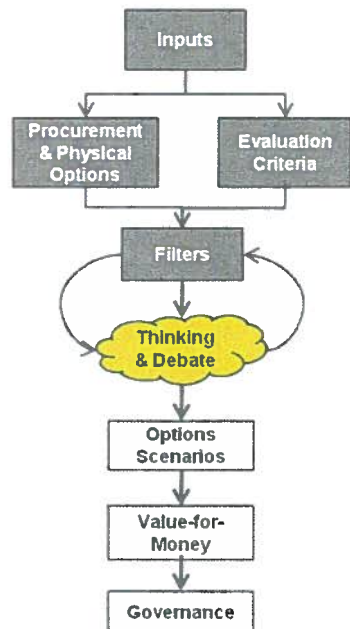


Procurement Options	Financing Options	Maintenance and Operations
▶ DBB	County	County
▶ DB	County	County
▶ PLTO	Private	County
▶ DBF	Private	County
▶ DBFM	Private	Private/County
▶ DBFM(O)	Private	Private/County

Multi-criteria assessment

(Procurement options)

Reference to final report:
pp. 124-142



The Internal Team evaluated each procurement option against the individual Evaluation Criteria on a scale of one to five. The individual procurement option scores were compiled from proposed scores from each of the following sub-teams:

- ▶ Ernst & Young
- ▶ Planning and Budget Office
- ▶ Facilities Management Office
- ▶ Purchasing Office
- ▶ County Attorney's Office

Once compiled, the individual Evaluation Criteria scores were weighted as follows:

Procurement options	Weighted average score
▶ DBB	197.22
▶ DB	210.36
▶ PLTO	196.69
▶ DBFM	200.63
▶ DBFM(O)	228.98

Short-listed procurement options for evaluation:

- ▶ DBB (Baseline option)
- ▶ DB
- ▶ DBFM(O)



Design

Procurement Options	Description	Score
DBB	Under the approach, the County is responsible for the design of the school and is responsible for procuring to meet requirements. The County is most able to ensure the design is suitable to ensure that requirements are met, and also more able to adjust requirements during design.	4.00
DB	The potential for avoiding the County's schedule for design and construction of the school and publicizing the project and the County's management of the design process. Selection of the architect is not constrained by the design of the school (as in a general contract).	3.00
PLTO	Requirement of design of the building and service provider in the County and design for quality and estimation of design.	3.00
DBFM	Superiority of design and service provider in the County and design for quality and estimation of design.	3.00

Feasibility

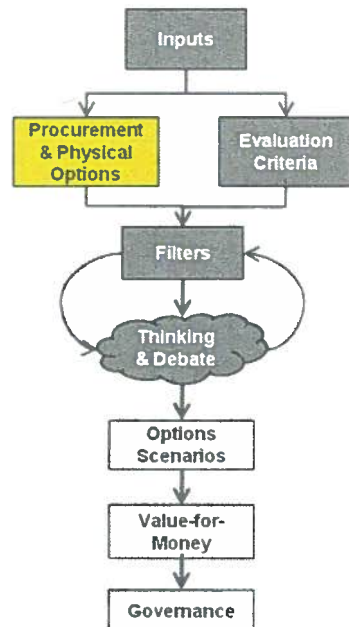
Procurement Options	Description	Score
DBB	DBB typically uses the simplest procurement process in the design and build phase of a project design. The design and build process provides a single point of responsibility for design and construction.	3.00
DB	It is the responsibility of the design and build team to ensure that the design and build team is responsible for the design and build team.	3.00
PLTO	It is the responsibility of the design and build team to ensure that the design and build team is responsible for the design and build team.	3.00
DBFM	It is the responsibility of the design and build team to ensure that the design and build team is responsible for the design and build team.	3.00

Risk allocation

Procurement Options	Description	Score
DBB	DBB typically uses the simplest procurement process in the design and build phase of a project design. The design and build process provides a single point of responsibility for design and construction.	3.00
DB	It is the responsibility of the design and build team to ensure that the design and build team is responsible for the design and build team.	3.00
PLTO	It is the responsibility of the design and build team to ensure that the design and build team is responsible for the design and build team.	3.00
DBFM	It is the responsibility of the design and build team to ensure that the design and build team is responsible for the design and build team.	3.00

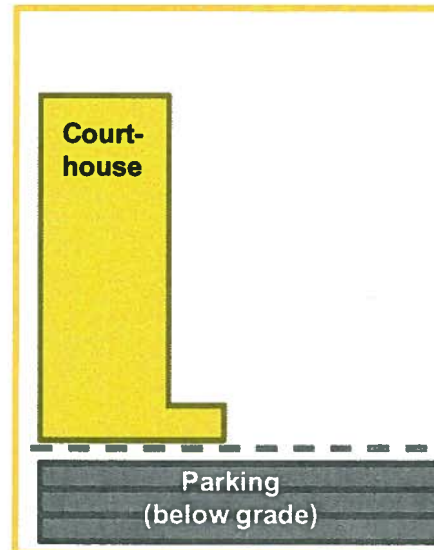
Physical options

Reference to final report:
pp. 143-155



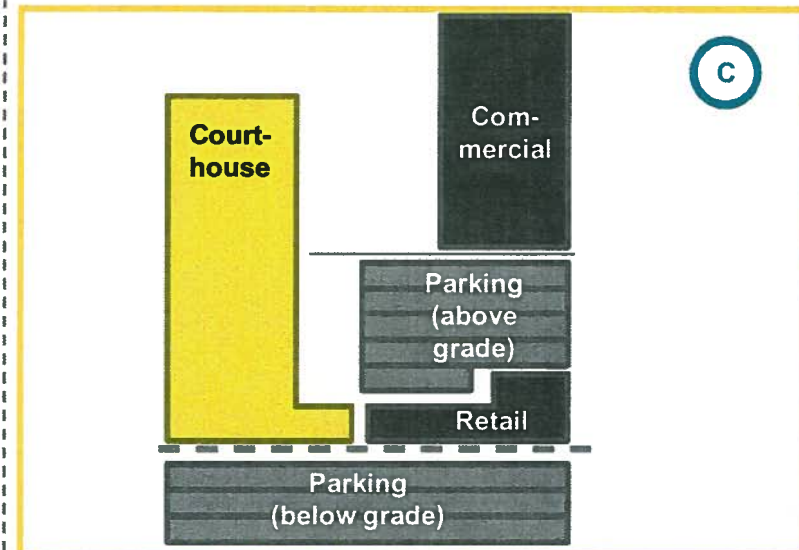
Option 1: Courthouse only

- ▶ Free-standing Courthouse only



Option 2: Courthouse + commercial

- ▶ Single structure
- ▶ Dual tower
- ▶ Dual tower phased
- ▶ Maximum buildable

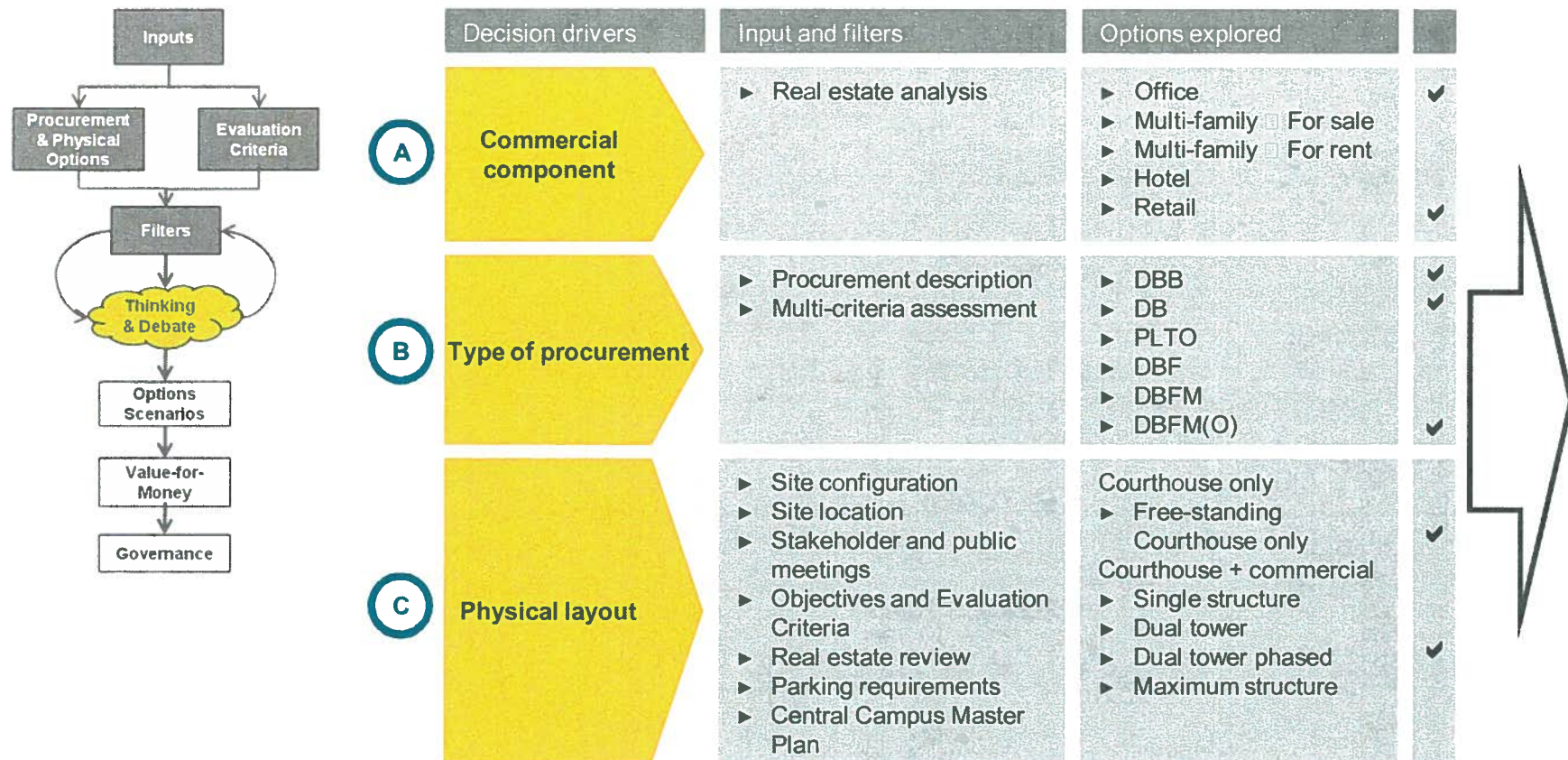


Considerations:

- ▶ Courthouse space requirement
- ▶ Parking requirements
- ▶ Above-ground structure
- ▶ Site layout

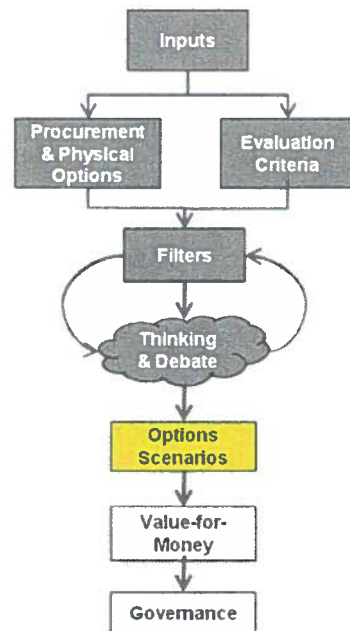
Decision drivers for selection of options

Reference to final report:
pp. 156-159

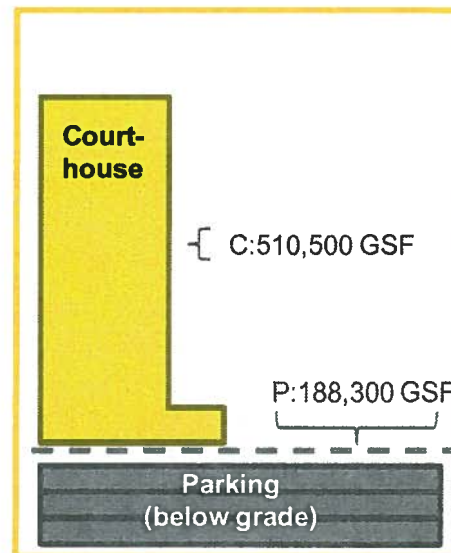


Selection of project delivery options for analysis

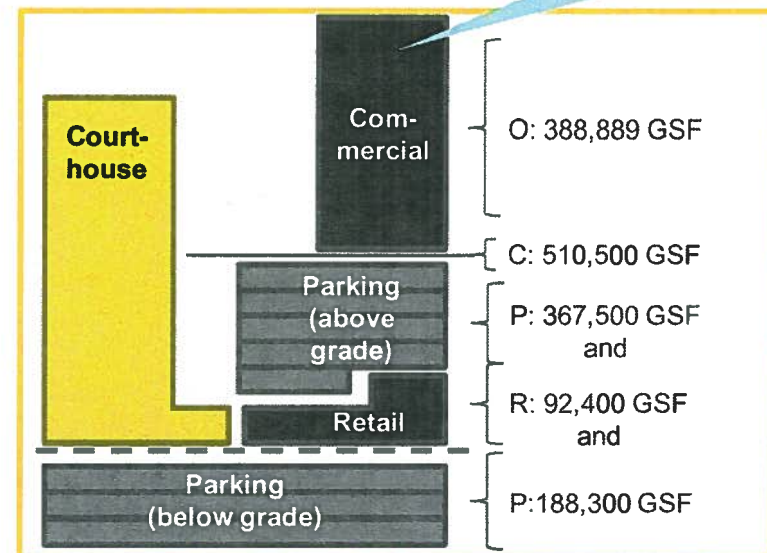
Reference to final report:
pp. 156-159



Option 1: Courthouse only



Option 2: Courthouse + office + retail



Flexible "air rights" preserves optionality

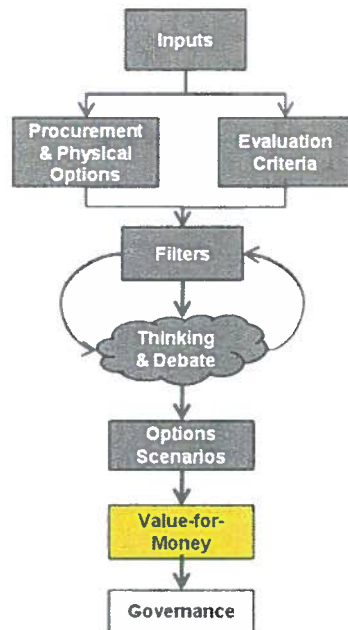


Option/Scenario	Physical	Procurement
Option 1, Scenario 1.1	Courthouse only	DBB
Option 1, Scenario 1.2	Courthouse only	DB
Option 1, Scenario 1.3	Courthouse only	DBFM(O)
Option 2, Scenario 2.1	Courthouse + office + retail	DBFM(O)

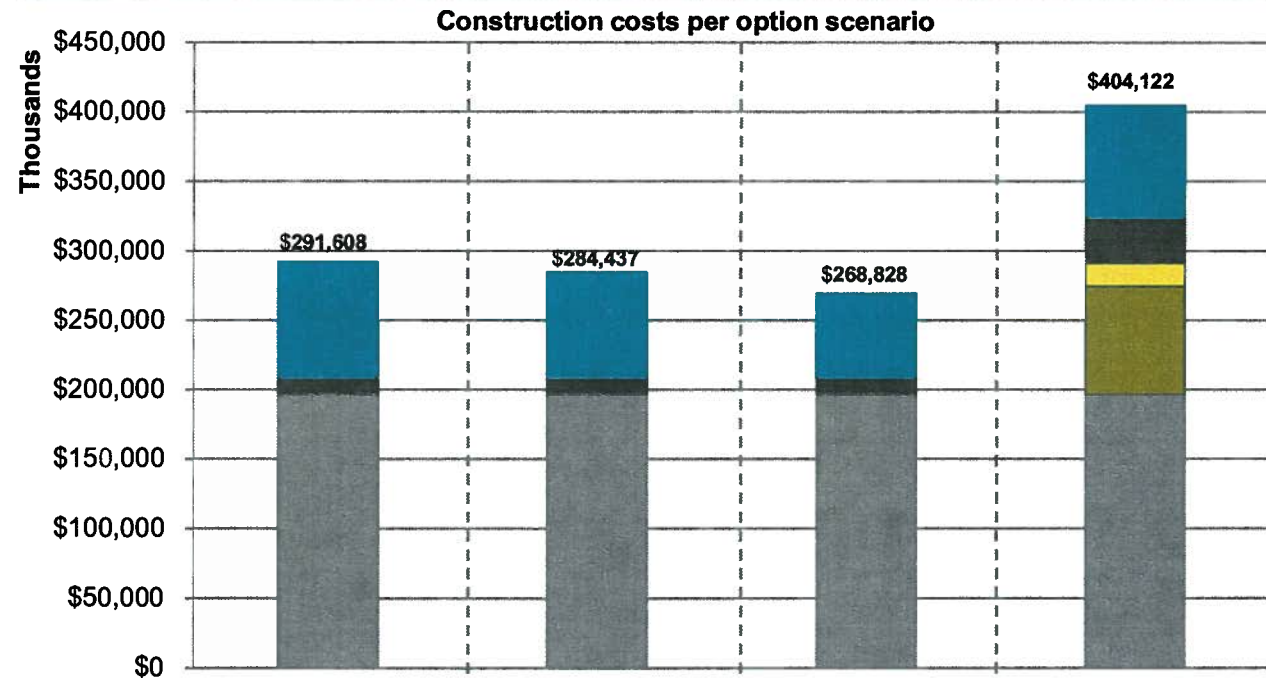
Project costs

Construction costs per option scenario

Reference to final report:
pp. 160-172



Construction costs for the delivery options were modeled from using standard industry modeling resources, RS Means and Marshall & Swift. The modeled values were validated via comparison against documents and input from the County and other comparable projects.

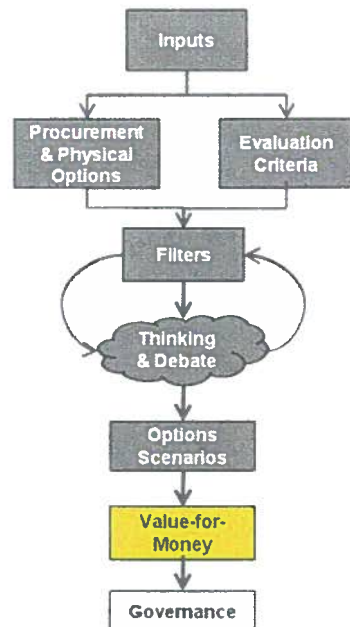


Procurement option	DBB (public finance)	DB (public finance)	DBFM(O) (private finance)
Physical option	Courthouse only	Courthouse only	Courthouse only
GSF (incl. parking)	698,800	698,800	698,800
Cost/GSF (incl. parking)	\$417	\$407	\$385
FAR	9:1	9:1	9:1
			Courthouse + office + retail
			1,547,589
			\$261
			20:1

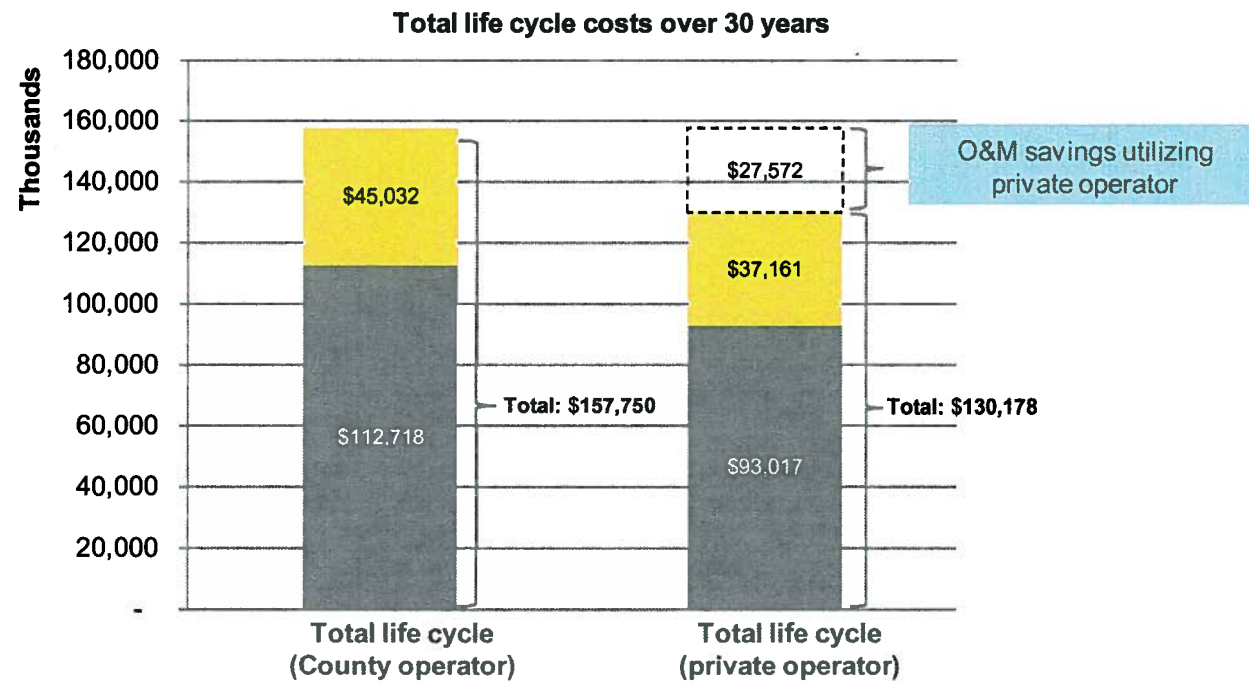
Project costs (continued)

Operations, maintenance and repair costs (Courthouse only)

Reference to final report:
pp. 173-177



O&M costs for the proposed courthouse were modeled using industry standard software, Whitestone Research. The models were approved by the Project Executive, and the estimates were validated via discussion with the Internal Team and by other County operations resources that were involved in the process.

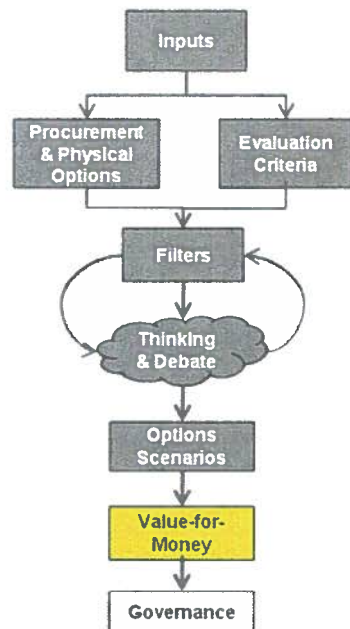


■ Maintenance and repair
■ Operating costs

Risk analysis

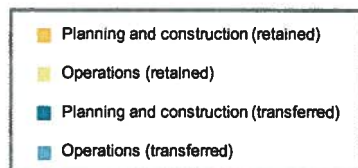
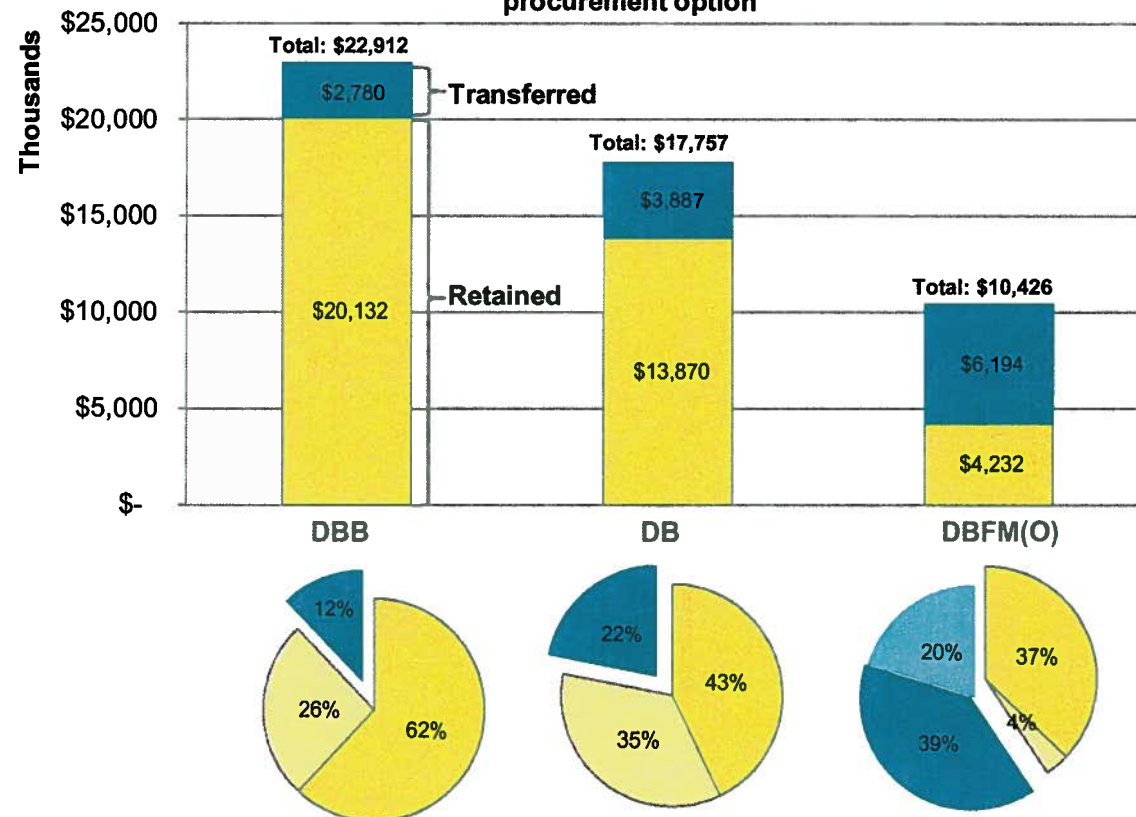
Risk quantification results

Reference to final report:
pp. 178-188



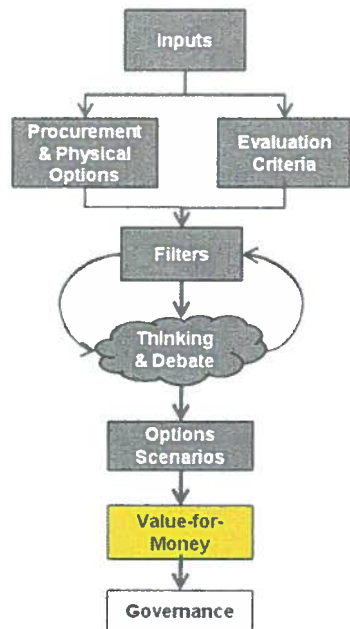
Ernst & Young and the Internal Team held a number of risk workshops to estimate the likely risks, values, allocations and mitigation plans associated with each procurement option. The charts below present the estimated value of risk for each delivery model, the allocation between transferred risk and risk retained by the County, and the estimated value of each risk category within each risk allocation.

Expected net present cost (NPC) per procurement option



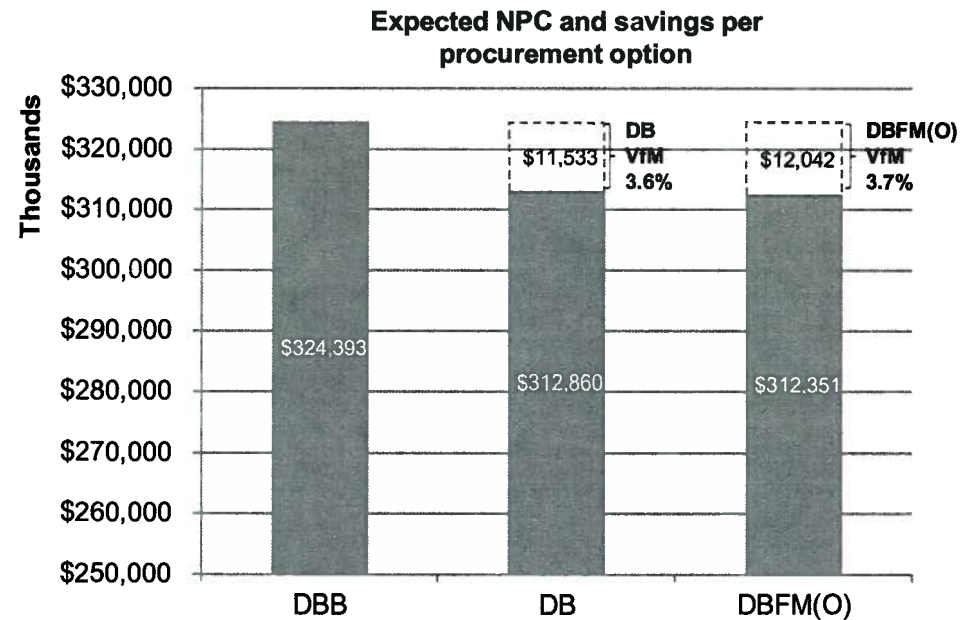
VfM analysis

Reference to final report:
pp. 189-216



VfM can be expressed quantitatively as the difference in net present cost (NPC) between the proposed alternative procurement option and the Private Sector Comparator (PSC):

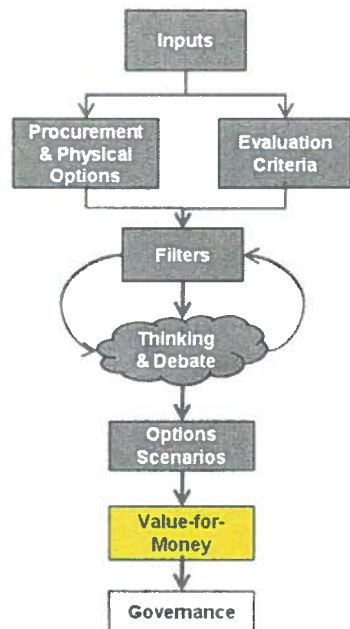
$$\text{VfM} = \text{NPC}_{\text{PSC}} - \text{NPC}_{\text{Alternative}}$$



The analysis shows that the NPC of the DBFM(O) is \$12m less than the NPC of the DBB option, a 3.7% savings; the NPC of the DB is \$11.5m less than the NPC of the DBB option, a 3.6% savings.

Value-for-Money analysis (continued)

Reference to final report:
pp. 189-216



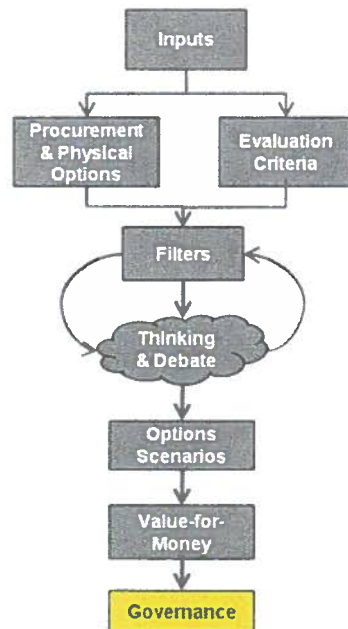
Total Costs to the County	DBB	DB	DBFM(O)
	Total NPC (\$'000s)	Total NPC (\$'000s)	Total NPC (\$'000s)
Construction phase costs			
Design and construction costs	207,822	201,592	0
County funding for DBFM(O)	0	0	115,615
Transferred risks	2,780	3,887	0
Retained risks	14,206	7,610	3,870
Owner's costs	27,765	26,855	26,001
Honorarium	0	763	763
	252,573	240,707	146,249
Operating phase costs			
Operating costs	49,021	49,021	0
Retained operating costs risks	5,925	6,260	362
Maintenance costs	16,873	16,873	0
Total service payments under DBFM(O)	0	0	165,740
	71,819	72,154	166,102
Total NPC of County Costs	324,392	312,861	312,351
Value for Money		11,533	12,042
		3.6%	3.7%

Project Discount Rate: 7.0%

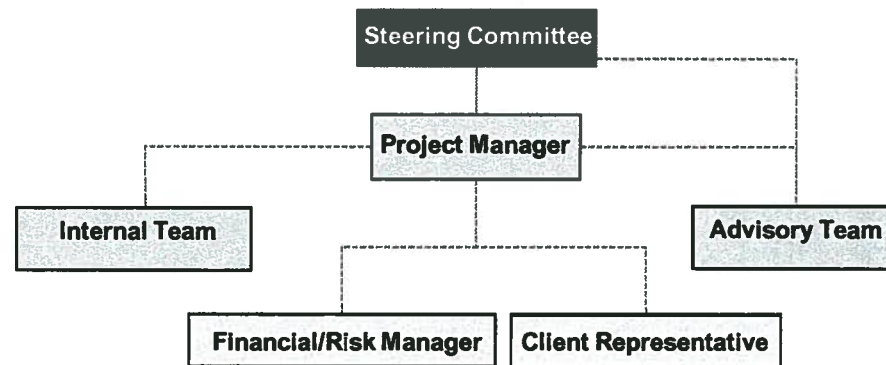
Governance

**VARIES BY
PROCUREMENT METHOD**

Reference to final report:
pp. 217-234



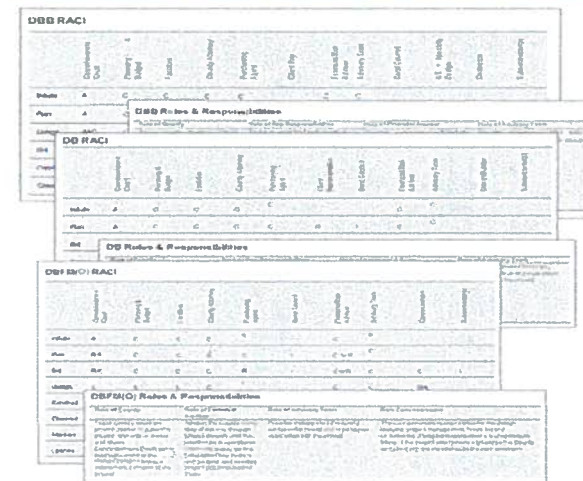
In order to achieve the desired outcome of a well-developed and well-managed Courthouse, the County should put into place a governance model which ensures that the Project is adequately managed.



Lessons learned

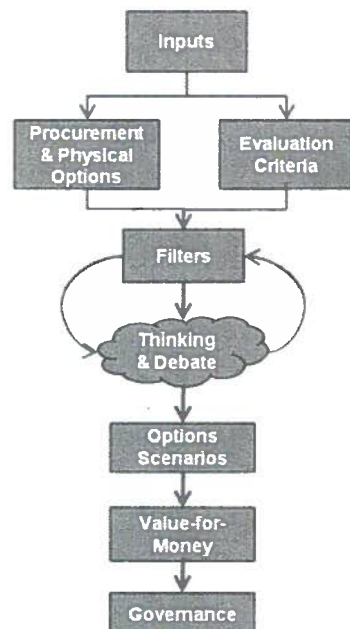
- ▶ Empowerment
- ▶ Report lines
- ▶ Commitment from the Commissioners and/or Steering Committee
- ▶ Experience
- ▶ Timetable
- ▶ Communications plan
- ▶ Stakeholder liaison involvement
- ▶ Resource allocation

Governance tools



Next steps

Reference to final report:
p. 235



The next logical steps include completion of the following:

- ▶ **Convene a recommendation committee:** Convene a committee comprising members of the Internal Team, Judges and other designated stakeholders to make a go-forward recommendation for the Commissioners Court based upon this feasibility study
- ▶ **Select a procurement method:** Based on this document and further consultation, determine the appropriate procurement method option and the physical option to be procured
- ▶ **Complete a project charter:** Complete a high-level project charter that draws upon this feasibility study and mandates the project manager to execute the Project
- ▶ **Select a project manager:** Select the internal project manager (County project manager) to lead the Project
- ▶ **Hire external support:** Depending on the procurement method, hire the appropriate external support, such as client representative and/or financial/risk manager
- ▶ **Complete the initiation:** Complete all initiation activities and progress to the planning stage

Summary points

1

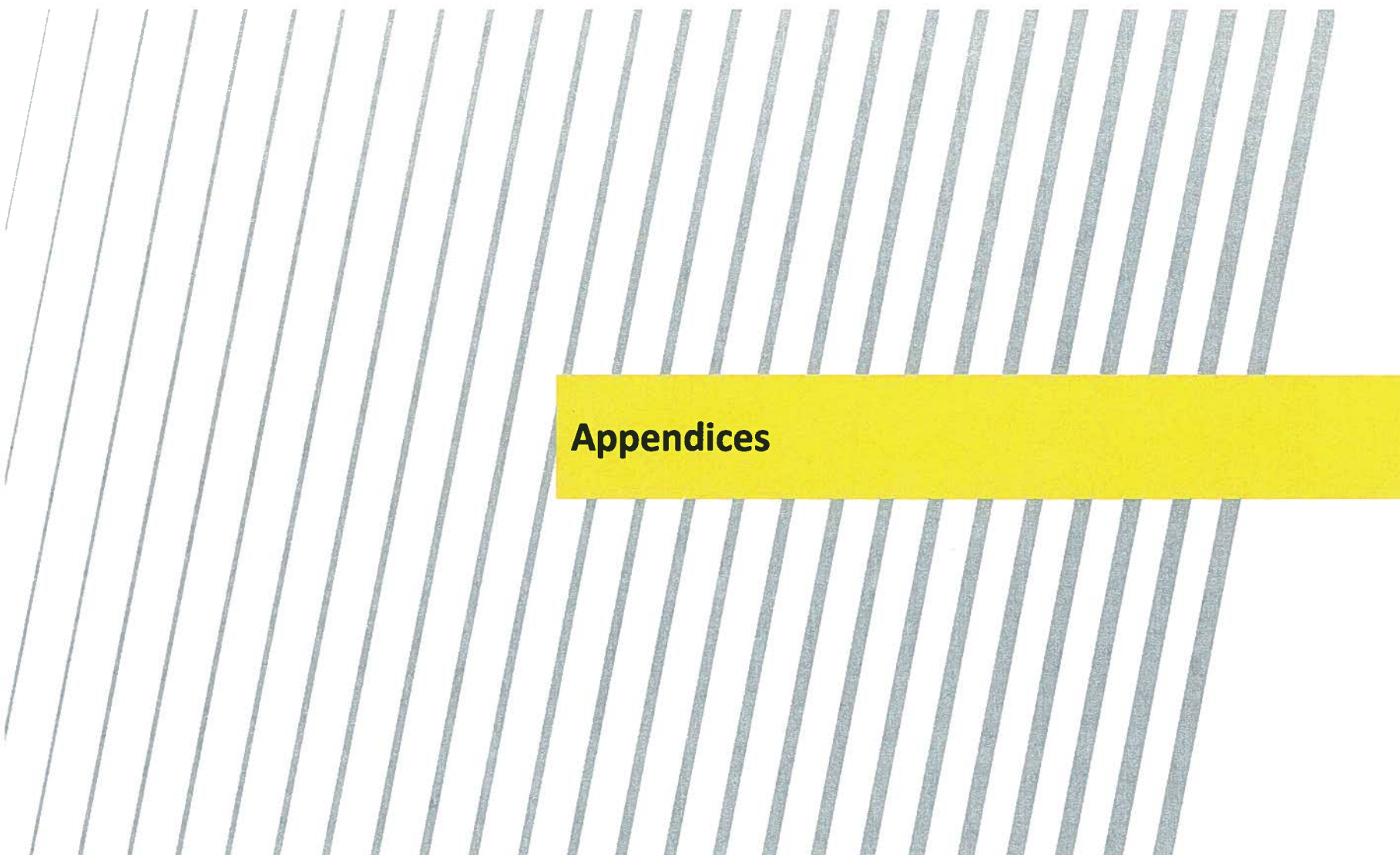
All procurement options: DBB, DB, DBFM(O) are financially feasible. DB and DBFM(O) both have the ability to provide more Value for Money when compared to DBB

2

Qualitative benefits exist for DB and DBFM(O) including risk transfer, flexibility and accelerated timetables

3

Commercial development was excluded from the base case but offers potential flexibility; the commercial development could offer up to \$23m of value to the County, but could also offer no value

The background of the slide features a series of parallel, diagonal grey lines that create a textured, striped effect. A solid yellow rectangle is positioned in the center-right area of the slide, serving as a background for the section header.

Appendices

Appendix A

Summary of meetings, interviews, and workshops held

Reference to final report:
pp. 39-40,321

Real estate discussion participants

- ▶ John Baird, Vice President, Commercial Texas
- ▶ Will Douglas, Senior Associate, CB Richard Ellis
- ▶ Stephen Drenner, Partner, Winstead Attorneys Real Estate Development and Investments
- ▶ Julie Fitch, Economic Development Director, Downtown Austin Alliance
- ▶ Jerry Frey, Senior VP, CB Richard Ellis
- ▶ Charles Heimsath, President, Capitol Markets Research
- ▶ Troy Holme, Senior VP, CB Richard Ellis
- ▶ Mike Kennedy, President, Commercial Texas
- ▶ Michael Wardlaw, Sales Associate, CB Richard Ellis
- ▶ Other commercial real estate market participants, including appraisers, developers and university faculty from a local university

Stakeholder meetings

- ▶ Judge John K. Dietz, 250th Judicial District Civil Court; Judge Eric Shepperd, County Court at Law #2 Bench; Judge Lora Livingston, 261st Judicial District Civil Court on January 17, 2012
- ▶ Council of Civil Judges on January 18, 2012
- ▶ Civil and Family Courthouse staff on February 3, 2012
- ▶ City of Austin on January 25, 2012
- ▶ Austin Bar Association on January 25, 2012
- ▶ Downtown Austin Alliance on January 26, 2012
- ▶ Hispanic Chamber of Commerce on January 30, 2012
- ▶ Greater Austin Chamber of Commerce on February 8, 2012

Additional information gathering meetings

- ▶ Public information-gathering sessions held on January 18 and February 2, 2012
- ▶ Commissioners Court public voting sessions
 - ▶ Voting session on January 24, 2012 for the presentation of the RFI analysis
 - ▶ Work session on February 23, 2012 on the Stakeholder objectives, constraints and Evaluation Criteria
 - ▶ Voting session on February 28, 2012 on the Stakeholder objectives, constraints and Evaluation Criteria

Internal Team meetings

- ▶ Objectives-setting workshop, January 26, 2012
- ▶ Physical design and construction options workshop, February 16, 2012
- ▶ Procurement Workshop I, February 21, 2012
- ▶ Operations & Maintenance and Construction cost models and analysis review, February 24, 2012
- ▶ Procurement Workshop II, February 28, 2012

Appendix B

Statement of assumptions and limitations

Reference to final report:
p. 334

The analysis and commentary set forth in this report are subject to the assumptions and limiting conditions that follow:

This report (the Report) has been prepared by Ernst & Young from information and material supplied by the County for the sole purpose of assisting the County in its setting of procurement objectives and criteria for the assessment of potential procurement options for the new Civil and Family Courthouse Project.

The nature and scope of our services was determined solely by the Agreement between Ernst & Young and the County. Our work was performed only for the use and benefit of the County and others who read this report that were not a party to our agreement with respect to the nature and scope of such services do so at their own risk. We assume no duty, obligation or responsibility whatsoever to any other parties that may obtain access to the Report. The services we performed were advisory in nature. Ernst & Young did not render an assurance report or opinion under our contract with Travis County, nor did our services constitute an audit, review, examination, forecast, projection or other form of attestation as those terms are defined by the American Institute of Certified Public Accountants. None of the services we provided constituted any legal opinion or advice.

In the preparation of this Report, Ernst & Young relied on information provided by the County and third parties, and such information is deemed to be complete. Ernst & Young has not conducted an independent review of completeness, accuracy or validity of the information received from any party.



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By/Phone Number: Irma Guerrero / 854-3102

Elected/Appointed Official/Dept. Head: Dr. Geraldine Nagy

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE:

Receive 2011 Annual Report from Travis County Pretrial Services.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

As required by the Texas Code of Criminal Procedure, Article 17.42, Section 6. On March 27, 2012, Pretrial Services delivered a report to each Commissioner's Office. See attached Annual Report and memo.

STAFF RECOMMENDATIONS:

N/A

ISSUES AND OPPORTUNITIES:

N/A

FISCAL IMPACT AND SOURCE OF FUNDING:

N/A

REQUIRED AUTHORIZATIONS:

N/A



Travis County Pretrial Services

a division of the Adult Probation Department

509 West 11th Street, Room 1.700

Austin, TX 78701

512-854-9381

512-854-9018 Fax

Irma Guerrero, Division Director

March 27, 2012

**County Judge Samuel T. Biscoe
Members of Commissioner's Court**

RE: Texas Code of Criminal Procedure {Article 17.42 Section 6} Annual Report

Dear Honorable County Judge and Members of Commissioner's Court:

As required by the Texas Code of Criminal Procedure, Article 17.42, Section 6, the Pretrial Services Department is required to submit an annual report to Commissioner's Court or to the District & County Judges with the following information no later than April 1, of each year for the preceding year. The following annual report is for fiscal year 2011.

Sincerely,

A handwritten signature in dark ink, appearing to read "Irma G. Guerrero", is written over a horizontal line.

**Irma G. Guerrero,
Pretrial Division Director**

**CC: All Criminal District Court Judges
All Criminal County Court at Law Judges
Dr. Geraldine Nagy, Adult Probation Director
Rosie Ramón-Durán, Adult Probation Assistant Director**

**Travis County
Pretrial Services
SB 15 Annual Report
FY 2011**

As required by the Texas Code of Criminal Procedure, Article 17.42, Section 6, this Pretrial Office is required to submit an annual report to Commissioner's Court or the District and County Judges no later than April 1 of each year for the preceding year. The following information is reported for fiscal year 2011.

1.	Operating Budget		\$3,687,910
2.	Number of positions maintained for office staff.		57.18
3.	Number of accused persons, who after review by the office, were released by the Court on personal bond.	Supervised bonds Unsupervised bonds Total	5,066 14,660 19,726
4A.	Number of persons who were convicted of the same offense or of any felony within six years preceding the date on which charges were filed in the matter pending during the person's release.	Supervised bonds Unsupervised bonds Total	1,807 1,342 3,149
4B.	Number of persons who failed to attend a scheduled Court appearance.	Supervised & Unsupervised (Felony & Misdemeanor)	2,908 *
4C.	Number of persons for whom a warrant was issued for the person's arrest for failure to appear in accordance with the terms of the person's release.	Supervised & Unsupervised (Felony & Misdemeanor B/F)	2,081 *
4D.	Number of persons who were arrested for any other offense while on personal bond.	Supervised bonds Unsupervised bonds Total	691 2,080 2,771

All information is for FY 2011 (October 2010 - September 2011).

* Data for items 4B & 4C is provided by the Travis County Information and Telecommunication System (ITS) Department. Pretrial Services along with ITS staff continue to work on a specification document to improve the parameters of extracting this data more accurately from both the FACTS District and County.



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By/Phone Number: Melissa Velasquez, Judge's Office, x49555

Elected/Appointed Official/Dept. Head: Samuel T. Biscoe, County Judge

Commissioners Court Sponsor: Margaret J. Gómez, Commissioner Pct 4

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST FROM THE CAPITAL AREA RURAL TRANSPORTATION SYSTEM (CARTS) TO RATIFY REAPPOINTMENT OF DEBBIE INGALSBE TO REPRESENT CARTS ON THE LONE STAR RAIL DISTRICT BOARD THROUGH FEBRUARY 1, 2014. (COMMISSIONER GÓMEZ)

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The Commissioners Court has to ratify the CARTS appointment before Commissioner Ingalsbe's reappointment is official.

STAFF RECOMMENDATIONS:

Recommend approval.

ISSUES AND OPPORTUNITIES:

n/a

FISCAL IMPACT AND SOURCE OF FUNDING:

n/a

REQUIRED AUTHORIZATIONS:

n/a

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.



CAPITAL AREA RURAL TRANSPORTATION SYSTEM

2010 East Sixth Street, Austin, Texas 78702 / P.O. Box 6050, 78762
512 481 1011 / Fax 512 478 1110 / everyone@ridecarts.com

March 30, 2012

Honorable Sam Biscoe, County Judge
Travis County
PO Box 1748
Austin TX 78701-1748

RE: CARTS appointment to Lone Star Rail District Board of Directors

Dear Judge Biscoe:

The CARTS Board of Directors, in their regularly scheduled meeting of Thursday, March 29th, 2012, took action to re-appoint Commissioner Debbie Ingalsbe of Hays County to represent CARTS on the referenced Board.

If I can provide additional information, or if additional action is needed from CARTS on this matter, please let me know.

Thanks for your continued assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Marsh". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

David L. Marsh
General Manager
CARTS

Cc: Commissioner Debbie Ingalsbe, Hays County
Alison Schulze, Lone Star Rail



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012, 9:00AM Voting Session

Prepared By/Phone Number: Janice Rosemond, Auditor's Office, 854-9155

Elected/Appointed Official/Dept. Head: Susan Spataro, Travis County Auditor

Commissioners Court Sponsor: Commissioner Huber and Commissioner Eckhardt

AGENDA LANGUAGE: Receive Fiscal Year 2011 financial audit reports for Emergency Services Districts numbers 2, 3, 8, 9, and 14

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See attachments

STAFF RECOMMENDATIONS:

Please approve

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

None

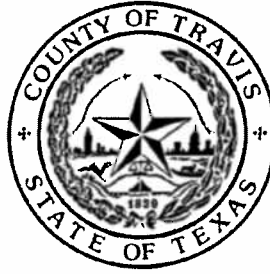
REQUIRED AUTHORIZATIONS:

Auditor's Office	Nicki Riley 854-9125
Auditor's Office	Susan Spataro 854-9125
Commissioner Pct 2 Office	Sarah Eckhardt 854-9222
Commissioner Pct 3 Office	Karen Huber 854-9333

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

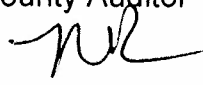
TRAVIS COUNTY
AUDITOR'S OFFICE

SUSAN A. SPATARO, CPA, CMA
COUNTY AUDITOR



TRAVIS COUNTY
ADMINISTRATION BUILDING
P.O. BOX 1748
AUSTIN, TX. 78767
(512) 854-9125
FAX: (512) 854-9164

To: Commissioners Court

From: Nicki Riley, Chief Assistant County Auditor


Date: April 9, 2012

Re: ESD Audit Reports

Texas Health and Safety Code, Chapter 775.082 requires all Emergency Services Districts to submit an audit report to the Commissioners Court by June 1st of each year. The following ESDs have submitted their audited financial statements to the County for fiscal year 2011.

We have reviewed the attached audit reports and are placing them on the agenda to be formally received by the Commissioners Court. We have included an agenda request for the reports listed below.

<u>Emergency Services District</u>	<u>Precinct</u>	<u>Fiscal Year</u>
No. 14	3	2011
No. 8	3	2011
No. 3	3	2011
No. 9	3	2011
No. 2	1 & 2	2011

Please do not hesitate to call me at ext. 49125 if you have any questions.

**Travis County Emergency
Services District No. 2**

**Independent Auditors' Report
and Basic Financial Statements**

September 30, 2011

Travis County Emergency Services District No. 2

Table of Contents

	Page
Independent Auditors' Report	1
Management's Discussion and Analysis (Unaudited)	3
Basic Financial Statements	
Statement of Net Assets and Governmental Funds Balance Sheet	14
Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances	15
Notes to Basic Financial Statements	16
Required Supplementary Information	
Budget Comparison Schedule – General Fund – Budgetary Basis	31



Independent Auditors' Report

To the Board of Commissioners
Travis County Emergency Services
District No. 2

Pflugerville, Texas

We have audited the accompanying statement of net assets and governmental funds balance sheet of the Travis County Emergency Services District No. 2 (the "District") as of September 30, 2011, and the related statements of activities and governmental funds revenues, expenditures, and changes in fund balances for the year then ended, which collectively comprise the District's basic financial statements, as listed in the accompanying table of contents. These financial statements are the responsibility of the management of the District. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2011, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 11 of the notes to the basic financial statements, the District adopted Governmental Accounting Standards Board ("GASB") Accounting Standards Codification, Section N50, *Nonexchange Transactions*, effective October 1, 2010.

SAN ANTONIO

100 N.E. LOOP 410, SUITE 1100
SAN ANTONIO, TEXAS 78216
210 828 6281

AUSTIN

811 BARTON SPRINGS ROAD, SUITE 550
AUSTIN, TEXAS 78704
512 476 0717

TOLL FREE: 800 879 4966

WEB: PADGETT-CPA.COM

As described in Note 1, the District adopted GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, and GASB Statement No. 59, *Financial Instruments Omnibus*, effective October 1, 2010.

The management's discussion and analysis and schedule of revenues, expenditures, and budgetary comparison schedule – budget and actual – general fund on pages 3 through 13 and page 31, respectively, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Padgett, Statermann & Co., LLP

Certified Public Accountants
January 10, 2012

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

Introduction

Travis County Emergency Services District No. 2 (the "District") is pleased to submit the following discussion and overview analysis concerning the District's financial statements for the year ended September 30, 2011. The accompanying Financial Audit for fiscal year 2011 was performed by Padgett, Stratemann & Co., L.L.P. from Austin, Texas.

Background

The District, a governmental entity authorized under Texas statute, is a fire and first response medical provider within Travis County, Texas. The District currently has a population estimated at over ninety thousand (90,000) people and covers a hundred (100) square miles of northeast Travis County.

The City of Pflugerville lies within the District, with another large unincorporated subdivision known as Wells Branch in the western half of the District. The area is roughly bound by Farm-to-Market Road 1325 on the west, the Travis/Williamson County line on the north, Farm-to-Market Road 973 and Cameron Road on the east, and Yager Lane, Dessau Road, and Howard Lane on the south. The population of the District is essentially evenly divided on the east and west side of Interstate 35. This heavily traveled highway is the most direct route from Middle America to Mexico and is called by many, "The North American Free Trade Agreement Highway." Two (2) additional tollways have been built and opened through the north and eastern part of the district; State Highway 45 and State Highway 130, respectively.

The District maintains capability for both urban and rural emergency response. The District has a great responsibility providing fire suppression, fire prevention, and first response emergency medical care in this large area, remains committed to this community, and will do everything possible to provide the required services with the greatest efficiency and effectiveness. The District is currently served by personnel and equipment working out of four (4) fire stations. The four (4) modern fire stations are ready twenty-four (24) hours a day and house the District's fleet of firefighting apparatus. The District uses the latest fire suppression technology of Compressed Air Foam Systems "CAFS."

The District is a leader in the state and nation with respect to fire suppression using CAFS. This technology was first introduced in this country to combat wildfires in the forested areas of the northwest. The system injects air into a water and foam solution creating a most effective fire suppression agent. The foam is, in reality, a really good soap that is environmentally friendly. Today, CAFS has been adapted for structure fires and most other fire situations that we encounter on any given day.

The importance of this technology is based in quick fire suppression. Less collateral property damage is done during fire operations; thereby ensuring more property is returned to its owner. Firefighters are able to actually put out much more fire with much less water being applied. Another important feature of this system is the safety factor. Firefighters are able to extinguish a great deal of fire without having to travel so deeply into a burning structure due to the penetration ability of a good foam stream.

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

Background (continued)

One of the reasons CAFS makes a lot of sense for the District is because the amount of water used is less than traditional fire fighting methods. Water has become an important issue in Texas, as well as for the nation. As responsible citizens, we want to participate in conserving this precious natural resource and using this fire suppression system contributes toward this effort.

As mentioned above, in addition to fire suppression, the District is also responsible for meeting the needs of the community as a first responder to medical emergencies. The percentage of time and resources that the District devotes to first responder activities continues to grow at a rapid rate. Currently, over seventy percent (70%) of the District's calls involve first responder activities. The District is an active participant in a county-wide initiative focused on providing the community with the best level of care as a first responder.

The District provides quarters for two (2) ambulances that are owned and operated by the Austin-Travis County Emergency Medical Services System. While these ambulances are stationed at the District, they are utilized throughout the entire Austin/Travis County area. This results in ambulances from other locations also providing transportation of patients within the District.

The Travis County Commissioners' Court appoints five (5) Commissioners who govern the operation of the District. These Commissioners represent a cross-section of the District and meet on a regular basis to determine administrative policy and perform financial oversight. Commissioners are appointed for two (2) year terms and continue the original spirit of volunteerism that started this organization.

The District is a taxing authority limited by statute to a maximum tax of ten (10) cents per hundred (100) dollars of property valuation. The District's fiscal year begins on October 1 and ends on September 30. The majority of income to operate the District, over ninety (90) percent, comes from property tax and the half (0.5) cent of sales tax approved by the voters. Prior to the beginning of each fiscal year, the Commissioners review and approve a budget that covers income and expenses for operations, prevention, and administration. Through foresight and fiscal responsibility, the District has also budgeted reserve funds for future expansion and/or to assist the District in covering payroll and other expenses during an economic downturn.

The District will continue as a financially stable organization that delivers a superior level of traditional and innovative emergency and non-emergency services. The District exists solely to improve the quality of life, health, and safety of our constituents. The District will maximize the commonly accepted service methodologies and go beyond traditionally accepted practices to better serve the community.

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

Financial Highlights – Comparison of Fiscal Year 2011 and 2010

- The District's auditors for fiscal year 2011, Padgett, Stratemann & Co., L.L.P., have worked with the District since the audit for fiscal year 2008.
- During both fiscal year 2011 and fiscal year 2010, the District has restricted expenditures as a fiscally responsible strategy in facing an uncertain economic situation nationwide. As a consequence, the District's financials are not significantly different between these fiscal years, except for a restatement done in fiscal year 2011, as shown below, related to the adoption on October 1, 2010 of Governmental Accounting Standards Board Accounting Standards Codification Section N50, *Nonexchange Transactions*, with regard to the timing of recognition for sales tax revenue.
- During the fiscal year, the District experienced a slight decline in revenues from property tax revenue with an increase in sales tax revenue, as shown below. Another decline of three (3%) percent in property tax revenues has already been confirmed by Travis County for fiscal year 2012. Expenditures for the District grew during fiscal year 2011, as maintenance and other purchases that had been delayed during the prior fiscal years in anticipation of the decline in tax revenues had to be completed. The net change in fund balance was positive for fiscal year 2011, and that balance has been carried forward to assist in balancing the budget for fiscal year 2012.
- During fiscal year 2011, the use of about \$350,000 of the District's budgeted reserved funds was approved by the commissioners to cover unforeseen operational expenses and capital purchases. The District over the years has instituted limits on reserved funds: a capital asset development fund with a limit of \$1,500,000; an apparatus/equipment replacement with a limit of \$750,000; a disaster response reserve with a limit of 25% of the operations budget, about \$150,000; a personnel payroll protection of 25% of payroll and overhead, about \$1,800,000; and a operating or contingency reserve of 25% of estimated expenses for the first fiscal quarter of about \$750,000. Budgeted reserve funds carried from the close of fiscal year 2010, were about \$3,200,000. As stated above, during fiscal year 2011, about \$350,000 in reserve funds were approved for use and the operating or contingency reserve was used to cover budgeted expenses for fiscal year 2012.

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

Financial Highlights – Comparison of Fiscal Year 2011 and 2010 (continued)

Below is a summary comparison of revenues and expenditures for fiscal year 2011 and fiscal year 2010:

	September 30, 2011	2010
Revenues:		
Property taxes – including penalties and interest	\$ 5,904,034	\$ 6,029,526
Sales tax receipts	3,121,625	2,717,951
Other revenue	<u>727,714</u>	<u>662,103</u>
Total revenues	9,753,373	9,409,580
Total expenditures	9,518,704	8,850,116
Other financing sources – net	<u>42,150</u>	<u>48,312</u>
Change in net assets	276,819	607,776
Net assets at beginning of year – as originally stated	6,621,582	6,013,806
Prior period adjustment	<u>474,651</u>	<u>-</u>
Net assets at end of year – as restated	<u>\$ 7,373,052</u>	<u>\$ 6,621,582</u>

- During fiscal year 2009, the Department of Homeland Security informed the District that the Staffing for Adequate Fire and Emergency Response ("SAFER") grant submitted in the prior fiscal year had been approved. The grant covers a five (5) year period starting on May 13, 2009. This grant allowed the District to hire nine (9) new additional firefighters during fiscal year 2009. The grant provides for 90% reimbursement of salary and benefit costs in the first year, and provides for a decreasing reimbursement of these costs for the new hires over the five (5) year period. Additionally, during fiscal year 2011, the District made purchases of an air and light trailer and exhaust removal systems for all operational apparatus through grant awards from the Assistance for Firefighters Grant program.
- During fiscal year 2011, the Board of Commissioners approved the purchase of needed operational equipment financed by Wells Fargo Bank under several leases. Approved purchases totaled about \$650,000; however, not all purchases were completed during the fiscal year due to lag time in manufacturing and delivery.

Travis County Emergency Services District No. 2

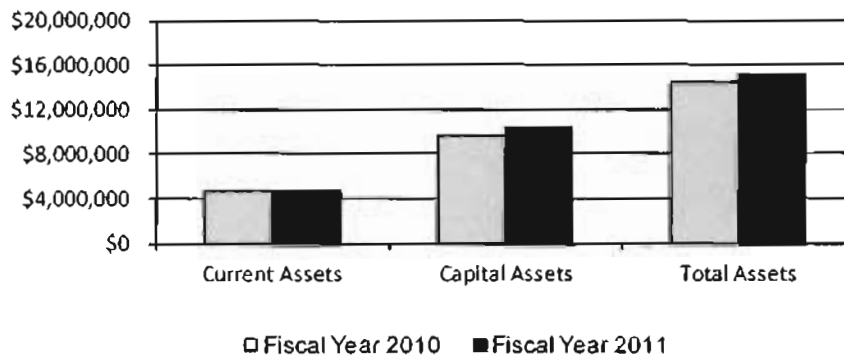
Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

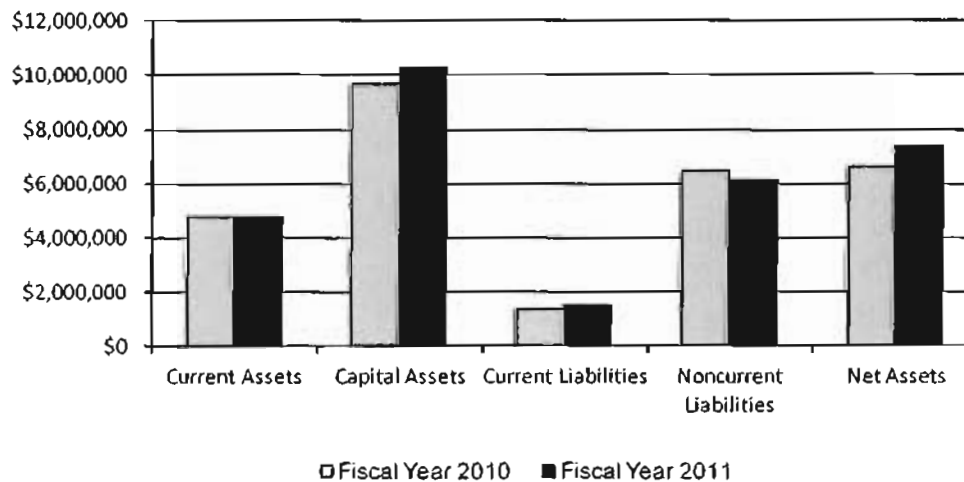
Financial Highlights – Comparison of Fiscal Year 2011 and 2010 (continued)

The increase in total assets and net assets is reflected in the charts below.

**Total Assets – Fiscal Year 2010
and Fiscal Year 2011**



**Assets and Liabilities – Fiscal Year 2010
and Fiscal Year 2011**



- Additionally, net assets divided by fund (General Fund and Debt Service Fund) were as follows when compared between fiscal year 2010 and fiscal year 2011. Beginning fund balance for the General Fund was \$3,926,149 and ending balance was \$4,468,097; this increase included the sales tax restatement of \$474,651, and a slight increase from fiscal year 2011 operations, revenues over expenses of \$67,297. The Debt Service Fund decreased from \$153,781 to an ending balance of \$151,219. This fund balance represents the debt amount paid by the City of Austin to the District on property annexed away from the District in prior years. This fund balance should continue to decrease from fiscal year to fiscal year as that portion of the debt is paid.

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

Overview of the Financial Statements

The District's financial statements presented in this report include basic financial statements, as well as information on required supplementary information.

The basic financial statements attached hereto are comprised of the following major components.

The *statement of net assets and governmental funds balance sheet* presents information on all of the District's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or declining.

The *statement of activities and governmental fund revenues, expenditures, and changes in fund balances* presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, the accrual basis of accounting is used, which is similar to the accounting used by most private sector companies.

The *notes to financial statements* provide additional information that is essential to a full understanding of the data provided in the basic financial statements.

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses as appropriate. Government resources are allocated and accounted for the purpose of carrying on specific activities in accordance with laws, regulations, or other appropriate requirements.

In the District's basic financial statements, you will see the following major governmental funds:

- General Fund – The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except for those required to be accounted in another fund.
- Debt Service Fund – The Debt Service Fund accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of government funds.

District's Fiscal Year 2011 – Financial Analysis Summary

The District's current assets consist of cash, investments, property tax receivables, and prepaid expenses. The District maintains the majority of its investments with Texas Local Government Pool ("TexPool"), which is a local government investment pool created on behalf of Texas entities whose investment objectives are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act. The TexPool program offers a convenient and effective choice for the

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

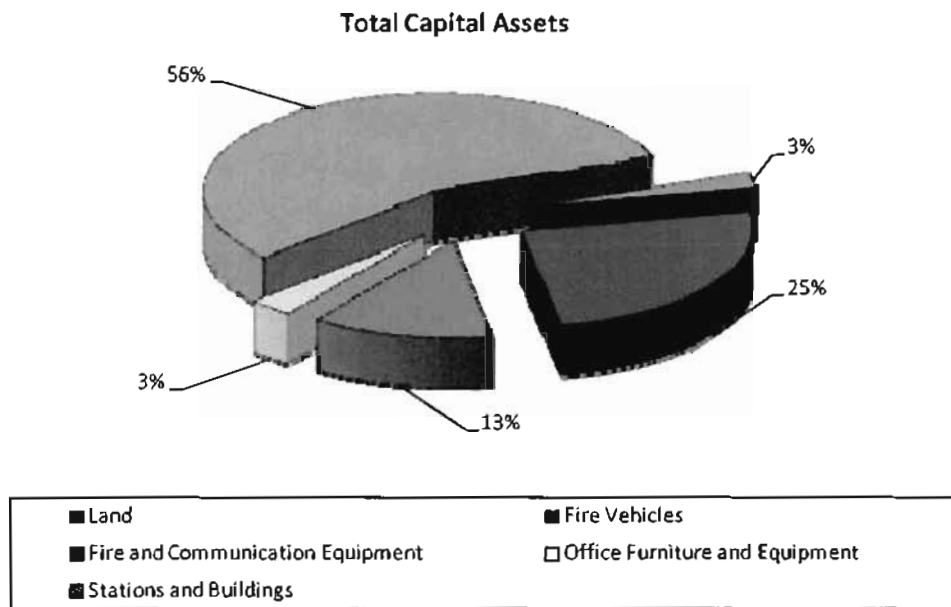
Year Ended September 30, 2011

District's Fiscal Year 2011 – Financial Analysis Summary (continued)

investment of local funds, and, as an AAAM rated local government investment pool, TexPool is committed to maintaining safety and stability. This investment strategy has served the District well through the volatility, downturn in the economy, and in the financial markets worldwide.

During fiscal year 2011, the District kept part of its cash investment in an interest bearing savings account with Wells Fargo Bank. The bank was able to offer a slightly higher interest rate than TexPool, and this account assisted with routine cash management.

The District's total assets of approximately \$15 million represented mostly capital assets of approximately \$9.7 million, net of accumulated depreciation, and over \$15 million gross. Capital assets are shown divided into the different categories in the chart below.



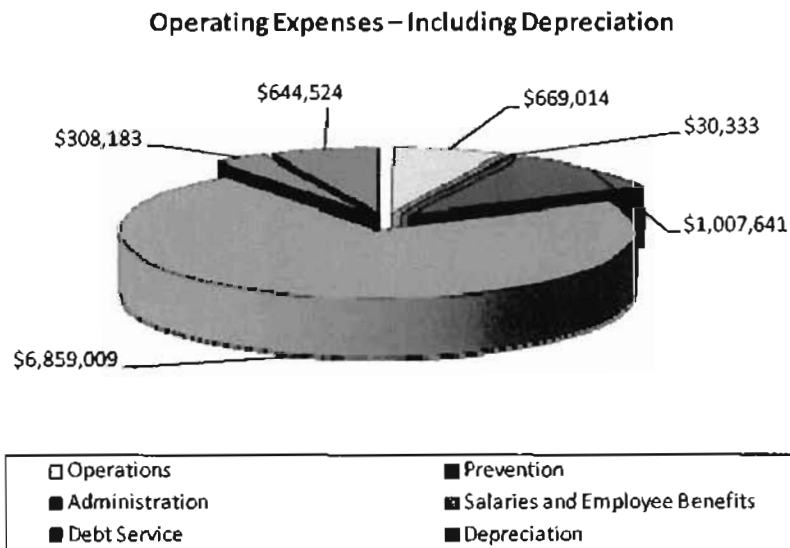
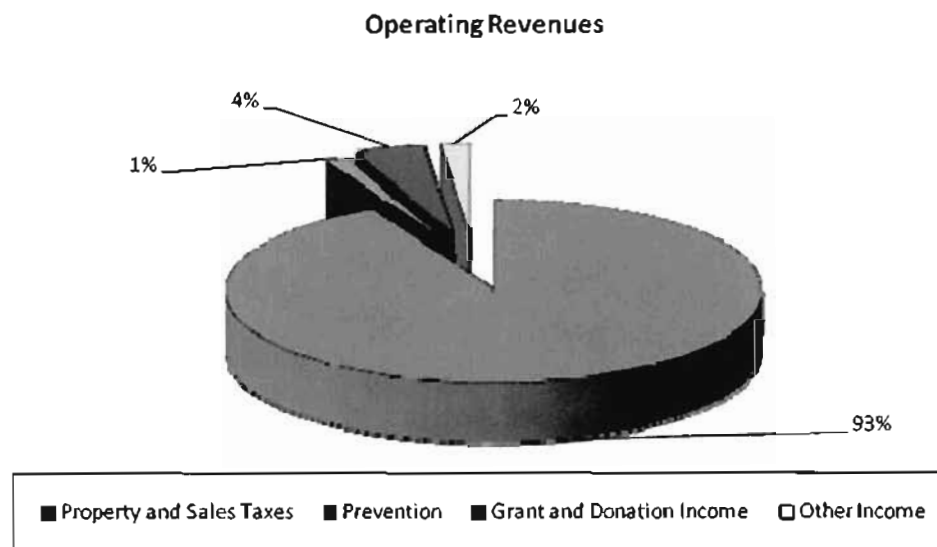
Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

District's Fiscal Year 2011 – Financial Analysis Summary (continued)

The source of the District's operating revenues is almost exclusively from property and sales tax collections. Operating revenues for fiscal year 2011 totaled approximately \$9.7 million, of which 93% was received from tax collections. Operating expenses totaled approximately \$9.5 million, of which almost 72% of operating expenses were related to employee salaries and benefits for fiscal year 2011.



Travis County Emergency Services District No. 2

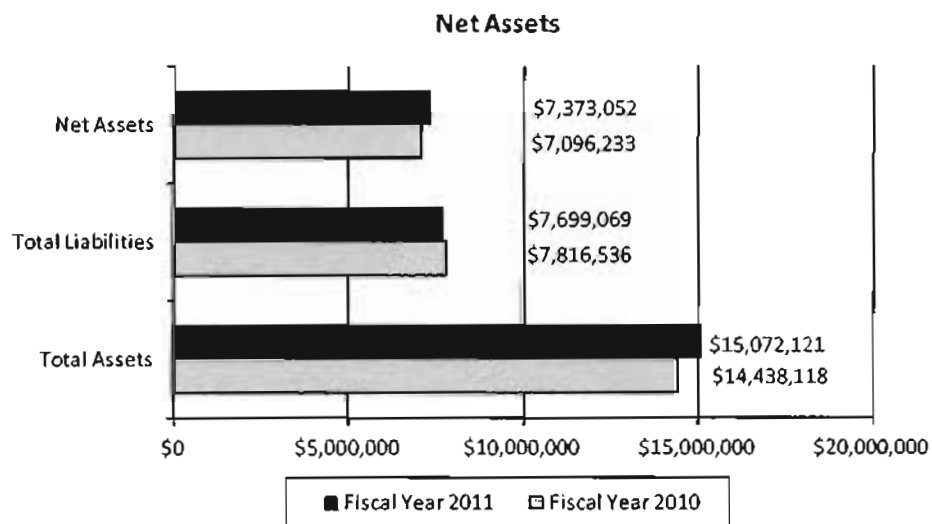
Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

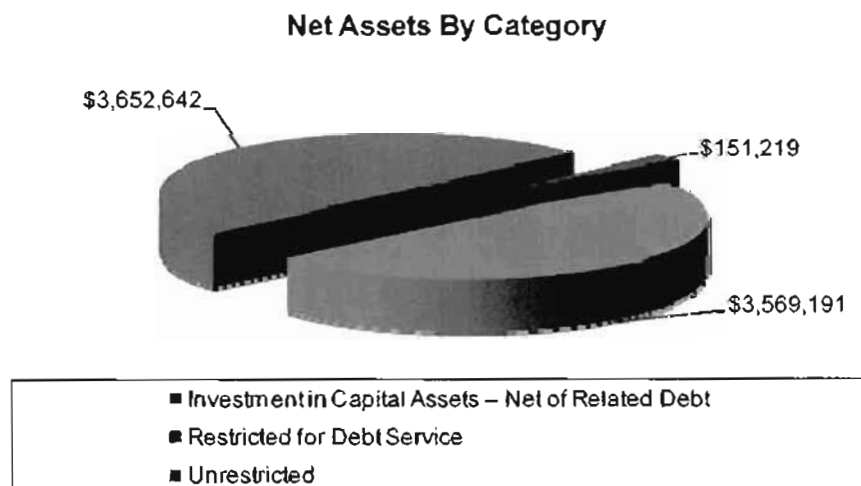
Capital Assets and Outstanding Debt

District liabilities continued to be reduced during fiscal year 2011, as the District made scheduled payments of both principal and interest on bonds, leases, and loans, and even though new debt was incurred during the fiscal year, it was less than the debt retired.

The chart below shows a comparison between the fiscal year 2011 and fiscal year 2010 fund balance. The fund balance represents the difference between total assets and total liabilities.



Additionally, the charts below detail the components of net assets and total liabilities for fiscal year 2011 for the District.



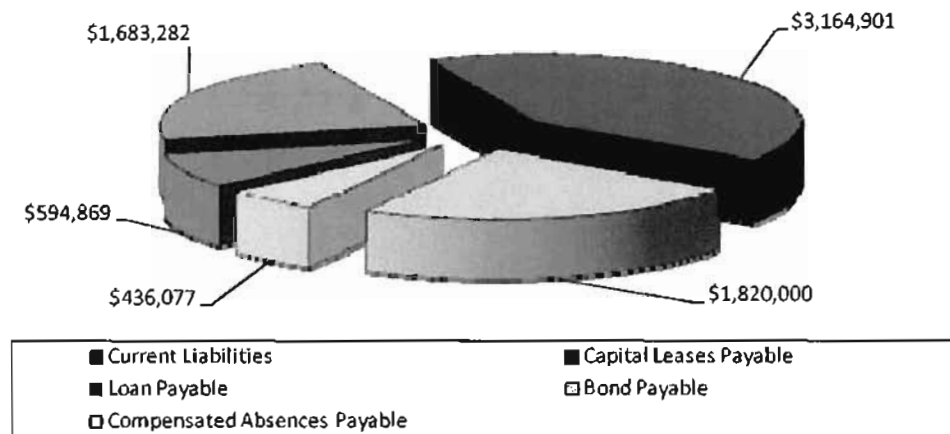
Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

Capital Assets and Outstanding Debt (continued)

Current and Noncurrent Liabilities



Economic Factors and Budgetary Highlights

In September 2010, the District's commissioners approved a resolution to levy ad valorem tax at a tax rate of \$0.0938 on each \$100.00 of taxable property within the District in order to provide funds for maintenance and operating purposes, and a tax rate of \$0.0062 on each \$100.00 in order to provide for payment and principal of and interest and associated obligations on the District's unlimited tax bonds now outstanding. The total levy of ad valorem tax for fiscal year 2011 was a rate of \$0.10. Likewise in September 2011, the District's commissioners approved a levy of ad valorem tax for fiscal year 2012 of a \$0.10 rate.

It is unclear if the District's revenues will continue to be affected by the economic downturn; both in the collection of property and sales tax revenue. During the Annual Planning Conference in fiscal year 2011, focus was devoted to the economic outlook for the District during the next two (2) to five (5) year period. During fiscal year 2011, the District chose goals for fiscal year 2011 that were low cost and high impact for the organization, goals that should prepare it to meet the challenges in the years to come. For fiscal year 2012, the strategic plan is intended to provide long term guidance toward a new paradigm for the District. Senior management came together in order to form a shared vision for the future. That vision is not bound by the constraints of day-to-day operations, but rather takes day-to-day activities and uses them to direct better utilization of District resources to provide service to our community.

Travis County Emergency Services District No. 2

Management's Discussion and Analysis (Unaudited)

Year Ended September 30, 2011

Economic Factors and Budgetary Highlights (continued)

As of September 30, 2010, the District and the Pflugerville Firefighters Association, Local 4137, approved and signed a Collective Bargaining Agreement effective from October 1, 2010, through September 30, 2013. Following approval of the collective bargaining process by the voters in the District; negotiations began in December 2009 and concluded with the approval and execution of the agreement on September 30, 2010. The agreement was implemented during fiscal year 2011.

Each fiscal year, the District prepares a budget for most income and expense items in the General Fund. This budget does not include the day-to-day income and expenses for its public use facilities. During fiscal year 2011, the District revised the annual budget, variances are very slight when compared to actual.

When comparing actual-to-budgeted amounts, the positive variance of \$186,892 in sales tax revenues is due to a difference in category. The budget amount is shown net of fees in the revenue section, while the actual amount is shown gross and the fee is shown below as an expenditure creating a variance in the expenditure category as well. Salaries were over budget due to unforeseen expenses related to the Labor Day fires in Pflugerville. The Board of Commissioners approved the use of reserve funds to cover the amount over budget; additionally, some of the costs have been submitted through Travis County for reimbursement by the federal government under an emergency assistance program. It is unclear the length of time the reimbursement process will take or the final amount that will be reimbursed.

For fiscal year 2012, revenue is expected to remain constant. A three percent (3%) decline in property taxes has been communicated by the County; however, a sales tax increase could potentially offset the reduction as in fiscal year 2011. In general, once an upturn in the economy is sustained, it is expected that governmental entities' dependent on property tax revenue, like the District, will likely lag two (2) or more years behind in recovery compared to the general economy.

Budget preparation and budget review is a valued process at the District. It is used as a planning tool and the continuous review of the budget against actual enhances the monitoring of day-to-day operations and assists to highlight unexpected income or expense items.

Basic Financial Statements

Travis County Emergency Services District No. 2

Statement of Net Assets and Governmental Funds Balance Sheet

September 30, 2011

	General Fund	Debt Service Fund	Total	Adjustments	Statement of Net Assets
Assets					
Current assets:					
Cash and cash equivalents	\$ 1,419,248	\$ 11,025	\$ 1,430,273	\$ -	\$ 1,430,273
Investments	2,157,907	140,194	2,298,101	-	2,298,101
Receivables – property taxes – net of uncollectible taxes	219,297	14,495	233,792	-	233,792
Receivables – sales taxes	572,323		572,323	-	572,323
Prepays and other current assets	213,541	-	213,541	-	213,541
Total current assets	<u>4,582,316</u>	<u>165,714</u>	<u>4,748,030</u>	<u>-</u>	<u>4,748,030</u>
Noncurrent assets:					
Restricted cash	625,011		625,011	-	625,011
Security deposit	3,326	-	3,326	-	3,326
Capital assets – net of accumulated depreciation	-	-	-	9,695,754	9,695,754
Total noncurrent assets	<u>628,337</u>	<u>-</u>	<u>628,337</u>	<u>9,695,754</u>	<u>10,324,091</u>
Total assets	<u>\$ 5,210,653</u>	<u>\$ 165,714</u>	<u>\$ 5,376,367</u>	<u>\$ 9,695,754</u>	<u>\$ 15,072,121</u>
Liabilities					
Current liabilities:					
Accounts payable	\$ 309,683	\$ -	\$ 309,683	\$ -	\$ 309,683
Accrued payroll and employee benefits	203,176	-	203,176	-	203,176
Accrued interest	-	-	-	71,610	71,610
Deferred income	223,347	14,495	237,842	(233,792)	4,050
Deposits	6,350	-	6,350	-	6,350
Capital leases payable	-	-	-	395,472	395,472
Loan payable	-	-	-	251,006	251,006
Bond payable	-	-	-	300,000	300,000
Total current liabilities	<u>742,556</u>	<u>14,495</u>	<u>757,051</u>	<u>784,296</u>	<u>1,541,347</u>
Noncurrent liabilities:					
Capital leases payable	-	-	-	1,287,810	1,287,810
Loan payable	-	-	-	2,913,835	2,913,835
Bond payable	-	-	-	1,520,000	1,520,000
Compensated absences payable	-	-	-	436,077	436,077
Total noncurrent liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,157,722</u>	<u>6,157,722</u>
Total liabilities	<u>742,556</u>	<u>14,495</u>	<u>757,051</u>	<u>6,942,018</u>	<u>7,699,069</u>
Fund Balances					
Restricted:					
Retirement of long-term debt	-	151,219	151,219	(151,219)	-
Unassigned	4,468,097	-	4,468,097	(4,468,097)	-
Total fund balances	<u>4,468,097</u>	<u>151,219</u>	<u>4,619,316</u>	<u>(4,619,316)</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 5,210,653</u>	<u>\$ 165,714</u>	<u>\$ 5,376,367</u>		
Net Assets					
Investment in capital assets – net of related debt				3,652,642	3,652,642
Restricted for debt service				151,219	151,219
Unrestricted				3,569,191	3,569,191
Total net assets				<u>\$ 7,373,052</u>	<u>\$ 7,373,052</u>

Notes to basic financial statements form an integral part of this statement.

Travis County Emergency Services District No. 2

Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances

Year Ended September 30, 2011

	General Fund	Debt Service Fund	Total	Adjustments	Statement of Activities
Revenues					
Property taxes – including penalties and interest	\$ 5,534,057	\$ 365,791	\$ 5,899,848	\$ 4,186	\$ 5,904,034
Sales tax receipts	3,121,625	-	3,121,625	-	3,121,625
Fee for services	27,199	-	27,199	-	27,199
Prevention	132,872	-	132,872	-	132,872
Grant and donation income	418,526	-	418,526	-	418,526
Facilities income	139,929	-	139,929	-	139,929
Miscellaneous	9,188	-	9,188	-	9,188
Total revenues	<u>9,383,396</u>	<u>365,791</u>	<u>9,749,187</u>	<u>4,186</u>	<u>9,753,373</u>
Expenditures					
Current:					
Operations	669,014	-	669,014	-	669,014
Prevention	30,333	-	30,333	-	30,333
Administrative:					
Professional services	508,763	-	508,763	-	508,763
General and administrative	496,382	2,496	498,878	-	498,878
Salaries	5,664,595	-	5,664,595	-	5,664,595
Employee benefits	1,154,644	-	1,154,644	39,770	1,194,414
Debt service:					
Principal retirement	1,028,898	290,000	1,318,898	(1,318,898)	-
Interest and fees	247,593	78,237	325,830	(17,647)	308,183
Capital outlay	680,976	-	680,976	(680,976)	-
Depreciation	-	-	-	644,524	644,524
Total expenditures	<u>10,481,198</u>	<u>370,733</u>	<u>10,851,931</u>	<u>(1,333,227)</u>	<u>9,518,704</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,097,802)</u>	<u>(4,942)</u>	<u>(1,102,744)</u>	<u>1,337,413</u>	<u>234,669</u>
Other Financing Sources (Uses)					
Interest income	35,557	2,086	37,643	-	37,643
Proceeds from sale of assets	12,374	-	12,374	(7,867)	4,507
Proceeds from loans	1,117,462	-	1,117,462	(1,117,462)	-
Transfers in	492,526	384,876	877,402	-	877,402
Transfers out	(492,820)	(384,582)	(877,402)	-	(877,402)
Total other financing sources (uses)	<u>1,165,099</u>	<u>2,380</u>	<u>1,167,479</u>	<u>(1,125,329)</u>	<u>42,150</u>
Net change in fund balances	67,297	(2,562)	64,735	212,084	276,819
Fund balances at beginning of year – as originally stated	3,926,149	153,781	4,079,930	2,541,652	6,621,582
Prior period adjustment	474,651	-	474,651	-	474,651
Fund balances at end of year – as restated	<u>\$ 4,468,097</u>	<u>\$ 151,219</u>	<u>\$ 4,619,316</u>	<u>\$ 2,753,736</u>	<u>\$ 7,373,052</u>

Notes to basic financial statements form an integral part of this statement.

Notes to Basic Financial Statements

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies

The accounting and reporting policies of Travis County Emergency Services District No. 2 (the "District") included in the accompanying basic financial statements, conform to accounting principles generally accepted in the United States of America ("GAAP") as applied to governmental entities. GAAP for local governments includes those principles prescribed by the Governmental Accounting Standards Board ("GASB"), which constitutes the primary source of GAAP for governmental units. The following represents the more significant accounting and reporting policies and practices used by the District.

Reporting Entity

The District was created by order of the Travis County Commissioners Court following a conversion election, which was held within the boundaries of Travis County Rural Fire Prevention District No. 3. A majority of the voters within the Rural Fire Prevention District voted to convert the Rural Fire Prevention District to the Emergency Services District. This election was held on January 18, 1992. The District operates under Article III, Section 48-e of the Texas Constitution and Chapter 775 of the Texas Health and Safety Code and is run by a five member Board of Commissioners appointed by the Travis County Commissioners Court. The District's major activities include providing emergency services to the residents of the District.

Effective October 1, 1994, the District assumed, through a series of agreements, the assets, leases, and other obligations of the Pflugerville Volunteer Fire Department.

The accompanying basic financial statements present information required to account for those activities, organizations, and functions which are related to the District and are controlled by, or dependent upon, the District's governing body, the Board of Commissioners (the "Board").

The District does not meet the criteria for inclusion as a component unit of any entity nor does any entity meet the criteria for inclusion as a component unit of the District.

The criteria used by the District for including activities in its basic financial statements are in conformity with GASB Accounting Standards Codification ("ASC"), Section 2100, *Defining the Financial Reporting Entity*. GASB has concluded that the basic criterion for including a legally separate organization in a governmental unit's reporting entity for general purpose financial reports is financial accountability of the primary government for the legally separate organization. Based upon that criterion, there are no legally separate organizations, which fall within the financial reporting entity of the District.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all nonfiduciary activities of the District. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities are normally supported by taxes and charges to customers.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Government-Wide and Fund Financial Statements (continued)

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues. The District's primary function is to provide emergency services.

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for the purpose of carrying on specific activities in accordance with laws, regulations, or other appropriate requirements.

The District has the following major governmental funds:

- General Fund – The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- Debt Service Fund – The Debt Service Fund accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds.

Measurement Focus

The government-wide financial statements are reported using the flow of economic resources measurement focus and the accrual basis of accounting. All governmental funds are accounted for on a "spending" or "financial flow" measurement focus and the modified accrual basis of accounting. This means that only current assets and current liabilities are generally included on their balance sheets. The reported fund balance of governmental funds is considered a measure of "available spendable resources."

The government-wide financial statements follow the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year in which they are levied. Sales taxes are recognized as revenues in the year in which the taxes are remitted to the state of Texas.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Measurement Focus (continued)

The modified accrual basis of accounting is used for the governmental fund types. This basis of accounting recognizes revenues in the accounting period in which they become susceptible to accrual, i.e., both available and measurable. Revenues, other than grants, are considered to be available when they are expected to be collected during the current budgetary period, or within 60 days thereafter, to pay liabilities outstanding at the close of the budgetary period. Funds received but unearned are reflected as deferred revenues, and funds expended but not yet received are shown as receivables. Interest revenue is recorded when earned since it is measurable and available. Other revenues are recognized when measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred, except expenditures for debt service including interest on long-term debt. Expenditures for principal and interest on long-term debt are recognized when matured.

Effective October 1, 2010, the District adopted GASB Statement No. 59, *Financial Instruments Omnibus*, which revised the reporting and disclosure for certain types of financial instruments. The adoption of this standard did not have an impact on the District's financial statements.

Effective October 1, 2010, the District adopted GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which revised the reporting and disclosure of governmental fund balances. For fiscal year 2011, the District reported the following types of governmental funds balances: Restricted and Unassigned.

- Restricted fund balances are those that have constraints placed on the use of their resources. These constraints can be: (a) externally imposed by creditors (e.g., debt covenants), grantors, contributors, or laws/regulations of other governments; or (b) imposed by law through constitutional provision or enabling legislation. Both constraints are legally enforceable by an external party.
- Unassigned fund balances are those within the General Fund and represent fund balance that has not been restricted, committed, or assigned.

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first.

Budgets and Budgetary Accounting

A budget adopted by the Board is presented in the accompanying basic financial statements on the budgetary basis. The budget is not legally binding. No supplemental appropriations were made during the year. Annual appropriations lapse at the end of the fiscal year.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Use of Estimates

Preparation of financial statements in conformity with GAAP requires the use of management's estimates. Items for which estimates are necessary include the amount of receivables, which may not be collectible, and the service lives and salvage values of depreciable assets. Estimates also include the likelihood of loss and potential loss amount from contingencies such as litigation.

Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be demand deposits.

Investments

Investments are stated at fair value based on net asset value per share as published by the investment pool sponsor. The District has adopted an investment policy, which allows for various types of investments. Additional information regarding the District's investments can be found in Note 2.

Accounts Receivable

The District provides for uncollectible accounts receivable using the allowance method of accounting for bad debts. Under this method of accounting, a provision for uncollectible accounts is charged to earnings. The allowance account is increased or decreased based on past collection history and management's evaluation of accounts receivable. All amounts considered uncollectible are charged against the allowance account and recoveries of previously charged off accounts are added to the allowance.

Restricted Assets

Certain proceeds of the District's bank loan obligations are classified as restricted assets on the statement of net assets because their use is limited by the debt instrument. When those proceeds are restricted for the acquisition or construction of noncurrent assets or are restricted for liquidation of long term debt then they are further classified as noncurrent restricted assets.

Capital Assets

Capital assets include property, plant, and equipment. Capital assets are defined by the District as assets with an initial individual cost of \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost if purchased or constructed. Assets under capital lease are recorded at the present value of future minimum lease payments at the inception of the lease.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Capital Assets (continued)

Donated capital assets are valued at their estimated fair market value on the date donated. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Capital assets of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Estimated Useful Lives</u>
Buildings	40 years
Building improvements	20 years
New fire trucks	10 years
Other vehicles	7 years

Deferred Revenue

Delinquent property taxes receivable are recorded as deferred revenue in the governmental funds since they are not currently available. Deferred revenue also includes deposits and customer advances to rent a facility owned by the District.

Long-Term Debt

General obligation bonds, which have been issued to fund capital projects, are to be repaid from tax revenues of the District.

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight-line method, if any. Bonds payable are reported net of the applicable bond premium or discount, if any. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt, if any.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the period incurred. The face amount of debt issued is reported as other financing sources. Premiums on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

1. Summary of Significant Accounting Policies (continued)

Compensated Absences

Vested or accumulated vacation and sick leave that is expected to be liquidated with expendable available resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. No expenditure has been recorded. The amount of vested or accumulated vacation and sick leave that is not expected to be liquidated with expendable available financial resources is reported as a long-term liability in the statement of net assets and governmental funds balance sheet. The District's liability for accrued vacation and sick time at September 30, 2011 totaled \$436,077.

Risk Management

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained coverage from Volunteer Fireman's Insurance Services and has effectively managed risk. All risk management activities are accounted for in the General Fund. Expenditures and claims are recognized when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. In determining claims, events that might create claims, but for which none have been reported, are considered.

2. Cash and Investments

The investment policies of the District are governed by state statute and an adopted District Investment Policy that includes depository contract provisions and custodial contract provisions. Major provisions of the District's investment policy include: depositories must be Federal Deposit Insurance Corporation ("FDIC") insured Texas banking institutions; depositories must fully insure or collateralize all demand and time deposits; and securities collateralizing time deposits are held by independent third-party trustees.

Cash and cash equivalents are carried at cost, which approximates market value. At September 30, 2011, the bank balance totaled \$2,093,122, which was covered by the FDIC and pledged collateral.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

2. Cash and Investments (continued)

Investments

The District's investments at September 30, 2011 are as follows:

	<u>Carrying Amount</u>	<u>Amortized Cost, Which Approximates Fair Value</u>
Texas Local Government Investment Pool ("TexPool")	\$ <u>2,298,101</u>	\$ <u>2,298,101</u>

The Texas Comptroller of Public Accounts exercises oversight responsibility over TexPool. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters. Additionally, the Texas Comptroller has established an Advisory Board composed both of participants in TexPool and of other persons who do not have a business relationship with TexPool. The Advisory Board's members review the investment policy and management fee structure. Finally, TexPool is rated AAAM by Standard & Poor's.

The District believes TexPool operates in a manner consistent with the United States Securities and Exchange Commission's Rule 2a-7 of the Investment Company Act of 1940, as defined in GASB Statement No. 59. As such, the District uses amortized cost to report its investments.

Interest Rate Risk – In accordance with its investment policy, the District manages its exposure to declines in fair value by limiting the types of investments it allows and the maturity.

Credit Risk – The District's investment policy allows for various types of investments including: obligations of, or guaranteed by the United States, certificates of deposit, and TexPool. At September 30, 2011, the District's investments in TexPool were rated AAAM by Standard & Poor's and Moody's Investors Service.

3. Ad Valorem Property Taxes

Property taxes attach as an enforceable lien on January 1. Taxes are levied on or about October 1 are due on November 1, and are past due the following February 1. The Travis County Central Appraisal District established appraisal values in accordance with requirements of the Texas Legislature. The District levies taxes based upon the appraised values. The Travis County Tax Collector bills and collects the District's property taxes.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

3. Ad Valorem Property Taxes (continued)

The property tax rates, established in accordance with state laws, were based on 100% of the net assessed valuation of real property within the District on the 2010 tax roll. The assessed value of the 2010 tax roll reported by the County, upon which the levy for the 2010 fiscal year was based, was initially \$5,946,779,520 and subsequently updated to \$5,914,062,280. The tax rates assessed for the year ended September 30, 2010 to finance General Fund operations and the payment of principal and interest on general obligation long-term debt were \$0.0938 and \$0.0062 per \$100 valuation, respectively, for a total of \$0.1000 per \$100 valuation.

At September 30, 2011, deferred revenue related to property taxes amounted to \$233,792. Property taxes receivable at September 30, 2011 consisted of the following:

	General Fund	Debt Service Fund
	<u> </u>	<u> </u>
Current year levy	\$ 44,553	\$ 2,945
Prior year's levy	<u>174,744</u>	<u>11,550</u>
	<u>\$ 219,297</u>	<u>\$ 14,495</u>

The District is prohibited from writing off real property taxes without specific authority from the Texas Legislature.

4. Interfund Receivables and Payables

At September 30, 2011, there were no interfund receivables and/or payables.

Transfers are used to move revenues from the fund with collection authorization to the Debt Service Fund as debt service principal and interest payments become due and to move restricted amounts from borrowings to the Debt Service Fund to establish mandatory reserve accounts.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

5. Capital Assets

Prior to the implementation of GASB ASC Section 1400, *Reporting Capital Assets* (formerly known as GASB Statement No. 34), the District was not required to calculate depreciation expense for reporting capital assets. In accordance with the implementation of GASB Statement No. 34, capital assets have been adjusted to reflect the historical cost of infrastructure assets and for the purpose of recording depreciation. The current year activity at September 30, 2011 is as follows:

	Balance at October 1, 2010	Additions	Deletions and Other Adjustments	Balance at September 30, 2011
Capital assets not depreciated:				
Land	\$ 378,930	\$ 16,615	\$ -	\$ 395,545
Construction in progress	-	12,373	-	12,373
Total capital assets not depreciated	<u>378,930</u>	<u>28,988</u>	<u>-</u>	<u>407,918</u>
Capital assets being depreciated:				
Fire vehicles	4,022,357	103,450	-	4,125,807
Fire and communication equipment	1,719,259	386,948	(10,607)	2,095,600
Office furniture and equipment	449,886	57,768	-	507,654
Station #2	850,776	-	-	850,776
Station #3	476,392	45,480	-	521,872
Station #4	742,118	-	-	742,118
Training center	1,208,360	-	-	1,208,360
Central station	1,097,669	18,405	-	1,116,074
Administrative building	2,023,689	-	-	2,023,689
Education building	2,130,318	-	-	2,130,318
Pfluger Hall	236,848	-	-	236,848
Improvements	323,722	39,937	-	363,659
Total capital assets being depreciated	15,281,394	651,988	(10,607)	15,922,775
Less accumulated depreciation	<u>(5,993,155)</u>	<u>(644,524)</u>	<u>2,740</u>	<u>(6,634,939)</u>
Capital assets being depreciated – net	<u>9,288,239</u>	<u>7,464</u>	<u>(7,867)</u>	<u>9,287,836</u>
Total capital assets – net	<u>\$ 9,667,169</u>	<u>\$ 36,452</u>	<u>\$ (7,867)</u>	<u>\$ 9,695,754</u>

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

6. Operating Leases

The District has entered into various operating leases for office equipment. Future minimum annual lease payments are as follows:

Year ending September 30,	
2012	\$ 19,956
2013	<u>8,315</u>
	<u>\$ 28,271</u>

Lease expense for office equipment for the year ended September 30, 2011 totaled \$20,748.

7. Long-Term Debt

The District issued limited tax bonds for construction of fire protection facilities and equipment. Tax revenue from yearly ad valorem tax assessments will pay principal and interest on the outstanding tax-supported bonds of the District. General obligation bonds currently outstanding are as follows for the year ended September 30, 2011:

	Balance at October 1, 2010	Additions	Deletions	Balance at September 30, 2011	Due Within One Year
Bond payable – Series 2005	\$ 2,110,000	\$ -	\$ 290,000	\$ 1,820,000	\$ 300,000
Other debt:					
Loan payable	3,403,776	-	238,935	3,164,841	251,006
Capital lease obligations	1,355,783	1,117,462	789,963	1,683,282	395,472
Accrued vacation leave	<u>396,307</u>	<u>39,770</u>	<u>-</u>	<u>436,077</u>	<u>-</u>
Total long-term debt	<u>\$ 7,265,866</u>	<u>\$ 1,157,232</u>	<u>\$ 1,318,898</u>	<u>\$ 7,104,200</u>	<u>\$ 946,478</u>

The unspent proceeds of debt issued for capital purposes and the debt are excluded from the computation of capital assets – net of related debt. At September 30, 2011 the balance of unspent bond proceeds, for capital purposes, was \$625,011.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

7. Long-Term Debt (continued)

Bond Payable

Detailed information on the original limited tax bond obligation is as follows:

	<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Original Principal Balance</u>
\$2,604,999 Limited Tax Bond – Series 2005	April 15, 2005	3%-4%	\$ 2,604,999

The following schedule sets forth the debt service requirements on the general obligations outstanding bond indebtedness of the District at September 30, 2011:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year ending September 30,			
2012	\$ 300,000	\$ 66,800	\$ 366,800
2013	315,000	54,500	369,500
2014	330,000	41,600	371,600
2015	345,000	28,100	373,100
2016	360,000	14,000	374,000
2017	<u>170,000</u>	<u>3,400</u>	<u>173,400</u>
	<u>\$ 1,820,000</u>	<u>\$ 208,400</u>	<u>\$ 2,028,400</u>

Loan Agreements

During the 2006 fiscal year, the District entered into loan agreements with Wells Fargo Brokerage Services for the financing of improvements to properties owned by the District in the amount of \$4,250,000. The proceeds of this loan were used to fund the construction of an administrative office building, a training facility, and an educational facility.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

7. Long-Term Debt (continued)

Loan Agreements (continued)

Long-term debt at September 30, 2011 is comprised of the following items:

Note payable to Wells Fargo at 4.99% interest, secured by District assets, due in semiannual installments through June 2021	\$ 3,164,841
Less current portion	<u>251,006</u>
	<u>\$ 2,913,835</u>

Maturities of long-term debt for the fiscal years subsequent to September 30, 2011 are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year ending September 30,			
2012	\$ 251,006	\$ 154,833	\$ 405,839
2013	263,688	142,151	405,839
2014	277,010	128,829	405,839
2015	291,005	114,834	405,839
2016	305,708	100,132	405,840
2017-2021	<u>1,776,424</u>	<u>252,772</u>	<u>2,029,196</u>
	<u>\$ 3,164,841</u>	<u>\$ 893,551</u>	<u>\$ 4,058,392</u>

Capital Lease Obligations

The District is obligated under certain leases accounted for as capital leases. Assets under capital leases totaled \$2,641,283 at September 30, 2011, and accumulated amortization at September 30, 2011 totaled \$1,945,751. The amortization of assets held under capital leases is included with depreciation expense. Lease obligations are re-paid with general revenue sources.

The District's obligations under capital leases are reported as a long-term liability in the statement of net assets and governmental funds balance sheet.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

7. Long-Term Debt (continued)

Capital Lease Obligations (continued)

The following is a schedule of future minimum lease payments under capital leases, together with the net present value of the minimum lease payments at September 30, 2011:

Year ending September 30,	
2012	\$ 456,601
2013	563,120
2014	461,320
2015	183,252
2016	<u>167,404</u>
Minimum lease payments for all capital leases	1,831,697
Lease amount representing interest at the District's incremental borrowing rate	<u>(148,415)</u>
Present value of minimum lease payments	1,683,282
Less current portion	<u>395,472</u>
	<u><u>\$ 1,287,810</u></u>

8. Defined Contribution Plan

In April 2007, the Board authorized the creation of the Travis County Emergency Services District No. 2 457(b) Plan (the "Plan") with Principal Financial Group. Employees are eligible to participate in the Plan after meeting defined requirements. The Plan replaces the Travis County Emergency Services District No. 2 401(a) as the employer funded plan of the District until January 1, 2010. On January 1, 2010, the Board of Commissioners again authorized employer contributions into the Travis County Emergency Services District No. 2 401(a) plan and continued the 457(b) plan for employee contributions only. During the fiscal year, the Board also approved changes to the plan administrator and investments held in the Plan, following a recommendation from the District's Investment Workgroup. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The District contributes 10% of the employee's base salary each month. The District's contributions for each employee (and interest allocated to the employee's account) vest 20% per year during the first five years of service. The District's contribution for the year ended September 30, 2011 totaled \$445,919. Participant contributions for the year ended September 30, 2011 totaled \$269,123.

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

9. Commitments

Effective October 1, 1995, the District entered into an agreement with Pflugerville Volunteer Fire Department (the "Department"). The Department agreed to provide support services to the District. The District agreed to pay the Department a total of \$2,000 per year out of tax revenues actually collected by the District. The term of the agreement is yearly and may be terminated by either party by providing 90 days' written notice of termination to the other party. Amounts payable to the Department shall be disbursed to the Department quarterly, if and when collected by the District, following the provision by the District of adequate reserves of such tax receipts for the budgeted expenditures of the District. Under the agreement, the District will provide administrative services, all necessary equipment, and training for Department personnel.

Effective December 31, 2001, the District entered into an agreement with the City of Austin Fire Department to provide dispatch services to the District service area on a fee-for-service basis. The service fee is based on the number of calls dispatched in the District service area in the preceding year and was \$22.00 per call and totaled \$141,262 during 2011. Either party may terminate this agreement with 90 days' prior written notice to the other party.

Effective April 25, 2000, the District entered into an agreement with ICPProcess.com ("ICP") to provide billing services for the District's fees charged to respond to fire calls and other related departmental services provided to the general public. The District may terminate this agreement at any time upon 30 days' prior written notice to ICP. The agreement calls for the District to pay ICP a 20% commission of the total amount collected on behalf of the District.

10. Reconciliation of Government Wide Financial Statements and Fund Financial Statements

The statement of net assets and governmental funds balance sheet include adjustments between governmental funds balances and net assets. The details on those adjustments are as follows:

Total governmental fund balances	\$ 4,619,316
Recording of governmental assets – net of accumulated depreciation	9,695,754
Deferred property tax revenue	233,792
Accrued interest	(71,610)
Capital lease payable obligations	(1,683,282)
Loan payable	(3,164,841)
Bonds payable	(1,820,000)
Compensated absences payable	(436,077)
Total net assets	\$ <u>7,373,052</u>

Travis County Emergency Services District No. 2

Notes to Basic Financial Statements

10. Reconciliation of Government Wide Financial Statements and Fund Financial Statements (continued)

The statement of activities and governmental funds revenues, expenditures, and changes in fund balances includes the following adjustments:

Net change in governmental fund balances	\$ 64,735
Capital outlay	680,976
Depreciation	(644,524)
Compensated absences	(39,770)
Principal retirement	1,318,898
Loan proceeds	(1,117,462)
Deferred property tax	4,186
Interest expense	17,647
Proceeds from sale of assets	<u>(7,867)</u>
Change in net assets of governmental activities	<u>\$ 276,819</u>

11. Restatement of 2011 Financial Statement Balances

On October, 1, 2010, the District adopted GASB ASC Section N50, *Nonexchange Transactions*. The implementation of this statement required the nonexchange transactions related to sales tax revenue to be recognized in the accounting period when they become available and measurable. The October 1, 2010 balance in the unrestricted general fund was increased by \$474,651 to record the approximate amount of August and September 2010 sales taxes that had been collected by the state of Texas, but not remitted to the District.

Required Supplementary Information

Travis County Emergency Services District No. 2

Comparison Schedule – General Fund – Budgetary Basis

Year Ended September 30, 2011

	Original Budget	Final Budget	Actual	Adjustments	Actual Budget Basis	Variance With Final Budget Favorable (Unfavorable)
Revenues						
Property taxes – including penalties and interest	\$ 5,413,800	\$ 5,534,057	\$ 5,534,057	\$ -	\$ 5,534,057	\$ -
Sales tax receipts	2,920,000	2,934,733	3,121,625	-	3,121,625	186,892
Fee for services	142,000	127,199	27,199	-	27,199	(100,000)
Prevention	112,535	132,872	132,872	-	132,872	-
Grant and donation income	268,227	418,526	418,526	-	418,526	-
Facilities income	172,500	172,500	139,929	-	139,929	(32,571)
Miscellaneous	538,000	2,022,775	9,188	2,011,915	2,021,103	(1,672)
Total revenues	9,567,062	11,342,662	9,383,396	2,011,915	11,395,311	52,649
Expenditures						
Current:						
Operations	521,050	672,010	669,014	-	669,014	2,996
Prevention	31,000	30,334	30,333	-	30,333	1
Administrative:						
Professional services	485,000	447,098	508,763	-	508,763	(61,665)
General and administrative	552,700	417,842	496,382	-	496,382	(78,540)
Salaries	5,440,110	5,505,729	5,664,595	-	5,664,595	(158,866)
Employee benefits	1,500,720	1,157,537	1,154,644	-	1,154,644	2,893
Debt service:						
Principal retirement	499,536	1,028,898	1,028,898	-	1,028,898	-
Interest and fees	263,729	247,594	247,593	-	247,593	1
Capital outlay	70,500	673,108	680,976	-	680,976	(7,868)
Total expenditures	9,364,345	10,180,150	10,481,198	-	10,481,198	(301,048)
Excess (deficiency) of revenues over (under) expenditures	202,717	1,162,512	(1,097,802)	2,011,915	914,113	(248,399)
Other Financing Sources (Uses)						
Interest income	10,000	35,558	35,557	-	35,557	(1)
Proceeds from sale of assets	-	-	12,374	(12,374)	-	-
Proceeds from loans	-	-	1,117,462	(1,117,462)	-	-
Transfers in	-	-	492,526	(492,526)	-	-
Transfers out	-	-	(492,820)	492,820	-	-
Total other financing sources (uses)	10,000	35,558	1,165,099	(1,129,542)	35,557	(1)
Net change in fund balance	212,717	1,198,070	67,297	882,373	949,670	(248,400)
Fund balance at beginning of year – as originally stated	2,849,902	2,849,902	3,926,149	(530,974)	3,395,175	575,273
Prior period adjustment	-	-	474,651	-	474,651	(474,651)
Fund balance at end of year – as restated	\$ 3,062,619	\$ 4,047,972	\$ 4,468,097	\$ 351,399	\$ 4,819,496	\$ (147,778)

See accompanying independent auditors' report

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT #3

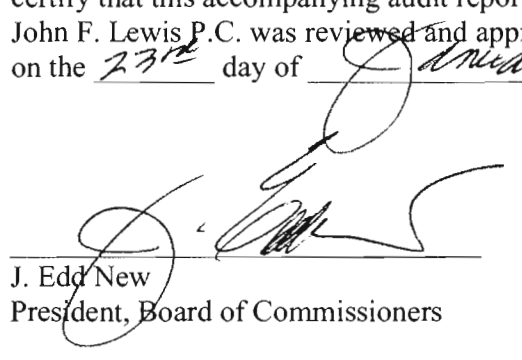
ANNUAL FINANCIAL STATEMENTS
WITH OTHER SUPPLEMENTAL INFORMATION
AND INDEPENDENT AUDITORS' REPORT

FOR THE YEAR ENDED
SEPTEMBER 30, 2011

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Certificate of Board Approval

I, J. Edd New, President of the Board of Travis County Emergency Services District #3, do hereby certify that this accompanying audit report for the year ended September 30, 2011 from John F. Lewis P.C. was reviewed and approved at a meeting of the Board of Commissioners held on the 23rd day of January, 2012.



J. Edd New
President, Board of Commissioners

TRAVIS COUNTY
EMERGENCY SERVICES DISTRICT #3

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TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
LISTING OF OFFICIALS
SEPTEMBER 30, 2011

Board of Commissioners

J. Edd New.....	President
John Villanacci	Vice President
Carroll Knight.....	Treasurer/Secretary
Gina Starr-Hill.....	Assistant Treasurer
Robert L. Taylor.....	Commissioner

Command Staff

J.J. Wittig.....	Acting Fire Chief
Robert Hartigan.....	District Chief
Madeline Miller.....	Business / HR Manager

JOHN F. LEWIS, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

3613 WILLIAMS DRIVE, SUITE 501
GEORGETOWN, TX 78628

LOCAL (512) 863-5720
AUSTIN METRO 931-2801
FAX (512) 863-5170
www.johnlewiscpa.com

Independent Auditors' Report

To the Board of Commissioners
Travis County Emergency Services District #3
Austin, Texas

We have audited the accompanying financial statements of the governmental activities, the aggregate discretely presented component units, and each major fund of Travis County Emergency Services District #3, as of and for the year ended September 30, 2011, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Travis County Emergency Services District #3's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the aggregate discretely presented component units, and each major fund of the Travis County Emergency Services District #3, as of September 30, 2011, and the respective changes in financial position in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4 through 10 and 31 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Travis County Emergency Services District #3's financial statements as a whole. The introductory section, statistical section and fiduciary fund financial statements are presented for purposes of additional analysis and are not a required part of the financial statements. The fiduciary fund financial statements are the responsibility of management as its administrator and were derived from and relate directly to the underlying accounting and other records used to prepare those financial statements. The information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

A handwritten signature in black ink, reading "John F. Lewis, P.C." in a cursive script.

John F. Lewis, P.C.
December 7, 2011

Required Supplementary Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2011

Our discussion and analysis of the financial performance of Travis County Emergency Services District #3, and provides an overview of the District's financial activities for the year ended September 30, 2011. Please read it in conjunction with the District's basic financial statements, which begin on page 11 of this report.

FINANCIAL HIGHLIGHTS

- The District's general fund had revenues of \$3,851,195 and expenditures of \$3,271,562 for the year ended September 30, 2011.
- The District had total net assets of \$6,222,087 at September 30, 2011.
- The District's cash and investment balances were \$3,362,818 as of September 30, 2011.
- The District's debt obligations consisted of capital leases payable, notes payable, and bonds payable with outstanding amounts of \$407,888, \$435,415, and \$3,555,000, respectively as of September 30, 2011.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements of Travis County ESD #3. The District's basic financial statements comprise three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances in a manner similar to a private-sector business.

The *statement of net assets* presents information on all of the District's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or declining.

The *statement of activities* presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, the accrual basis of accounting is used, which is similar to the accounting used by most private-sector businesses. Some revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2011

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

In the Statement of Net Assets, we present the District as one type of fund:

Governmental - Most of the District's activities are reported here.

The government-wide financial statements are found on pages 11-12 of this report.

REPORTING THE DISTRICT'S MOST SIGNIFICANT FUNDS

The fund financial statements begin on page 13, and provide detailed information about the most significant funds - not the District as a whole. A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District are included in one category: governmental funds. Some funds are required to be established by State law and by bond covenants; currently, the only fund required is the general fund. As the District ventures further into securing bonded debt on future endeavors it may be necessary to establish other funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called *modified accrual*, which measures cash and all other financial assets that can readily be converted to cash.

The governmental fund statements provide a detailed short-term view of the District's general government operations and the services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities and governmental funds in the *Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Assets* and the *Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance to the Statement of Activities* found on pages 14 and 16 of this report.

The *Notes to Financial Statements* provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17-30 of this report.

Each year the District adopts a budget for its General Fund. A budgetary comparison schedule has been provided for the Governmental Funds to demonstrate compliance with this budget. This information can be found on page 31 of this report.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2011

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The District's net assets increased by \$292,334 during fiscal year 2011. At September 30, 2011, the District's assets exceed liabilities by \$6,222,087. The information below presents a summary of the net assets and changes in net assets of governmental activities over the past three years. Details of this information can be found in the Government-wide financial statements on pages 11-12 of this report.

Travis County ESD #3 - Net Assets

	Governmental Activities		
	2009	2010	2011
Assets:			
Current and other assets	\$ 2,667,065	\$ 3,163,138	\$ 3,422,476
Capital assets, net of accumulated depreciation	7,962,585	7,677,558	7,455,376
Intangible assets, net of accumulated amortization	69,630	64,987	60,346
Total Assets	\$ 10,699,280	\$ 10,905,683	\$ 10,938,198
Liabilities:			
Current and other liabilities	\$ 575,520	\$ 559,627	\$ 630,251
Non-current liabilities	4,719,802	4,416,303	4,085,860
Total Liabilities	\$ 5,295,322	\$ 4,975,930	\$ 4,716,111
Net Assets:			
Invested in capital assets, net of related debt	\$ 2,985,067	\$ 2,974,180	\$ 3,057,073
Restricted	45,036	45,258	53,984
Unrestricted	2,373,855	2,910,315	3,111,030
Total Net Assets	\$ 5,403,958	\$ 5,929,753	\$ 6,222,087

Travis County ESD #3 - Changes in Net Assets

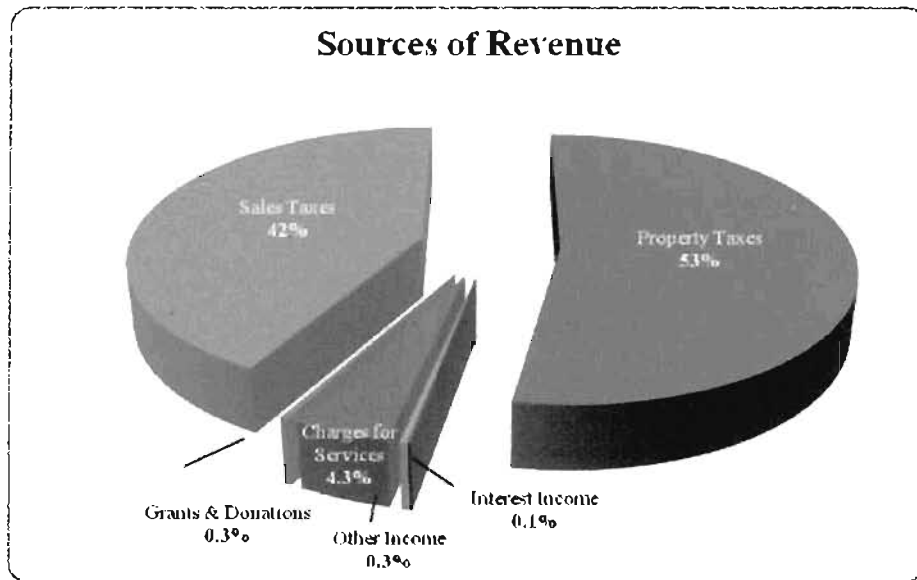
	Governmental Activities		
	2009	2010	2011
Revenues:			
Program revenue	\$ 203,226	\$ 198,849	\$ 181,669
General revenues:			
Property taxes	2,017,566	2,105,183	2,040,122
Sales taxes	1,500,372	1,593,159	1,620,115
Interest and other income	134,322	16,076	17,585
Total General Revenues	3,652,260	3,714,418	3,677,822
Total Revenues	3,858,486	3,913,267	3,859,491
Expenses:			
Fire and Emergency Services	3,392,010	3,387,472	3,567,157
Total Expenses	3,392,010	3,387,472	3,567,157
Increase in Net Assets	\$ 463,476	\$ 525,795	\$ 292,334

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

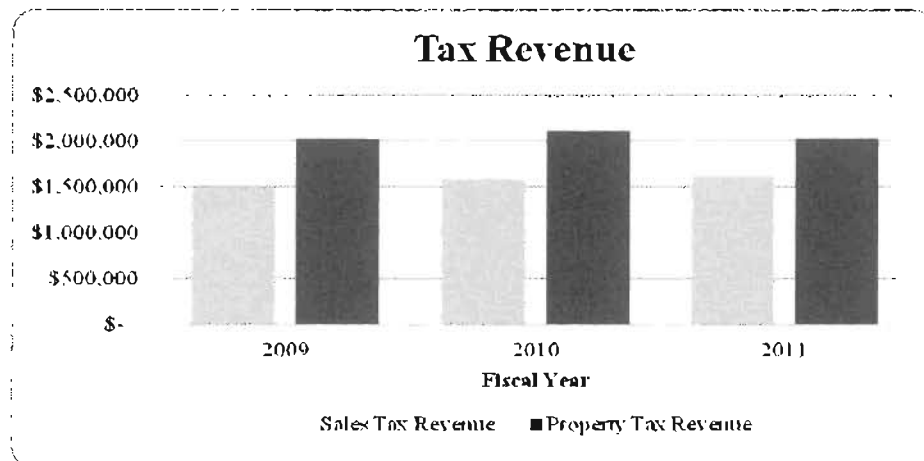
Management's Discussion and Analysis For the Year Ended September 30, 2011

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District receives the majority of its revenue from property taxes and sales taxes collected by Travis County and remitted to the District. The following graph presents the different sources of revenue recorded by the District during fiscal year 2011.



Property tax revenues decreased \$65,061 or 3.1% from fiscal year 2010. The related tax rate held by the District remained unchanged at \$0.10/\$100. The amount of sales tax collected by the District increased \$26,956 or 1.7% from fiscal year 2010. The following graph presents a comparison of the amount of property tax and sales tax revenue collected by the District for the years ended September 30, 2009, 2010, and 2011.



TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2011

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As previously noted, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

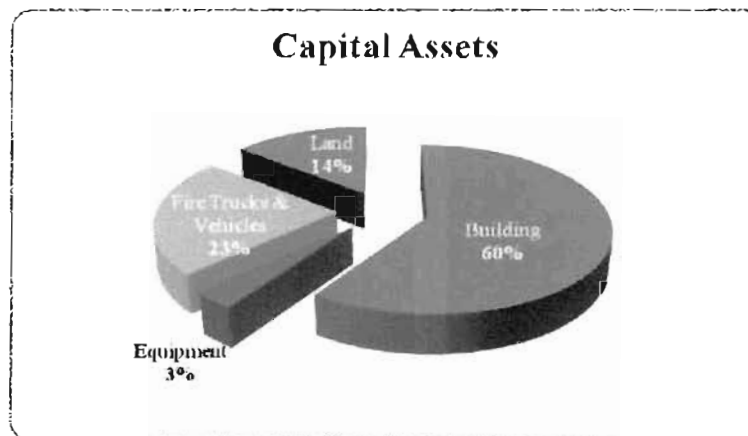
Total revenues for the District's governmental funds were \$3,851,195 while total expenditures were \$3,271,562. The excess of revenues over expenditures was \$579,633.

As of September 30, 2011, the fund balance in the General Fund was \$3,219,901, and \$53,984 in the Debt Service Fund. Details of this information can be found on pages 13 and 15 of this report.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

As of September 30, 2011, the District had \$9,612,773 invested in capital assets, less accumulated depreciation of \$2,157,397. The following graph presents a detail of the types of capital assets held by the District at the year ended September 30, 2011.



In addition to the capital assets listed above, the District had an intangible asset consisting of bond issuance costs in the amount of \$60,346, net of accumulated amortization.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2011

CAPITAL ASSETS AND DEBT ADMINISTRATION (Continued)

Debt

As of September 30, 2011, the District had long-term debt consisting of capital leases payable, notes payable, and bonds payable. The following chart presents the current and long-term portions of each type of debt obligation.

	Current Portion	Long-Term Portion	Total
Capital Leases Payable	\$ 76,187	\$ 331,701	\$ 407,888
Notes Payable	29,256	424,159	453,415
Bonds Payable	225,000	3,330,000	3,555,000
Total	\$ 330,443	\$ 4,085,860	\$ 4,416,303

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The District's appointed officials consider many factors when setting the fiscal budget, tax rates, and necessary expenses to be incurred in the next fiscal year's activities. The District's budgetary growth has mirrored its residential growth and economy.

The original budget was amended due to increased revenue and a decision to increase spending in payroll and benefits and to decrease spending in continuing education. The result was going from a projected budget deficit of (\$71,344) to a projected surplus of \$196,548.

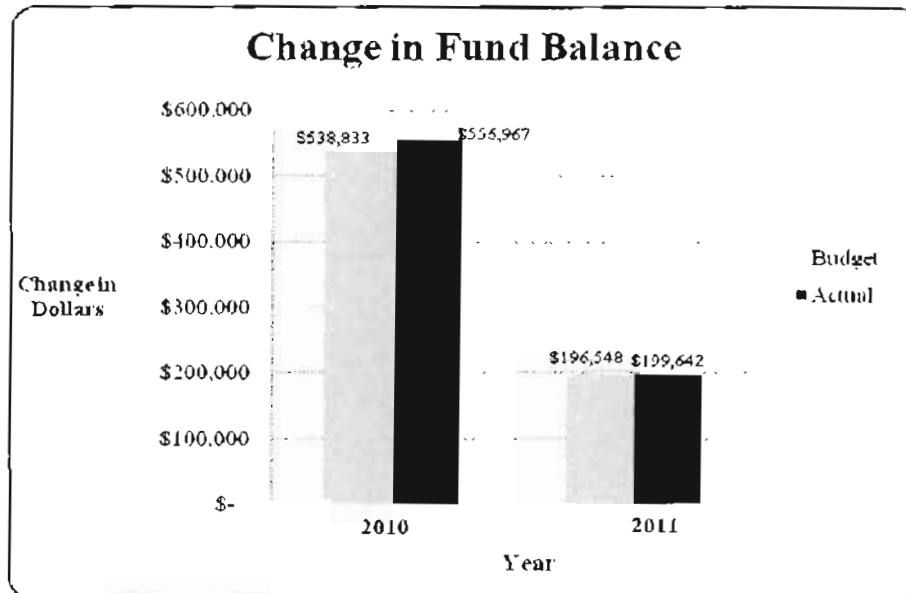
During the year the District's general fund was over/under budget in various categories. The amount of these variances was not significant to the overall budget of the District and was caused by unexpected increases/decreases in operating costs and other maintenance items.

The District was able to generate an increase in fund balance above the amount that was budgeted for the year ended September 30, 2011. The following graph shows the final budgeted and actual amounts of the change in fund balance of governmental funds for the years ended September 30, 2010 and 2011. For a more detailed budget to actual comparison see page 31 of this report.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3

Management's Discussion and Analysis For the Year Ended September 30, 2011

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES (Continued)



CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our taxpayers and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District at:

Travis County Emergency Services District #3
Attn: Treasurer
4111 Barton Creek Boulevard
Austin, Texas 78735

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
STATEMENT OF NET ASSETS
SEPTEMBER 30, 2011

ASSETS	Governmental Activities	Component Units
Current Assets		
Cash and cash equivalents	\$ 1,122,605	\$ 12,242
Investments	2,240,213	-
Property tax receivables (net of uncollectible taxes)	41,020	-
Accounts receivable - other	951	-
Prepaid expenses	17,687	-
Total Current Assets	<u>3,422,476</u>	<u>12,242</u>
Noncurrent Assets		
Capital assets (net of accumulated depreciation)	7,455,376	-
Intangible assets (net of accumulated amortization)	60,346	-
Total Noncurrent Assets	<u>7,515,722</u>	<u>-</u>
TOTAL ASSETS	<u>\$ 10,938,198</u>	<u>\$ 12,242</u>
LIABILITIES		
Current Liabilities		
Accounts payable	\$ 23,441	\$ -
Salaries payable	80,849	-
Accrued liabilities	3,281	-
Accrued interest on long-term liabilities	27,377	-
Compensated absences payable	164,860	-
Leases payable, current portion	76,187	-
Notes payable, current portion	29,256	-
Bonds payable, current portion	225,000	-
Total Current Liabilities	<u>630,251</u>	<u>-</u>
Noncurrent Liabilities		
Leases payable, less current portion	331,701	-
Notes payable, less current portion	424,159	-
Bonds payable, less current portion	3,330,000	-
Total Noncurrent Liabilities	<u>4,085,860</u>	<u>-</u>
TOTAL LIABILITIES	<u>4,716,111</u>	<u>-</u>
NET ASSETS		
Invested in capital assets, net of related debt	3,057,073	-
Restricted for debt service	53,984	-
Unrestricted	3,111,030	12,242
TOTAL NET ASSETS	<u>\$ 6,222,087</u>	<u>\$ 12,242</u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2011

Functions/Programs	Program Revenues			Net (Expenses) Revenue and Changes in Net Assets	
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities	Component Unit
Governmental Activities:					
Fire and Emergency Services	\$ 3,008,928	\$ 169,329	\$ 12,340	\$ (2,827,259)	\$ -
General Government	269,380	-	-	(269,380)	-
Interest on long-term debt	288,849	-	-	(288,849)	-
Total Governmental Activities	\$ 3,567,157	\$ 169,329	\$ 12,340	\$ (3,385,488)	-
Response Training Foundation	\$ 8,850	\$ -	\$ 5,830	-	(3,020)
General revenue					
Property taxes				2,040,122	-
Sales taxes				1,620,115	-
Interest income				5,792	-
Other income				11,793	-
Total General Revenue				3,677,822	-
Change in Net Assets				292,334	(3,020)
Net Assets, beginning of year				5,929,753	15,262
Net Assets, end of year				\$ 6,222,087	\$ 12,242

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
BALANCE SHEET - GOVERNMENTAL FUNDS
SEPTEMBER 30, 2011

	<u>General</u>	<u>Debt Service</u>	<u>Total</u>
ASSETS			
Cash and cash equivalents	\$ 1,068,621	\$ 53,984	\$ 1,122,605
Investments	2,240,213	-	2,240,213
Property taxes receivable (net of uncollectible taxes)	41,020	-	41,020
Accounts receivable - other	951	-	951
Prepaid expenses	17,687	-	17,687
TOTAL ASSETS	<u>\$ 3,368,492</u>	<u>\$ 53,984</u>	<u>\$ 3,422,476</u>
LIABILITIES			
Accounts payable	\$ 23,441	\$ -	\$ 23,441
Salaries payable	80,849	-	80,849
Accrued liabilities	3,281	-	3,281
Deferred revenue	41,020	-	41,020
TOTAL LIABILITIES	<u>148,591</u>	<u>-</u>	<u>148,591</u>
FUND BALANCE			
Restricted	-	53,984	53,984
Committed	32,865	-	32,865
Assigned	1,129,361	-	1,129,361
Unassigned	2,057,675	-	2,057,675
TOTAL FUND BALANCE	<u>3,219,901</u>	<u>53,984</u>	<u>3,273,885</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 3,368,492</u>	<u>\$ 53,984</u>	<u>\$ 3,422,476</u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
 RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
 TO THE STATEMENT OF NET ASSETS
 SEPTEMBER 30, 2011

Total Governmental Fund Balances	\$ 3,273,885
Amounts reported for governmental activities in the Statement of Net Assets are different because:	
Capital assets (net) and intangible assets used in governmental activities are not financial resources and therefore are not reported in the funds.	7,515,722
Long-term liabilities, including bonds payable, notes payable capital leases and compensated absences payable are not due and payable in the current period and therefore are not reported in the funds.	(4,581,163)
Expenses in the statement of activities that do not use current financial resources are not reported as expenses in the funds.	(27,377)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.	<u>41,020</u>
Net Assets of Governmental Activities	\$ <u><u>6,222,087</u></u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

	General Fund	Debt Service	Total
Revenues			
Property taxes	\$ 2,032,225	\$ -	\$ 2,032,225
Sales tax	1,620,115	-	1,620,115
Grants and donations	12,340	-	12,340
Charges for services	169,329	-	169,329
Miscellaneous income	11,793	-	11,793
Interest income	5,393	398	5,791
Total Revenues	<u>3,851,195</u>	<u>398</u>	<u>3,851,593</u>
Expenditures			
Current:			
General and administrative	270,029	-	270,029
Public safety	2,804,451	-	2,804,451
Capital outlay	49,316	-	49,316
Debt Service:			
Principal retirement	102,076	215,000	317,076
Interest and fees	45,690	156,663	202,353
Total Expenditures	<u>3,271,562</u>	<u>371,663</u>	<u>3,643,225</u>
Excess (Deficiency) of Revenues Over Expenditures	579,633	(371,265)	208,368
Other Financing Sources (Uses)			
Transfers In	-	379,991	379,991
Transfers Out	<u>(379,991)</u>	<u>-</u>	<u>(379,991)</u>
Total Other Financing Sources (Uses)	<u>(379,991)</u>	<u>379,991</u>	<u>-</u>
Net Change in Fund Balance	199,642	8,726	208,368
Fund Balance, beginning of year	<u>3,020,259</u>	<u>45,258</u>	<u>3,065,517</u>
Fund Balance, end of year	<u>\$ 3,219,901</u>	<u>\$ 53,984</u>	<u>\$ 3,273,885</u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2011

Net Change in Fund Balances - Total Governmental Funds	\$ 208,368
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of depreciation expense for the period in excess of capital outlay.	(222,832)
Governmental funds report bond issuance as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as amortization expense. This is the amount by which bond issuance was reduced by amortization expense in the current period.	(4,642)
Repayment of principal on long-term debt is an expenditure in the governmental funds, but repayment reduces long-term liabilities in the Statement of Net Assets. This is the amount of principal repayments on long-term debt in the current period.	317,075
Some revenues in the statement of activities do not provide current financial resources and therefore are not reported as revenues in the governmental funds.	7,897
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.	<u>(13,532)</u>
Change in Net Assets of Governmental Activities	<u>\$ 292,334</u>

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The District complies with generally accepted accounting principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The District currently reports under the financial reporting requirements of GASB Statement Nos. 34 and 37, subsequent with other statements applicable to the reporting period. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

Financial Reporting Entity

Prior to October 1, 1992, the District operated as a rural fire prevention district (Travis County Rural Fire Prevention District No. 6) under Article III, Section 48-d of the Texas Constitution. On January 18, 1992, the voters of the District approved the formation of an emergency services district under Article III, Section 48-e of the Texas Constitution. On January 18, 1992, the County Commissioners Court of Travis County, State of Texas approved the order to form the Travis County Emergency Services District No. 3. The District was formed on October 1, 1992, and operates under a Board of Directors appointed by the Commissioners Court of Travis County. The District is exempt from federal income taxes, state sales tax and state franchise tax.

Discretely Presented Component Unit

Oak Hill Regional Emergency Response Training Foundation (the Foundation) is a discretely presented component unit of the District. The Foundation is a non-profit corporation dedicated to providing emergency service training. The Foundation is a legally separate entity determined to be a non-major discretely presented component unit of the District due to the District's voting majority in the governing body, financial support and the ability to impose its will on the Foundation. The Foundation is reported on the accrual basis of accounting, following accounting principles generally accepted in the United States of America, and is only reported in the Statement of Net Assets and Statement of Activities located on page 11 and 12. Complete information and financial statements can be obtained from the Foundation's office, which is located at 4111 Barton Creek Blvd., Austin, Texas 78735.

Mission Statement

The mission of the District is "To Preserve Life and Property."

Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Assets and the Statement of Activities display information about the District as a whole, except for fiduciary activities. Governmental activities generally are supported by taxes, intergovernmental and non-exchange revenues, and are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The District currently does not have any business-type activities.

The government-wide statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Indirect expenses are allocated to functions based on reasonableness. Program revenues include charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function. Also included in program revenues are grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary and fiduciary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- A. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental fund or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- B. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the financial reporting entity are described below:

Governmental Funds

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in other funds.

Debt Service Fund - The Debt Service Fund is used to accumulate resources for the payment of general long term debt principal, interest, and related costs (other than those payable from enterprise funds and special assessment funds).

Pension Trust Fund, a fiduciary fund type, is used to track the defined contribution plan's assets that are held by a third party administrator in the District's name for the sole benefit of the plan's participants.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe what transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

The government-wide Statement of Net Assets and the Statement of Activities are prepared using the economic resources measurement focus. This approach differs for the manner in which governmental fund financial statements are prepared, as discussed below. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for individual funds.

The financial transactions of the District are recorded in individual funds. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet.

Basis of Accounting

In the government-wide Statement of Net Assets and Statement of Activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available.” Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported when due.

GASB Statement No. 34 eliminates the presentation of Accounts Groups, but provides for these records to be maintained and incorporates the information into the Governmental Activities column in the government-wide Statement of Net Assets.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

GASB Statement No. 34 also requires, as supplementary information, Management's Discussion and Analysis, which includes an analytical overview of the City's financial activities. In addition, a budgetary comparison statement is presented that compares the adopted and modified general fund budget with actual results.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Budgeting

The District annually formally adopts a budget on a basis consistent with generally accepted accounting principles. Budgeted amounts in the financial statements have been revised for amendments authorized during the year.

Assets, Liabilities, and Equity

Cash

The District maintains pooled cash, which are separately held and maintained in their respective funds or component units as "cash and cash equivalents".

Cash deposits and investments are reported at the carrying amount, which reasonably estimates fair value.

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable.

Capital Assets

All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets, which are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets.

Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities, and Equity (continued)

Capital Assets (continued)

The District currently maintains a policy of capitalizing all items that meet or exceed \$5,000 individually. Those items that do not meet the capitalization requirements are expensed accordingly.

The range of estimated useful lives by type of asset is as follows:

Fire Trucks and Vehicles	5-20 Years
Building and Improvements	20-40 Years

In the fund financial statements, capital assets used in government fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Compensated Absences

Accruals for vacation and sick pay are reflected in the government-wide statements for unpaid amounts of vacation and sick pay earned by employees. It is the policy of the Department to provide vacation leave to every full-time shift and full-time regular (administrative) employee who work 30 hours or more per week. This benefit is an investment by the Department in the health and well being of each employee; consequently, every employee is encouraged to use at least two-thirds of his/her annual accumulation of vacation leave during the year. Vacation leave has a 240 hour cap in terms of accumulation at the end of the calendar year. In case of termination or layoff, any vacation leave accrued balances, after applicable adjustments for usage or bought/sold vacation leave, will be paid to the employee during the next payroll cycle.

The District also provides sick leave to the full-time employees as mentioned above. Sick leave has a 480 hour cap in terms of accumulation at the end of the calendar year. Upon separation, an employee shall be compensated for accrued sick leave at their final salary rate with a maximum of one-half of the accrued sick leave but not to exceed 240 hours (that is one-half of 480 accrued hours). Employees who leave the department before their probationary period has ended or because of sick leave abuse shall forfeit any accrued sick leave and shall not be compensated.

Long-Term Debt

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental resources is reported as liabilities in the government-wide statements. The long-term debt consists of capital leases, notes payable, and bonds payable.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund statements as it is in the government-wide statements.

Source of Funds

Ad valorem taxes, penalties and interest are reported as revenue in the fiscal year in which they become available to finance expenditures of the District. Property taxes accounted for approximately 53% of the District's revenue for the year ended September 30, 2011.

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in two components:

Restricted net assets - Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net assets - All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

As of September 30, 2011, the District implemented GASB 54, Fund Balance Reporting and Governmental Fund Type Definitions. Fund balances of the governmental funds are classified as follows:

Nonspendable - amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments. The District has \$53,984 restricted for debt service.

Committed - amounts that can be used only for specific purposes determined by a formal action of the Board of Commissioners. The Board is the highest level of decision-making authority for the District. Commitments may be established, modified, or rescinded only through approval by the Board. At year-end, the District had committed \$32,865 for the purchase of equipment.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Equity Classifications (continued)

Assigned - amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. At year-end, the District had assigned \$1,129,361 for special use and emergencies in order to sustain service levels in the event of conditions which would have a significant impact on its revenues or expenses. The annual reservation is calculated based on prior year operating results per the reserves policy. The use of the reserves must be authorized by a vote of the Board.

Unassigned - all other spendable amounts.

Revenue, Expenditures and Expenses

Property Taxes

Property taxes are collected by Nelda Wells Spears, Travis County Tax Assessor Collector, and are forwarded to the District through bank transfer. The tax rate held by the District during 2011 was \$0.10/\$100. Property tax revenues are considered available when they become due or past due and are considered receivable within the current period, including those property taxes expected to be collected during a sixty-day period after the close of the District's fiscal year. Property taxes are billed on October 1 of each year, a lien is placed on the property on January 1, and the taxes become due on January 31. The assessed value for the roll of at December 31, 2010 was \$2,022,133,803. Property taxes receivable for 2011 are \$52,355 net of allowance for doubtful accounts of \$11,335.

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function.

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - By Character: Current (further classified by function)

Non-Current

Capital Outlay

Other

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from these estimates.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE B - CASH AND CASH EQUIVALENTS

Deposit and Investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from the date of acquisition.

The District's investment policy allows it to invest in the following types of investments, which are authorized for the investment of funds of local government under the Public Funds Investment Act.

1. Obligations of, or Guaranteed by, The United States
2. Certificates of Deposit
3. TexPool Investments Pools

The District is authorized to invest in the following types of investments to the extent authorized by Chapter 2256, Government Code, only upon the board's adoption of a separate resolution authorizing an investment: obligations of, or guaranteed by, government entities other than the United States or one of its agencies or instrumentalities, repurchase agreements, bankers' acceptances, commercial paper, and mutual funds.

It is the District's policy for deposits to be 100 percent secured by collateral valued at market or par, whichever is lower, less the amount of Federal Deposit Insurance Corporation insurance. The District's deposits are categorized to give an indication of the level of risk assumed by the District at the fiscal year-end.

The categories are described below:

Category 1 - Insured or collateralized by securities held by the District or by its agent in the District's name.

Category 2 - Collateralized with securities held by the pledging institution's trust department or agent in the District's name.

Category 3 - Uncollateralized.

At September 30, 2011, the District's carrying amount of cash deposits was \$1,056,484, and the bank balance was \$1,116,210. All cash deposits were categorized as Category 1 as of September 30, 2011.

The district has investments in the Texas Local Government Investment Pool (TexPool). TexPool is a public funds investment pool created by the Treasurer of the State of Texas pursuant to the Interlocal Cooperation Act of the State of Texas. The District has delegated authority to hold legal title to TexPool as custodian and to make investment purchases with the

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE B - CASH AND CASH EQUIVALENTS (continued)

Deposit and Investments (continued)

District's funds. The District owns specific, identifiable investment securities of the pool; consequently, no disclosure of categories of credit risk is made.

The market value is determined by the number of pool shares owned on that day. Each share is valued at \$1.00. The market value of the TexPool investments at September 30, 2011, was \$2,240,213.

Types of investments:	Fair Value	Cost	Average Credit Rating (1)	Weighted Average Days to Maturity (2)
<u>Non-Pooled Investments (Government-wide):</u>				
<i>Governmental Activities</i>				
Major Funds:				
General Fund – TexPool	\$ 2,240,213	\$ 2,240,213	AAAm	82
Total Investments	\$ 2,240,213	\$ 2,240,213		

(1) Ratings are provided where applicable to indicate associated credit risk.

(2) Uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the investment.

NOTE C - CAPITAL ASSETS

A summary of changes in capital assets during the year ended September 30, 2011 is as follows:

	Balance 9/30/2010	Additions	Disposals	Balance 9/30/2011
<i>Governmental Activities</i>				
Depreciable Assets:				
Building & Improvements	\$ 5,707,801	\$ -	\$ -	\$ 5,707,801
Equipment	302,544	6,500	-	309,044
Fire Trucks & Vehicles	2,217,800	43,467	(16,000)	2,245,267
Total Depreciable Assets	8,228,145	49,967	(16,000)	8,262,112
Nondepreciable Assets:				
Land (non-depreciable)	1,350,661	-	-	1,350,661
Total Nondepreciable Assets	1,350,661	-	-	1,350,661
Less: Accumulated Depreciation	(1,901,249)	(272,148)	16,000	(2,157,397)
Total Capital Assets, net of Accumulated Depreciation	\$ 7,677,557	\$ (222,181)	\$ -	\$ 7,455,376

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE C - CAPITAL ASSETS (continued)

Depreciation expense was charged to governmental functions as follows:

General Government	\$ <u>272,148</u>
Total Depreciation Expense	\$ <u>272,148</u>

NOTE D - INTANGIBLE ASSETS

Intangible assets for the year ended September 30, 2011 are as follows:

	Balance 9/30/2010	Additions	Deletions	Balance 9/30/2011
Bond Issuance Costs	\$ 92,840	\$ -	\$ -	\$ 92,840
Total Intangible Assets	92,840	-	-	92,840
Less: Accumulated Amortization	(27,853)	(4,642)	-	(32,495)
Total Capital Assets, net of Accumulated Depreciation	\$ 64,987	\$ (4,642)	\$ -	\$ 60,345

Amortization was charged to governmental functions as follows:

General Government	\$ <u>4,642</u>
Total Amortization Expense	\$ <u>4,642</u>

NOTE E - CAPITAL LEASE OBLIGATIONS

The district maintains a capital lease collateralized by a Pierce Quantum Ladder Truck and a Quantum CAFS Pumper. The terms of the lease are as follows:

Loan Amount:	\$714,643
Maturity Date:	March 2, 2016
Interest Rate:	4.65% per annum
Payment Terms:	Payments are due and payable in annual installments of \$90,983 beginning March 2, 2007 and ending March 2, 2016. The loan is collateralized with the ladder truck and CAFS pumper. The balance at the beginning of the year was \$467,016, with principal payments during the year of \$69,267. The total outstanding balance at September 30, 2011 was \$397,749.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE E - CAPITAL LEASE OBLIGATIONS (continued)

The district maintains a capital lease collateralized by two Sharp copiers. The terms of the lease are as follows:

Loan Amount: \$14,938
Maturity Date: April 26, 2014
Interest Rate: 6.1% per annum
Payment Terms: Payments are due and payable in monthly installments of \$360 beginning April 26, 2010 and ending April 26, 2014. The loan is collateralized with the copiers. The balance at the beginning of the year was \$13,578, with principal payments during the year of \$3,439. The total outstanding balance at September 30, 2011 was \$10,139.

The future debt service for capital leases payable is as follows:

Year Ending <u>September 30,</u>	<u>Principal</u>	<u>Interest</u>
2012	\$ 76,187	\$ 19,116
2013	79,838	15,465
2014	81,845	11,658
2015	83,077	7,906
2016	86,941	4,043
Totals	<u>\$ 407,888</u>	<u>\$ 58,368</u>

NOTE F - NOTES PAYABLE

The District maintains a loan agreement used for the construction of an emergency services training facility. The note is secured by a ground lease agreement which began July 17, 2007 and runs through July 17, 2037. Per the agreement, the District receives \$1 per year on the date of commencement for the use and occupancy of the property. The terms of the note are as follows:

Loan Amount: \$500,000
Maturity Date: July 17, 2007
Interest Rate: 5.1% per annum
Payment Terms: Payments are due and payable in annual installments of \$40,462 beginning July 17, 2008 and ending July 17, 2027. The balance at the beginning of the year was \$452,785, with principal payments during the year of \$17,370. The total outstanding balance at September 30, 2011 was \$435,415.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE F - NOTES PAYABLE (continued)

The future debt service for the note is as follows:

Year Ending <u>September 30,</u>	<u>Principal</u>	<u>Interest</u>
2012	\$ 18,256	\$ 22,206
2013	19,187	21,275
2014	20,166	20,297
2015	21,194	19,268
2016	22,275	18,187
Thereafter	334,337	110,747
Totals	<u>\$ 435,415</u>	<u>\$ 211,980</u>

The District received an overpayment of sales tax revenue from the Texas State Comptroller's office. In order to reimburse the Comptroller's office, the District makes payments of \$1,000 per month until the amount has been repaid in full. There is no interest involved in the repayment plan. The balance at the beginning of the year was \$30,000, with payments during the year of \$12,000, leaving a balance of \$18,000 at September 30, 2011.

The future payments for the repayment of sales tax are as follows:

Year Ending <u>September 30,</u>	<u>Principal</u>
2012	\$ 12,000
2013	6,000
Totals	<u>\$ 18,000</u>

NOTE G - LIMITED TAX BONDS

The District has two series of bonds outstanding. The bonds were issued for the purpose of acquiring land and constructing, and equipping fire stations and fire training facilities. For each, interest is paid twice per year and principal once per year.

The beginning principal balance of the Limited Tax Bond, Series 2003 was \$2,545,000, with a principal payment made during the year of \$155,000, leaving a principal balance of \$2,390,000 at September 30, 2011.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE G - LIMITED TAX BONDS (Continued)

Future payments for the Limited Tax Bond, Series 2003 are as follows:

Year Ending September 30,	Principal	Interest	Total
2012	\$ 160,000	\$ 99,712	\$ 259,712
2013	165,000	94,032	259,032
2014	170,000	88,010	258,010
2015	180,000	81,720	261,720
2016	185,000	74,790	259,790
2017	190,000	67,390	257,390
2018	200,000	59,505	259,505
2019	210,000	51,005	261,005
2020	220,000	41,870	261,870
2021	225,000	32,080	257,080
2022	235,000	22,067	257,067
2023	250,000	11,375	261,375
Total	<u>\$ 2,390,000</u>	<u>\$ 723,556</u>	<u>\$ 3,113,556</u>

The beginning principal balance of the Limited Tax Bond, Series 2005 was \$1,225,000, with a principal payment made during the year of \$60,000, leaving a principal balance of \$1,165,000 at September 30, 2011.

Future payments for the Limited Tax Bond, Series 2005 are as follows:

Year Ending September 30,	Principal	Interest	Total
2012	\$ 65,000	\$ 45,047	\$ 110,047
2013	65,000	46,448	111,448
2014	70,000	43,848	113,848
2015	70,000	41,047	111,047
2016	75,000	38,248	113,248
2017	75,000	35,060	110,060
2018	80,000	31,873	111,873
2019	85,000	28,472	113,472
2020	85,000	24,860	109,860
2021	90,000	21,248	111,248
2022	95,000	17,422	112,422
2023	100,000	13,385	113,385
2024	105,000	9,135	114,135
2025	105,000	4,561	109,561
Total	<u>\$ 1,165,000</u>	<u>\$ 400,654</u>	<u>\$ 1,565,654</u>

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED SEPTEMBER 30, 2011

NOTE H - PENSION PLANS

The District offers its employees a two Pension Plans (the Plans) consistent with Internal Revenue Code Section 457(a) and 401(a). After the required minimum level of service requirements have been met, all eligible employees can join the Plans. The employees are immediately vested in personally contributed amounts. The Plans' funds are available to the employee at termination, retirement, death, loan or unforeseeable emergency as allowed by the Plans' documents. The District currently matches up to 9.5% of employee contributions. Employees are fully vested in employer contributions to the Plans on their behalf after a predetermined number of years of service. The specific requirements of each plan are as defined in the District's Plan documents. Employee and employer contributions to the plans as of September 30, 2011 were \$142,447 and \$138,000, respectively. At September 30, 2011, the Plans each had 30 active participants. The Plans are reported in the accompanying unaudited fiduciary financial statements.

NOTE I - RISK MANAGEMENT

The District has insurable risks in various areas, including property, casualty, automobile, comprehensive liability and workmen's compensation. The District has obtained insurance against risks through commercial carriers. There were no related settlements in excess of insurance coverage during the year. All other insurance against risk is through the Texas Municipal League (TML) intergovernmental Risk Pool, as discussed below. Management believes the amount and types of coverage are adequate to protect the District from losses which could reasonably be expected to occur.

A public entity risk pool is a cooperative group of governmental entities joining together to finance an exposure, liability or risk. The District participates in the TML Intergovernmental Risk Pool for various risk areas, wherein member entities pool risks and funds and share in the costs of losses. Claims against the District in each respective are expected to be paid by that public entity risk pool. However, in the event the public entity risk pool became insolvent, or otherwise is unable to pay claims, the District may have to pay the claims.

NOTE J - COMMITMENTS AND CONTINGENCIES

The District is committed under various leases for office equipment. These leases are considered for accounting purposes to be replaced in the ordinary course of business with similar leases. Future aggregate annual commitments are not material to the District's financial statements.

NOTE K - SUBSEQUENT EVENTS

Management has evaluated subsequent events for disclosure and/or recognition through the date of the *Independent Auditors' Report*, which is the date the financial statements were available to be issued.

Required Supplementary Information

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2011

	<u>Budgeted Amounts</u>			Variance with Final Budget Favorable (Unfavorable)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Revenues				
Property taxes	\$ 1,962,640	\$ 2,032,073	\$ 2,032,225	\$ 152
Sales tax	1,447,446	1,620,115	1,620,115	-
Grants and donations	3,000	6,490	12,340	5,850
Charges for services	183,975	193,158	169,329	(23,829)
Miscellaneous income	16,210	11,597	11,793	196
Interest income	10,000	5,500	5,393	(107)
Total Revenues	<u>3,623,271</u>	<u>3,868,933</u>	<u>3,851,195</u>	<u>(17,738)</u>
Expenditures				
Cost of revenue acquisition	76,502	78,853	66,853	12,000
Emergency response	257,647	216,382	223,183	(6,801)
Continued education	232,935	143,789	109,634	34,155
Human resources	2,283,486	2,397,278	2,402,550	(5,272)
Administration	271,875	265,107	270,029	(4,922)
Prevention/public education	3,425	2,231	2,231	-
Capital outlay	49,316	49,316	49,316	-
Debt service:				
Principal	102,076	102,076	102,076	-
Interest	45,690	45,690	45,690	-
Total Expenditures	<u>3,322,952</u>	<u>3,300,722</u>	<u>3,271,562</u>	<u>29,160</u>
Excess of Revenues Over Expenditures	<u>300,319</u>	<u>568,211</u>	<u>579,633</u>	<u>11,422</u>
Other Financing Sources (Uses)				
Transfers out	<u>(371,663)</u>	<u>(371,663)</u>	<u>(379,991)</u>	<u>(8,328)</u>
Total Other Financing Sources (Uses)	<u>(371,663)</u>	<u>(371,663)</u>	<u>(379,991)</u>	<u>(8,328)</u>
Net Change in Fund Balance	(71,344)	196,548	199,642	\$ <u><u>3,094</u></u>
Fund Balance, beginning of year	<u>3,020,259</u>	<u>3,020,259</u>	<u>3,020,259</u>	
Fund Balance, end of year	\$ <u><u>2,948,915</u></u>	\$ <u><u>3,216,807</u></u>	\$ <u><u>3,219,901</u></u>	

See independent auditors' report and accompanying notes to financial statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
TAX COLLECTION HISTORY
FOR THE YEAR ENDED SEPTEMBER 30, 2011
(UNAUDITED)

<u>Tax Year</u>	<u>Taxable Assessed Valuation</u>	<u>Tax Rate (a)</u>	<u>Amount Levied</u>	<u>Current</u>	<u>Current & Prior</u>	<u>As of September 30,</u>
2004	\$ 1,331,905,930.00	\$ 0.1000	\$ 1,331,905.93	98.80%	100.56%	2005
2005	1,382,643,672.00	\$ 0.0994	1,374,347.81	99.19%	100.57%	2006
2006	1,589,841,210.00	\$ 0.1000	1,589,841.00	99.31%	100.88%	2007
2007	1,810,474,670.00	\$ 0.1000	1,809,776.95	99.13%	99.97%	2008
2008	2,008,727,530.00	\$ 0.1000	2,008,727.53	95.55%	100.88%	2009
2009	2,093,040,980.00	\$ 0.1000	2,093,040.98	98.99%	100.14%	2010
2010	2,022,133,830.00	\$ 0.1000	2,022,133.83	99.04%	100.46%	2011

(a) Per \$100 of taxable assessed value

Source: Travis County Tax Assessor/Collector

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
 STATEMENTS OF FIDUCIARY NET ASSETS
 SEPTEMBER 30, 2011
 (UNAUDITED)

	401(A) Pension Trust Fund	457 Pension Trust Fund
ASSETS		
Cash, Cash Equivalents and Investments	\$ <u>128,714</u>	\$ <u>299,332</u>
Total Assets	\$ <u><u>128,714</u></u>	\$ <u><u>299,332</u></u>
NET ASSETS		
Held in Trust for Pension Benefits	\$ <u>128,714</u>	\$ <u>299,332</u>
Total Net Assets	\$ <u><u>128,714</u></u>	\$ <u><u>299,332</u></u>

The District is the administrator of the above pension plans for the benefit of the employees. These funds are held by an outside Trustee.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT #3
 STATEMENTS OF CHANGES IN FIDUCIARY NET ASSETS
 FOR THE YEAR ENDED SEPTEMBER 30, 2011
 (UNAUDITED)

	401(A) Pension Trust Fund	457 Pension Trust Fund
ADDITIONS:		
Employer Contributions	\$ 138,000	\$ -
Participant Contributions	-	142,447
Participant Rollovers	5,517	190,224
Net Decrease in Fair Value of Investments	<u>(13,190)</u>	<u>(31,102)</u>
Total Additions	<u>130,327</u>	<u>301,569</u>
DEDUCTIONS:		
Administrative Fees	1,613	-
Benefits Paid or Withdrawals	<u>-</u>	<u>2,237</u>
Total Deductions	<u>1,613</u>	<u>2,237</u>
CHANGE IN NET ASSETS	128,714	299,332
NET ASSETS, BEGINNING OF THE YEAR	<u>-</u>	<u>-</u>
NET ASSETS, END OF THE YEAR	<u>\$ 128,714</u>	<u>\$ 299,332</u>

The District is the administrator of the above pension plans for the benefit of the participants.
 These funds are held by an outside Trustee.

**TRAVIS COUNTY
EMERGENCY SERVICES
DISTRICT NO. 8**

**Financial Statements for the
Year Ended September 30, 2011 and
Independent Auditors' Report**

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TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

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MAXWELL LOCKE & RITTER LLP

Accountants and Consultants
an AICPA member firm
Tel: (512) 470-4200 Fax: (512) 470-4201
www.mlr.com

Austin, Texas
Austin, Texas

Round Rock, Texas
and San Antonio, Texas

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of
Travis County Emergency Services District No. 8:

We have audited the accompanying financial statements of the governmental activities and the major fund of Travis County Emergency Services District No. 8 (the "District") as of and for the year ended September 30, 2011, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the District as of September 30, 2011, the respective changes in financial position, and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 2 through 5 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Maxwell Locke & Ritter LLP

March 16, 2012

AICPA Certified Public Accountants
ML&R WEALTH MANAGEMENT LLC
Certified Financial Planners
an AICPA member firm

Travis County Emergency Services District No. 8

Management's Discussion & Analysis

September 30, 2011

In accordance with Governmental Accounting Standards Board ("GASB") Statement No. 34, the management of Travis County Emergency Services District No. 8 (the "District") offers the following narrative on the financial performance of the District for the year ended September 30, 2011. Please read it in connection with the District's financial statements that follow.

For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "General Fund" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the Statement of Net Assets and the Statement of Activities.

Overview of the Basic Financial Statements

The District's reporting is comprised of two parts:

- *Management's Discussion and Analysis* (this section)
- *Basic Financial Statements*
 - *Statement of Net Assets and Governmental Fund Balance Sheet*
 - *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance*
 - *Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund*
 - *Notes to Basic Financial Statements*

The *Statement of Net Assets and Governmental Fund Balance Sheet* includes a column (titled "General Fund") that represents a balance sheet prepared using the modified accrual basis of accounting. The adjustments column converts those balances to a balance sheet that more closely reflects a private-sector business. Over time, increases or decreases in the District's net assets will indicate financial health.

The *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance* includes a column (titled "General Fund") that derives the change in fund balance resulting from current year revenues, expenditures, and other financing sources or uses. These amounts are prepared using the modified accrual basis of accounting. The adjustments column converts those activities to full accrual, a basis that more closely represents the income statement of a private-sector business.

The *Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund* presents a comparison statement between the District's adopted budget to its actual results.

The *Notes to Basic Financial Statements* provide additional information that is essential to a full understanding of the information presented in the *Statement of Net Assets and Governmental Fund Balance Sheet* and the *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance*.

The District as a Whole

The District's combined net assets for the years ending September 30, 2011 and 2010 are shown in the table below. Our analysis below focuses on the net assets and changes in the net assets of the District's governmental activities as reported in the accrual basis of accounting.

STATEMENT OF NET ASSETS

	<u>9/30/2011</u>	<u>9/30/2010</u>
Assets:		
Current	\$ 912,061	\$ 839,620
Capital assets (net of accumulated depreciation)	<u>2,376,921</u>	<u>2,484,500</u>
TOTAL ASSETS	<u>\$ 3,288,982</u>	<u>\$ 3,324,120</u>
Liabilities:		
Current liabilities	166,194	161,048
Long-term liabilities	<u>1,834,447</u>	<u>1,993,294</u>
TOTAL LIABILITIES	<u>2,000,641</u>	<u>2,154,342</u>
Net Assets:		
Invested in capital assets, net of related debt	383,627	338,738
Unrestricted	<u>904,714</u>	<u>831,040</u>
TOTAL NET ASSETS	<u>\$ 1,288,341</u>	<u>\$ 1,169,778</u>

The District's total assets were approximately \$3,289,000 as of September 30, 2011. Of this amount, approximately \$2,377,000 is accounted for by capital assets. The District had outstanding liabilities of approximately \$2,001,000 of which approximately \$1,993,000 represents notes payable obligations.

The changes in net assets for the respective periods are also shown in the table below.

STATEMENT OF ACTIVITIES

	<u>9/30/2011</u>	<u>9/30/2010</u>
Expenses:		
Service operations and capital outlay	\$ 1,372,698	\$ 1,139,263
Depreciation	107,579	113,335
Debt service	<u>87,100</u>	<u>93,803</u>
TOTAL EXPENSES	<u>1,567,377</u>	<u>1,346,401</u>
Revenues-		
General revenues	<u>1,685,940</u>	<u>1,607,062</u>
TOTAL REVENUES	<u>1,685,940</u>	<u>1,607,062</u>
CHANGE IN NET ASSETS	<u>\$ 118,563</u>	<u>\$ 260,661</u>

General revenues increased by approximately \$79,000 to approximately \$1,686,000 for the fiscal year ended September 30, 2011 due to an increase in property and sales tax collections. Property taxes generated approximately \$1,444,000 in revenues. Total expenses increased by approximately \$221,000 to approximately \$1,567,000 for the fiscal year ended September 30, 2011. Net assets increased approximately \$119,000 for the fiscal year ended September 30, 2011 compared to an increase of approximately \$261,000 for the fiscal year ended September 30, 2010.

The District Governmental Fund

At the end of the fiscal year September 30, 2011, the District's governmental fund reported a fund balance of approximately \$873,000, which is an increase of approximately \$66,000 from last year, the majority of which is due to increased revenue related to the District's property and sales taxes.

For the year ended September 30, 2011, the District adopted GASB Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions* which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Those fund balance classifications are described below.

Nonspendable - Amounts that cannot be spent because they are either not in a spendable form or are legally or contractually required to be maintained intact.

Restricted - Amounts that can be spent only for specific purposes because of constraints imposed by external providers, or imposed by constitutional provisions or enabling legislation.

Committed - Amounts that can only be used for specific purposes pursuant to approval by formal action by the Board of Commissioners.

Assigned - For the General Fund, amounts that are appropriated by the Board of Commissioners, or their designee, that are to be used for specific purposes. For all other governmental funds, any remaining positive amounts not previously classified as nonspendable, restricted or committed.

Unassigned - Amounts that are available for any purpose; these amounts can be reported only in the District's General Fund.

General Fund Budgetary Highlights

The actual expenditures in the General Fund were \$2,857 more than the budgeted amounts primarily due to higher miscellaneous expenditures incurred during the fiscal year. The actual revenues in the General Fund were \$142,681 more than budgeted amounts primarily due to higher than expected property and sales tax revenue.

Capital Asset and Debt Administration

Capital Assets

At September 30, 2011 and 2010, the District had the following capital assets in operation:

CAPITAL ASSETS AT YEAR END

	9/30/2011	9/30/2010
Buildings	\$ 2,158,094	\$ 2,158,094
Vehicles and equipment	829,128	829,128
TOTAL CAPITAL ASSETS	2,987,222	2,987,222
Accumulated depreciation	(610,301)	(502,722)
TOTAL NET CAPITAL ASSETS	\$ 2,376,921	\$ 2,484,500

More detailed information about the District's capital assets is presented in the *Notes to Basic Financial Statements*.

Notes Payable

In 2005, the District entered into two notes payable agreements from a bank to finance the acquisition of the Pedernales Emergency Services' fire apparatus. The District made principal payments of \$81,823 during the year ended September 30, 2011 related to these notes payable agreements. In 2008, the District entered into a note payable agreement from a bank to fund the construction of the District's new fire station. The District made principal payments of \$70,645 during the year ended September 30, 2011 related to this note payable agreement. More detailed information about the District's notes payable is presented in the *Notes to Basic Financial Statements*.

Economic Factors, Next Year's Budgets and Rates

The District's Board of Commissioners considered various factors when setting the ad valorem tax rate that will be charged for the governmental activities. Considerations included the economy of the area within the District boundaries. Tax revenues are currently limited by the mandatory \$0.10 per \$100 of assessed valuation cap.

Contacting the District's Financial Management

This financial report is designed to provide a general overview of the District's finances and to demonstrate the District's accountability for the funds it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the District at Travis County Emergency Services District No. 8, Attn: Treasurer, 801 Bee Creek Rd., Briarcliff, TX 78669.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8**STATEMENT OF NET ASSETS AND GOVERNMENTAL FUND BALANCE SHEET
SEPTEMBER 30, 2011**

	GENERAL FUND	ADJUSTMENTS (NOTE 2)	STATEMENT OF NET ASSETS
ASSETS:			
Cash and cash equivalents	\$ 357,594	-	357,594
Investments	468,970	-	468,970
Receivables:			
Property taxes	43,666	-	43,666
Sales taxes	41,831	-	41,831
Capital assets (net of accumulated depreciation):			
Vehicles and equipment	-	332,440	332,440
Buildings	-	2,044,481	2,044,481
Total assets	<u>\$ 912,061</u>	<u>2,376,921</u>	<u>3,288,982</u>
LIABILITIES:			
Deferred revenue	\$ 39,406	(39,406)	-
Interest payable	-	7,347	7,347
Long-term liabilities:			
Due within one year	-	158,847	158,847
Due after one year	-	1,834,447	1,834,447
Total liabilities	<u>39,406</u>	<u>1,961,235</u>	<u>2,000,641</u>
FUND BALANCE/ NET ASSETS:			
Fund balance:			
Assigned for-			
Debt service	176,419	(176,419)	-
Unassigned	696,236	(696,236)	-
Total fund balance	<u>872,655</u>	<u>(872,655)</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 912,061</u>		
Net assets:			
Invested in capital assets, net of related debt		383,627	383,627
Unrestricted		904,714	904,714
Total net assets		<u>\$ 1,288,341</u>	<u>\$ 1,288,341</u>

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8
**STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE
YEAR ENDED SEPTEMBER 30, 2011**

	GENERAL FUND	ADJUSTMENTS (NOTE 2)	STATEMENT OF ACTIVITIES
EXPENDITURES/EXPENSES:			
Service operations:			
Pedernales Fire			
Department funding	\$ 1,339,142	-	1,339,142
Professional fees	11,050	-	11,050
Appraisal district fees	5,850	-	5,850
Meetings/seminars	390	-	390
Other	16,266	-	16,266
Depreciation	-	107,579	107,579
Debt service:			
Principal payments	152,468	(152,468)	-
Interest payments	88,333	(1,233)	87,100
Total expenditures/expenses	1,613,499	(46,122)	1,567,377
REVENUES:			
General revenues:			
Property taxes	1,437,334	6,545	1,443,879
Penalties and interest on taxes	12,852	-	12,852
Sales taxes	227,570	-	227,570
Interest	1,608	-	1,608
Miscellaneous	31	-	31
Total revenues	1,679,395	6,545	1,685,940
EXCESS OF REVENUES OVER EXPENDITURES	65,896	(65,896)	-
Change in net assets		118,563	118,563
FUND BALANCE/ NET ASSETS:			
Beginning of year	806,759	363,019	1,169,778
End of year	\$ 872,655	415,686	1,288,341

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED SEPTEMBER 30, 2011**

	BUDGET ORIGINAL AND FINAL	ACTUAL	VARIANCE
REVENUES:			
Property taxes	\$ 1,380,214	1,437,334	57,120
Penalties and interest on taxes	12,000	12,852	852
Sales taxes	140,000	227,570	87,570
Interest	1,500	1,608	108
Miscellaneous	3,000	31	(2,969)
Total revenues	1,536,714	1,679,395	142,681
EXPENDITURES:			
Service operations:			
Pedernales Fire Department funding	1,339,142	1,339,142	-
Professional fees	10,000	11,050	(1,050)
Appraisal district fees	7,500	5,850	1,650
Meetings/seminars	2,500	390	2,110
Other	10,000	16,266	(6,266)
Debt service:			
Principal payments	153,000	152,468	532
Interest payments	88,500	88,333	167
Total expenditures	1,610,642	1,613,499	(2,857)
EXCESS (DEFICIT) OF REVENUES OVER (UNDER) EXPENDITURES	(73,928)	65,896	139,824
FUND BALANCE:			
Beginning of year	806,759	806,759	-
End of year	\$ 732,831	872,655	139,824

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 8

NOTES TO BASIC FINANCIAL STATEMENTS YEAR ENDED SEPTEMBER 30, 2011

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Travis County Emergency Services District No. 8 (the "District") was approved by voters of the District in a general election on November 5, 1985 as Travis County Fire Control District No. 12. Pursuant to Texas Health and Safety Code 794.100, the District was legally converted to a district operating under the Texas Health and Safety Code, Chapter 775, by an election of the voters of the District held on November 2, 1999. As a result, the name of the District changed to Travis County Emergency Services District No. 8, effective December 2, 1999, and the District automatically assumed all rights and obligations of the former entity. The District provides fire suppression, emergency medical and rescue first response, hazardous materials incident response, and other emergency incident response that may arise within its boundaries.

The reporting entity of the District encompasses those activities and functions over which the District's appointed officials exercise significant oversight or control. The District is usually governed by a five member Board of Commissioners (the "Board") which is appointed by the Travis County Commissioners' Court. The District is not included in any other governmental "reporting entity" as defined by the Governmental Accounting Standards Board ("GASB") Statement No. 14 since Board members are elected by the public and have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

Government-Wide and Fund Financial Statements - For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "General Fund" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the statement of net assets and the statement of activities.

The government-wide financial statements report information on all of the activities of the District.

The statement of activities demonstrates the degree to which the expenses are offset by program revenues. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by the District. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Amounts reported as program revenues include charges to customers or applicants for goods, services, or privileges provided. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Major revenue sources considered susceptible to accrual include interest income and sales tax. An accrual for property taxes collected within sixty days of year-end has been made; delinquent property taxes at period end are reported as deferred revenue.

The District reports the following major governmental fund:

The General Fund includes financial resources used for general operations. It is a budgeted fund, and any unassigned fund balances are considered resources available for current operations.

Budgets and Budgetary Accounting

Formal budgetary integration is employed as a management control device for the General Fund. Prior to the beginning of each fiscal year, the District prepares a budget. The operating budget includes proposed expenditures and the means of financing those expenditures and is adopted on the modified accrual basis, which is consistent with generally accepted accounting principles.

Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board formally adopts the budget through a formal action. The District may amend the budget throughout the year, approving such additional expenditures as may be required. All annual appropriations for the General Fund lapse at the fiscal year-end.

Assets, Liabilities, and Net Assets or Equity

Cash and cash equivalents - The District considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Investments - The District is entitled to invest any and all of its funds in obligations of, or guaranteed by, the United States of America or its agencies, certificates of deposit, and certain public fund investment pools. The District's investment policies and types of investments are governed by Section 2256 of the Government Code ("Public Funds Investment Act"). The District's management believes that it complied with the requirements of the District's investment policy and the Public Funds Investment Act. The District accrues interest on temporary investments based on the terms and effective interest rates of the specific investments.

Capital Assets - Capital assets, which include buildings and vehicles and equipment, are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of at least \$5,000. Such assets are recorded at historical cost if purchased or estimated fair value at the date of donation if donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Asset	Years
Buildings	39.5
Vehicles	10-15
Equipment	5

Ad Valorem Property Taxes - Allowances for uncollectibles within the General Fund are based upon historical experience in collecting property taxes. Uncollectible personal property taxes are periodically reviewed and written off, but the District is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

Fund Equity - The District adopted GASB Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions* which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. See Note 8 for additional information on those fund balance classifications.

Included in fund balance assigned for debt service are funds collected from the sales tax imposed within the District. The Board has assigned all sales tax revenue received by the District to be used to meet debt service requirements.

2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Amounts reported for governmental activities in the statement of net assets are different because:

Governmental fund total fund balance	\$ 872,655
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	
Capital assets, net of accumulated depreciation	2,376,921
Deferred tax revenue is not available to pay for current-period expenditures and, therefore, is deferred in the funds.	39,406
The following liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Notes payable	(1,993,294)
Interest payable	(7,347)
Total net assets	<u>\$ 1,288,341</u>

Amounts reported for governmental activities in the statement of activities are different because:

Excess of revenues over expenditures	\$ 65,896
Governmental funds report capital outlays as expenditures.	
However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	
Depreciation expense	(107,579)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	
Change in deferred tax revenue	6,545
Repayment of notes payable obligations is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	
Repayment of notes payable obligations	152,468
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	
Change in interest payable	1,233
Change in net assets	<u>\$ 118,563</u>

3. CASH AND TEMPORARY INVESTMENTS

The District's deposits are required to be secured in the manner provided by law for the security of the funds. At September 30, 2011, such deposits were entirely covered by Federal Deposit Insurance Corporation insurance or secured by collateral pledged by the depository.

The Public Funds Investment Act authorizes the District to invest in funds under a written investment policy. The District's deposits and investments are invested pursuant to the investment policy, which is approved annually by the Board. The primary objectives of the District's investment strategy, in order of priority, are safety, liquidity, and yield.

The District had investments of \$468,970 in an external local governmental investment pool, Texas Local Governmental Investment Pool ("TexPool"), at September 30, 2011. The investments in TexPool had a weighted average maturity of one day and a Standard and Poor's rating of AAAM.

TexPool is an external investment pool offered to local governments. Although TexPool is not registered with the SEC as an investment company, it operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. TexPool is overseen by the Texas State Comptroller of Public Accounts, who is the sole officer, director and shareholder of the Texas Treasury Safekeeping Trust Company which is authorized to operate TexPool. TexPool also has an advisory board to advise on TexPool's investment policy; this board is made up equally of participants and nonparticipants who do not have a business relationship with TexPool. Federated Investors manages daily operations of TexPool under a contract with the Comptroller and is the investment manager for the pool. TexPool uses amortized cost rather than market value to report net assets to compute share prices. Accordingly, the fair value of the position in TexPool is the same as the value of the TexPool shares. TexPool's investment policy stipulates that it must invest in accordance with the Public Funds Investment Act.

Credit Risk - Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized agencies are designed to give an indication of credit risk. At September 30, 2011, investments were included in a local governmental investment pool with a rating from Standard and Poor's in compliance with the District's investment policy.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investments in a single issuer. At September 30, 2011, all of the District's investments were with TexPool.

Interest Rate Risk - The District considers the holdings in the local governmental investment pool to have a one day weighted average maturity due to the fact that the share position can usually be redeemed each day at the discretion of the shareholders, unless there has been a significant change in value.

4. CAPITAL ASSETS

Capital assets activity for the year ended September 30, 2011 was as follows:

	Balance September 30, 2010	Additions	Retirements and Transfers	Balance September 30, 2011
Capital assets being depreciated:				
Vehicles and equipment	829,128	-	-	829,128
Buildings	2,158,094	-	-	2,158,094
Total capital assets being depreciated	2,987,222	-	-	2,987,222
Less accumulated depreciation for:				
Vehicles and equipment	(443,744)	(52,944)	-	(496,688)
Buildings	(58,978)	(54,635)	-	(113,613)
Total accumulated depreciation	(502,722)	(107,579)	-	(610,301)
Total capital assets being depreciated, net	2,484,500	(107,579)	-	2,376,921
Capital assets, net	<u>\$ 2,484,500</u>	<u>(107,579)</u>	<u>-</u>	<u>2,376,921</u>

5. LONG-TERM LIABILITIES

Long-term liabilities transactions for the year ended September 30, 2011 are summarized as follows:

	Balance September 30, 2010	Additions	Retirements	Balance September 30, 2011	Due Within One Year
Notes payable	\$ 2,145,762	-	(152,468)	1,993,294	158,847
Total governmental activities	<u>\$ 2,145,762</u>	<u>-</u>	<u>(152,468)</u>	<u>1,993,294</u>	<u>158,847</u>

Notes payable consisted of the following at September 30, 2011:

Date of Issue	Amounts of Original Issue	Maturity Date	Interest Rate	Outstanding at 9-30-11	Due Within One Year
10-20-2005	\$ 335,615	2013	4.00%	\$ 105,478	\$ 45,689
10-20-2005	289,812	2013	4.00%	91,083	39,454
8-28-2008	2,000,000	2028	4.26%	1,796,733	73,704
	<u>\$ 2,625,427</u>			<u>\$ 1,993,294</u>	<u>\$ 158,847</u>

The notes payable agreements in 2005 are from Security State Bank and Trust of Fredericksburg to finance the acquisition of the Pedernales Emergency Services' fire apparatus. The note payable agreement in 2008 is from Bank of America to finance the construction of the new fire station.

Debt requirements to maturity for the District's notes payable are summarized as follows:

Fiscal Year	Principal	Interest	Total Requirement
2012	\$ 158,847	81,970	240,817
2013	165,495	75,322	240,817
2014	103,041	69,023	172,064
2015	83,695	65,383	149,078
2016	87,318	61,760	149,078
2017-2021	496,665	248,725	745,390
2022-2026	613,874	131,516	745,390
2027-2028	284,359	13,796	298,155
Total	\$ 1,993,294	747,495	2,740,789

6. DEFERRED REVENUE

Deferred revenue at September 30, 2011 as reported in the General Fund consisted of net tax revenue of \$39,406.

7. PROPERTY TAXES

The District is authorized to levy a tax each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located within its boundaries. Assessed values are established annually by the Travis Central Appraisal District. District property tax revenues are recognized when levied to the extent that they are collected in the current year. The uncollected balance is reported as deferred revenue. Taxes receivable are due January 1 and are delinquent if received after January 31 and are subject to penalty and interest charges.

In September 2010, the District levied a tax rate of \$0.10 per \$100 of assessed valuation to finance operating expenditures and debt service requirements. The total 2010 tax levy was \$1,434,262 based on a taxable valuation of \$1,432,871,211.

8. FUND BALANCE

For the year ended September 30, 2011, the District adopted GASB Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions* which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Those fund balance classifications are described below.

Nonspendable - Amounts that cannot be spent because they are either not in a spendable form or are legally or contractually required to be maintained intact.

Restricted - Amounts that can be spent only for specific purposes because of constraints imposed by external providers, or imposed by constitutional provisions or enabling legislation.

Committed - Amounts that can only be used for specific purposes pursuant to approval by formal action by the Board.

Assigned - For the General Fund, amounts that are appropriated by the Board or Board designee that are to be used for specific purposes. For all other governmental funds, any remaining positive amounts not previously classified as nonspendable, restricted or committed.

Unassigned - Amounts that are available for any purpose; these amounts can be reported only in the District's General Fund.

The detail of the fund balance is included in the Governmental Fund Balance Sheet on page 6.

Fund balance of the District may be committed for a specific purpose by formal action of the Board; the District's highest level of decision-making authority. Commitments may be established, modified, or rescinded only through a resolution approved by the Board. The Board has delegated the authority to assign fund balance for a specific purpose to the District's Chief or Assistant Chief.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

9. CONTRACTED SERVICES

The District entered into an agreement with Pedernales Emergency Services ("PES") that was effective October 1, 2007 for a period of one year. This agreement has been extended annually since October 1, 2008. The District agreed to fund the operations of the PES quarterly, as funds are available, based on a budget for the PES that is approved by the District. In exchange for the funding provided by the District, the PES agreed to provide emergency services including fire fighting and first responder assistance in the geographic area served by the District. Expenditures of \$1,339,142 were incurred by the District related to this agreement during the year ended September 30, 2011.

10. RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District, through the Pedernales Fire Department, purchases its insurance from regular commercial companies. As of September 30, 2011, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having been filed within the last three years.

Travis County Emergency
Services District No. Nine
Financial Statements
September 30, 2011

Travis County Emergency Services District No. Nine
For the year ending September 30, 2011

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Medack & Oltmann, LLP

Certified Public Accountants

JAMES E. MEDACK, CPA
jmedack@bluebon.net

MELODI J. OLTMANN, CPA
melodi@cmaaccess.com

MEMBERS
American Institute of
Certified Public Accountants
Texas Society of
Certified Public Accountants

Independent Auditor's Report

Board of Commissioners
Travis County Emergency Services District No. Nine
P.O. Box 162170
Austin, TX 78716-2170

We have audited the accompanying financial statements of the governmental activities of Travis County Emergency Services District No. Nine as of and for the year ended September 30, 2011, which comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of Travis County Emergency Services District No. Nine as of September 30, 2011, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 10 and page 29, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Medack & Oltmann, LLP

Medack & Oltmann, LLP
January 31, 2012



WESTLAKE FIRE DEPARTMENT

Travis County Emergency Service District #9
248 Addie Roy Rd, Suite B-103
Austin, TX 78746

Headquarters 512-327-9405
Facsimile 512-327-2780
P O Box 162170 Austin, TX 78716-2170

This section of the Travis County ESD # 9 (Westlake Fire Department) annual financial report presents our discussion and analysis of the Department's overall financial performance during the twelve-month period ended September 30, 2011. Please read this overview in conjunction with the Department's financial statements, which follow this section.

Financial Highlights

- Assets of the Department exceeded its liabilities at the close of the most recent period by \$5,031,261(net assets).
- The District maintained its tax rate at \$0.085 per \$100 of assessed valuation.
- The District paid Debt Service in the amount of \$138,943.
- During the year, the General Funds Total Expenses were \$668,926 less than the \$4,818,799 generated in revenues from taxes, contract revenues, and fees.
- The District continued to maintain a management service agreement with Travis County ESD #3 during the fiscal year; however, Travis County ESD#3 has since ended the management agreement.
- The District continued to offer employees the option of Copay or Health Savings Account (H S A) Medical Insurance Plans.

Using This Annual Report:

This annual report consists of a series of financial statements. GASB Statement No. 34 provides that for governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined. The District presents the governmental funds in the first two columns and a total in the third column. The next column is an adjustments column, reconciling the amounts reported in the governmental funds to show how each would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements. For governmental activities, this last column tells how these services were financed in the short term as well as what remains for future spending. Fund financial statements report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds.

Reporting the Department as a Whole

One of the questions that can be asked about the Department's finances is, "Is the Department better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities present information about the Department as a whole and its activities in a way that helps answer this question. These statements (as reported in the last column of each of the statements) include all of the Department's assets and liabilities, utilizing the accrual basis of accounting which is similar to the accounting used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two columns report the Department's net assets and changes in them. The difference between assets and liabilities, net assets, are one way to measure the Department's financial health. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating. However, other non-financial factors such as changes in the Department's property tax base and the condition of the Department's equipment and facilities must also be considered in an assessment of the overall financial health of the Department.

The statement of activities presents information showing how the Department's net assets changed during the most recent twelve-month period. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the Department that are principally supported by grants and government revenues. The government activities of the Department include Fire Suppression, Rescue Activities, Emergency Medical Services, Code Enforcement, and Public Education. The Department currently has no business-type activities.

Reporting the District's Governmental Funds

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Department, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare that information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Reporting the Department's Most Significant Funds.

The columns reporting the fund activity (as explained in more detail in the first section of this report) provide detailed information about the most significant funds, not the Department as a whole. Some funds are required to be established by State law and by bond covenants, however, the Department establishes many other funds to help in control and manage money for particular purposes or to show that it is meeting its legal responsibilities for using certain taxes, grants, and other money.

Most of the Department's basic services are reported in governmental funds which focus on how money flows into and out of those funds and the balances left at year end that are available for spending. These funds are reported using an accounting method called Modified Accrual accounting which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short term view of the Department's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Department's programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds is described in the adjustments column of the financial statements and in Note 15 to the financial statements.

The District as a Whole

Governmental activities increased the Department's net assets by \$407,437. Our analysis below focuses on the net assets (Table 1) and the changes in net assets (Table 2) of the Department's governmental activities:

Table 1
Governmental Activities
Net Assets

Assets	<u>9/30/10</u>	<u>9/30/11</u>
Current Assets	\$ 3,627,317	\$ 4,307,943
Other Assets	72,567	67,257
Capital Assets	<u>2,627,319</u>	<u>2,375,502</u>
Total Assets	<u>\$ 6,327,203</u>	<u>\$ 6,750,702</u>
Liabilities		
Current Liabilities	\$ 54,433	\$ 196,873
Long-Term Liabilities	<u>1,648,946</u>	<u>1,522,568</u>
Total Liabilities	<u>1,703,379</u>	<u>\$ 1,719,441</u>
Net Assets:		
Invested in Capital Assets, net of related debt	1,202,319	\$ 1,025,502
Restricted	-	-
Unrestricted	<u>3,421,505</u>	<u>4,005,759</u>
Total Net Assets	<u>\$ 4,623,824</u>	<u>\$ 5,031,261</u>

Table 2
Changes in Net Assets

	<u>9/30/10</u>	<u>9/30/11</u>
Revenues:		
Ad Valorem Taxes	\$ 4,504,384	\$ 4,368,833
Penalties & Interest on Taxes	25,074	19,304
Interest	6,722	5,575
Contract Revenues	398,685	345,552
Miscellaneous Income	<u>44,248</u>	<u>167,500</u>
Total revenues	4,979,113	4,906,764
Expenses:		
Board of Commissioner		
Expenditures	174,147	161,917
Personnel Costs	2,953,644	3,450,880
Station Facilities & Fixtures	78,170	79,951
Vehicles	84,344	107,675
Support Equipment	66,620	42,210
Training & Travel	48,310	50,651
Clothing	29,467	49,979
Recruiting & Retention	11,921	18,907
Administrative Expenditures	82,894	89,997
Communications	43,688	42,519
Programs	7,048	5,797
Bad Debt	-0-	12,135
Dues & Subscriptions	5,131	5,204
Capital Outlay	3,150	-0-
Depreciation Expense	315,422	307,241
Debt Service Interest	66,933	63,746
Amortization of Bond Issue Cost	<u>5,243</u>	<u>5,243</u>
Total expenses	<u>3,976,132</u>	<u>4,494,052</u>
Gain/(Loss) on sale/ disposal of asset	<u>83,041</u>	<u>(5,275)</u>
Change in Net Assets:		
Change in Net Assets	1,086,022	407,437
Net Assets – Beginning	<u>3,537,802</u>	<u>4,623,824</u>
Net Assets – Ending	<u>\$ 4,623,824</u>	<u>\$ 5,031,261</u>

Financial Analysis of the Government's Funds

As noted earlier, the Department uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. For the year ending September 30, 2011, the District's total combined fund balance was \$4,095,358, which reflects a net combined fund balance increase of \$613,027.

The General Fund (which is used to report the District's overall operations) reported an increase of \$668,926. The increase can be attributed to the increase of the tax valuation, the Board's effort to increase the annual expense reserves through a Reserves Equity Policy and sound financial management of the District's expenditures during the fiscal year.

89% of all Department funds come from Ad Valorem taxes. The remaining minor revenues come from sources such as interest on deposited funds and a service contract to provide first-in engine response to areas for the City of Austin.

Budgetary Highlights

The Department's annual budget includes estimated revenues and expenditures. The annual budget is a nine-page, line-item document that allows the Board of Commissioners a high degree of control over Department expenditures. The budget is prepared over a several-month period in which the capital and personnel recommendations of the Officers are blended with estimates of "fixed" operating expenses such as utilities to form a recommendation to the Board of Commissioners for their beginning "first draft" of the budget. The Board of Commissioners meets with the Chief Officers as often as necessary in the month of August to complete the budget planning process.

Estimates of taxable value for the forthcoming year are provided by the Travis County Tax Appraiser's office. That estimate, combined with an estimate of historical tax collection rates for the Department is used with the proposed tax rate to estimate the revenue required to support the Department's operations.

In each budget process, the projected expenses and revenues for the Department are projected out for a five-year period. Critical to this estimate is the growth in assessed valuation that can be expected from the Department's service area. The Board of Commissioners, constituted by business leaders in the community, are critical to this estimate of future growth in the taxable value. Their estimates of the growth of the area have been extremely accurate over the years and have prevented the Department from over-estimating potential revenues based on historic trends.

Personnel costs represent 79.8% of overall expenditures and constitute the single greatest management challenge to the Department considering the legislative cap on the tax rate an Emergency Services District can levy (\$0.10/\$100). Any need for

expanded service or desire to pay competitive wages must be tempered by the tax cap in the current year and out through the five-year budget planning period.

In the fiscal year ending September 30, 2011 the Net Taxable (Assessed) Valuation of the District decreased by 3.03%. In the three years immediately prior, the AV increased 0.56%, 10.19% and 10.98% respectively. The Board of Commissioners, looking at the economic indicators of the area, predicted that growth would be flat and directed the staff to plan the moderate AV increase in the Department revenue projections. Their direction resulted in a conservative estimate of revenues for the year.

Over the course of the year, the Board of Commissioners reviewed semi-annual audits from the Financial Consultant and the Balance and Expense Reports were reviewed monthly. The Board made three adjustments to the budget during the year.

The Board continued plans from the previous year to implement a Reserve Equity Policy that designated funds for to meet legal and board designated obligations and increasing the District's operating expenses reserves from three months to six months over a three-year period.

Capital Asset and Debt Administration

Capital Assets:

At the end of the fiscal year September 30, 2011, capital assets are as follows:

Table 3
Capital Assets at Year-end

	<u>9/30/10</u>	<u>9/30/11</u>
Land	\$ 4,200	\$ 4,200
Vehicles	1,879,235	1,901,403
Equipment	445,174	442,955
Buildings	<u>1,750,685</u>	<u>1,782,673</u>
Total capital assets	\$ 4,079,294	4,131,231

This year's major additions included:

- An All Terrain Vehicle (ATV) to fight numerous wildfires in the central Texas area for \$27,373.
- The District replaced the fire station vehicle exhaust extractors for \$18,900.
- More detailed information about the District's Capital Assets is presented in Note 5 of the financial statements.

Debt:

At September 30, 2011, bonds payable consisted of the following:

\$1,350,000 in 2004 Limited Tax Improvement and Refunding Bonds outstanding, dated June 1, 2004, due annually September 1, 2005, through September 1, 2024, having approximate yields of 2% to 4.85 % paid March 1 and September 1 commencing March 1, 2005.

No additional bonds were sold during the fiscal year ending September 30, 2011.

Economic Factors and Next Year's Budgets and Rates

The projected assessed valuation (AV) for the area served by the Department is expected to increase slightly by .31% for the Fiscal Year 2011-2012, according to the estimate provided by the Travis County Central Appraisal District. Historically, the assessed valuation of the District averages out to be 7.92% per year over the last eighteen years.

The Board of Commissioners adopted a total tax rate for the forthcoming fiscal year tax rate of \$0.085 per \$100 of Assessed Valuation. During the FY 03-04 fiscal year, bonds were sold to refinance existing debt. The bond sale required a dedicated rate to retire the bonds of \$0.0016 per \$100 A.V. During Fiscal year 2009/10 the District was paid \$76,293 from the city of Austin for Bond Debt Obligation which had to be used to pay bond principal only as per Tex. Health & Safety Code Sec. 775.022(c) and this amount reduced the tax debt rate to \$0.0016 for one year. The Board of Commissioners adopted an Operations and Maintenance budget tax rate of \$0.0834/\$100 A.V. (\$0.085 - \$0.0016).

Requests for Information

This financial report is designed to provide a general overview of the Department's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Mike Elliott, Acting Fire Chief
Travis County ESD # 9
P.O. Box 162170
Austin, TX 78716-2170
512-539-3400

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
GOVERNMENTAL FUNDS BALANCE SHEET AND
STATEMENT OF NET ASSETS
YEAR ENDED SEPTEMBER 30, 2011

	General Fund	Debt Service Fund	Total	Adjustments (Note 15)	Statement of Net Assets
ASSETS					
Cash	\$ 18,798	\$ 935	\$ 19,733	\$	\$ 19,733
Investments - Texpool	3,819,071	32,453	3,851,524		3,851,524
Taxes Receivable	99,215	1,531	100,746		100,746
Accounts Receivable	306,166		306,166		306,166
Prepaid Expenses	29,774		29,774		29,774
Due from Other Funds	-	81	81	(81)	-
Unamortized Bond Issue Costs			-	66,406	66,406
Unamortized Bond Discount				851	851
Capital Assets (net of accumulated depreciation)			-	2,375,502	2,375,502
TOTAL ASSETS	\$ 4,273,024	\$ 35,000	\$ 4,308,024	\$ 2,442,678	\$ 6,750,702
LIABILITIES					
Payroll Liabilities Payable	\$ 56,856	\$	\$ 56,856	\$	\$ 56,856
Accounts Payable	54,983		54,983		54,983
Due to Other Funds	81	-	81	(81)	-
Accrued Interest Payable			-	5,034	5,034
Deposits	-		-		-
Deferred Revenues	99,215	1,531	100,746	(100,746)	-
Long-term liabilities			-		-
Due within one year			-	80,000	80,000
Due after one year	-	-	-	1,522,568	1,522,568
TOTAL LIABILITIES	211,135	1,531	212,666	1,506,775	1,719,441
FUND BALANCES/NET ASSETS					
Fund balances:					
Nonspendable	29,774		29,774	(29,774)	
Restricted		33,469	33,469	(33,469)	
Committed	3,982,115		3,982,115	(3,982,115)	
Assigned	50,000		50,000	(50,000)	
Total	4,061,889	33,469	4,095,358	(4,095,358)	-
Total fund balances	4,061,889	33,469	4,095,358	(4,095,358)	-
Total liabilities and fund balances	\$ 4,273,024	\$ 35,000	\$ 4,308,024		
Net assets:					
Invested in capital assets, net of related debt				1,025,502	1,025,502
Restricted				-	-
Unrestricted				4,005,759	4,005,759
Total net assets				\$ 5,031,261	\$ 5,031,261

See Accompanying Notes to the Financial Statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
GOVERNMENTAL FUNDS REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
AND STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2011

	General Fund	Debt Service Fund	Total	Adjustments (Note 15)	Statement of Activities
EXPENDITURES/EXPENSES					
Board of Commissioners Expenditures:					
Insurance	\$ 33,075	\$ -	\$ 33,075	\$ -	\$ 33,075
Financial consultant	21,214	-	21,214	-	21,214
Legal fees	6,225	-	6,225	-	6,225
Appraisal/assessor costs	38,284	-	38,284	-	38,284
Audit	7,800	-	7,800	-	7,800
Leases	45,768	-	45,768	-	45,768
Miscellaneous	9,525	26	9,551	-	9,551
Service Agreement	-	-	-	-	-
Personnel Costs	3,422,258	-	3,422,258	28,622	3,450,880
Station facilities and fixtures	79,951	-	79,951	-	79,951
Vehicles	107,675	-	107,675	-	107,675
Support equipment	42,210	-	42,210	-	42,210
Training and travel	50,651	-	50,651	-	50,651
Clothing	49,979	-	49,979	-	49,979
Recruiting and retention	18,907	-	18,907	-	18,907
Administrative expenditures	89,997	-	89,997	-	89,997
Communications	42,519	-	42,519	-	42,519
Programs	5,797	-	5,797	-	5,797
Bad Debt	12,135	-	12,135	-	12,135
Dues and subscriptions	5,204	-	5,204	-	5,204
Capital Outlay	60,699	-	60,699	(60,699)	-
Depreciation Expense	-	-	-	307,241	307,241
Debt Service:	-	-	-	-	-
Principal	-	75,000	75,000	(75,000)	-
Interest	-	63,943	63,943	(197)	63,746
Amortization of Bond Issue Costs	-	-	-	5,243	5,243
Total expenditures/expenses	<u>4,149,873</u>	<u>138,969</u>	<u>4,288,842</u>	<u>205,210</u>	<u>4,494,052</u>
GENERAL REVENUES					
Ad valorem taxes	4,281,452	82,486	4,363,938	4,895	4,368,833
Penalties & Interest on Taxes	18,861	443	19,304	-	19,304
Interest	5,434	141	5,575	-	5,575
Contract Revenues	345,552	-	345,552	-	345,552
Miscellaneous Income	167,500	-	167,500	-	167,500
Loss on Disposal of Assets	-	-	-	(5,275)	(5,275)
Total general revenues	<u>4,818,799</u>	<u>83,070</u>	<u>4,901,869</u>	<u>4,895</u>	<u>4,901,489</u>
OTHER FINANCING SOURCES (USES):					
Transfer In/(out)	-	-	-	-	-
Total Other Financing Sources(Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	668,926	(55,899)	613,027	(613,027)	-
Change in Net Assets	-	-	-	407,437	407,437
Fund Balance/Net Assets	-	-	-	-	-
Beginning of the year	<u>3,392,963</u>	<u>89,368</u>	<u>3,482,331</u>	<u>1,141,493</u>	<u>4,623,824</u>
End of the year	<u>\$ 4,061,889</u>	<u>\$ 33,469</u>	<u>\$ 4,095,358</u>	<u>\$ 935,903</u>	<u>\$ 5,031,261</u>

See Accompanying Notes to the Financial Statements

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements for the District have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units. More significant of these accounting policies are described below.

REPORTING ENTITY

Travis County Rural Fire Prevention District No. 1 (the District) was created by an election of the District's voters on November 25, 1961, as provided by the laws of the State of Texas, and was authorized by the Travis County Commissioners on April 1, 1962. On September 9, 1995, the District held an election to convert from a rural fire prevention district operating under Texas Health and Safety Code Chapter 794 to an emergency services district operating under Texas Health and Safety Code Chapter 775. The District changed its name to Travis County Emergency Services District No. 9 effective October 12, 1995. The District is exempt from federal income taxes.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic - but not the only - criterion for including a potential component unit with the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. Based upon the application of these criteria, no potential component units appear to exist.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

BASIS OF PRESENTATION

Basic Financial Statements

GASB set forth minimum criteria for the determination of major funds based on a percentage of the assets, liabilities, revenues or expenditures/expenses or either fund category or governmental and enterprise combined. Due to the fund structure of the District, all funds have been classified as major funds. There is a reporting requirement regarding the local government's infrastructure (road, bridges, etc.) The District does not own any infrastructure assets and therefore is unaffected by this requirement.

The basic financial statements include both government-wide (based on the District as a whole) and fund financial statements. The reporting model focus is on either the District as a whole or major individual funds (within the fund financial statements). In the government-wide Statement of Net Assets, both the governmental and business-type activities columns are presented on a consolidated basis by column, and are reflected on a full accrual, economic resources basis, which incorporated long-term assets and receivables as well as long-term debt and obligations. The District does not have any business-type activities.

The Government-wide Statement of Activities reflects both the gross and net cost per functional category which are otherwise being supported by general government revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. The program revenues must be directly associated with the function.

The net cost by function is normally covered by general revenues (intergovernmental revenues, interest income, etc). Historically, the previous model did not summarize or present net cost by function or activity. The District does not currently employ indirect cost allocation systems.

The government-wide focus is more on the sustainability of the District as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. The governmental fund statements are presented on a current financial resource and modified accrual basis of accounting. This presentation is deemed appropriate to (a) demonstrate legal compliance, (b) demonstrate the source and use of liquid resources, and (c) demonstrate how the District's actual experience conforms to the budget or fiscal plan.

GASB provides that for governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined. The District presents the governmental funds in the first three columns and a total in the fourth column. The next column is an adjustments column, reconciling the amounts reported in the governmental funds to show how each would change when reported on the full-accrual basis of accounting. The last column of these combination statements shows the amounts that normally would appear in the government-wide statements.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

Fund Accounting

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditure/expenses. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund are at least 5 percent of the corresponding total for all governmental funds combined.

Since the District maintains only two funds, all are considered major and reported in separate columns in the fund financial statements. These governmental funds are described below:

General Fund

The General Fund is the primary operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of financial resources for the payment of principal, interest and related costs on general long-term debt paid primarily from taxes levied by the District.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

BASIS OF ACCOUNTING

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are presented on an accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual; i.e., when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The District considers all revenues as available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred.

In applying the "susceptible to accrual" concept to intergovernmental revenues pursuant to GASB Statement #33, the provider should recognize liabilities and expenses and the recipient should recognize receivables and revenues when the applicable eligibility requirements including time requirements, are met. Resources transmitted before the eligibility requirements are met, under most circumstances, should be reported as advances by the provider and deferred revenue by the recipient.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

BUDGETS

The District follows these procedures in establishing the budget reflected in the financial statements:

1. Prior to the beginning of each fiscal year, the District prepares a budget. The operating budget includes proposed expenditures and the means of financing those expenditures and is prepared in accordance with the basis of accounting utilized by that fund.
2. Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board of Commissioners formally adopts the budget through passage of an ordinance.
3. The District amends the budget throughout the year approving such additional expenses. The amended budget is used in presenting the Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual.
4. All annual appropriations lapse at fiscal year end.

CAPITAL ASSETS

The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-wide Statements

In the government-wide financial statements, fixed assets are accounted for as capital assets. Property, plant and equipment purchased or acquired is carried at historical cost or estimated historical cost. Contributed assets are recorded at the fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expenses as incurred. The capitalization policy, i.e. the dollar value above which asset acquisitions are added to the capital accounts, is \$ 2,500.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation on all assets is provided on the straight-line basis over the estimated useful lives with no salvage value. The range of estimated useful lives by type of asset is as follows:

Buildings and Structures	10-26 years
Vehicles	03-16 years
Other Equipment	04-27 years
Infrastructure	20 years

The Department does not own any infrastructure assets.

Fund Financial Statements

In the fund financial statements, capital assets are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

EQUITY CLASSIFICATIONS

Government-wide Statements

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulation of other government; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

Fund Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable or spendable with spendable being further classified into restricted, committed, assigned or unassigned.

INTERFUND TRANSACTIONS

Interfund transfers are used by the District to record transactions between the various governmental funds. These asset and liability balances on the fund statements are generally cleared within one

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

year. These transactions generally relate to the collections of ad valorem at year end by the General Fund which had not yet been remitted to the Debt Service Fund.

Interfund balances are eliminated as part of the conversion from fund statements to government-wide statements.

COMPENSATED ABSENCES

The District's policies regarding sick and vacation time permit employees to accumulate earned but unused sick and vacation leave. The District's policy manual details the accrual and "buy-back" procedures for compensated leave time. The liability for these compensated absences is recorded as long-term debt in the government-wide statements.

RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District purchases its insurance from regular commercial companies. As of September 30, 2011, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having ever been filed.

USE OF ESTIMATES

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the financial statements and the reported amounts of income and expenses during the period. Operating results in the future could vary from the amounts derived from management's estimates.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

NOTE 2: CASH

Deposits did not exceed FDIC coverage at the end of the fiscal year. However, during the year there were occasions when deposits did exceed FDIC coverage. Therefore, in accordance with the depository contract, the bank has pledged additional collateral. This collateral consisted of U.S. Government Securities, having a market value of \$357,534 (Category 1). At September 30, 2011, the carrying amount of the District's deposits was \$19,733 and the bank balance was \$101,695.

The collateral pledged is represented by specific identifiable investment securities and classified as to credit risk by the three categories described below:

- Category 1- Insured by FDIC or collateralized with securities held by the District or by its agent in its name.
- Category 2- Uninsured but collateralized with securities held by the pledging financial institution's trust department or agent in the District's name.
- Category 3- Uncollateralized.

NOTE 3: INVESTMENTS

Travis County Emergency Services District Nine currently invests excess funds with the Texas Local Government Investment Pool, also known as TexPool. The District's policy on investments satisfies local statutes, as well as the Texas Public Funds Investment Act (PFIA) of the Texas Government Code. This policy allows the District to invest in Certificates of Deposits, government securities (maturity cannot exceed 2 years), and investment pools (TexPool), and have a rating of AAA or AAAM. Pools created to function as a money market mutual fund must maintain a stable net asset value of \$1/share.

TexPool operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. TexPool uses amortized cost rather than market value to report net assets to compute share prices. Accordingly, the fair value of the position in TexPool is the same as the value of TexPool shares. The State Comptroller of Public Accounts exercises oversight responsibility over TexPool. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters. Additionally, the State Comptroller has established an advisory board composed of both participants in TexPool and other persons who do not have a business relationship with TexPool. The Advisory Board members review the investment policy and management fee structure.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

The District's investments as of September 30, 2011, are:

Investment	Fair Value	Effective Duration (in years)	Credit Risk
Local Government Investment Pool	\$3,851,524	0.0	AAA-m

The District's investment in TexPool represents 100% of its investment portfolio.

Interest Rate Risk – In compliance with the District's investment policy, the District manages its exposure to decline in the fair value of its investment by limiting the average maturity of investments to less than 2 years (for TexPool that investment has a weighted maturity average of 44 days).

Credit Risk – In compliance with the District's investment policy, the District minimizes its credit risk by limiting its investment to the safest type of security and by requiring a rating of AAA or AAA-m.

NOTE 4: ACCOUNTS RECEIVABLE

Accounts Receivable totaled \$306,166 at September 30, 2011, consisting of:

City of Austin Mutual Aid Contract	\$ 218,095
Receivables from deployments	72,439
Receivables from other services	15,346
Receivables from employees for dependent insurance coverage	241
Receivables from AFLAC	<u>45</u>
Total Accounts Receivable	\$ 306,166

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

NOTE 5: CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2011, was as follows:

	Balance 10/1/2010	Additions/ Completions	Retirements/ Adjustments	Balance 9/30/2011
Governmental Activities				
Capital assets not beigin depreciated:				
Land	\$ 4,200	\$ -	\$ -	\$ 4,200
Total capital assets not being depreciated	4,200	-	-	4,200
Capital assets, being depreciated				
Vehicles	1,874,029	27,373	-	1,901,402
Equipment	431,891	19,826	(8,762)	442,955
Buildings	1,769,174	13,500	-	1,782,674
Total capital assets being depreciated	4,075,094	60,699	(8,762)	4,127,031
Less accumulated depreciation for:				
Vehicles	(597,837)	(180,713)	-	(778,550)
Equipment	(224,433)	(42,072)	3,488	(263,017)
Buildings	(629,706)	(84,456)	-	(714,162)
Total accumulated depreciation	(1,451,976)	(307,241)	3,488	(1,755,729)
Total capital assets, being depreciated, net	2,623,118	(246,542)	(5,274)	2,371,302
Governmental activities capital assets, net	2,627,318	(246,542)	(5,274)	2,375,502

Depreciation was charged to the general fund of \$307,241.

NOTE 6: LONG-TERM DEBT

At September 30, 2011, bonds payable consisted of the following:

2004, Limited Tax Improvement and Refunding Bonds, dated June 1, 2004, due annually September 1, 2005, through September 1, 2024, having approximate yields of 2% to 4.85 % paid March 1 and September 1 commencing March 1, 2005.

Balance October 1, 2010	Issues or Additions	Payments or Expenditures	Balance September 30, 2011
\$1,425,000	-0-	\$ 75,000	\$1,350,000

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

The annual aggregate maturities for the bonds for the years subsequent to September 30, 2011, are as follows:

Limited Tax Improvement and Refunding Bonds, Series 2004

<u>Year Ending September 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2012	80,000	60,755	140,755
2013	85,000	57,355	142,355
2014	85,000	53,743	138,743
2015	90,000	50,130	140,130
2016	95,000	46,305	141,305
Thereafter	915,000	203,105	1,118,105
Total	<u>\$1,350,000</u>	<u>\$ 471,393</u>	<u>\$ 1,821,393</u>

Changes in Outstanding Debt

Transactions for the year ended September 30, 2011, are summarized as follows:

	Balance October 1	Additions	Reductions	Balance September 30	Due within one year
<u>Governmental Activities:</u>					
Tax Revenue Bonds	\$ 1,425,000	\$ -	\$ 75,000	\$1,350,000	\$ 80,000
Compensated Absences	223,946	28,622	-	252,568	-
Total Governmental Activities	\$ 1,648,946	\$ 28,622	\$ 75,000	\$1,602,568	\$ 80,000

Limited Tax Improvement and Refunding Bonds –

On May 3, 2003, the voters of Travis County Emergency Services District No. 9 voted to authorize the issuance of \$5,000,000 in limited tax bonds. Of the \$5,000,000 of bonds authorized, \$1,800,000 were sold in June 2004.

Bonds are payable from and secured by the proceeds of a continuing, direct annual ad valorem tax levied, within the legal limitation of \$0.10 per \$100 of taxable assessed valuation, on all taxable property within the Travis County Emergency Services District No. 9. Proceeds from the sale of the bonds were used for the purposes of refunding certain outstanding debt obligation; the acquisition,

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

construction, renovation, and equipment of fire station and training facilities in the District and the purchase of necessary sites therefore, and the acquisition of emergency service vehicles; and paying the costs of issuance relating to the bonds.

Compensated Absences –

Compensated absences represent the estimate liability for employees' accrued vacation for which employees are entitled to be paid upon termination. The retirement of this liability is paid from the General Fund.

NOTE 7: PROPERTY TAXES

The District has contracted with the Travis County Tax Assessor Collector to bill and collect its property tax. The District's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the District. The assessed value of the roll as of January 1, 2010, upon which the 2010 levy was based, was \$5,143,096,554 as certified by the Travis Central Appraisal District.

Taxes are due by January 31 following the October 1 levy date. On February 1 of each year, a tax lien attaches to the property. The total 2010 levy was \$ 4,371,632 and the tax rate was \$ 0.085 per \$100 assessed valuation. Tax collections for the year ended September 30, 2011, were 99.8% of the 2010 tax levy.

NOTE 8: RETIREMENT PLAN

The District offers its full time employees a deferred compensation plan, named the "Travis County Emergency Services District No. Nine 457 plan", which permits them to defer a portion of their current salary until future years. Any contributions made to the deferred compensation plan, in compliance with Section 457 of the Internal Revenue Code, are not available to employees until termination of employment, retirement, or death. Contributions to the plan are administered by a private corporation under a contract with the District. In compliance with the provisions of the IRC Section 457(g), the plan assets are in custodial accounts for the exclusive benefit of the plans' participants and beneficiaries.

An additional feature of this plan is that the employer will match 100% of employee contributions up to 12% of that employee's compensation. Employer contributions are fully vested immediately to the employees' accounts. For the year ending September 30, 2011, contributions totaled \$522,440 for both the employer and employees, and there are no unfunded obligations.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

NOTE 9: LEASES

Operating Leases

The District leases a half-acre site for one of its fire stations from Eanes Independent School District under the terms of a 50-year operating lease at a cost of \$1.00 per year.

The District entered into a property lease on June 15, 1994, with the Travis County Water Control and Improvement District No. 10 for the purpose of housing a portable building under the terms of a ten year operating lease at a cost of \$10.00.

The District relocated its administrative offices and signed a new 38-month lease for this space in 2010. The monthly rents are:

October 1, 2010 – July 31, 2011	\$ 3,745
August 1, 2011 – July 31, 2012	\$ 3,855
August 1, 2013 – July 31, 2013	\$ 3,966

NOTE 10: COMMITMENTS

The District has an agreement with the City of Austin to provide dispatch services in exchange for first responder service to certain areas under the City of Austin's jurisdiction. The fair market value of the dispatching services is valued at \$37,925. This amount is not included in these financial statements. The City of Austin terminated this agreement effective January 12, 2012.

The District has a separate agreement with the City of Austin where the district provides first responder services to certain areas under the City of Austin's jurisdiction. The City of Austin pays the District's assessed valuation tax rate (\$0.085 per \$100) for each of these areas. For the fiscal year ending September 30, 2011, this amount was \$ 218,095.

The District entered into a management service agreement with ESD #3, a neighboring department in December of 2006. ESD #9 provides Emergency Prevention, Operations and Administrative Management in exchange for shared emergency resources. ESD #3 terminated this agreement effective February 4, 2012. The total amount received from ESD#3 for the year ending September 30, 2011, was \$54,751.

NOTE 11: EMPLOYEE BENEFITS

The District provides its employees with a variety of benefits including a health insurance plan. The District provides 100% of the employees' and 50% of the family's medical & dental insurance premium. In order to decrease the monthly premium for this policy, the District increased the annual deductible and reimburses the employees for a specified amount of their deductible, as well

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

as any family members on the plan. The cost of these reimbursements is included in personnel costs and totaled \$10,278 for the fiscal year ending in 2011.

To further contain insurance costs, the District offered employees a choice between traditional medical insurance and a high deductible plan partnered with a Health Savings Account (HSA). The District contributed \$31,000 to the employees' HSAs in 2011.

In 2007, the District established a Section 125 Plan for insurance and HSA deductions that gives the employees the opportunity to pay for these benefits on a pretax basis. Pretax benefits lower payroll-related taxes for both the employer and employees.

NOTE 12: ANNEXATION OF DISTRICT LAND BY THE CITY OF AUSTIN

For the fiscal year ending September 30, 2011 there were no annexations by the City of Austin.

NOTE 13: SUBSEQUENT EVENT

As part of a severance package for one of the District's former employees, the District paid \$64,118 in January 2012.

NOTE 14: FUND BALANCE

Fund Balance:

<u>Nonspendable</u>	
Prepaid Expenses	\$ 29,774
<u>Restricted</u>	
Debt Service	33,469
<u>Committed</u>	
Emergency Disaster	100,000
Severance	300,000
Operations	2,200,000
Vehicle Replacement	1,382,115
<u>Assigned</u>	
	<u>50,000</u>
<i>Total Fund Balance:</i>	<u>4,095,358</u>

The Health & Safety Code has established that the Board of Commissioners as being the highest official body authorized to assign fund balance amount for specific purposes. This authorization or removal of such authorization is generally achieved by a resolution of the Board.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

NOTE 15: EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND AND
AND GOVERNMENT-WIDE STATEMENTS

Differences between the Governmental Fund Balance Sheet and the Statement of Net Assets:

The differences (as reflected in the adjustments column) primarily result from the long-term Economic resources focus of the statement of net assets versus the current financial resources Focus of the governmental fund balance sheet.

Bond issue costs and bond discounts are amortized over the life of the bonds.

Unamortized bond issue costs	\$ 66,406
Unamortized bond discount	\$ 851

When capital assets (land, buildings, equipment) that are to be used in governmental activities are purchased or constructed, the costs of those assets are reported as expenditures in governmental funds. However, the statement of net assets includes those capital assets among the assets of the District as a whole.

Cost of capital assets	\$ 4,131,231
Accumulated Depreciation	(1,755,729)

Accrued interest payable is not due and payable in the current period, and, therefore, is not reported in the funds.

\$ 5,034

Taxes receivable are offset by deferred revenues in the governmental funds and thus are not Included in fund balance.

Deferred revenue	\$ (100,746)
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Long-term liabilities applicable to the district's governmental activities are not due and payable in the Current period and accordingly are not reported as fund liabilities. All liabilities – both current and Long-term—are reported in the statement of net assets.

Due within one year	\$ 80,000
Due after one year	\$ 1,522,568

Differences between the Governmental Fund Operating Statement and the Statement of Net Activities:

The differences (as reflected in the adjustments column) arise primarily from the long-term economic resources focus of the statement of activities versus the current financial resources focus of the governmental funds.

Some expenses reporting the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

Adjustment for compensated Leave	\$ 28,622
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TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2011

Some expenses reporting the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

Adjustment for compensated Leave	\$ 28,622
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When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	\$ (60,699)
Depreciation Expense	\$ 307,241

Repayment of notes payable is reported as an expenditure in governmental funds. For the district as a whole, however, the principal payments reduce the liabilities in the statement of net assets and do not result in an expense in the statement of activities.

Payment of Bond Principal	\$ (75,000)
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Interest expense and bond discounts are recognized as expenditures in the governmental funds. The statement of activities includes only the interest expense for the current period and the amortized portion of bond discounts.

Change in Accrued Interest Payable	\$ (264)
Amortized portion of bond discount	\$ <u>67</u>
Total adjustment	\$ (197)

Bond issue costs are recognized as expenditures in the governmental funds. The statement of activities includes only the amortized portion of bond issue costs

\$ 5,243

Because some property taxes will not be collected for several months after the district's fiscal year ends, they are not considered as "available" revenues in the governmental funds.

Adjustment for property taxes collected after year-end	\$ 4,895
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In the statement of activities, only the net gain/(loss) on the sale of equipment is reported, whereas in the governmental funds, only the gross proceeds from the sale increase financial resources. Thus, the change in net assets differs from the change in fund balance by the cost of the equipment less any accumulated depreciation.

Loss from disposal of equipment	\$ (5,275)
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TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NINE
 SCHEDULE OF REVENUE AND EXPENDITURES
 BUDGET vs ACTUAL GENERAL FUND
 YEAR ENDED SEPTEMBER 30, 2011

	BUDGETED AMOUNTS		ACTUAL AMOUNTS
	ORIGINAL	FINAL	
REVENUES:			
Ad valorem taxes	\$ 4,220,659	\$ 4,220,659	\$ 4,281,452
Penalties & Interest on Taxes	5,065	5,065	18,861
Interest	18,993	18,993	5,434
Contract Revenues	375,392	375,392	345,552
Miscellaneous Income	14,200	14,200	167,500
	-	-	-
TOTAL REVENUES	\$ 4,634,309	\$ 4,634,309	\$ 4,818,799
EXPENDITURES:			
Board of Commissioners Expenditures:			
Insurance	\$ 37,013	\$ 37,013	\$ 33,075
Financial consultant	22,510	22,510	21,214
Legal fees	10,000	10,000	6,225
Appraisal/assessor costs	36,300	36,300	38,284
Audit	7,800	7,800	7,800
Leases	46,000	46,000	45,768
Service Agreements	-	-	-
Miscellaneous	6,400	6,400	9,525
Personnel Costs	3,599,569	3,696,758	3,422,258
Station facilities and fixtures	89,120	89,120	79,951
Vehicles	82,500	82,500	107,675
Support equipment	41,500	43,000	42,210
Training and travel	59,400	70,400	50,651
Clothing	48,200	48,200	49,979
Recruiting and retention	30,500	30,500	18,907
Administrative expenditures	106,700	108,700	89,997
Communications	45,100	44,800	42,519
Programs	8,700	8,700	5,797
Bad Debt Expense	-	-	12,135
Dues and subscriptions	7,300	7,300	5,204
Disaster Funds	-	-	-
Capital Outlay	49,500	67,520	60,699
	-	-	-
TOTAL EXPENDITURES	\$ 4,334,112	\$ 4,463,521	\$ 4,149,873
OTHER SOURCES/(USES)			
Transfers In/(Out)	-	-	-
Sale of assets	-	-	-
Total Other Sources/(Uses)	-	-	-
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES and OTHER SOURCES/(USES)	\$ 300,197	\$ 170,788	\$ 668,926
FUND BALANCE:			
Beginning of year			3,392,963
End of year			\$ 4,061,889

See Accompanying Notes to the Financial Statements

**TRAVIS COUNTY
EMERGENCY SERVICES
DISTRICT NO. 14**

**Financial Statements for the
Year Ended September 30, 2011 and
Independent Auditors' Report**

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TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14

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MAXWELL LOCKE & RITTER LLP

Accountants and Consultants

An Affiliate of CPAmerica International

tel (512) 370 3200 fax (512) 370 3250
www.mlrpc.com

Austin: 401 Congress Avenue, Suite 1100
Austin, TX 78701

Round Rock: 303 East Main Street
Round Rock, TX 78664

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of
Travis County Emergency Services District No. 14:

We have audited the accompanying financial statements of the governmental activities and the major fund of Travis County Emergency Services District No. 14 (the "District") as of and for the year ended September 30, 2011, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the District as of September 30, 2011, the respective changes in financial position, and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 2 through 5 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Maxwell Locke & Ritter LLP

March 15, 2012

Affiliated Company

ML&R WEALTH MANAGEMENT LLC

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This firm is not a CPA firm*

Travis County Emergency Services District No. 14

Management's Discussion & Analysis

September 30, 2011

In accordance with Governmental Accounting Standards Board ("GASB") Statement No. 34, the management of Travis County Emergency Services District No. 14 (the "District") offers the following narrative on the financial performance of the District for the year ended September 30, 2011. Please read it in connection with the District's financial statements that follow.

For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "General Fund" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the Statement of Net Assets and the Statement of Activities.

Overview of the Basic Financial Statements

The District's reporting is comprised of two parts:

- *Management's Discussion and Analysis* (this section)
- *Basic Financial Statements*
 - *Statement of Net Assets and Governmental Fund Balance Sheet*
 - *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance*
 - *Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund*
 - *Notes to Basic Financial Statements*

The *Statement of Net Assets and Governmental Fund Balance Sheet* includes a column (titled "General Fund") that represents a balance sheet prepared using the modified accrual basis of accounting. The adjustments column converts those balances to a balance sheet that more closely reflects a private-sector business. Over time, increases or decreases in the District's net assets will indicate financial health.

The *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance* includes a column (titled "General Fund") that derives the change in fund balance resulting from current year revenues, expenditures, and other financing sources or uses. These amounts are prepared using the modified accrual basis of accounting. The adjustments column converts those activities to full accrual, a basis that more closely represents the income statement of a private-sector business.

The *Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund* presents a comparison statement between the District's adopted budget to its actual results.

The *Notes to Basic Financial Statements* provide additional information that is essential to a full understanding of the information presented in the *Statement of Net Assets and Governmental Fund Balance Sheet* and the *Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance*.

The District as a Whole

The District's combined net assets for the years ending September 30, 2011 and 2010 are shown in the table below. Our analysis below focuses on the net assets and changes in the net assets of the District's governmental activities as reported in the accrual basis of accounting.

STATEMENT OF NET ASSETS

	<u>9/30/2011</u>	<u>9/30/2010</u>
Assets:		
Current	\$ 610,219	\$ 666,744
Capital assets (net of accumulated depreciation)	729,735	742,031
TOTAL ASSETS	<u>\$ 1,339,954</u>	<u>\$ 1,408,775</u>
Liabilities-		
Current liabilities	\$ 88,388	\$ 179,255
TOTAL LIABILITIES	<u>88,388</u>	<u>179,255</u>
Net Assets:		
Invested in capital assets	729,735	742,031
Unrestricted	521,831	487,489
TOTAL NET ASSETS	<u>\$ 1,251,566</u>	<u>\$ 1,229,520</u>

The District's total assets were approximately \$1,340,000 as of September 30, 2011. Of this amount, approximately \$730,000 is accounted for by capital assets. The District had outstanding liabilities of approximately \$88,000 as of September 30, 2011 which represents current liabilities.

The changes in net assets for the respective periods are also shown in the table below.

STATEMENT OF ACTIVITIES

	<u>9/30/2011</u>	<u>9/30/2010</u>
Expenses:		
Service operations	\$ 927,464	\$ 871,294
Depreciation	53,349	51,282
Debt service	-	1,831
TOTAL EXPENSES	<u>980,813</u>	<u>924,407</u>
Revenues:		
General revenues	993,016	1,009,120
Gain on impairment	9,843	-
TOTAL REVENUES	<u>1,002,859</u>	<u>1,009,120</u>
CHANGE IN NET ASSETS	<u>\$ 22,046</u>	<u>\$ 84,713</u>

General revenues decreased by approximately \$16,000 to approximately \$993,000 for the fiscal year ended September 30, 2011 due to a decrease in property tax revenue. Property taxes generated approximately \$992,000 in revenues. Total expenses increased by approximately \$56,000 to approximately \$981,000 for the fiscal year ended September 30, 2011. Net assets increased approximately \$22,000 for the fiscal year ended September 30, 2011 compared to an increase of approximately \$85,000 for the fiscal year ended September 30, 2010.

The District Governmental Fund

At the end of the fiscal year September 30, 2011, the District's governmental fund reported a fund balance of approximately \$499,000, which is an increase of approximately \$35,000 from last year, the majority of which is due to insurance proceeds received on an impaired capital asset.

For the year ended September 30, 2011, the District adopted GASB Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions* which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Those fund balance classifications are described below.

Nonspendable - Amounts that cannot be spent because they are either not in a spendable form or are legally or contractually required to be maintained intact.

Restricted - Amounts that can be spent only for specific purposes because of constraints imposed by external providers, or imposed by constitutional provisions or enabling legislation.

Committed - Amounts that can only be used for specific purposes pursuant to approval by formal action by the Board of Commissioners.

Assigned - For the General Fund, amounts that are appropriated by the Board of Commissioners, or their designee, that are to be used for specific purposes. For all other governmental funds, any remaining positive amounts not previously classified as nonspendable, restricted or committed.

Unassigned - Amounts that are available for any purpose; these amounts can be reported only in the District's General Fund.

General Fund Budgetary Highlights

Over the course of the fiscal year, the District revised its General Fund budget. These budget amendments include supplemental appropriations throughout the fiscal year to prevent budget line item overruns. Total budgeted expenditures in the final amended General Fund budget increased as compared to the original budget to cover additional costs related to the Volente Volunteer Fire Department station planning project.

With these budget adjustments, the actual expenditures in the General Fund were approximately \$145,000 below the final budget amounts. Resources available for appropriation were approximately \$24,000 above the final budgeted amount. The reason for the increase was due to the property tax collections being more than budgeted.

Capital Asset and Debt Administration

Capital Assets

At September 30, 2011, the District had the following capital assets in operation:

CAPITAL ASSETS AT YEAR END

	9/30/2011	9/30/2010
Land	\$ 252,997	\$ 252,997
Vehicles	654,994	649,634
Equipment	85,978	54,768
Buildings	43,049	43,049
TOTAL CAPITAL ASSETS	1,037,018	1,000,448
Accumulated depreciation	(307,283)	(258,417)
TOTAL NET CAPITAL ASSETS	\$ 729,735	\$ 742,031

For the year ended September 30, 2011, the District's capital outlay totaled approximately \$68,000, consisting of purchases of equipment and a vehicle. More detailed information about the District's capital assets is presented in the *Notes to Basic Financial Statements*.

Economic Factors, Next Year's Budgets and Rates

The District's Board of Commissioners considered various factors when setting the fiscal year budget and the ad valorem tax rate that will be charged for the governmental activities. Considerations included the economy of the area within the District boundaries. Tax revenues are currently limited by the mandatory \$0.10 per \$100 of assessed valuation cap. The adopted budget for fiscal year 2012 for the District's governmental fund projects a fund balance increase of approximately \$100,000.

Contacting the District's Financial Management

This financial report is designed to provide a general overview of the District's finances and to demonstrate the District's accountability for the funds it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the District at Travis County Emergency Services District No. 14, Attn: Treasurer, 15406 FM 2769, Volente, Texas 78641.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14**STATEMENT OF NET ASSETS AND GOVERNMENTAL FUND BALANCE SHEET
SEPTEMBER 30, 2011**

	GENERAL FUND	ADJUSTMENTS (NOTE 2)	STATEMENT OF NET ASSETS
ASSETS:			
Cash and cash equivalents	\$ 584,639	-	584,639
Taxes receivable	25,580	-	25,580
Capital assets (net of accumulated depreciation):			
Land	-	252,997	252,997
Vehicles	-	379,555	379,555
Equipment	-	61,942	61,942
Buildings	-	35,241	35,241
TOTAL ASSETS	\$ 610,219	729,735	1,339,954
LIABILITIES:			
Accounts payable	\$ 88,388	-	88,388
Deferred revenue	22,693	(22,693)	-
Total liabilities	111,081	(22,693)	88,388
FUND BALANCE/NET ASSETS-			
Fund balance-			
Unassigned	499,138	(499,138)	-
Total fund balance	499,138	(499,138)	-
TOTAL LIABILITIES AND FUND BALANCE	\$ 610,219		
Net assets:			
Invested in capital assets		729,735	729,735
Unrestricted		521,831	521,831
TOTAL NET ASSETS		\$ 1,251,566	\$ 1,251,566

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14**STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE
YEAR ENDED SEPTEMBER 30, 2011**

	GENERAL FUND	ADJUSTMENTS (NOTE 2)	STATEMENT OF ACTIVITIES
EXPENDITURES/EXPENSES:			
Service operations:			
Volente Volunteer Fire Department funding	\$ 613,663	-	613,663
City of Cedar Park contract	261,432	-	261,432
Legal fees	12,760	-	12,760
Station planning	11,000	-	11,000
Special election	9,189	-	9,189
Tax appraisal/collection fees	9,102	-	9,102
Membership dues	1,000	-	1,000
Audit fees	8,000	-	8,000
Training and travel	660	-	660
Bank fees	150	-	150
Office supplies	398	-	398
Other expenses	110	-	110
Capital outlay	68,210	(68,210)	-
Depreciation	-	53,349	53,349
Total expenditures/expenses	995,674	(14,861)	980,813
REVENUES:			
General revenues:			
Property taxes, including penalties and interest	992,109	(490)	991,619
Interest	939	-	939
Other	458	-	458
Total revenues	993,506	(490)	993,016
OTHER FINANCING SOURCES -			
Insurance proceeds/			
Gain on impairment	37,000	(27,157)	9,843
Total revenues and other financing sources	1,030,506	(27,647)	1,002,859
Excess of revenues and other sources over expenditures	34,832	(34,832)	-
Change in net assets	-	22,046	22,046
FUND BALANCE/NET ASSETS:			
Beginning of year	464,306	765,214	1,229,520
End of year	\$ 499,138	752,428	1,251,566

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED SEPTEMBER 30, 2011**

	BUDGET		ACTUAL	VARIANCE
	ORIGINAL	FINAL		
REVENUES:				
General revenues:				
Property taxes, including penalties and interest	\$ 968,313	968,313	992,109	23,796
Interest	1,000	1,000	939	(61)
Other	-	-	458	458
Total revenues	969,313	969,313	993,506	24,193
EXPENDITURES:				
Service operations:				
Volente Volunteer				
Fire Department funding	655,450	715,450	613,663	101,787
City of Cedar Park contract	390,000	330,000	261,432	68,568
Legal fees	10,000	10,000	12,760	(2,760)
Station planning	-	50,000	11,000	39,000
Special election	10,000	10,000	9,189	811
Tax appraisal/collection fees	9,659	9,629	9,102	527
Membership dues	1,100	1,100	1,000	100
Audit fees	7,250	8,000	8,000	-
Training and travel	1,600	1,600	660	940
Bank fees	500	500	150	350
Office supplies	500	500	398	102
Other expenses	3,450	3,450	110	3,340
Capital outlay	-	-	68,210	(68,210)
Total expenditures	1,089,509	1,140,229	995,674	144,555
OTHER FINANCING SOURCES -				
Insurance proceeds	-	-	37,000	37,000
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES	(120,196)	(170,916)	34,832	205,748
FUND BALANCE:				
Beginning of year	464,306	464,306	464,306	-
End of year	\$ 344,110	293,390	499,138	205,748

The notes to financial statements are an integral part of this statement.

TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 14

NOTES TO BASIC FINANCIAL STATEMENTS YEAR ENDED SEPTEMBER 30, 2011

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Travis County Emergency Services District No. 14 (the "District") was approved by voters of the District in a general election on November 5, 1985 as Travis County Fire Control District No. 11. Pursuant to Texas Health and Safety Code 794.100, the District was legally converted to a district operating under the Texas Health and Safety Code, Chapter 775, by an election of the voters of the District held on November 2, 1999. As a result, the name of the District changed effective December 2, 1999, and the District automatically assumed all rights and obligations of the former entity. The District provides fire suppression, emergency medical and rescue first response, hazardous materials incident response, and other emergency incident response that may arise within its boundaries.

The reporting entity of the District encompasses those activities and functions over which the District's appointed officials exercise significant oversight or control. The District is governed by a five member Board of Commissioners (the "Board") which has been appointed by the Travis County Commissioners' Court, in accordance with state law. The District is not included in any other governmental "reporting entity" as defined by the Governmental Accounting Standards Board ("GASB") Statement No. 14 since Board members are elected by the public and have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

Government-Wide and Fund Financial Statements - For purposes of GASB Statement No. 34, the District is considered a special purpose government. This allows the District to present the required fund and government-wide statements in a single schedule. The requirement for fund financial statements that are prepared on the modified accrual basis of accounting is met with the "General Fund" column. An adjustment column includes those entries needed to convert to the full accrual basis government-wide statements. Government-wide statements are comprised of the statement of net assets and the statement of activities.

The government-wide financial statements report information on all of the activities of the District.

The statement of activities demonstrates the degree to which the expenses are offset by program revenues. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by the District. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Amounts reported as program revenues include charges to customers or applicants for goods, services, or privileges provided. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Major revenue sources considered susceptible to accrual include interest income. An accrual for property taxes collected within sixty days of year-end has been made; delinquent property taxes at period end are reported as deferred revenue.

The District reports the following major governmental fund:

The General Fund includes financial resources used for general operations. It is a budgeted fund, and any unassigned fund balances are considered resources available for current operations.

Budgets and Budgetary Accounting

Formal budgetary integration is employed as a management control device for the General Fund. Prior to the beginning of each fiscal year, the District prepares a budget. The operating budget includes proposed expenditures and the means of financing those expenditures and is adopted on the modified accrual basis, which is consistent with generally accepted accounting principles.

Public meetings are conducted at which all interested persons' comments concerning the budget are heard. After such meetings, the Board formally adopts the budget through passage of an ordinance. The District may amend the budget throughout the year, approving such additional expenditures as may be required. All annual appropriations for the General Fund lapse at the fiscal year-end.

Assets, Liabilities, and Net Assets or Equity

Cash and cash equivalents - The District considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Investments - The District is entitled to invest any and all of its funds in obligations of, or guaranteed by, the United States of America or its agencies, certificates of deposit, and certain public fund investment pools. The District's investment policies and types of investments are governed by Section 2256 of the Government Code ("Public Funds Investment Act"). The District's management believes that it complied with the requirements of the District's investment policy and the Public Funds Investment Act. The District accrues interest on temporary investments based on the terms and effective interest rates of the specific investments.

Capital Assets - Capital assets, which include land, buildings, vehicles and equipment are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of at least \$5,000. Such assets are recorded at historical cost if purchased or estimated fair value at the date of donation if donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

Capital assets (other than land) are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset</u>	<u>Years</u>
Buildings	39.5
Vehicles	10-20
Equipment	10

Ad Valorem Property Taxes - Allowances for uncollectibles within the General Fund are based upon historical experience in collecting property taxes. Uncollectible personal property taxes are periodically reviewed and written off, but the District is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

Fund Equity - The District adopted GASB Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions* which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. See Note 7 for additional information on those fund balance classifications.

2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Amounts reported for governmental activities in the statement of net assets are different because:

Governmental fund total fund balance	\$ 499,138
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	
Capital assets, net of accumulated depreciation	729,735
Deferred tax revenue is not available to pay for current-period expenditures and, therefore, is deferred in the funds.	<u>22,693</u>
Total net assets	<u>\$ 1,251,566</u>

Amounts reported for governmental activities in the statement of activities are different because:

Excess of revenues and other sources over expenditures	\$ 34,832
Governmental funds report capital outlays as expenditures.	
However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	
Capital outlay	68,210
Depreciation expense	(53,349)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	
Change in deferred tax revenue	(490)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	
Impairment loss	<u>(27,157)</u>
Change in net assets	<u>\$ 22,046</u>

3. CASH AND TEMPORARY INVESTMENTS

The District's deposits are required to be secured in the manner provided by law for the security of the funds. At September 30, 2011, such deposits were entirely covered by Federal Deposit Insurance Corporation ("FDIC") insurance or secured by collateral pledged by the depository.

The Public Funds Investment Act authorizes the District to invest in funds under a written investment policy. The District's deposits and investments are invested pursuant to the investment policy, which is approved annually by the Board. The primary objectives of the District's investment strategy, in order of priority, are safety, liquidity, and yield.

4. CAPITAL ASSETS

Capital assets activity for the fiscal year ended September 30, 2011 was as follows:

	Balance September 30, 2010	Additions	Retirements and Transfers	Balance September 30, 2011
Capital assets not being depreciated-				
Land	\$ 252,997	-	-	252,997
Total capital assets not being depreciated	252,997	-	-	252,997
Capital assets being depreciated:				
Vehicles	649,634	37,000	(31,640)	654,994
Equipment	54,768	31,210	-	85,978
Buildings	43,049	-	-	43,049
Total capital assets being depreciated	747,451	68,210	(31,640)	784,021
Less accumulated depreciation for:				
Vehicles	(234,570)	(45,352)	4,483	(275,439)
Equipment	(17,129)	(6,907)	-	(24,036)
Buildings	(6,718)	(1,090)	-	(7,808)
Total accumulated depreciation	(258,417)	(53,349)	4,483	(307,283)
Total capital assets being depreciated, net	489,034	14,861	(27,157)	476,738
Capital assets, net	\$ 742,031	14,861	(27,157)	729,735

Impairment loss - An impairment loss of \$27,157 was incurred during the current year due to an accident in which a District vehicle was totaled, resulting in a full impairment of the carrying value of the capital asset. The total impairment loss incurred was netted with current year insurance proceeds of \$37,000, resulting in an overall gain on impairment of \$9,843 during the current year, which is reflected as another financing source in the government-wide financial statements.

5. DEFERRED REVENUE

Deferred revenue at September 30, 2011 as reported in the General Fund consisted of net tax revenue of \$22,693.

6. PROPERTY TAXES

The District is authorized to levy a tax each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located within its boundaries. Assessed values are established annually by the Travis Central Appraisal District. District property tax revenues are recognized when levied to the extent that they are collected in the current year. The uncollected balance is reported as deferred revenue. Taxes receivable are due January 1 and are delinquent if received after January 31 and are subject to penalty and interest charges.

In September 2010, the District levied a tax rate of \$0.10 per \$100 of assessed valuation to finance operating expenditures. The total 2010 tax levy was \$987,255 based on a taxable valuation of \$987,255,055.

7. FUND BALANCE

For the year ended September 30, 2011, the District adopted GASB Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions* which establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Those fund balance classifications are described below.

Nonspendable - Amounts that cannot be spent because they are either not in a spendable form or are legally or contractually required to be maintained intact.

Restricted - Amounts that can be spent only for specific purposes because of constraints imposed by external providers, or imposed by constitutional provisions or enabling legislation.

Committed - Amounts that can only be used for specific purposes pursuant to approval by formal action by the Board.

Assigned - For the General Fund, amounts that are appropriated by the Board or Board designee that are to be used for specific purposes. For all other governmental funds, any remaining positive amounts not previously classified as nonspendable, restricted or committed.

Unassigned - Amounts that are available for any purpose; these amounts can be reported only in the District's General Fund.

The detail of the fund balance is included in the Governmental Fund Balance Sheet on page 6.

Fund balance of the District may be committed for a specific purpose by formal action of the Board, the District's highest level of decision-making authority. Commitments may be established, modified, or rescinded only through a resolution approved by the Board. The Board maintains the authority to assign fund balance for a specific purpose.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

8. CONTRACTED SERVICES

The District entered into an agreement with the Volente Volunteer Fire Department (“VVFD”) that was effective January 1, 2007 for a period of one year. This agreement has been extended annually since January 1, 2008. The District agreed to fund the operations of the VVFD monthly, as funds are available, based on a budget for the VVFD that is approved by the District. In exchange for the funding provided by the District, the VVFD agreed to provide emergency services including fire fighting and first responder assistance in the geographic area served by the District. Expenditures of \$681,873 (which includes \$68,210 of capital outlay) as presented in the statement of activities and governmental fund revenues, expenditures, and changes in fund balance were incurred by the District related to this agreement during the year ended September 30, 2011.

In fiscal year 2004, the District entered into an agreement with the City of Cedar Park, Texas for fire protection and limited emergency medical services. This agreement was extended annually since December 31, 2005. The District paid the City of Cedar Park, Texas quarterly based on a service rate for each water meter within the boundaries of the service area. In June 2010, the District provided the City of Cedar Park with a twelve month notice of termination for the agreement. In June 2011, the contract was terminated. Expenditures of \$261,432 were incurred by the District related to this agreement during the year ended September 30, 2011.

9. RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District, through the VVFD, purchases its insurance from regular commercial companies. As of September 30, 2011, no claims or losses have been incurred that were not covered by insurance. There is no liability due to any claim or suit having been filed within the last three years.

10. SUBSEQUENT EVENT

On December 28, 2011, the City of Cedar Park, Texas annexed a portion of the District’s territory. An order is required to be approved by the Board to remove the territory from the District. The annexation will result in a decrease in the appraised property value of the District and thus decrease the District’s future property tax revenue.



Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

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 April 3, 2012.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

STAFF RECOMMENDATIONS:

ISSUES AND OPPORTUNITIES:

FISCAL IMPACT AND SOURCE OF FUNDING:

REQUIRED AUTHORIZATIONS:

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



Minutes for the Travis County Commissioners Court Tuesday, April 3, 2012 Voting Session

Minutes Prepared by the Travis County Clerk
512-854-4722 • www.co.travis.tx.us • PO Box 149325, Austin, TX 78714-9325

Call to Order

Meeting called to order on April 3, 2012, in the Ned Granger Building, Commissioners Courtroom, 1st Floor, 314 W. 11th St., Austin, TX. Dana DeBeauvoir, County Clerk, was represented by Deputies Gillian Porter and Robert Resnick.

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

Citizens Communication

Members of the Court heard from:

Kate Capenhead, Travis County Coming of Age Metro Program
Morris Priest, Travis County Resident
Rick Luna, Travis County Resident
Gavino Fernandez, Deputy Director, District 12, League of United Latin American Citizens (LULAC)
Dr. John K. Kim, Travis County Resident
Scott Johnson, Project Manager, Central Texas Electric Lawn Mower Program

Public Hearings

1. Receive comment regarding request from Apple Inc. for financial incentives and an economic development agreement.

Clerk's Note: The Court approved without objection opening the Public Hearing.

Members of the Court heard from:

Leslie Browder, County Executive, Planning and Budget Office (PBO)
Clarke Heidrick, Chairman, Greater Austin Chamber of Commerce Board
Victor Gonzales, Mayor Pro Tem, City of Pflugerville
Alan Miller, Travis County Resident
Gary Farmer, Vice Chair, Economic Development, Greater Austin Chamber of Commerce Board
Martha Smiley, Vice Chair, Regional Infrastructure, Greater Austin Chamber of Commerce Board
Mark Curry, Wells Fargo
Jimmy Flannigan, Vice President, Austin Gay and Lesbian Chamber of Commerce
Sid Covington, Chairman, Lone Star Rail District
Dr. John K. Kim, Travis County Resident
Katie Peterson-Gipson, Budget Analyst, PBO
Dr. Laura Pressley, Travis County Resident

David Escamilla, Travis County Attorney
Ed Wendler, Jr., Travis County Resident
Bill Aleshire, Former Travis County Judge
Debbie Russell, Travis County Resident
Scott Johnson, Travis County Resident

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

Special Item

2. Consider and take appropriate action on an order concerning outdoor burning in the unincorporated areas of Travis County.

RESULT: **ADDED TO CONSENT**

Clerk's Note: The County Judge announced that by taking no action, the prohibition against outdoor burning remains lifted.

Resolutions and Proclamations

3. Approve Proclamation declaring the month of April 2012 as Wildfire Awareness Month and recognize related events in Travis County.

Members of the Court heard from:

Tony Callaway, Assistant Fire Marshal, Fire Marshall's Office
Lisa Block, Public Information Officer, Emergency Services
Danny Hobby, County Executive, Travis County Emergency Services

MOTION: Approve the Proclamation in Item 3.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Sarah Eckhardt, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Health and Human Services Dept. Items

4. Receive 2011 annual report from Travis County Healthcare District D/B/A Central Health.

Members of the Court heard from:

Mike McKinnon, Communications Coordinator, Central Health
Tom Coopwood, Former Board Member, Central Health
Christie Garbe, Chief Communications and Planning Officer, Central Health

RESULT: **DISCUSSED**

Planning and Budget Dept. Items

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

RESULT: ADDED TO CONSENT

6. Approve amendment to Fiscal Year 2012 Agreement with the Office of the Governor, Criminal Justice Division, to include generated program income from the 2nd quarter in the budget for the Drug Diversion Court Program managed by Pretrial Services.

RESULT: ADDED TO CONSENT

Administrative Operations

7. 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 \$718,070.63 for the period of March 16 to March 22, 2012.

RESULT: ADDED TO CONSENT

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

RESULT: ADDED TO CONSENT

Purchasing Office Items

9. Approve order exempting the purchase of Agilent 5975c chromatograph/mass spectrometer (GC/MS) system from Agilent Technologies from the competitive procurement process pursuant to Section 262.024 (a) (7) (a) of the County Purchasing Act.

RESULT: ADDED TO CONSENT

10. Approve Modification No. 5 To Interlocal No. IL000065EF, Capital Area Rural Transportation, for community transit services.

RESULT: ADDED TO CONSENT

Transportation and Natural Resources Items

11. Consider and take appropriate action on a proposed miscellaneous easement to be granted by the State of Texas to Travis County required by the U.S. Army Corps of Engineers and the State as a condition for initiating construction activity on the Caldwell Lane, Section 14 Emergency Streambank Erosion Protection (2005 CIP Bond) Project in Precinct Four. (Commissioner Gómez)

RESULT: ADDED TO CONSENT

12. Consider and take appropriate action on the TNR Road Maintenance Fiscal Year 2012 Work Plan.

Members of the Court heard from:

Steve Manilla, County Executive, Transportation and Natural Resources (TNR)
Don Ward, Division Director, Road Maintenance and Fleet Services, TNR

MOTION: Approve Item 12.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Margaret J. Gómez, Commissioner

AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

13. Consider and take appropriate action on a Cash Security Agreement with PGM Design & Build Inc. for sidewalk fiscal for Overlook Estates Phase 1 Lot 39 Block 2, in Precinct Three. (Commissioner Huber)

RESULT: **ADDED TO CONSENT**

14. Consider and take appropriate action on a Cash Security Agreement with JKD Builder, LLC., for sidewalk fiscal for Overlook Estates Phase 1 Lot 34 Block 2, in Precinct Three. (Commissioner Huber)

RESULT: **ADDED TO CONSENT**

15. Consider and take appropriate action on a Cash Security Agreement with Piller Custom Homes, Inc., for sidewalk fiscal for Overlook Estates Phase 1 Lot 36 Block 2, in Precinct Three. (Commissioner Huber)

RESULT: **ADDED TO CONSENT**

16. Consider and take appropriate action on the acceptance of the dedication of the public street and drainage facilities within Sweetwater Section One, Pedernales Summit Parkway in Precinct Three. (Commissioner Huber)

RESULT: **ADDED TO CONSENT**

17. Consider and take appropriate action on a plat for recording - Ragan subdivision in Precinct Three. (Commissioner Huber)

RESULT: **ADDED TO CONSENT**

18. Consider and take appropriate action on the following requests for the Commons at Rowe Lane Phase IIIB:

- a. An Alternative Fiscal Agreement; and
- b. A Cash Security Agreement. (Commissioner Davis)

RESULT: **ADDED TO CONSENT**

19. Consider and take appropriate action on a request for a total plat vacation of the Bluff Springs Estates Section Two Final Plat in Precinct Four. (Commissioner Gómez)

RESULT: **ADDED TO CONSENT**

20. Consider and take appropriate action on two street name assignments for private easements off Hamilton Pool Road to be known as "Imagine Way" and "Foxtrot Lane" in Precinct Three. (Commissioner Huber)

Members of the Court heard from:

Steve Manilla, County Executive, TNR
Gayla Dembkowski, GIS Specialist, TNR
Stephanie Jensen, Travis County Addressing Coordinator, 911 Addressing Office, City of Austin
Lisa Rhoden, Travis County Resident
Larry Wood, Travis County Resident
Desi Rhoden, Travis County Resident

MOTION: Approve Item 20.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Karen L. Huber, Commissioner
SECONDER: Margaret J. Gómez, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Other Items

21. Receive monthly financial reports for the month of February 2012.

RESULT: **ADDED TO CONSENT**

22. Consider and take appropriate action on the appointment of Veronica Frederick to the Emergency Services District No. 14 Board of Commissioners, effectively immediately through December 31, 2013. (Commissioner Huber)

RESULT: **ADDED TO CONSENT**

23. Consider and take appropriate action on the reappointment of Al Blunt to the Emergency Services District No. 14 Board of Commissioners, effectively immediately through December 31, 2013. (Commissioner Huber)

RESULT: **ADDED TO CONSENT**

Executive Session Items

The Commissioners Court will consider the following items in Executive Session. The Commissioners Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners Court announces that the item will be considered during Executive Session.

Note 1: Gov't Code Ann 551.071, Consultation with Attorney

Note 2: Gov't Code Ann 551.072, Real Property

Note 3: Gov't Code Ann 551.074, Personnel Matters

Note 4: Gov't Code Ann 551.076, Security

Note 5: Gov't Code Ann 551.087, Economic Development Negotiations

24. Consider and take appropriate action on economic development agreement with Apple, Inc. ^{1 and}₅

Judge Biscoe announced that Item 24 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann 551.087, Economic Development Negotiations.

MOTION: Direct Staff to negotiate specific terms and conditions with Apple, Inc. in a meeting to be set as soon as possible, that the matter be handled as expeditiously as possible, and that the matter be back on the Court's Agenda Tuesday, April 17, 2012, unless otherwise indicated.
RESULT: **APPROVED [4 TO 0]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Margaret J. Gómez, Commissioner
AYES: Samuel T. Biscoe, Ron Davis, Karen L. Huber, Margaret J. Gómez
ABSTAIN: Sarah Eckhardt

25. Consider and take appropriate action regarding Circuit of the Americas and Formula One, including but not limited to the following:
- a. The Mass Gatherings Act;
 - b. Improvements to Elroy, McAngus and Kellam Roads;
 - c. Proposed public safety plan;
 - d. Proposed traffic management plan; and
 - e. Other related issues.¹

Judge Biscoe announced that Item 25 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Members of the Court heard from:

Phyllis Clair, Major, Travis County Sheriff's Office (TCSO)
David Greear, Traffic Manager, TNR
Steve Manilla, County Executive, TNR
Tom Nuckols, Assistant County Attorney
Anna Bowlin, Program Manager, Planning and Engineering, TNR
Danny Hobby, County Executive, Travis County Emergency Services
Hershel Lee, Travis County Fire Marshal

MOTION: Authorize Staff to immediately send a letter to the Circuit of the Americas (COTA) listing items related to County development permit and Mass Gathering Act requirements that need to be submitted to the County by April 30, 2012, with a view toward having a final traffic plan, roadway agreement and other final items related to County permits by June 1, 2012, so as to enable a public hearing in July, 2012. Also, authorize Staff to send weekly letters to COTA documenting any issues that arise in adhering to this schedule.

MOVER: Samuel T. Biscoe, Judge

SECONDER: Margaret J. Gómez, Commissioner

FRIENDLY

AMENDMENT: Authorize Tom Nuckols, Assistant County Attorney to write the letters and coordinate with relevant Staff.

MOVER: Sarah Eckhardt, Commissioner

RESULT: **FRIENDLY AMENDMENT ACCEPTED**

Clerk's Note: A Vote on the Standing Motion was taken.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Samuel T. Biscoe, Judge

SECONDER: Margaret J. Gómez, Commissioner

AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

MOTION: Direct PBO Staff to analyze COTA's proposed economic development plan, using the draft economic development policy as a template and report back to the Commissioners Court on their evaluation within two weeks.

MOVER: Sarah Eckhardt, Commissioner

SECONDER: Ron Davis, Commissioner

FRIENDLY

AMENDMENT: That Susan Spataro, Travis County Auditor, works with PBO on the analysis.

MOVER: Margaret J. Gómez, Commissioner

RESULT: FRIENDLY AMENDMENT NOT ACCEPTED

Clerk's Note: A Vote on the Standing Motion was taken.

RESULT: APPROVED [UNANIMOUS]

MOVER: Sarah Eckhardt, Commissioner

SECONDER: Ron Davis, Commissioner

AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

MOTION: Request that Susan Spataro, Travis County Auditor works with PBO on the financial analysis.

RESULT: APPROVED [4 TO 1]

MOVER: Margaret J. Gómez, Commissioner

SECONDER: Samuel T. Biscoe, Judge

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

NAYS: Sarah Eckhardt

26. Consider and take appropriate action regarding request by Upshur County Commissioners Court for an easement to continue to access its property through Travis County-owned property in Throckmorton County.^{1 and 2}

Judge Biscoe announced that Item 26 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 the County Judge to send a letter to our manager asking to continue to grant Upshur County access across Throckmorton County property as we have done historically.

RESULT: APPROVED [UNANIMOUS]

MOVER: Samuel T. Biscoe, Judge

SECONDER: Margaret J. Gómez, Commissioner

AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

27. Receive briefing from the County Attorney and take appropriate action regarding violations of the Travis County Fire Code at 5496 East State Highway 71. (Commissioner Gómez)¹

Judge Biscoe announced that Item 27 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

MOTION: Approve the proposed Resolution regarding violations at 5496 East State Highway 71, and that we give the tenant of the property notice of the County's Resolution.

RESULT: APPROVED [UNANIMOUS]

MOVER: Samuel T. Biscoe, Judge

SECONDER: Margaret J. Gómez, Commissioner

AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

28. Consider and take appropriate action on a request from the City Of Austin (Austin Energy) for an easement from Travis County, totaling 0.753 acre in size in exchange for the City's release of three unused existing utility easements on, over, and across county-owned land located at 14624 Hamilton Pool Road in Precinct Three. (Commissioner Huber)²

Judge Biscoe announced that Item 28 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: Accept the release given to Travis County by Austin Energy for three easements at 14624 Hamilton Pool Road and that we grant the request for

the easement to Austin Energy.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Karen L. Huber, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

29. Consider and take appropriate action on an offer from A & J Leasing, LLC to sell Travis County a 600 square foot (20' x 30') utility easement to accommodate required utility-related relocation work sited adjacent to the northern boundary of the existing right-of-way for Gattis School Road in Precinct One. (Commissioner Davis)²

Judge Biscoe announced that Item 29 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.072, Real Property.

MOTION: Accept the offer and agree to pay \$1,500.00 to obtain the easement.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

30. Consider and take appropriate action regarding plans for closed Travis County facility at 9500 East Highway 290.^{1 and 2}

Judge Biscoe announced that Item 30 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 Staff to proceed with the remediation and enter into a contract with Austin Country, Inc., the owner of the property, and that we ask the Texas Commission on Environmental Quality (TCEQ) to apportion the cost of the this in the future.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Samuel T. Biscoe, Judge
SECONDER: Ron Davis, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

Consent Items

MOTION: Approve the following Consent Items: C1–C8 and Agenda Items 2, 5, 6, 7, 8, 9, 10, 11, 13, 14, 15, 16, 17, 18.a–b, 19, 21, 22, and 23.
RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Margaret J. Gómez, Commissioner
SECONDER: Karen L. Huber, Commissioner
AYES: Biscoe, Davis, Eckhardt, Huber, Gómez

- C1. Receive bids from County Purchasing Agent.
- C2. Approve payment of claims and authorize County Treasurer to invest County funds.
- C3. Approve Commissioners Court Minutes for the Voting Session of March 20, 2012.
- C4. Approve setting a public hearing on Tuesday, April 17, 2012 to receive comments regarding a request to close Mc Angus Road approximately one mile south of Elroy Road for culvert improvements beginning April 25, 2012 through May 25, 2012 or until construction is completed in Precinct Four. (Commissioner Gómez)

- C5. Approve setting a public hearing on Tuesday, April 17, 2012 to receive comments on the option to use vote centers in future elections beginning with the November 6, 2012 presidential election.
- C6. Approve setting a public hearing on Tuesday, April 24, 2012 to receive comments regarding a request to authorize the filing of an instrument to vacate a ten foot wide section of a 25' wide drainage easement located along the east lot line of Lot 5, Block H, of Long Canyon II-A, a subdivision in Travis County in Precinct Three. (Commissioner Huber)
- C7. Approve setting a public hearing on Tuesday, April 24, 2012 to receive comments regarding a request to authorize the filing of an instrument to vacate a ten foot wide section of a 25 foot wide drainage easement located along the eastern lot line of Lot 57, Block A of Waterford on Lake Travis, Section Two in Precinct Three. (Commissioner Huber)
- C8. Approve setting a public hearing on Tuesday, April 24, 2012 to receive comments regarding plat for recording: Soto subdivision final plat (resubdivision of Lot 1 Block A Buttross Farms subdivision final plat - two lots Martin Lane - City Of Austin ETJ) in Precinct Four. (Commissioner Gómez)

Minutes approved by the Commissioners Court

Date of Approval

Samuel T. Biscoe, Travis County Judge



Travis County Commissioners Court Agenda Request

Meeting Date: 4/17/12

Prepared By/Phone Number: Mo Mortazavi, P.E. (854-7589)

Division Director/Manager: Steve Sun, P.E., CIP Program Manager, TNR

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

Sponsoring Court Member: Commissioner Davis, Precinct One

AGENDA LANGUAGE: Approve the setting of a public hearing on May 1, 2012 to receive comments regarding a request to close Old Highway 20 between Joyce Turner Drive and Parmer Lane in Precinct One.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

The existing bridge was built in 1936, and although it is structurally in good condition, the bridge deck is too narrow to accommodate two lanes of traffic, and effectively functions as a one lane bridge. The roadway is also on the Manor ISD bus route, which presents potential safety concerns for its buses. The proposed new bridge will have a wider deck to accommodate two lanes of traffic and a sidewalk on the north side.

STAFF RECOMMENDATIONS:

Staff recommends closing Old Highway 20 according to the attached schedule (see Exhibits, below). Construction is scheduled to begin on or about June 1, 2012 and continue for an estimated 120 days to October 1, 2012, or until construction is complete. The road closure is required for the first phase of construction until the bridge deck is completed.

ISSUES AND OPPORTUNITIES:

The timing and the duration of the road closure is important in that TNR's goal is to complete the bidding process and obtain court approval and contract award by mid-May, so that construction can begin immediately after the last day of classes for Manor New Tech High School on Old Highway 20 and Joyce Turner Road, and open the road to traffic by the start of the Fall semester, or shortly thereafter.

Another important issue to consider is that in the event the construction of the new bridge is not completed before the start of the next phase of the US 290/Manor Expressway improvements at Parmer Lane, the county project will have to be delayed until the states project is complete. This is because the county will be using US 290 as the detour during the Old Highway 20 road closure. Construction of the last phase of Manor Expressway, which will extend to just east of Parmer Lane, has

already begun, but construction activities that could impact the county's project, are not scheduled to begin until late in the year or early 2013.

FISCAL IMPACT AND SOURCE OF FUNDING:

Several years ago, TxDOT and Travis County executed an Advance Funding Agreement (AFA) whereby TxDOT and the Federal Government would reimburse 90% of the construction cost of this project under the Off-System Bridge Program. However, in 2010, TxDOT notified TNR that due to the downturn in the economy, those funds were no longer available, and it was unclear when or if they would be restored. The county then requested and received approval from the voters for construction funding for this project in the 2011 bond referendum.

This closure will require some work by Travis County road maintenance crews to post public notices. Necessary detour routing signs will be installed by the contractor.

REQUIRED AUTHORIZATIONS:

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

CC:

Don Ward, TNR (854-9317)		Stephanie Jensen COA Public Safety GIS, (974-6446)	
David Greear, TNR (854-7650)		TCSO Dispatch (974-0845 +3)	
Steve Schiewe, TNR (854-7580)		ESD #11 (243-3477)	
Howard Herrin, TNR (266-3314) Mo Mortazavi, TNR (854-7589)		Manor I.S.D. (278-4085) City of Manor (272-5555)	

: :
0801 - NREQ -



Item C5

Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By: Darla Vasterling **Phone #:** 854-7564

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

A handwritten signature in black ink, appearing to read "Steven M. Manilla".

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

Sponsoring Court Member: Commissioner Huber, Precinct Three

AGENDA LANGUAGE: Approve setting a public hearing on Tuesday, May 8, 2012 to receive comments regarding a request to authorize the filing of an Order of Rejection of Dedication of public streets - Sandia Loop, Loasa Cove, Point O' Woods, and Caribou Trail, all originally dedicated by the plat of The Foothills of Barton Creek, a subdivision in Precinct Three.

BACKGROUND/SUMMARY OF REQUEST:

On December 29, 1984, the Travis County Commissioners Court passed an Order authorizing the filing for record of the plat of The Foothills of Barton Creek. In that document the developer W. Thad Gilliam signed a statement which dedicated the streets, shown on the plat, to the public.

In a letter from Robert D. Burton of Winstead, dated April 26, 2011, he states that The Development Area Declaration, recorded October 18, 1993, specifically provides that the Association will maintain the streets. In addition, the streets were conveyed to the Association by Deed recorded February 11, 1997.

The Attorney for the Association, Mr. Burton requests that the question of whether the streets are public or private, be resolved by action of the Travis County Commissioners Court. Travis County staff recommends setting a date of May 8, 2012, to hold a public hearing in regards to Rejecting the Dedication of these streets.

STAFF RECOMMENDATIONS:

The request has been reviewed by TNR staff and staff finds the request meets Section 82.206(c) of the Travis County Standards for Construction of Streets and Drainage in Subdivisions. As such, TNR staff recommends setting the public hearing.

ISSUES AND OPPORTUNITIES:

This subdivision has had a gated community for several years. They just want to make sure that their subdivision meets all of Travis County's requirements. With this action they will, in fact, be a private street subdivision.

FISCAL IMPACT AND SOURCE OF FUNDING:

None.

ATTACHMENTS/EXHIBITS:

Letter from R.D. Burton

Consent of Board of Directors

Foothills at Barton Creek POA

Map of Plat

Statements of Utility Companies,
School, Emergency Services, City of Austin
and Maryanne and Daniel Jones
Map

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	854-4239
Steve Manilla	County Executive	TNR	854-9429
Anna Bowlin	Division Director	TNR	854-7561
Christopher Gilmore	Assistant Co. Atty.	County Attorney	854-9415

CC:

SM:AB:dv

1101 - Development Services - Foothills of Barton Creek

1105 - Subdivision - Foothills of Barton Creek

1105 - Subdivision - Estates Above Lost Creek

WINSTEAD

Austin Dallas Fort Worth Houston San Antonio The Woodlands Washington, D.C.

401 Congress Avenue
Suite 2100
Austin, Texas 78701

512.370.2800 OFFICE
512.370.2850 FAX
winstead.com

direct dial: 512.370.2869
email: rburton@abaustin.com

April 26, 2011

RECEIVED
APR 26 2011
TNR

VIA HAND DELIVERY

Ms. Darla Vasterling,
Travis County Transportation & Natural
Resources Department
411 West 13th Street, 8th Floor
Executive Office Building
Austin, Texas 78701

Re: Application and Request by The Foothills at Barton Creek Property Owners Sub-Association, Inc., for Abandonment and Discontinuance of Public Right-of-Way Easements Within The Foothills at Barton Creek, a Subdivision of Record in Travis County, Texas according to the Map or Plat of Record in Book 85, Pages 74D-75C, Inclusive, Plat Records of Travis County, Texas (the "**Foothills**")

Dear Ms. Vasterling:

This law firm represents The Foothills at Barton Creek Property Owners Sub-Association, Inc. (the "**Association**"). Please consider this letter and the enclosures herewith as the Application and Request by the Association to abandon and discontinue the public right-of-way easements and to convert the publicly dedicated right-of-way to private streets within the Foothills Subdivision.

Please note that I will be the contact person for this Request and Application and my daytime phone number is set forth on the letterhead above. Please contact me directly for any additional information in connection with this Request and Application.

Pursuant to the list of requirements established by Travis County for this type of Request and Application, I am enclosing the following documents regarding the Association:

1. Certificate of Incorporation.
2. Bylaws.
3. Recorded copy of the Master Declaration of Covenants, Conditions and Restrictions, as amended.

Page 2

4. Recorded copy of the Development Area Declaration of Covenants, Conditions and Restrictions for The Foothills at Barton Creek.

5. Recorded copy of the Deed Without Warranty.

6. Letters from the utility companies and emergency services providers stating they have no objection to streets in the Foothills converting to private.

Please be advised that I have met with Chris Gilmore, Travis County Attorney, regarding the requirement that the restrictions be amended to evidence approval by the Association of adding maintenance of the streets to the Association's common property and providing for the conversion from public to private streets. The Development Area Declaration, which was recorded on October 18, 1993, (Item 4 above) specifically provides that the Association will maintain the streets. In addition, the streets were conveyed to the Association by deed recorded on February 11, 1997 (Item 5 above). As a result of the fact that both documents already authorize the Association to maintain the streets, Mr. Gilmore agreed that an amendment to the documents would not be required as a condition to conversion of the roads.

I am submitting a copy of this Request and Application to the City of Austin to request a letter from the City concurring with this Request and Application. I will notify you as soon as I receive that consent letter and will submit it to you.

We look forward to working with you to satisfy all of the County's requirements in connection with this Request and Application and to its approval.

Please confirm receipt of this Request and Application and advise on the foregoing matters at your earliest convenience. Thank you.

Sincerely,

WINSTEAD PC

By: 

Robert D. Burton, Shareholder

/sas

Enclosures

cc: Chris Gilmore (via email)

**THE FOOTHILLS AT BARTON CREEK PROPERTY OWNERS SUB-ASSOCIATION, INC.
UNANIMOUS WRITTEN CONSENT OF THE BOARD OF DIRECTORS**

The undersigned, being all the Directors of THE FOOTHILLS AT BARTON CREEK PROPERTY OWNERS SUB-ASSOCIATION, INC., a Texas non-profit corporation (the "Association"), do hereby consent to the adoption of the following resolution:

APPROVAL OF CONVERSION OF STREETS FROM PUBLIC TO PRIVATE

WHEREAS, the plat for The Foothills at Barton Creek recorded under Book 85, Pages 74D through 75C, Official Public Records of Travis County, Texas, incorrectly dedicated the roads within The Foothills at Barton Creek (the "FH Streets") to the public;

WHEREAS, Section 3.04(a)(1) and (2) of the Development Area Declaration of Covenants, Conditions and Restriction for The Foothills at Barton Creek recorded under Volume 12044, Page 0096, Official Public Records of Travis County, Texas (the "Declaration") expressly provides that it is the duty of the Association to own, control, maintain, and repair the FH Streets;

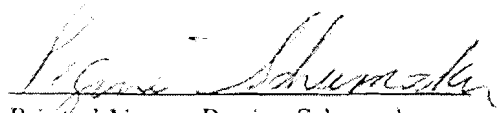
WHEREAS, pursuant to that certain Deed Without Warranty recorded under Volume 12869, Page 0923, Official Public Records of Travis County, Texas (the "Deed"), the FH Streets have been previously conveyed to the Association; and

WHEREAS, the Board of Directors of the Association believes that it is in the best interest of the Association and its Members, to consent to the conversion of the FH Streets from public to private.

NOW, THEREFORE, IT IS RESOLVED, that the Board of Directors of the Association, on behalf of the Association and its Members, and in accordance with Sections 3.04(a)(1) and (2) of the Declaration, hereby consent to the conversion of the FH Streets from public to private; and

RESOLVED FURTHER, that Caroline Douglas ^{as} Property Manager of the Association, is hereby authorized and directed, for and on behalf of the Association, to execute, acknowledge, and deliver any documents necessary or required to convert the FH Streets from public to private.

IN WITNESS WHEREOF, the undersigned have executed this consent as of and effective the 8 day of March, 2012.



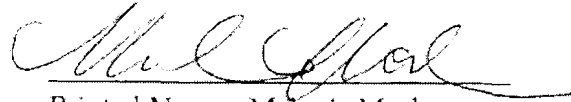
Printed Name: Regine Schumaker

Title: Director



Printed Name: Leo V. Welsh

Title: Director



Printed Name: Melanie Mosher

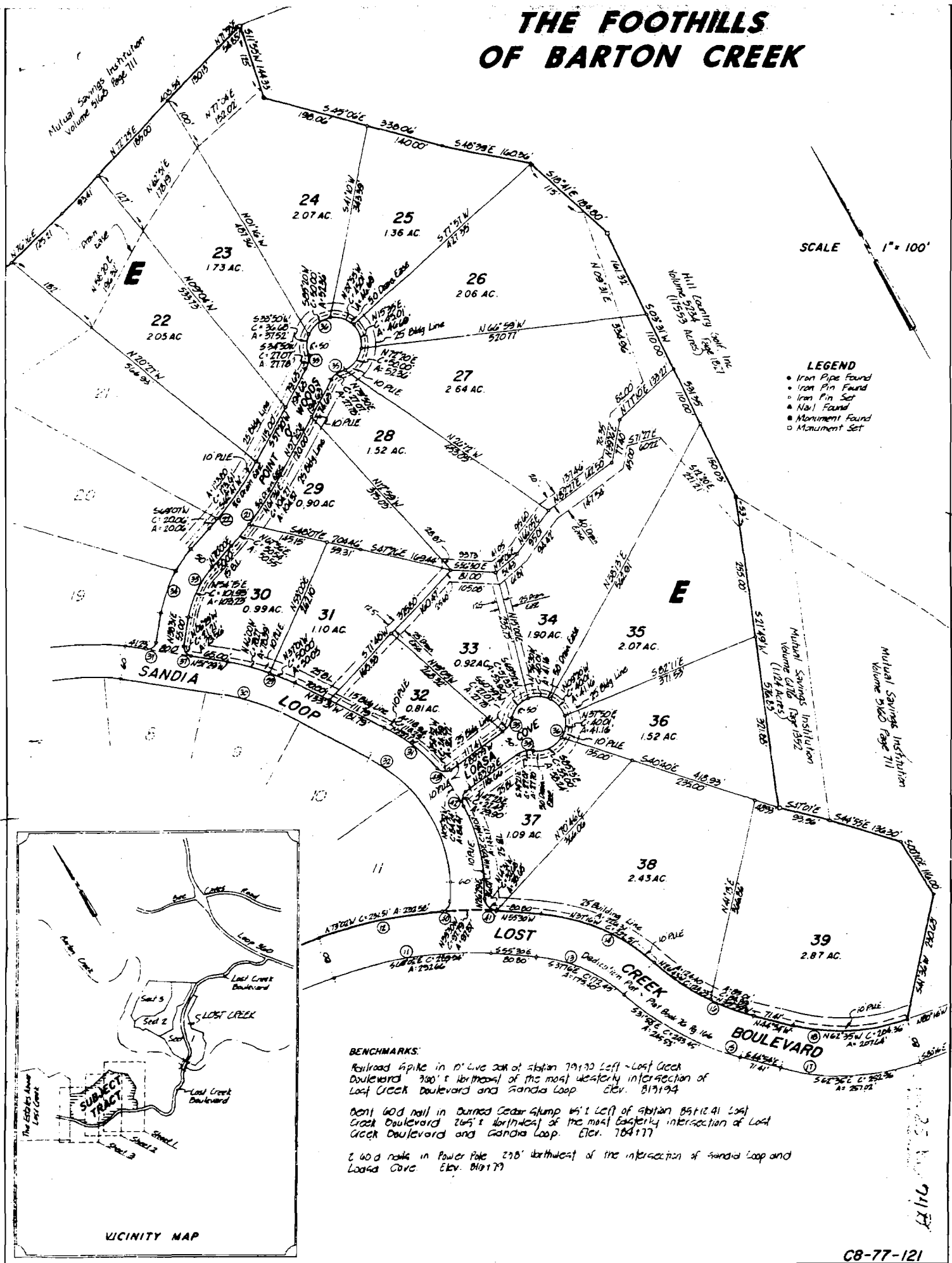
Title: Director



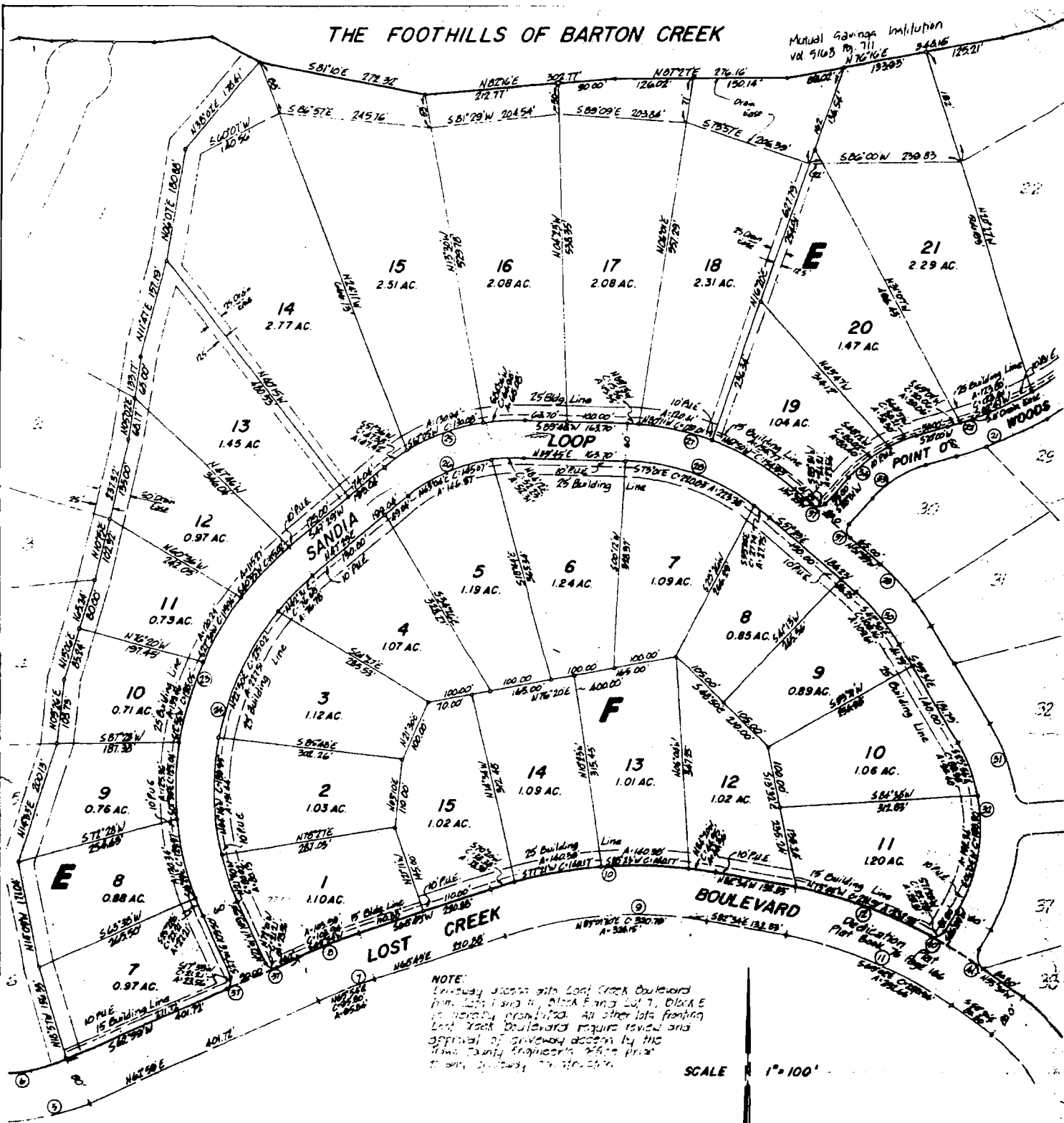
Printed Name: Gary Anderson

Title: Director

THE FOOTHILLS OF BARTON CREEK



THE FOOTHILLS OF BARTON CREEK

Mutual Savings Institution
Vol 9103 pg. 711
N 76° 10' E
34.616'

HEALTH DEPARTMENT RESTRICTIONS

1. These restrictions are enforceable by the Austin-Travis County Health Department and/or the lot owners or developer.
2. No structure in this subdivision shall be occupied until connected to a potable water supply permitted by the Texas Department of Health.
3. No structure in this subdivision shall be occupied until connected to a public sewer system or to an on-site sewage disposal system which has been approved by the Austin-Travis County Health Department.
4. This subdivision has been approved for on-site sewage disposal by the Austin-Travis County Health Department.
5. Sewage Disposal Systems shall be constructed in accordance with regulations of the Austin-Travis County Health Department and plans and locations of all systems shall be approved by the Austin-Travis County Health Department prior to any construction on the lot.

HEALTH OFFICER - Tommy Green, P.E.

11-1-84

DATE

Vol 85 Page 75A
MAY 1980 - 1981
MAY 1981 - 1982

CB-77-121

SHEET 2 OF 4

THE FOOTHILLS OF BARTON CREEK

Mutual Savings Institution
Volume 5168 Page 711

SCALE 1" = 100'

BLOCK A

The Estates Above Lost Creek
Plot Book 81 Pages 206-209

BLOCK B

G
2
3.98 AC.1
2.52 AC.2
1.75 AC.3
2.42 AC.4
2.76 AC.5
1.79 AC.6
2.13 AC.

CURVE DATA

	1	2	3	4	5	6	7
I	49.02'	49.02'	107.15'	107.15'	97.51'	97.51'	95.50'
R	156.16'	156.16'	320.29'	320.29'	340.00'	340.00'	341.36'
T	179.84'	211.35'	93.65'	46.91'	35.71'	271.65'	47.06'
A	3.62.01'	402.70'	106.95'	92.48'	54.80'	419.83'	95.84'
C	334.61'	393.30'	106.85'	92.35'	491.25'	375.68'	95.80'
	8	9	10	11	12	13	14
I	65.50'	25.51'	25.51'	27.04'	27.04'	36.23'	36.23'
R	1021.36'	649.00'	729.00'	69.55'	69.55'	275.55'	355.55'
T	52.04'	105.93'	185.93'	149.11'	149.11'	30.78'	117.14'
A	103.89'	32.415'	36.410'	292.64'	320.45'	175.10'	226.31'
C	103.94'	310.28'	260.39'	299.94'	321.39'	172.45'	222.31'
	15	16	17	18	19	20	21
I	25.92'	25.92'	35.72'	35.72'	25.71'	25.71'	12.40'
R	543.85'	463.85'	446.39'	536.39'	577.61'	641.61'	720.71'
T	124.89'	124.89'	132.76'	107.25'	129.95'	143.91'	71.78'
A	245.55'	209.41'	297.08'	207.14'	294.80'	253.13'	154.82'
C	245.44'	207.64'	292.96'	204.36'	252.85'	203.84'	154.60'
	22	23	24	25	26	27	28
I	12.40'	16.30'	16.30'	42.16'	12.16'	35.46'	35.46'
R	650.74'	602.08'	442.83'	590.00'	270.00'	431.16'	371.16'
T	72.28'	302.40'	396.77'	187.56'	104.36'	191.68'	130.58'
A	149.86'	628.88'	575.86'	243.44'	199.15'	291.75'	251.75'
C	149.57'	628.78'	575.19'	243.26'	198.86'	291.19'	251.19'
	29	30	31	32	33	34	35
I	17.58'	17.58'	60.00'	60.00'	31.29'	31.29'	45.00'
R	408.84'	348.84'	330.00'	330.00'	83.26'	83.26'	36.53'
T	64.34'	55.31'	130.59'	130.59'	57.05'	57.05'	14.15'
A	120.48'	109.61'	345.53'	283.74'	129.73'	139.73'	27.78'
C	127.30'	109.16'	330.00'	270.00'	101.93'	129.04'	27.07'
	36	37	38	39	40	41	42
I	27.00'	27.00'	54.27'	54.27'	27.00'	27.00'	27.00'
R	500.00'	500.00'	500.00'	500.00'	500.00'	500.00'	500.00'
T	15.00'	15.00'	15.00'	15.00'	15.00'	15.00'	15.00'
A	295.00'	295.00'	295.00'	295.00'	295.00'	295.00'	295.00'
C	295.00'	295.00'	295.00'	295.00'	295.00'	295.00'	295.00'
	43	44	45	46	47	48	49
I	27.00'	27.00'	27.00'	27.00'	27.00'	27.00'	27.00'
R	500.00'	500.00'	500.00'	500.00'	500.00'	500.00'	500.00'
T	15.00'	15.00'	15.00'	15.00'	15.00'	15.00'	15.00'
A	295.00'	295.00'	295.00'	295.00'	295.00'	295.00'	295.00'
C	295.00'	295.00'	295.00'	295.00'	295.00'	295.00'	295.00'

NOTE:

Buildings, fences, landscaping or other obstructions will not be permitted within the drainage easements as shown herein. Abutting property shall not be permitted to drain directly into said easements except as approved by County Engineer.

WATER SERVICE NOTE:

The following lots require individual water service pressure reducing valves to be installed on the lot owners side of the water meter by the lot owner.
Block E, Lot 1, 2, 3
Block G, Lot 2

Vol. 85 Page 75B
First Edition, January 1, 2011

THE FOOTHILLS OF BARTON CREEK

STATE OF TEXAS }
COUNTY OF TRAVIS }

KNOW ALL MEN BY THESE PRESENTS:

THAT WEST AUSTIN CORPORATION, A TEXAS CORPORATION HAVING ITS HOME OFFICE IN THE CITY OF HOUSTON, HARRIS COUNTY, TEXAS, OWNER OF A PORTION OF THE JOHN L. BRAY SURVEY NO. 72 IN TRAVIS COUNTY, TEXAS, AS CONVEYED TO IT BY DEED RECORDED IN VOLUME 8502, PAGE 7 OF THE DEED RECORDS OF TRAVIS COUNTY, TEXAS, ACTING HEREIN BY AND THROUGH ITS PRESIDENT, W. THAD GILLIAM, DOES HEREBY SUBDIVIDE A 92.215 ACRE PORTION OF THE SAID TRACT, BEING ENTIRELY OUT OF THE JOHN L. BRAY SURVEY NO. 72, ACCORDING TO THE PLAT AS SHOWN HEREON TO BE KNOWN AS THE FOOTHILLS OF BARTON CREEK AND DOES HEREBY DEDICATE TO THE PUBLIC THE USE OF THE STREETS AND EASEMENTS AS SHOWN HEREON. SAID TRACT IS SUBJECT TO ANY EASEMENTS OR RESTRICTIONS HERETOFORE GRANTED.

WITNESS THE HAND OF W. THAD GILLIAM, PRESIDENT OF WEST AUSTIN CORPORATION, THIS THE 26 DAY OF October, 1984, A.D.

W. THAD GILLIAM, President
West Austin Corporation
6720 Ganda Point, Suite 100
Houston, Texas 77044

STATE OF TEXAS }
COUNTY OF TRAVIS }

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE 26 DAY OF October, 1984, A.D. BY W. THAD GILLIAM, PRESIDENT OF WEST AUSTIN CORPORATION, A TEXAS CORPORATION, ON BEHALF OF SAID CORPORATION.

James B. Quinn
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS
My Commission expires: August 1, 1985

APPROVED FOR ACCEPTANCE THIS THE 27 DAY OF Nov., 1984, A.D.

James B. Quinn
James B. Quinn - DIRECTOR - OFFICE OF LAND DEVELOPMENT SERVICES

ACCEPTED AND AUTHORIZED FOR RECORD BY THE CITY PLANNING COMMISSION, CITY OF AUSTIN, TEXAS, THIS THE 27 DAY OF Nov., 1984, A.D.

CHAIRMAN William M. Manning

SECRETARY John H. Bell

STATE OF TEXAS }
COUNTY OF TRAVIS }

I, DORIS SHROPSHIRE, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THAT ON THE 27 DAY OF Nov., 1984, A.D., THE COMMISSIONERS COURT OF TRAVIS COUNTY, TEXAS, PASSED AN ORDER AUTHORIZING THE FILING FOR RECORD OF THIS PLAT AND THAT SAID ORDER HAS BEEN DULY ENTERED IN THE MINUTES OF SAID COURT IN BOOK 25, PAGE 416-4.

WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY THIS THE 27 DAY OF Nov., 1984, A.D.

DORIS SHROPSHIRE, CLERK COUNTY COURT, TRAVIS COUNTY, TEXAS

BY: DEPUTY E. J. Pelt

STATE OF TEXAS }
COUNTY OF TRAVIS }

I, DORIS SHROPSHIRE, CLERK OF THE COUNTY COURT, WITHIN AND FOR THE STATE AND COUNTY AFORESAID, DO HEREBY CERTIFY THAT THE WITHIN AND FOREGOING INSTRUMENT OF WRITING WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN THE OFFICE ON THE 27 DAY OF Nov., 1984, A.D. AT 9:30 O'CLOCK A.M. AND DULY RECORDED ON THE 27 DAY OF Nov., 1984, A.D. AT 9:35 O'CLOCK P.M. IN THE PLAT RECORDS OF SAID COUNTY IN PLAT BOOK 25, PAGE 416-4.

WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY THE DATE LAST WRITTEN ABOVE.

DORIS SHROPSHIRE, CLERK COUNTY COURT, TRAVIS COUNTY, TEXAS

BY: DEPUTY K. Terrell

FILED FOR RECORD ON THE 27 DAY OF Nov., 1984, A.D.

DORIS SHROPSHIRE, CLERK COUNTY COURT, TRAVIS COUNTY, TEXAS

BY: DEPUTY K. Terrell

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

THE ACCEPTANCE FOR MAINTAINING BY TRAVIS COUNTY, TEXAS, OF THE ROADS OR STREETS IN REAL-ESTATE SUBDIVISIONS DOES NOT OBLIGATE THE COUNTY TO INSTALL STREET MARKING SIGNS, AS THIS IS CONSIDERED TO BE A PART OF THE DEVELOPERS CONSTRUCTION; BUT THAT ERRECTING SIGNS FOR TRAFFIC CONTROL SUCH AS FOR SPEED LIMITS AND STOP AND YIELD SIGNS, SHALL REMAIN THE RESPONSIBILITY OF THE COUNTY.

I, LARRY A. TURNER, AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH CHAPTER 193 OF THE AUSTIN CITY CODE; IS TRUE AND CORRECT; AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND.

LARRY A. TURNER-REGISTERED PUBLIC SURVEYOR NO. 3908
W. HARVEY SMITH SURVEYOR, INC.
1214 West 5th Street, Austin, Texas 78703

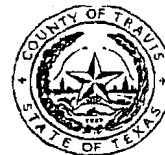
DANNY E. MARTIN-REGISTERED PROFESSIONAL ENGINEER NO. 44960
ESPEY, HUSTON & ASSOCIATES, INC.
P. O. BOX 519, AUSTIN, TEXAS 78767

FLOOD PLAIN NOTE:

The 100 Year Flood Plain is contained within the Drafting Easements as shown hereon.



44960
DANNY E. MARTIN
REGISTERED PROFESSIONAL ENGINEER
STATE OF TEXAS



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS TO PRIVATE STREETS

Item #6

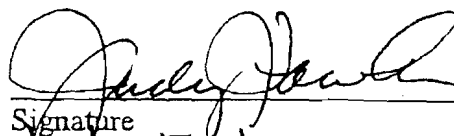
An application is being made to Travis County for the Conversion from Public Streets to Private Streets in THE FOOTHILLS AT BARTON CREEK PROPERTY OWNERS SUB ASSOCIATION, INC. subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- ☐ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.
- ☒ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.

SUBJECT TO:

Roadways reserved as a Public Utility Easement
to cover AE's rights for existing lines.


Signature

Judy Fowler
Printed Name

Manager - Public Involvement/
Real Estate Serv.

Austin Energy
Title
Utility Company or District

September 1, 2005
Date

Please return this completed form to:

The Foothills

at Barton Creek Property Owners Sub-Association, Inc.
c/o RealManage
12335 Hymeadow Drive, Suite 300
Austin, Texas 78750



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

**EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS
TO PRIVATE STREETS**

Item #6

An application is being made to Travis County for the Conversion from Public Streets to Private Streets in THE FOOTHILLS & BAYVIEW CREEK TRAIL HOMES SUBDIVISION, INC. subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- ☐ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.
- ☒ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.

Subject to the public utility easement that will remain in place, as platted, and will not be affected by this change of ROW from public to private.


Signature

Printed Name

W. M. S. GESSAS

Title

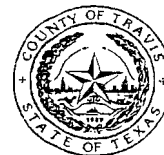
Contract Design Eng. / A.T.E.T.

Utility Company or District

1-3-11

Date

Please return this completed form to:



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS TO PRIVATE STREETS

Item #6

An application is being made to Travis County for the Conversion from Public Streets to Private Streets in THE FOOTHILLS AT BARTON CREEK PROPERTY OWNERS SUB-ASSOCIATION, INC. subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- ☐ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.
- ☒ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.

Laurie Schumpert

Signature

Laurie Schumpert

Printed Name

Designer

Title

Time Warner Cable - Austin

Utility Company or District

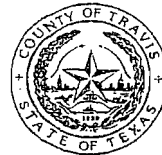
August 23, 2005

Date

Please return this completed form to:

The Foothills

at Barton Creek Property Owners Sub-Association, Inc.
c/o RealManage
12335 Hymeadow Drive, Suite 300
Austin, Texas 78750



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

**EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS
TO PRIVATE STREETS**

Item #6

An application is being made to Travis County for the Conversion from Public Streets to Private Streets in THE FOOTHILLS & BAYVIEW CREEK PROPERTY OWNERS SUB ASSOCIATION, INC. subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- ☐ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.
- ☒ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.

Signature

Chris Landgraf, PE
Printed Name

Engineer III
Title

Texas Gas Service
Utility Company or District

1/28/2011
Date

Please return this completed form to:



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

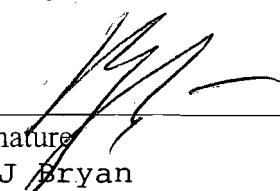
**EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS
TO PRIVATE STREETS**

Item #6

An application is being made to Travis County for the Conversion from Public Streets to Private Streets in THE FOOTHILLS AT BARTON CREEK PROPERTY OWNERS SUB ASSOCIATION, INC. subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- ☐ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.
- ☒ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.



Signature
WJ Bryan

Printed Name
President

Title

Travis County WCID No. 19

Utility Company or District

September 22, 2005

Date

Please return this completed form to:

The Foothills

at Barton Creek Property Owners Sub-Association, Inc.
c/o RealManage
12335 Hymeadow Drive, Suite 300
Austin, Texas 78750



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

**EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS
TO PRIVATE STREETS**
Item #6

An application is being made to Travis County for the Conversion from Public Streets to Private Streets in THE FORTNILLS & BAYVIEW (SEEK PROPERTY OWNERS SUB ASSOCIATION, INC.) subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- ☐ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.
- ☒ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.

A handwritten signature in black ink, appearing to read "Curtis E. Shaw".

Signature

CURTIS E. SHAW

Printed Name

DIR. OF CONSTRUCTION MGMT.

Title

SUSTAIN IND. SCHOOL DIST.

Utility Company or District

6/20/2011

Date

Please return this completed form to:



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

**EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS
TO PRIVATE STREETS**

Item #6

An application is being made to Travis County for the Conversion from Public Streets to Private Streets in THE FOOTHILLS AT BARTON CREEK PROPERTY OWNERS ASSOCIATION, INC. subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

☐ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.

☒ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.

Signature

Jeffrey J. Wittig

Printed Name

Jeffrey J. Wittig

Title

Asst. Fire Chief

Utility Company or District

Travis County Emergency Services District #3

Date

May 31, 2011

Please return this completed form to:

**TRANSPORTATION AND NATURAL RESOURCES**

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

EASEMENT REQUIREMENT STATEMENT FOR
CONVERSION FROM PUBLIC STREETS TO PRIVATE STREETS
(ETJ) Item #8

An application is being made to Travis County for the Rejection of Dedication of all of the streets in The Foothills of Barton Creek subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- _____ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.
- ✓_____ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.

LOST CREEK BLVD. IS NOT
INCLUDED IN THE CONVERSION
FROM PUBLIC TO PRIVATE STREETS.

George Zapala
Signature
GEORGE ZAPALA
Printed Name
DEVELOPMENT SERVICES MANAGER
Title
AUSTIN
City of
JUNE 21, 2011
Date

Please return this completed form to:

Name

Address

City/State/Zip



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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

**EASEMENT REQUIREMENT STATEMENT FOR CONVERTING PUBLIC STREETS
TO PRIVATE STREETS**

Item #6

An application is being made to Travis County for the Conversion from Public Streets to Private Streets in THE FORTHILLS & BAYVIEW CREEK ESTATES SUBDIVISION, INC. subdivision and as described on the enclosed drawing or document. An action of the Commissioners' Court of Travis County is pending your return of this statement, your prompt reply is requested.

STATEMENT

- ☐ We do not approve the change from Public Street Easements to Private Street Easements as described in the accompanying document.
- ☒ We do approve the change from Public Street Easements to Private Street Easements as described in the accompanying document. A map of the subject streets is attached.

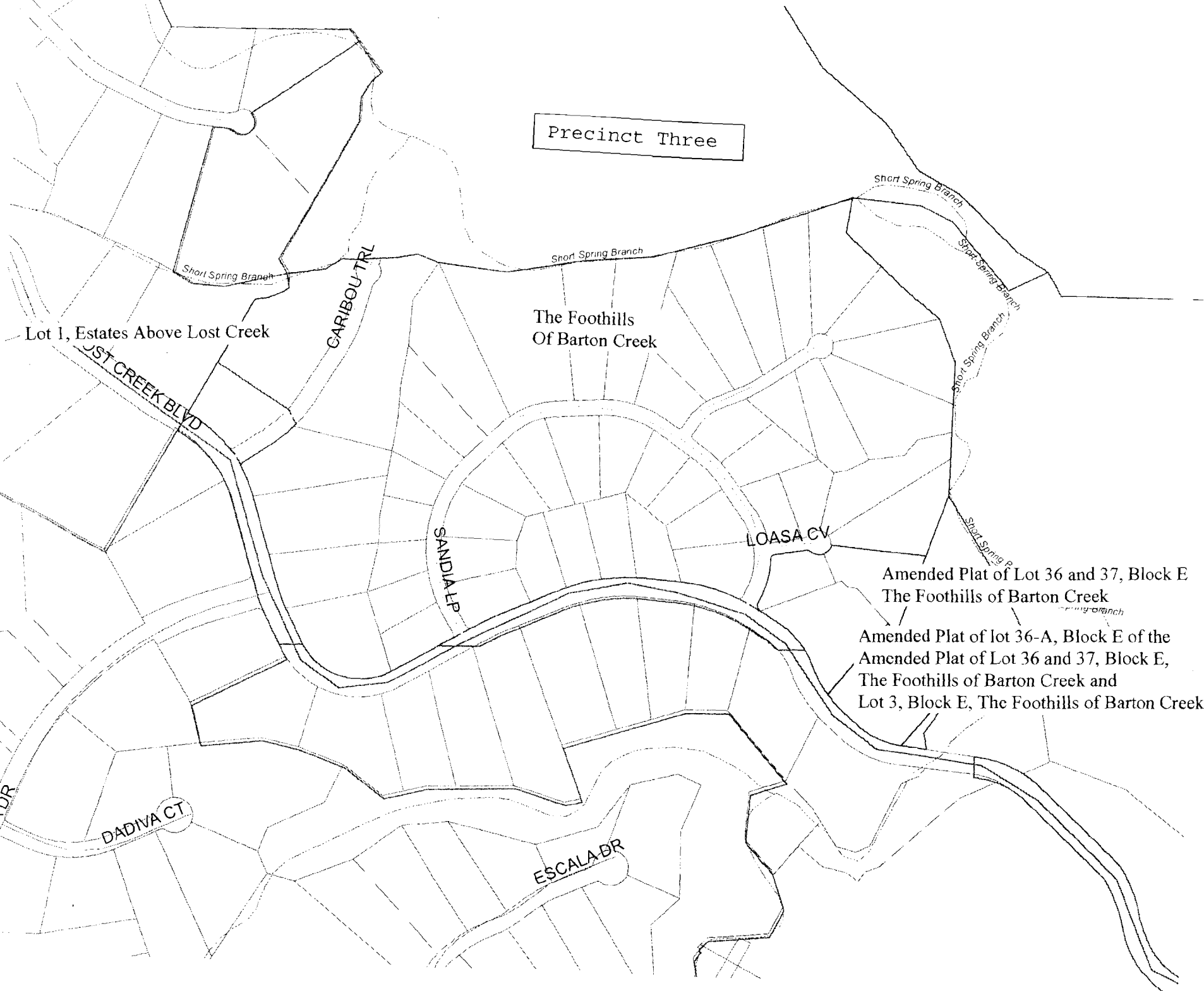
M. O. Jones

Daniel H. Jones
Signature

Maryanne O. Jones
3510 Caribow Trail
(Lot 1, Estates Above Lost Creek
Section 3)

Printed Name
Daniel H. Jones
Title 3510 Caribow Trail
(Lot 1, Estates Above Lost Creek)
Utility Company or District Section 3
Date _____

Please return this completed form to:



Precinct Three

Lot 1, Estates Above Lost Creek

The Foothills
Of Barton Creek

Short Spring Branch

Short Spring Branch

Short Spring Branch

Short Spring Branch

Short Spring Branch

LOASA CV

Amended Plat of Lot 36 and 37, Block E
The Foothills of Barton Creek

Amended Plat of lot 36-A, Block E of the
Amended Plat of Lot 36 and 37, Block E,
The Foothills of Barton Creek and
Lot 3, Block E, The Foothills of Barton Creek

Short Spring Branch

ESCALABR

DADIVA CT

SANDIA PL

LOST CREEK BLVD

CARIBOU TRL